

Application Form

Introduction

Submission of an application is not a guarantee or commitment of funding. This application will be made public, in its entirety, including any attachments or uploads.

To see the rubric by which your organization's application will be scored, click [here](#).

Please answer these questions FIRST, as the application will show you the required sections and fields to complete based on your answers.

Priority Funding Areas*

Please select the priority area(s) most relevant to your request (see the PCF website for examples).

Food

Reimbursement*

The Pinellas CARES Nonprofit Partnership Fund allows requests to ask for reimbursement of expenditures related to COVID-19 programming within the Priority Funding Areas that took place between March 1, 2020 and the time of application.

Will your organization be applying for this cost reimbursement?

No

Future Programming*

Will your organization be applying for funding for services to be delivered between the grant award decision and December 30, 2020?

Yes

Project Name*

Caring for the Community

EIN*

20-3431663

DUNS Number

Please provide your organization's DUNS number. This is the Data Universal Numbering System.

You can search for your DUNS number here: <https://www.dnb.com/duns-number/lookup.html>

If you do not have a DUNS number, you can apply for one here (it is free and may take 3-4 days for approval):
<https://www.dnb.com/duns-number/get-a-duns.html>

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

621203103

Mission Statement*

To meet the immediate needs of our community neighbors in Pinellas County, that have experienced loss due to Covid-19, fire, natural disaster, unemployment and health issues at no charge to our clients.

Total Operating Expenditure*

What are your total annual operating expenses?

\$81,234.12

Amount Requested*

Please review the entire application and its fiscal requirements before determining the total amount your organization will be requesting. This amount should include any reimbursements your organization is seeking for past COVID-19 programming.

Typical funding requests will range between \$25,000 and \$250,000. Amounts above and below are accepted, provided the request can be justified by community need.

Requests at the higher end, or above this range must have a significant and sustained impact on the vulnerable community being served. Your organization's capacity for spending a large amount of funds must also be justified.

\$90,259.12

If you are requesting more than \$250,000 or a large capital expenditure, please speak with PCF program staff to discuss the feasibility of your request **PRIOR TO submission**.

Priority Populations*

Please select the priority populations your programming will serve:

Note: Examples of "high-risk pandemic response jobs" include front-line workers, nurses, medical housekeeping staff, nonprofit employees, law-enforcement and medical first responders.

- Communities of color
- Children and/or the elderly
- People experiencing homelessness
- Persons employed in high-risk pandemic response jobs
- Residents with language barriers
- Persons with disabilities
- Low-income families

Guiding Principles*

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.

From the priority populations you have indicated above, please explain to what extent one or more these populations are involved in the creation, design, and impact of your organization (or this specific project).

The Storehouse of America is located in the Enoch Davis Center. The Midtown Section of Saint Petersburg a predominantly African American Community. However, we DO NOT discriminate! We serve every demographic of resident affected by Covid-19 within the Pinellas County border that may be experiencing food scarcity. We began distributing food when it was recognized that due to financial disparities and the area being a food desert, that there was a need to provide food to counter hunger among children, families, and senior citizens in this area. We are partners with Neighborly Services and we provide monthly food to senior citizens at the Sunshine Center as well as the Enoch Davis Center that are enrolled in their program as well as the general population. High risk senior citizens do not have

Length of time operating program/project*

Please briefly explain how long you have been operating the program or project for which you are requesting funds. **This funding is for expansion of existing programming or sustaining an existing expansion to meet community needs.**

The Storehouse of America has been feeding Pinellas County residents consistently for over 10 years.

Service Area*

In which areas of the county do you physically provide services?

- Mid-County (locations such as Clearwater, Largo, Safety Harbor)
- South County (locations such as St. Petersburg, Lealman, Kenneth City)

Impact on Organization*

What has been the impact of the coronavirus/COVID-19 on the services of your organization? (Example: inability to provide enough food, unable to provide behavioral health sessions, lack of volunteerism, etc.)

