

LOI Form

LOI

If you would like to complete this Letter of Intent in Word first and copy your answers over later, use the following link: [Download LOI](#)

The rubric that will be used to score your Letter of Intent can be found here: [Download LOI Rubric](#)

Please pay attention to character limits while working on your draft. These limits include spaces.

Organization Name*

FEAST, Inc.

Project Name*

Create a brief name for this large capital project. This is how it will appear throughout the PCF grant portal.

FEAST's New Building Project

EIN*

59-2981961

Incorporation Year*

What year did your organization incorporate? This will be the year listed on your determination letter from the Internal Revenue Service.

1989

Organizational Mission Statement*

What is your organization's mission statement? This should be no longer than one or two sentences.

The mission of the FEAST Food Pantry is to compassionately provide food and personal care items to families in need in North Pinellas County.

Unique Entity ID (SAM)

Please provide your organization's Unique Entity ID number. This is a specific number used by the federal government to identify your organization. **This is different from a DUNS number, which the federal government no longer uses.**

If you do not have a Unique Entity ID number, you can create an account on [SAM.gov](https://sam.gov) and apply for one here (it is free and may take 3-4 days for approval): <https://sam.gov/content/home>

This field is optional as to not stop a qualifying organization from applying. HOWEVER, a Unique Entity ID number will be required if your organization is approved for a grant. Your organization should apply for a number now if it does not yet have one.

Character Limit: 12

CVVLXNBMZRA8

Annual Operating Budget Size*

Please provide the amount of your annual operating budget (expenditures only) for your entire organization.

\$296,438.00

Amount Requested*

The maximum grant amount is \$5 million. You may request up to 5% for grant administration, project management, and other indirect costs. Please be sure your indirect cost rate is represented in the figure you put below.

Note: You will be required to upload a more detailed budget if you are approved for the full application stage. You will need to also attach any bids, estimates, and agreements with contractors or other vendors in relation to the proposed project.

\$940,464.00

Does the total project cost exceed the amount your organization is requesting?*

Please note: Answering "Yes" will cause additional questions to load later in this application.

Examples

ABC Childcare is seeking funding for a new playground. ABC Childcare is asking PCF to fund \$150,000 for certain equipment, and will seek other funding and donations for the remaining \$20,000 of the playground. ABC Childcare would select "Yes" for this question.

Better Tomorrow, a mental health provider, is looking to expand their counseling center by two rooms to meet increased service demand arising from the pandemic. Better Tomorrow has secured \$25,000 in private contributions, and wants to request the remaining \$125,000 in this grant. Better Tomorrow would select "Yes" for this question.

DBE Food Pantry is seeking funding for a new HVAC unit for their pantry, and is requesting \$40,000 from PCF to cover the entire cost. DBE Food Pantry would select "No" for this question.

No

Parent Non-Profit/Subsidiaries*

If your organization has a parent non-profit that has multiple subsidiaries, will multiple subsidiaries be applying in this process?

Example

Better Tomorrow is the parent non-profit of three organizations. Two of those organizations want to apply in this process. Both would select "Yes" on this question.

No

Request Specifics

Organization Programming Background*

Please describe the programming your organization offers to the community and the length of time it has been doing so. That is, what does your organization **do** and **how long** has it been doing it?

The mission of the FEAST Food Pantry is to compassionately provide food and personal care items to families in need in North Pinellas County. Since 1989, we have helped to address the needs of Pinellas County residents suffering from food insecurity who need assistance. For 33 years, we have served people from a variety of populations, including children, senior citizens, low-income families, and homeless people in our community. Currently, residents in need can visit our pantry twice a month to receive food for their families. We distribute bags of shelf-stable food, including canned and boxed items, based on family size, which typically equates to a 3–4-day supply of food. In addition, we provide them with perishable food staples such as meat, milk, and fresh produce, which helps them to create a balanced diet for their families. Not only do these families receive food, but they also receive personal care items such as toilet paper, paper towels, toothpaste, and other hygiene products not permitted for purchase under SNAP. In addition, we tailor our food distribution to their expressed needs. For instance, we recognize the unique nutritional requirements of many clients who suffer from chronic diseases, such as hypertension and diabetes. We customize the food we distribute to them to provide lower sodium, lower sugar, and higher fiber options. We also strive to create a positive experience for each person every time they visit our pantry. Our goal is to provide a dignified experience and treat each client with kindness and respect. To do this, we have trained our volunteers to actively listen to our clients' needs and to work to develop a positive relationship with the families we serve. Our volunteers frequently provide information about other local food pantries and encourage residents to utilize 211 for other assistance. Our organization takes pride in providing food and personal care items to Pinellas County residents with compassion and respect.

