FOIA Number: 2013-0661-F
(3)

FOIA MARKER

This is not a textual record. This is used as an administrative marker by the William J. Clinton Presidential Library Staff.

Collection/Record Group: Clinton Presidential Records

Subgroup/Office of Origin: Americorps

Series/Staff Member: General Files

Subseries:

OA/ID Number: 24231

FolderID:

Folder Title:
Gleaning - 1996 Summer I [3]

Stack:	Row:	Section:	Shelf:	Position:
S	66	1	3	2

Withdrawal/Redaction Sheet
Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. form	re: payment (1 page)	08/02/1996	b(6)
002. form	re: payment (1 page)	06/25/1996	b(6)
003. fax	re: accounting survey (1 page)	09/20/1996	b(6)

COLLECTION:
Clinton Presidential Records
AmeriCorps
General Files
OA/Box Number: 24231

FOLDER TITLE:
Gleaning - 1996 Summer I [3]

2013-0661-F
rc3090

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [a)(5) of the PRA]
P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.
PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).
RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

b(1) National security classified information [(b)(1) of the FOIA]
b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

ministrative (costs not directly related to the eration of the project)								
ucation Award	4000.00							4000.00
Total	26000.00							26000.00

15,400

$14,166.76

Above #'s not correct
15,400
14,625
26,000
after reducing Amer. Corps allowed: $12,300 (4 Months @ $3,075)

Award Issue: $14,166.76

7/23/96

OPERATING SITE BUDGET FORM

07/23/96 12:46 PM GLEN929

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Applicant Name: USDA SUMMER OF GLEANING – RURAL DEVELOPMENT

Program Name: MISSOURI – FARM SERVICE AGENCY

ITEM A: MEMBER SUPPORT COSTS LIVING ALLOWANCE TYPE	Number of **Members**	Corporation Share (Maximum 85%)		Grantee Share (Minimum 15%)		Total (100%)
REGULAR MEMBER	3	$6,728	+		=	$6,728
TEAM LEADER		$0				
Sub–Total:		6,728				6,728
FICA (7.65%)	3	515				515
Worker's Compensation						
Health Care	N/A					
SUB–TOTAL A:		$7,243	+		=	$7,243
		100.00% (Max 85%)	+	(Min 15%)	=	100%

ITEM B: OTHER MEMBER COSTS COSTS			
Training and Education		+	=
Uniforms			
(PLEASE SPECIFY IN BUDG Other			
Item B Subtotal			

ITEM C: STAFF			
Salaries			
Benefits			
Training			
Other			
Item C Subtotal			

OPERATING SITE BUDGET FORM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Please attach the Budget Narrative to this page. Instructions for this form are on page 27.

	Corporation Share (CNCS) Funds requested from the Corporation	Grantee Share Other Federal / State / Local / Private Funds	Total Total Program Funding
ITEM D: OPERATING COSTS			
Travel			$0
Transportation	3,500		$3,500
Supplies		200	$200
Equipment		200	$200
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other			$0
Subtotal	$3,500	$400	$3,900
ITEM E: INTERNAL EVALUATION			
ITEM F: ADMINISTRATION			
ITEM G: TOTAL PROGRAM OPERATING COSTS (ITEMS B – F)	$3,500	$400	$3,900
ITEM H: TOTAL OPERATING SITE BUDGET (ITEMS A + G)	$10,743	$400	$11,143

	Estimated # of Children	Grantee Share
G. CHILD CARE	N/A	

		Number of Participants	Amount per Participant	Total
H. EDUCATION AWARDS	Full – Time Participan	3	$1,000	$3,000
	Part – Time Participants		$2,363	