Due to Covid-19, we have not been able to keep up with the demand for food and housing assistance. The pandemic has caused individuals that normally would not need our services to require assistance. Requests

have increased 75% and we have to turn people away. Private food donations are non-existent. Due to Covid restrictions, the general population is not allowed access to our facility and we now have to go out into the community. Volunteers are fearful of contracting the virus so we have to hire personnel to help with distribution and to assist with the daily operations, which requires us to update our communication and computer system. For example we need a refrigerated truck and to purchase safety supplies and signage not normally necessary for us to distribute. This increased demand and lack of funds, sadly makes us turn people away in their most dire time of need. Never before have we receive calls daily from people that are scared, depressed and suicidal. Our desire is to keep families healthy and in tact while mitigating the statistics of hunger and homelessness in Pinellas County. When faced with losing housing, transportation, health benefits and peace of mind, receiving food is a gift but by no means will it restore the hopelessness that occurs when you ask for help in other areas and have to be turned away. The impact has been difficult on front line workers as well when we have to say no to a hungry or potentially homeless person. We have to stay hopeful at all times in order to deliver services to our clients even when some of us have been personally affected by covid. Members of our organization watched loved ones

Fiscal Accountability

Federal Fund Disclosure*

If your organization is awarded this grant, you may be considered a subrecipient of federal funding. THEREFORE, if you are deemed a subrecipient and your organization reaches a threshold of having spent more than \$750,000 in federal funding this fiscal year (this INCLUDES other federally funded programs), it will be subject to requirements of the Federal Single Audit Act. This will require your organization to comply with Federal Compliance Requirements and may necessitate additional expenses for your organization and you should prepare for this.

It is advisable that you contact a certified public accountant (CPA) or other professional for guidance.

Yes, my organization understands and assumes all liabilities/costs in regards to federal funding.

Audited Financial Statements*

Does your organization routinely contract to have an audit conducted of its financial statements?

No

Most Recently Filed IRS Form 990*

Please upload a copy of the organization's most recently filed IRS Form 990. **This is absolutely required.**

2019 IRS 990 filing.pdf

Board-Approved Budget*

Please upload your most recently board-approved budget for this fiscal year in PDF format.

The Storehouse of America 2020 budget.pdf

No Audited Financial Statements

Explanation for Lack of Audit*

Please briefly explain why your organization does not annually have an independent audit conducted. If you have any documentation, such as financial statements, or a letter from a CPA explaining the lack of an audit, you may upload it here in PDF format.

Audit.pdf

Explanation is attached.

Expansion or Sustaining of Exact Programming Funded by Another Source

Existing Contract

If you are applying for funding to expand and/or sustain COVID-19 response programming that has already been funded by another source, please upload that contract here and provide a brief description of the funding source and relationship with the funder. Please note that any costs funded by another source are not allowed to be included in this application. Only the costs that are required to expand or sustain programs in excess of that funding will be considered for the purposes of this application.

Existing Contract.pdf

N/A

Funding and Usage

Client Service Delivery*

Briefly describe the services to be delivered under the programming for which you are requesting funding. Please include when and where the services will occur, how the target population will access the services, and the length of time the services will be provided. **Please specify the zip codes of participants. If not available, specify the zip codes of service delivery points.**

Food will be distributed at various locations throughout Pinellas County. Zip codes to be served 33705, 33712, 33711, 33707, 33703, 33713, at minimum. Services will be provided while supplies last. Clients residing in Pinellas County will be able to access service availability via telephone and online.

Communication/Outreach and Community Engagement Efforts*

In what ways is your organization marketing and communicating its available programming to the community it serves? How will you ensure that your target population is aware of your services and utilizes them?

We will utilize social media, email and word of mouth to fully attempt to reach anyone that may be in need in Pinellas County.