Community Need*

Please describe the community need that exists for your programming. If you are able to cite quantitative, local data, that will strengthen your proposal.

The need for the services of the FEAST Food Pantry is rapidly growing as food insecurity continues to rise in Pinellas County. According to recent data from Healthy St. Pete, it is estimated that more than 14% of households in Pinellas County experience food insecurity. These are thousands of hard-working families who are struggling to make ends meet to put food on the table. The effects of the pandemic coupled with increasing inflation will continue to create a much higher demand for our services. In fact, according to "Trading Economics", the annual inflation rate in the US was 8.5% in July of 2022, the highest since December of 1981. In addition, the most recent Consumer Price Index report from the Bureau of Labor Statistics stated

that food prices have jumped 10.4% from June 2021 to June 2022. This tremendous increase has made it more difficult for already struggling individuals to purchase food for their families. It is imperative that we assist these families as research shows that children and adults suffering from food insecurity often have long-term health consequences and negative effects on their mental and physical health. A study published last year in the "Journal of the American Heart Association" included more than 27,000 adults and examined the effects of food insecurity on health. Researchers found more cardiovascular disease and higher overall death rates among those reporting food insecurity. Locally, the Network to End Hunger finds that as many as 36,000 children in Pinellas County are food insecure. According to multiple studies, childhood food insecurity can result in serious consequences on physical health, academic performance, general development, and mental health. Food insecurity can cause significant psychological stress, depressive disorders and an increase in the risk of other mental illnesses. Our services help to prevent these potential negative consequences for Pinellas County families suffering from food insecurity.

Negative Economic Impact*

The following question is the keystone of a strong application in this process. If your organization cannot demonstrate a negative economic impact from the pandemic, your application will not qualify for committee review. If you are uncertain about what constitutes negative economic impact or how to demonstrate it, please contact PCF staff for technical assistance.

Describe your organization's negative economic impact arising from the COVID-19 pandemic. Examples could include:

- A reduction in revenue from 2019 to 2020
- Inflationary pressures
- Increases in demand for services that have not been compensated for through new revenue
- The use of reserves for unbudgeted expenses since the onset of the pandemic, and such use of reserves has prevented the purchase of capital assets
- A need for capital assets to offset community need for which your organization does not have the resources to purchase due to the negative economic harm from the pandemic
- A need for additional capital assets to adapt operations to accommodate health and safety guidelines by the CDC
- Growth in restricted pandemic-related revenue that does not permit capital asset acquisition

Note: If you are applying for both a Small Purchase and Large Project, you may reuse the answer for this question PROVIDED THAT the negative economic impact is relevant to both requests.

The negative economic impact of the COVID-19 pandemic on the FEAST Food Pantry has been overwhelming. Prior to the pandemic, we were providing food and personal care items to approximately 1,000 people per month. Last month (August 2022), we provided food to over 4,700 people suffering from food insecurity in our community. This 370% increase has occurred in a very short period and is a direct result of the COVID-19 pandemic. Due to this crisis, our pantry is now often in desperate need of traditional food staples such as soup, cereal, canned fruit, and pasta that provide local families with adequate nutrition. Unfortunately, the donations of food we are receiving are not at all keeping pace with the demand for our services. Therefore, we must frequently purchase additional food to sustain our current number of clients. However, the current increase in food costs has made it more challenging than ever for our pantry as well as our donors to purchase food for our clients. In fact, the most recent Consumer Price Index report from the Bureau of Labor Statistics stated that food prices have jumped 10.4% from June 2021 to June 2022. This tremendous increase has made it more difficult for already struggling individuals to purchase food for their families as well as

