

# FollowUp Form

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## *Website*

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Has this report been posted on the PCF website?

Yes

## *Pinellas CARES Nonprofit Partnership Fund*

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### **Project Name\***

Feeding Pinellas COVID-19 Response

### **Priority Funding Areas**

Food

### **Award Type**

Installment

### **Unit of Service**

This will only be visible to Administrators and will enable question branching in the case that an organization has specified a unit-of-service cost.

### **Amount Awarded for Future Programming**

\$1,559,771.90

### **Amount Spent - November 29 to 30, 2020\***

How much grant funding was spent between **November 29 and 30, 2020**?

\$4,381.99

### **Amount Spent - November 2020\***

How much grant funding was spent during the **entire month of November 2020**?

\$563,415.70

### Amount Spent - December 1 to 5, 2020\*

How much grant funding was spent between **December 1 and 5, 2020?**

\$89,531.99

### Amount Spent as of December 5, 2020\*

How much of the awarded funding was spent from project inception to December 5, 2020?

\$772,571.08

### Brief Spending Narrative\*

Please briefly explain the spending activities from **November 29 to December 5, 2020**. If you have not expended any funds, please explain why.

**Example:** ABC Charity has only expended \$1,000 this week on program personnel while our food pantry was open. ABC Charity buys its food in bulk on the 15th of every month, and therefore there will be an uptick in expenditure that week.

Feeding Tampa Bay expended \$93,913.99 from November 29 to December 5 on supplies, local travel, and capital expenses. Supplies were purchased for pantries and the Meals on the Go program. Meals on the Go invoices were allocated using a calculation of the percentage of meals served to Pinellas County. Local travel mileage was expensed for several mobile pantries, mega pantries and mobile drops. Additionally, capital expenses were included for two truck leases. Personnel expenses were not included since payroll is paid on a biweekly basis, with the next pay date on 12/11.

### Client Story\*

Please give the true story of a client served this month by your programming. You may change identifying details. This allows us to connect to your programming on an emotional level.

Julie Beach became a parent overnight when her sister died by suicide - never imagining she would be a parent while going to graduate school and working a full time job as a teacher. Providing for her sister's children, now 12 and 19, and her mother, is challenging most days and Julie and her family rely on Feeding Tampa Bay for help. Julie began visiting the Mega Pantry of Pinellas in May of this year, soon after losing her job as a teacher. Making ends meet is still a daily struggle, the pandemic has been especially difficult for her family. During tough times, she's relied on Feeding Tampa Bay to help fill the gaps. She will continue to visit the mega pantries each week until life returns to normal. Thanks to the Pinellas Community Foundation, Pinellas County Government and the CARES Act funding, we are able to help families like Julie's enjoy meals together during unprecedented times.

## Food Metrics

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### November 29 to 30, 2020 - Individuals Served - Food\*

Please specify the number of individuals that were served food by your organization between **November 29 and 30, 2020** through this grant funding.

0

### December 1 to 5, 2020 - Individuals Served - Food\*

Please specify the number of individuals that were served food by your organization between **December 1 and 5, 2020** through this grant funding.

2881

### November 2020 Projections - Food

This was the number of individuals your organization projected it would serve food to in **November 2020** through this grant funding.

10000

### November 2020 - Actual Total # Served - Food\*

Please specify how many individuals were served food by your organization in **November 2020** through this grant funding.

12614

### November 29 to 30 - ZIP Codes of Individuals Served - Food\*

Please **SUCCINCTLY** describe the ZIP codes of program services and program recipients (if recipient data is available). **These numbers should add up to the number of total individuals served specified above for November 29 to 30, 2020.**

**FOLLOW THE EXAMPLE FORMAT EXACTLY.**

**ZIP CODE: Number served**

#### **Example**

Food Distribution Site at Tropicana Field (Program Service ZIP Code)  
33705: 700

Home-Delivered Meals at Recipients' Homes (Participant ZIP Codes)  
33782: 5

33764: 3  
33760: 8  
N/A

**December 1 to 5 - ZIP Codes of Individuals Served - Food\***

Please SUCCINCTLY describe the ZIP codes of program services and program recipients (if recipient data is available). **These numbers should add up to the number of total individuals served specified above for December 1 to 5, 2020.**

**FOLLOW THE EXAMPLE FORMAT EXACTLY.**

**ZIP CODE: Number served**

**Example**

Food Distribution Site at Tropicana Field (Program Service ZIP Code)  
33705: 700

Home-Delivered Meals at Recipients' Homes (Participant ZIP Codes)  
33782: 5  
33764: 3  
33760: 8

Mega Pantries (Program Service ZIP Code)  
33705: 870

Mobile Drops (Program Service ZIP Code)  
33755: 300  
33711: 300  
33770: 201

Meals on the Go (Program Service ZIP Code)  
33701: 85  
33781: 60  
33761: 170  
33764: 80  
33756: 44  
33776: 101  
33714: 21  
33709: 250  
33755: 52  
33702: 1  
33713: 2  
33711: 3  
33710: 1  
33708: 2  
33712: 2  
33705: 36  
34684: 24  
33771: 3

33770: 1  
33773: 1  
33760: 1  
33716: 4  
34698: 1  
33757: 1  
33763: 1  
33778: 72  
33782: 133  
33756: 58

## *Advanced Funds - Justification of Expenditures*

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### Monthly Expense Reporting\*

Please complete the Pinellas CARES Advanced Funds Monthly Expense Reporting worksheet, attach appropriate backup documentation, and upload as a PDF here.

If you have a regular reporting/invoicing process, you may use your own similar worksheet, however, for your convenience, we have provided a template you can **DOWNLOAD HERE**.

If you have any notes on this, please put them in the field below.

November Full Reporting Package.pdf

Three November invoices for supplies are not included in the attached November reporting package, based on the timing of payment. This has caused a \$5,504.13 discrepancy between the total amount spent in November and the attached November reporting package. These invoices will be included in the December reporting package.

### Does the documentation above contain live signatures?\*

The accounting documentation above requires live signatures on the template in the "Prepared by" and "Reviewed by" lines. Please check that signatures are present, and affirm this by checking the box below.

Yes, there are live signatures in the documentation attached above.