Hurricane Preparedness*

If a hurricane-related emergency were to strike Pinellas County this year and cause an interruption in your organization's normal programming, how would you return to offering the programming, and continue to spend awarded funds from this grant?

There is an expectation that your programming will be able to continue in the event of a hurricane-related emergency.

If your organization has a COOP (Continuity of Operations Plan), you may upload it here instead of providing a text answer. You may redact sensitive information from your organization's COOP.

COOP PLAN.pdf

Evidence of Insurance Coverage*

Grantees of the Pinellas CARES Nonprofit Partnership Fund will be required to maintain appropriate insurance to cover the services proposed in this application. PCF will determine whether this coverage is appropriate.

Please upload evidence of insurance policies that cover the programming for which your organization is requesting funds.

If there is no insurance coverage for this programming, please provide an explanation as to why.

Our coverage was solely under the building we occupied now that the building is closed Due to Covid 19 an additional policy would be required for our organization to continue to serve the public. The cost of that policy and explanation is listed in our funding request/narrative.

The Budget Summary and Budget Narrative sections are absolutely critical to a successful application. Improperly completed forms will be returned to you to fix, and will delay a funding decision being made on your application. Please see the examples in each section. To avoid rejection of your organization's application, PCF HIGHLY recommends you watch this short, instructional video as well: Budget Narrative/Summary Instructions

If you would like to use a unit of service cost as a basis for your budget, you MUST contact Pinellas Community Foundation program staff FIRST to discuss this possibility.

Budget Summary*

Please download the budget summary template **HERE** and complete it. **If you have selected multiple Priority Fund Areas, you should include ALL costs in this summary.**

Capital includes buildings, vehicles, equipment at \$3,000 or more per item. The purchase of capital must represent the lower cost option for the period during which the purchased asset would be used for COVID-response activities. Outright purchase must be less than the cost of renting or leasing OR if renting or leasing is not available.

CLICK HERE TO SEE AN EXAMPLE OF A PROPERLY COMPLETED BUDGET SUMMARY.

Please export as a PDF and upload it.

Budget Summary PCF.pdf

Budget Narrative*

Please download the budget narrative template **HERE** and complete it.

The budget narrative needs to do more than define the expenses. It should clearly state what is going to be paid using CARES funds and then justify the expenses as a program expansion (or sustaining an already expanded program) as a result of COVID-19. Do not bold, underline, or italicize. Use dollar amounts that match your Budget Summary.

If you have selected multiple Priority Fund Areas, you should include ALL costs in this narrative.

CLICK HERE TO SEE AN EXAMPLE OF A PROPERLY COMPLETED BUDGET NARRATIVE.

Capital includes buildings, vehicles, equipment at \$3,000 or more per item. The purchase of capital must represent the lower cost option for the period during which the purchased asset would be used for COVID-response activities. Outright purchase must be less than the cost of renting or leasing OR if renting or leasing is not available.

Please export as a PDF and upload it.

CARES-Partnership-Fund-Budget-Narrative-Grant (2).pdf

Capital Requests

If you are requesting funding for capital expenses, please upload bids/estimates/rental agreements to match the expenses described in your budget summary and narrative.

Please upload in PDF format.

Logistical partner organizations (LPOs) are considered to be a critical part of service delivery strategy for this grant program, and using them is highly encouraged. Typical LPOs are:

- Grassroots organizations with small annual operating budgets (under \$50,000)
- Churches and other faith-based organizations
- Neighborhood associations
- Social organizations/collaboratives
- Resident councils in low-income house communities
- Neighborhood family centers
- Senior centers

Their essential role is to serve as outreach, information, referral and service delivery sites for food distribution, legal aid counseling to prevent evictions and behavioral health services, consistent with the three priority need areas in the grant specifications.

Are you going to use LPOs in this programming?*

Yes

Logistical Partner Organizations (LPOs)

LPO List*

Please upload a list with entity names and primary contact information for each LPO. If there is additional information to provide, do so in the text box below.