creating a decrease in both food and monetary donations to our pantry. Another negative impact to our organization arising from the COVID-19 pandemic is the inflationary pressure which has also served to increase our number of clients and decrease our number of donations. According to "Trading Economic," the annual inflation rate in the US was 8.5% in July of 2022, the highest since December of 1981. Therefore, although we have been in our community for over 33 years, we have never experienced a demand of this magnitude. In fact, we have a large number of families who now visit us each month who had never used the services of a food pantry prior to the pandemic. These negative effects of the pandemic have resulted in an overwhelming need for a new building to adapt our operations to accommodate the staggering increase in both clients and volunteers of our organization. "FEAST's New Building Project" will increase our space as well as provide a well-planned, structured design to allow our volunteers to be in a safer environment and to function more efficiently. The new facility will also help our organization abide by the health and safety guidelines of the CDC in a much easier manner. FEAST has suffered severe negative economic impact from the COVID-19 pandemic, and we desperately need a new facility to continue our mission to compassionately provide food and personal care items to families in need in North Pinellas County.

Proposal Description*

The American Rescue Plan Act requires a request that is reasonable and proportional to the level of economic impact your organization experienced. This means the request you describe below should not be greater than the economic harm your organization has suffered.

Please describe your project proposal and address the following:

- What project will be undertaken with these funds?
- What is the estimated lifespan of the project/property improvement?
- How does it address the negative economic harm you described in the previous question?

The FEAST Food Pantry is in desperate need of a new building to continue to effectively serve our community. Our current facility is 2200 square feet of attached trailers that are old and rapidly deteriorating. The current structure has both flooring and roofing issues that are continuously having to be repaired to maintain the safety of our volunteers. However, we have been informed by multiple contractors that we should not make extensive repairs as our facility is too dilapidated. Therefore, we are proposing "FEAST's New Building Project" to allow us to continue to provide food and personal care items to families in need in North Pinellas County. In order to serve the tremendous increase in our number of clients (a 370% increase since the pandemic), we would like to construct a new building at our current location. We have already obtained a 50-year land lease from Grace Community Church and are working with the County on plans to construct the building. Our plan is for a 5,000 square foot metal building that will allow for the increase in our clients, volunteers, and volume of food in our facility. We have received a bid for the project from a local builder and are working to receive two additional bids. As we are in the preliminary stages with the County as well as with potential builders, there may be some aspects of the current plan that are subject to change. We are extremely committed to this project and have already conducted multiple surveys of the property in order to start the building process. This new building is imperative to continue our mission and will address the negative economic harm we have endured from the pandemic. "FEAST's New Building Project" will:

1. Ensure an equitable recovery from the COVID-19 pandemic as our organization continues to provide food and personal care items to an increasing number of individuals
2. Allow our organization to be more effective and efficient in providing high quality food to our clients.
3. Provide a safe and dignified experience for all clients who visit our pantry
4. Create a safe place for the growing number of volunteers who give their time and effort to support our community
5. Help our organization abide by the health and safety guidelines of the CDC in an easier manner.

The estimated lifespan of "FEAST's New Building Project" is at least 50 years and would allow for our organization to continue to serve Pinellas County residents in need with compassion and respect.

Number Served*

How many people will directly benefit from this capital project annually?

55338

Unduplicated vs. Duplicated*

Is the number indicated above duplicated or unduplicated?

Duplicated: A client is counted each time they access services

Unduplicated: A client is counted once, regardless of the number of times they access services

Example: ABC Food Bank operates two mobile food pantries, one in Clearwater and one in St. Petersburg. Taylor, a Pinellas County resident, goes to both food pantries. If ABC Food Bank counts Taylor's visit TWICE, it is **duplicated**. If ABC Food Bank counts Taylor's visit ONCE, it is **unduplicated**.

Duplicated

Other (Explanation Required)

If you selected "Other" in the previous question, please explain how your organization determined the number of clients that will benefit from the proposed capital project.

Rent vs. Own*

Does your organization rent or own the property for which you are proposing modifications?

Note: Selecting "Rent" will cause more questions to load below.

Rent

Guiding Principles - Client Impact*

The American Rescue Plan Act, which provides the funding for this grant program, aims to ensure an equitable recovery from the COVID-19 pandemic. The term "equity" is defined as:

The consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

One of the guiding principles of this fund is that it will apply a lens of equity to ensure the needs of specified priority populations are met.

Will this project benefit the community members defined above that have experienced disproportionate negative impacts from the COVID-19 pandemic? If so, how?

We are certain that "FEAST's New Building Project" will benefit community members that have experienced disproportionate negative impacts from the COVID-19 pandemic. The mission of our organization is to provide food and personal care items to families in need in North Pinellas County. For 33 years, we have served people from a variety of populations, including children, senior citizens, low-income families, and homeless people in our community. Unfortunately, the pandemic has created an increased need for our services, especially among those who have been affected by persistent poverty. These individuals now have an even more urgent need to identify supplemental food sources to provide nourishment and nutrition to their families. In addition, we have experienced a tremendous increase in the number of first-time visitors to our pantry due to the COVID-19 pandemic. Many of these individuals have shared that they belong to traditionally underserved communities and have endured significant challenges from the pandemic. Finally, we have experienced a decrease in donations as many people in the community are feeling the impacts of the COVID-19 pandemic. Therefore, "FEAST's New Building Project" will benefit community members who have experienced disproportionate negative impacts from the pandemic by allowing our organization to be more effective and efficient in providing high quality food to our clients. Our new building project will provide a safe and dignified experience for all clients who utilize our services. This project will serve to ensure an equitable recovery from the COVID-19 pandemic as our organization continues to provide food and personal care items to families in need with compassion and respect.

Community Connection

The American Rescue Plan Act (ARPA) prioritizes organizations that either have headquarters or carry out the majority of their operations inside Qualified Census Tracts (QCTs). QCTs are a standard method of identifying communities with a large proportion of low-income residents. The U.S. Department of Housing and Urban Development determines what areas qualify as QCT.

To assess if your organization serves or is headquartered in a QCT, use the following link:

https://www.huduser.gov/portal/sadda/sadda_qct.html

In the top right-hand corner, choose the state of Florida and Pinellas County. Then on the left-hand side of the screen, click the box next to "Color QCT Qualified Tracts." The QCT zones are denoted in purple. You can also map your address by adding it into the address box at the top to see if your location is inside the zones.

Below, please provide the location of your operations and the location of your headquarters, if different.

Headquarters Location*

Please provide your organization's headquarters address as it appears on your Sunbiz account. To check your Sunbiz registration, you may search here: <https://dos.myflorida.com/sunbiz/search/>
2255 Nebraska Avenue Palm Harbor, FL 34683

QCT Determination - Headquarters*

Is this organization headquartered in a QCT?

No

Project Location*

Please provide the address or intersection where the property being modified is.

2255 Nebraska Avenue Palm Harbor, FL 34683

QCT Determination - Project*

Is this organization's project in a QCT?

No

QCT Impact*

PCF understands that just because a project may not be located in a Qualified Census Tract, those who reside in one may access your services and may come to the location where your organization's project will take place.

- If applicable, please describe if you have clients that reside in a QCT as indicated on the map linked above, and the proportion of your clients that come from these areas.
- If your organization does not serve clients from a QCT, you can write "Not Applicable" below.

While FEAST serves clients throughout Pinellas County, we do serve many clients who are located in a QCT. According to the QCT report, the following is the QCT area and the proportion of our clients who come from those areas:

Clearwater: 18%

Dunedin: 13%

Tarpon Springs: 8%

Throughout these QCT areas, we have made a deliberate attempt to spread the word about our services. We have contacted churches, schools, and other community organizations to make people aware of our organization.

QCT Determination - Clients*

Does this organization's project benefit residents of QCTs?

No

This section aims to capture general demographic data about your organization and to see how you engage with and represent the community you serve. PCF has generalized the demographic data questions more than it has in other processes because of the public nature of this process. PCF understands that identity disclosure can be a sensitive matter and wants to respect your organization's board and staff. If your organization feels comfortable sharing more detailed demographic information, it may do so in the "Community Representation and Connection" section.