LPO LIST.docx.xlsx

Role in Programming*

Please describe the role(s) of specified LPOs in the programming proposed in this application.

The role of each LPO is to assist The Storehouse of America in getting food distribution and housing assistance information to members of the community.

Food

This grant will require weekly reporting on the following measures:

- **Number of Pinellas County residents** accepting food by zip code of participant or distribution point (participant zip code is preferred)

Affirmation of Reporting*

I affirm that my organization is capable of providing weekly reports on the above measures.

Yes

Number of Pinellas County Residents Served During Grant Period - Food*

This grant period ends on December 30, 2020. Please estimate the number of clients that will be served **food** by the end of the grant period.

800

September 2020 Projections - Food*

Please estimate the number of individuals to be served **food** by this funding in **September 2020**.

200

October 2020 Projections - Food*

Please estimate the number of individuals to be served **food** by this funding in **October 2020**.

200

November 2020 Projections - Food*

Please estimate the number of individuals to be served **food** by this funding in **November 2020**.

200

December Projections - Food*

Please estimate the number of individuals to be served **food** by this funding in **December 2020**.

200

Funder Involvement

Which of the funders have provided a grant to your organization within the last three years?*

Pinellas County Government

Other Funding Sources

If your organization has submitted applications to other funders or has received funding in response to coronavirus/COVID-19 from another funder, please briefly describe below:

City of Saint Petersburg Fighting Chance Fund

Corrective Action*

Is your organization currently under a corrective action agreement with any funder (including but not limited to those listed above)? If yes, please explain in detail, including the status of the corrective action. If no, state **No**.

No

Confirmation

Signature and Affirmation*

By submitting this application, I hereby swear that executive leadership is aware of this request for funding, and if this funding is approved, my organization will be able to use these funds in the manner described in the application.

Please type your name as an electronic signature and the date on which you are submitting this application.

Leslie Brieger 8/24/2020

File Attachment Summary

Applicant File Uploads

- 2019 IRS 990 filing.pdf
- The Storehouse of America 2020 budget.pdf
- Audit.pdf
- Existing Contract.pdf
- COOP PLAN.pdf
- Budget Summary PCF.pdf
- CARES-Partnership-Fund-Budget-Narrative-Grant (2).pdf
- LPO LIST.docx.xlsx

Confirmation

- [Home](#)
- [Security Profile](#)
- [Logout](#)

e-Postcard Profile

Select EIN

Organization Details

Contact Information

Confirmation



Your Form 990-N(e-Postcard) has been submitted to the IRS

- **Organization Name:** STOREHOUSE OF AMERICA INC
- **EIN:** 203431663
- **Tax Year:** 2019
- **Tax Year Start Date:** 01-01-2019
- **Tax Year End Date:** 12-31-2019
- **Submission ID:** 10065520200543518217
- **Filing Status Date:** 02-23-2020
- **Filing Status:** Pending

Note: [Print](#) a copy of this filing for your records. Once you leave this page, you will not be able to do so.

MANAGE FORM 990-N SUBMISSIONS

The Storehouse of America Operating Budget FY2020

Revenue \$5100

Total Revenue \$ 5100

Expenses

Rent and Utilities \$ 1,500.00

Program Costs (Food) \$ 24,000.00

Office Equipment \$ 3,500.00

Insurance \$ 2,796.00

Staff Salaries \$ 72,400.00

Total Expenses \$ 104,196

SURPLUS/(Deficit) \$ 99096

An audit has not been fiscally feasible; we operate mainly on in-kind donations. I have the 100 percent support of my board, however the amount that we give to our community, supersedes the amount that we bring in. I have filed a 990 for the last 10 years. I have maintained the same location for over 10 years. According to the Nation Council of Non Profits an independent audit costs 10,000 to 20,000. I'm not sure how to monetize or justify an audit for food and emergency items with our annual average revenue. We have faithfully served Pinellas County, and even fed The United States Coast Guard, St. Petersburg during the government shutdown. We take pride in our fiduciary accountability but have been in the past penalized for not having an audit. We are small but we do big things. 30% of our donations support senior citizens and 50% the general population that are in crisis.

Existing Contract

N/A

COOP PLAN

In the past if we had to cease normal distribution, we did as we are doing now, delivering groceries to a centralized location as well as taking hot meals and emergency supplies to neighborhoods in need once it was safe to venture out and the safety of our workers was ensured. However, with covid this would present a new set of problems with social distancing and the possibility closed businesses limiting access to supplies even further distribution may not be feasible especially if power is lost and any structural damage has occurred. The best we could do is to pick up where we left off and continue our plan as long as time permits.

Pinellas Community Foundation
Pinellas CARES Nonprofit Partnership Fund Grant Application

Organization Name: The Storehouse of America Inc.

Project Name: Caring for the Community

FROM (date): 9/14/20 TO (date): 12/30/2020

Budget Category/Line Item	Program Budget - Total	Pinellas CARES Grant
Personnel (<i>salaries, wages, benefits, payroll taxes, time allocation on the project for all personnel involved in program</i>)	72,400	36168
Equipment (<i>computers, furniture, etc., less than \$3,000 per item</i>)	3500	829
Supplies (<i>office materials, program related purchases, program necessities to deliver services, etc.</i>)	121,300	34835
Occupancy (property rent, mortgage, utilities, telephone, internet, etc. assigned as program expenses)	6180	0
Local Travel (mileage, tolls, parking for regular local travel, rental/leasing cost of transportation)	0	17,625
Training (<i>staff development, conferences, long distance travel</i>)	0	0
Design, Printing, Marketing & Postage (for direct program related services only)	200	802.12
Capital (<i>Buildings, vehicles, equipment \$3,000 or more per item. The purchase of capital must represent the lower cost option for the period during which the purchased asset would be used for COVID-response activities</i>)	0	0
Purchased Services (<i>consultants, legal, accounting services, logistical partner costs, technology enhancements, computer software licensing/agreements</i>)	0	0
Indirect Costs (pre-negotiated federal rate, de minimus rate of 10%, or none)	0	9025
TOTAL	203580	99284.12

Pinellas Community Foundation
PCF CARES Application
BUDGET NARRATIVE FORM

BRIEF INSTRUCTIONAL VIDEO – CLICK LINK - <https://youtu.be/s5kkxsaQkCg>

If you are applying under multiple funding areas, please indicate which funding area (food, behavioral health, and/or eviction mitigation through legal aid) each cost belongs to.

This narrative is to explain the costs in the Pinellas CARES Grant Column of the Budget Summary

Organization Name: The Storehouse of America Inc.

Project Name: Caring for the Community

FROM (month/year): 9/14/2020

TO (month/year): 12/30/2020

ALL DESCRIPTIONS BELOW SHOULD BE CLEAR AS TO HOW REQUESTED FUNDS BY AREA RELATE TO ADDITIONAL COSTS THAT WOULD NOT HAVE BEEN INCURRED OR PLANNED IF NOT FOR COVID-19

Personnel (*salaries, wages, benefits, payroll taxes, time allocation, and a brief description of the responsibilities on the project for all personnel involved in program*)

Pinellas Community Foundation

PCF CARES Application

BUDGET NARRATIVE FORM

If you are applying under multiple funding areas, please indicate which funding area (food, behavioral health, and/or eviction mitigation through legal aid) each cost belongs to.