Community Representation and Connection*

Describe how your organization is representative of, or has authentic connections to, the community your proposal seeks to serve. You can list other community-based organizations that work on programming with you and/or list examples of your work within this community.

Our organization has strong, authentic connections to the community that we serve at the FEAST Food Pantry. We have developed working relationships and coordinate with other organizations in our area to maximize our ability to help families suffering from food insecurity in our community. These collaborations have helped make Pinellas County residents aware of our services and has served to minimize the amount of food which could potentially go to waste due to spoilage. Since the start of the pandemic, we have worked with Dunedin Cares, Oldsmar Cares, St Vincent De Paul and Metropolitan Ministries in an effort to reduce food insecurity in Pinellas County. We communicate to share resources and exchange ideas and best practices. In addition, we collaborate with several local churches supporting their members in need including Grace Community Church, Holy Trinity Episcopal Church, and Palm Harbor United Methodist Church. We have been able to provide food to people in their congregations who require supplemental food for their families. We also work with a number of organizations in the area which support the local homeless population. These organizations have reached out to our pantry for specialized foods such as nutritional drinks and items that can be prepared without requiring electricity. We have also created and distributed individual bags of personal care items tailored to their current living situation. In addition, we often supply the organization Giving Hope with bread and other bakery items to pack lunches for their homeless clients. Moreover, we frequently receive baby supplies such as baby food and diapers but do not have a high demand for these items, so have shared them with the Upper Pinellas Pregnancy Support Center. Additionally, we have provided a large volume of nearly expired food to be used immediately by children aging out of the foster care system through coordination with the Ready for Life organization. We have also assisted and provided food to individuals through our collaborations with the Neighborly Care Network and the EmpowHERment program at their Palm Harbor location. Our outreach efforts in the community have been enhanced by our strong relationships with the Palm Harbor YMCA, the Palm Harbor Rotary Club, the Rotary Club of Tarpon Sunset, the CSA Palm Harbor Parks & Recreation, and the Palm Harbor Chamber of Commerce. We plan to continue these collaborations in the future to further serve our community.

Leadership Demographics - CEO/Executive Director*

Does your CEO/Executive Director consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

None of the above

Leadership Demographics - Executive Level Leadership Team*

Does your executive leadership team consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

LGBTQ+

Neurodiverse/physically disabled

Leadership Demographics - Board Membership*

Do your board members consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

LGBTQ+

Neurodiverse/physically disabled

Rented Property

Tenant Responsibility*

Please explain how your organization is responsible for modifying the building despite being rented. Be sure to describe the length of your organization’s lease and to indicate whether or not you have obtained permission from the landlord for the proposed project.

The plan for "FEAST's New Building Project" is to construct a 5,000 square foot metal building at our current location on Nebraska Avenue in Palm Harbor. We plan to build as well as own the building but will be leasing the land from Grace Community Church. We have already obtained a 50-year land lease from the Church and are working with the County on plans to construct the building. We have been in this current location for over 15 years and have a wonderful working relationship with the leadership of Grace Community Church. They welcome our development project and are pleased to see our current lease agreement extended to a long-term, 50-year commitment. In addition, constructing a new building at our current site will greatly benefit our clients who are already familiar with our location thereby resulting in less disruption of services. Our existing location is also in a central area on a main road which allows many people in our community to easily access our services. We look forward to continuing our mission to provide food and personal care items to families in need in North Pinellas County at our new facility.

Financial Overview

Budget Summary*

Please provide a brief sketch of the categories of expenses and the costs needed for your project. If your organization is requesting compensation for indirect costs, be sure to note the percentage (up to 5%) and dollar amount below.

If you are invited to complete the full application, you will be asked to upload current verifiable bids, proposals, price lists [from your potential vendor(s)] from the past 60 days. If a contractor has already been selected for a construction project for which you are requesting funding, you will need to upload their bid. You are strongly encouraged to collect any remaining bids, proposals, and price lists shortly after submitting this LOI.

Architectural/Engineering: \$45,000
 Civil Engineering: \$30,000
 Building Permits/Misc: \$12,500
 Impact/Connection Fees: \$5,000
 Project Management: \$14,625
 Project Supervision: \$38,025
 Vehicle & Communications: \$3,750
 Sanitary Facilities: \$625
 Dumpster/Hauling: \$3,750
 Progress Cleaning: \$2,080
 General Labor: \$3,120
 Equip Rental/Small Tools: \$1,250
 Final Cleaning: \$1,000
 GC Surveying/Layout: \$3,250
 Materials Testing: \$2,750
 Sitework Mobilization: \$37,500
 Import Fill/Compaction: \$10,500
 Asphalt Paving/Base: \$45,000
 Storm Drainage: \$20,000
 Site Sewer/Water: \$5,000
 Concrete Pavers/Base: \$7,500
 Landscape/Irrigation: \$15,000
 Termite Treatment: \$750
 Foundations: \$81,500
 Preeng Metal Bldg: \$91,250
 Bldg Erection/Crane: \$37,500
 Front Canopy/Pad Ftgs: \$25,000
 Blocking/Backing: \$500
 Vinyl Faced Batt Insulation: \$11,000
 Doors/Frames/Hdwr: \$6,500
 Overhead Door/Operator: \$7,500
 Storefront Entry Doors: \$18,500
 Drywall/Metal Framing: \$22,250
 Flooring/Base - Offices/Restrooms: \$5,400
 Interior Painting: \$4,500
 Restroom Accessories: \$1,500
 Fire Extinguishers/Misc: \$1,000
 Plumbing/Fixtures: \$12,500
 HVAC/Ductwork: \$55,000
 Electrical/Panels/Gear: \$96,500

Fire Alarm System: \$12,500
Site Lighting/Electrical: \$15,000
1% Gen Liability: \$8,134
6% Overhead: \$49,291
8% GC Fee: \$69,664
TOTAL COST: \$940,464

Project Preparedness*

If your letter of intent is approved, you will have 30 days to submit a full proposal. This will require multiple estimates/bids for your project that detail the costs you've sketched out above from potential contractors that would do the actual work.

Where are you in the planning process for the implementation of this project? Please describe your organization's readiness for this project including your ability to collect bids and select contractors and/or vendors. **If you have already selected a contractor for the project, you will need to describe how that contractor was chosen.**

Example

Better Tomorrow has spoken with contractors about their counseling center expansion project, but has only sought one proposal from a contractor. Better Tomorrow would describe so below, having sketched out the costs in the previous question. Better Tomorrow would indicate its plan to obtain more quotes/bids upon submitting this LOI.

Community Arts 'R Us has begun construction on its new arts center, as it had secured 75% of the funding for it before the pandemic. Therefore, a contractor has already been selected, and is looking to obtain the funding necessary to complete the project. Below, Community Arts 'R Us would explain it has a cost proposal ready to upload from their selected contractor, and is ready to carry out the rest of the project if funding is awarded.

On 09-28-2021, the FEAST Board of Directors voted to build a new building based on the lack of space and current conditions and a Building Committee was formed. At that time, the following processes began:

1. In December 2021, the building committee determined the best option was to build the structure at the current location based on if a minimum of a 50-year lease could be obtained, which was determined to be feasible on 01-22-2022.
 2. Members of the building committee attended a virtual Pinellas County Site Plan Pre-Application meeting on 02-03-2022, coordinated by Michael Schoderbock, where it was determined it was feasible to build a new building at the current location.
 3. FEAST contracted with Donald Armstrong on 02-07-2022 to prepare a required site survey of the location.
 4. FEAST contracted Michael Evans to complete a necessary Easement Study on 02-21-2022.
 5. FEAST contracted Armstrong Environmental Services on 02-22-2022 to do a necessary Wetlands Delineation Survey.
 6. FEAST contracted England Brothers Construction to advise on construction of new building on 03-01-2022.
 7. Landon, Moree & Associates began pro-bono work as Civil & Environmental Engineers on 03-30-2022 (to advise if an area adjacent to the south of FEAST's existing trailers will be utilized).
 8. Landon, Moree & Associates began communications with Pinellas County on 04-15-2022.
 9. An additional TOPO survey was done on 05-31-2022 to update latest county flood map and determine whether flood plain mitigation is needed.
 10. Met with Pinellas County representatives regarding flood plain mitigation and building size on 09-01-2022
- At this time, \$10,000 has been spent on these services; however, a contractor has not yet been selected.