Organization Name: The Storehouse of America

Project Name: Caring for the Community

FROM (month/year): 9/14/2020 TO (month/year): 12/30/2020

\$36,168 Personnel (salaries, wages, benefits, payroll taxes, time allocation, and a brief description of the responsibilities on the project for all personnel involved in program)

The executive director was previously volunteering now due to Covid-19 and the increased need and responsibility, a full time executive director is necessary. Due to Covid-19, to expand the program we need to hire a full time executive director for 16 weeks to oversee daily operations, i.e. maintain financial records, secure rental contracts for trucks and equipment, purchase supplies, place food orders, answer emails and phone calls, oversee employees, distribute food, make sure safety guidelines and SOP's are adhered too.

Base pay (\$25 x 40 x 16 = \$16000) + (50% a day hazard pay \$12.50 x 40 x 16 = \$8,000) Total \$24,000

Hazard pay was not a needed expense prior to Covid 19. The virus spreading in unknown ways every contact presents a hazard even with the food itself. The Directors various duties i.e. Coordinating contact with the driver, organizing volunteers, working with public to procure supplies, sanitizing work area, sorting food upon drop off and distributing food.

We also need to hire a part-time driver for 16 weeks. Prior to Covid-19 all clients came to our location, a truck or driver was not necessary. Now with the closure of our operations center due to Covid-19, where we have held normal distribution for 11 years, we are now required to drive the food into the community. The driver will pick up food from Winn Dixie and or Walmart, unload and sort food and drive to the distribution location, stay for distribution and then drive back to our parking site for 25+ hours per week at 18.00 p.h. + 100.00 per day hazard pay. Base pay (\$18 x 25 x 16 = \$7200) + (69% hazard pay

\$12.42 x 25 x16 = \$4968) Total = \$ 12,168

Capital (buildings, vehicles, equipment \$3,000 or more per item. The purchase of capital must represent the lower cost option for the period during which the purchased asset would be used for COVIDresponse activities)

NONE

Purchased Services (consultants, legal, accounting services, logistical partner costs, technology enhancements, computer software licensing/agreements)

NONE

Equipment (computers, phone, furniture, etc., less than \$3,000 per item) \$829 -Equipment (computers, phone, furniture, etc., less than \$3,000 per item)

Prior to Covid-19 we had computer access in our operations center. Since the building is closed due to covid we will need to purchase a laptop for the program manager HP 2 in 1 Chromebook from BEST BUY FOR \$630.00.

Due to covid-19 A Metro by T Mobile cell phone for the driver \$199. Prior to Covid-19 a phone was not necessary, however now we need to coordinate deliveries and picks up with the program manager and to notify supermarkets upon arrival.

Supplies (office materials, program related purchases, program necessities to deliver services, etc.)
\$34,835 Supplies (office materials, program related purchases, program necessities to deliver services, etc.)

\$32,000 To purchase food from Winn Dixie and Walmart through 12/30/2020 to supplement the food we have donated.. Due to Covid-19 normal food donations are valued at 10,000 per month. Now because of the effects of covid we now have to purchase food at a retail price. Normal distribution may include but is not limited to: 3 to 5 packs of fresh meat, 5-6 cans of vegetables, bread, milk, juice, oil, sugar, flour, butter, pasta and mac n cheese, instant mashed potatoes, tuna, cereal. Hygiene products toilet paper, tooth paste, formula, laundry detergent. We plan to purchase everything from Winn Dixie to support neighborhood business but due to Covid 19 in the event they cannot fill our order due to the volume we require, we will then order from Walmart.

Where we served 100 families a month now the requests have increased due to the number of people unemployed due to Covid-19

\$500.00 General Liability Insurance prior to Covid 19 our liability insurance was covered at our building now that we have to go into the streets to distribute we need a separate insurance policy. Geico quoted 500.00 That agreement is tentative upon funding.

\$1500 Fuel Diesel fuel at Chevron/Texaco is \$3.00 per gallon. The refrigeration in the truck runs on diesel even when the truck itself is off. Penske quoted 8 miles per gallon

\$535 Lowe's Safety and protective gear in response to Covid this is a mandatory necessity for us to distribute food and stay as safe and healthy as possible. Safety shields, face masks, gloves, disinfecting wipes, hand sanitizer.