Other Funding Sources*

Please describe any other funding not already mentioned that your organization has applied for or obtained for this project. This includes but is not limited to Community Development Block Grants (CDBG), local government grants (including Tourist Development Council funding), foundation grants, and donors (you do not need to disclose donor identities, simply amount raised that is allocated to this project). This includes any matching grants or in-kind contributions you may have obtained.

If none, please write N/A.

We have received some other funding for the "FEAST New Building Project" which includes:

1. FEAST applied for the Dana Beck Fancher Missions Grant for \$29,723.12 for the "FEAST Emergency Power Sustainability" project and received \$19,723.12. We will purchase a generator for the new building with the proceeds of this grant.
2. FEAST applied for a \$20,000 Pinellas County Municipal Services Taxing Units (MSTU) grant for new refrigeration for the new building. While a decision has not yet been rendered, we have received positive feedback on receiving the grant and should be informed about the status by the end of September 2022.

In addition, we have been in communication with two Foundations who have previously supported our organization. We have provided them information about the desperate need for a new building, have supplied them with our projected timelines and have answered questions about the project. We will continue to pursue these avenues but have not obtained any funding at this point.

Changes in Operating Costs*

Please answer this question based on the descriptions below:

- If this project **increases** ongoing operational costs (programmatic, operating maintenance or other costs), how will you compensate for the difference?

- If this project **decreases** ongoing operating costs, how will it do so?
- If this project **does not affect** operating costs, please note so below.

In the future, "FEAST's New Building Project" should decrease on-going monthly operational costs, as the new building will be insulated and built more efficiently from an electrical energy use perspective. We will have better equipment and energy-saving appliances, so we anticipate a decrease of monthly operating costs, including electricity. The programming of the organization and the maintenance of the structure are both volunteer based; therefore, there will be no additional costs for a new building. The only additional cost we may incur would be an increase in the insurance premiums that may be necessary to insure a new building. However, with a new building that will meet codes, these costs will not be substantial as there are already insurance premiums being paid on our current facility.

Fund Management Capacity*

Please describe your organization's capacity to manage these potential ARPA funds in terms of fiscal management and financial infrastructure.

This includes, but is not limited to, the use of accounting software that can track a general ledger and multiple accounts and the ability to work on a reimbursement-basis.

The inability to handle a reimbursement-basis grant does not disqualify your organization from applying.

Our organization has the ability to sufficiently manage ARPA funds in a timely and organized fashion. We currently utilize Quickbooks as our accounting software and employ a bookkeeper through the CPA firm of Steuer & Co. Our paid Administrative Coordinator currently tracks and itemizes all our expenses and deposits and coordinates them with our bank statements. She works to ensure all financial records are accurate and up to date and maintained in the proper manner. Our Board Treasurer oversees all revenues and expenses, reviews financial statements and presents them to our Board of Directors. The Board Treasurer also utilizes QuickBooks to examine expenses and works closely with our bookkeeper as well. Our organization has sound fiscal policies and procedures, and our team can effectively manage awarded ARPA funds.

In addition, we have the ability to work on a reimbursement basis for the project.

Additional Information

Additional Upload

If you have something else to share, you can upload it here in PDF format.

Please note: Due to limitation of this grants system, the upload field will not carry over to the full application if you are moved forward to the full application phase. You will need to upload this file again if you are moved forward in the process.

1754 FEAST.pdf

Anything else to share?

If you have any details to share regarding this grant request, you may do so below.

While our annual operating budget size is listed as \$296,438.00, it does not reflect the in-kind donations to our organization. In the last 12 months, we have received approximately 385,000 pounds of in-kind food donations from our community. This donation amount equates to approximately \$385,000. We depend upon these in-kind food donations to continue to operate and effectively serve our clients. Our "FEAST's New Building Project" will allow us to meet the increased demand for our services and continue to grow and serve our community for many years into the future.

File Attachment Summary

Applicant File Uploads

- 1754 FEAST.pdf

Brandon Construction Company			Control Estimate	
FEAST FOOD PANTRY			EST#1754	
Palm Harbor, Florida			2-Sep-22	
CSI	DESCRIPTION	NOTES	ESTIMATE	PER SF
00000	Architectural/Engineering		45,000	9.00
	Civil Engineering		30,000	6.00
	All-Risk Property Insurance	By Owner	0	0.00
	Building Permits/Misc		12,500	2.50
	Impact/Connection Fees		5,000	1.00
01000	Project Management		14,625	2.93
	CPM Scheduling/Updates		incl	incl
	Project Supervision		38,025	7.61
	Vehicle & Communications		3,750	0.75
	Sanitary Facilities		625	0.13
	Dumpster/Hauling		3,750	0.75
	Progress Cleaning		2,080	0.42
	General Labor		3,120	0.62
	Equip Rental/Small Tools		1,250	0.25
	Final Cleaning		1,000	0.20
	Temp Water/Electric	By Owner	0	0.00
	GC Surveying/Layout		3,250	0.65
	Final Survey/Elev Cert		incl	incl
	Materials Testing		2,750	0.55
02000	SITWORK			
	Mobilization		37,500	7.50
	Bldg/Site Demo		incl	incl
	Erosion Control		incl	incl
	Tree Protection		incl	incl
	Clear & Grubb		incl	incl

	Earthwork/Grading		incl	incl
	Ret Pond Excavation		incl	incl
	Import Fill/Compaction	300 CY	10,500	2.10
	Asphalt Paving/Base	750 SY	45,000	9.00
	Concrete Curbing		incl	incl
	Precast Wheelstops		incl	incl
	Striping/Signage/ADA		incl	incl
	Storm Drainage		20,000	4.00
	Site Sewer/Water		5,000	1.00
	Concrete Pavers/Base		7,500	1.50
	Landscape/Irrigation		15,000	3.00
	Sod/Mulch/Misc		incl	incl
	Termite Treatment		750	0.15
03000	Foundations		81,500	16.30
	Slab on Grade		incl	incl
05000	Preeng Metal Bldg		91,250	18.25
	Standing Seam Roof		incl	incl
	Gutters/Downspouts		incl	incl
	Bldg Erection/Crane		37,500	7.50
	Front Canopy/Pad Ftgs		25,000	5.00
06000	Blocking/Backing		500	0.10
07000	Vinyl Faced Batt Insulation		11,000	2.20
08000	Doors/Frames/Hdwr		6,500	1.30
	Installation - Labor		incl	incl
	Overhead Door/Operator		7,500	1.50
	Storefront Entry Doors		18,500	3.70
	Storefront Windows (5)		incl	incl
09000	Drywall/Metal Framing		22,250	4.45

	Framed Ceilings/Plywood		incl	incl
	Flooring/Base - Offices/Restrooms	450 SF	5,400	1.08
	Interior Painting		4,500	0.90
	Doors/Frames/Misc		incl	incl
10000	Restroom Accessories		1,500	0.30
	Fire Extinguishers/Misc		1,000	0.20
15000	Plumbing/Fixtures		12,500	2.50
	HVAC/Ductwork		55,000	11.00
	Exh Fans/Venting		incl	incl
	Fire Sprinkler System	Not Req'd	0	0.00
16000	Electrical/Panels/Gear		96,500	19.30
	LED Light Fixture Package		incl	incl
	Fire Alarm System		12,500	2.50
	Site Lighting/Electrical		15,000	3.00
	Security/Low Voltage	By Owner	0	0.00
		Subtotal	813,375	
		1% Gen Liab	8,134	1.0%
		Subtotal	821,509	
		6% Overhead	49,291	6.0%
		Subtotal	870,800	
		8% GC Fee	69,664	8.0%
		TOTAL COST	940,464	
		\$ per SF/SFAC	\$188.09	5,000
		ALL INFORMATION CONTAINED IN THIS		
		CONFIDENTIAL COST ESTIMATE IS SOLE		
		PROPERTY OF BRANDON CONSTRUCTION		
		COMPANY GENERAL CONTRACTORS, INC.		
		ALL RIGHTS RESERVED/COPYRIGHT 2022		