\$300 Pallet Jack Harbor Freight. The pallet jack is needed to assist with us moving the food from the truck to the setup location where we will give the food out. We never needed one before covid but now that we will be outdoors this will help us lift extremely heavy cases of food and work more efficiently.

\$120.00 2 Steel Service Carts Harbor Freight. Due to Covid 19 we do not have access to our service carts used to distribute food. These carts are necessary considering the volume of food that will be distributed and to assist retrieving food from the truck to the actual place of distribution.

Occupancy (property rent, mortgage, utilities, telephone, internet, etc. assigned as program expenses)

NONE

\$17,625 Local Travel (mileage, tolls, parking for regular local travel, rental/leasing cost of transportation)
All agreements/contracts concerning truck rental with Penske are tentative upon funding.

Due to Covid -19 expansion, we are leasing a truck from Penske to deliver food to families and individuals in Pinellas County for 16 weeks. This expense was not necessary prior to Covid -19.

We operated out of our brick and mortar location. Now that we have to go into the community due to our buildings closure to take food the following expenses are necessary to expand our operations.

\$12,000 Truck Rental Penske Saint Petersburg. This rental agreement is tentative upon funding,

\$1160 Mileage 29 per mile. For pick up and drops offs and travel to distribution sites for 16 weeks

\$2250 Insurance Penske Required Insurance

\$1415 Fees Refrigeration fees, service and daily fees assessed by Penske

\$800 Parking. This expense was not necessary prior to Covid 19 as previously stated a truck was not needed for us operate. City ordinances will not allow us to park a refrigerator truck on the street. We will be parking the truck at a private secure lot in Saint Petersburg for 200.00 per month.

Design, Printing, Marketing & Postage (for direct program related services only) Design, Printing, Marketing & Postage (for direct program related services only)

\$802.12 – Responding to Covid-19, expansion efforts are necessary for the community to recognize the locations of the mobile pantry and safely adhere to Covid guidelines whereas when we are operating out of our home base we have a marquee to inform the public of our operations. These signs were not necessary until now. The reusable signs will explain directions with as little contact as possible. Being at different locations it is important for the clients to know what to do, where to park, exits and entrances, and most importantly our safety guidelines.

Big T Printing – 85 set up fee, 30 shipping, Signage / Banners (1) 200 similarly stated: Please observe Social Distancing, Stay in your car, Pop your trunk. 10 signs (130) front and back with directions to the, actual mobile distribution site and similarly stated; please observe social distancing, Covid-19 food distribution, arrowed directional where to enter/exit, (8) 44.64 ea. Floor decals that will similarly state: stand here 6" apart. $200 + 130 + 85 + 30 + (44.64 \times 8) = 802.12$

Capital (buildings, vehicles, equipment \$5,000 or more per item. The purchase of capital must represent the lower cost option for the period during which the purchased asset would be used for COVID-response activities)

N/A

Purchased Services (consultants, legal, accounting services, logistical partner costs, technology enhancements, computer software licensing/agreements)

N/A

Administration (pre-approved federal indirect cost rate, de minimis rate of 10%, or none) This costs usually refers to administration, personnel not directly related to the project (i.e. small percentage of Director of Finance time allocation cost), or overhead expenses. If your organization has a pre-established percentage rate from a Federal/State/Local grant you may use this rate. However, you must verify the rate via documentation from the funding source. If you do not have an established percentage rate for De Minimis Cost, please use 10% as the established percentage rate.

\$9025.00

LPO LIST

First Name	Last Name	Organization	Phone #
Denise	Ford	Ford Christain Academy	727.504.3149
India	Johnson	City of Saint Petersburg	727.893.7096
Yolanda	Daniels	Dept Of Corrections Probation	727.520.6704
Cheryl	Lovely	Neighborly Senior Service	727.823.4442