Missouri "Summer of Gleaning" Program

ITEM 3 MEMBERS	Corporation/ National Offc.	Federal Sponsor		Non-Fed Partner		Other Non-Fed Partner		TOTAL
		Cash	In-Kind	Cash	In- Kind	cash	In-Kind	
Basic Allowance								
Basic member (not a team leader) (480 hours/ 12 weeks of service)	6727.68 ~~11208.00~~	512 HRS x $4.38 = 2242.56			x3 = 6727.68			6727.68 ~~11208.00~~
Team Leader (520 hours/ 13 weeks of service)								
FICA (7.65%)								
Basic Member	~~508.23 847.05~~	$169.41 X 3	= 508.23					~~508.23 847.05~~
Team Leader								
Worker' Comp (Maximum of 7%)								
Basic Member	~~784.55~~	Delete						~~784.55~~
Team Leader								
Uniforms (T-Shirts)	~~250.00~~							~~250.00~~
Member Training								
Transportation (of members, produce, etc.)	3,000	500.00						3500.00
Supplies (gloves, paper, etc.)							200.00	200.00
Equipment (tools, NOT computers)							200.00	200.00
Staff Costs: (For non-federal personnel- cost of state contact/site supervisor, clerical to process forms payroll).								
Salaries								
Benefits								
Other (Facilities, lights, phone, FAX costs, etc.)			X*					

*AmeriCorps Members will be housed in a Federal office cost for lights, phone, etc. would be minimal.

05-06-96 07:56AM FROM FmHA RICHMOND P02

Administrative (costs not directly related to the operation of the project)								
Education Award	~~5000.00~~	(Delete)						~~5000.00~~
TOTAL	~~18089.60~~	500.00					400.00	~~18989.60~~ 11,385.91

#10,485.91
10235
500
10735

Note: Mo will use only 3 members for program AND eliminate Workers Comp

05-06-96 07:56AM FROM FmHA RICHMOND P03

PROJECT PROPOSAL

Missouri FSA AmeriCorps "Summer of Gleaning" Project

West Central Missouri SH Project

Missouri State Farm Service Agency
601 Business Loop 70 W., Ste. 225
Columbia, Missouri 65203

State of Missouri

County of Duty Station: Jackson

Counties Served: Cass, Jackson and Ray Counties

Pertinent Demographic Information for Counties:

Cass County	
Personal Income, per Capita	$16818
Transfer Payments as % of Personal Income*	15.5%
Total Number of Farms	1517
Jackson County	
Personal Income, per Capita	$20443
Transfer Payments as % of Personal Income*	16.1%
Total Number of Farms	757
Ray County	
Personal Income, per Capita	$15105
Transfer Payments as % of Personal Income*	18.0%
Total Number of Farms	1045

*Social Security, Other Retirement, Veterans Benefits, Unemployment, and Welfare benefits.

Congressional Districts: District 4 District 5 District 6

Site Supervisor:

~~Jackie VanGundy~~
Al Flack
Univ. of MO. Extension
Jackson County Farm Service Agency
1972 NW Copper Oaks Circle
Blue Springs, Missouri 64015-8300
Telephone: (816) 229-5113 Fax: (816) 229-2384

State Project Manager:

Cindy White
Ray County Farm Service Agency
201 E Franklin, Suite 5
Richmond, Missouri 64085-1883
Telephone: (816) 776-5861 Fax: (816) 776-6902

Number of AmeriCorps Members in "Summer of Gleaning" Program: 5

Project Partners: University of Missouri Extension Service

AMERICORPS PROJECT OBJECTIVE STATEMENT

To provide fresh fruit and vegetables to ninety needy, hungry, or elderly families through voluntary gleaning and food rescue efforts. Increase nutrition, food preparation and food storage education to families through a family nutrition program. Provide K-12 nutrition and agriculture education in Jackson and Ray Counties in Missouri.

A. What work will be done? In what service will members be engaged?

Members will work in partnership with University of Missouri Extension Service, the nonprofit community food network Harvesters, area churches, and FFA groups to identify ninety needy families in the target area. Members will also work with local, federal and state government agencies, food distributors, and local growers to schedule gleaning, packing and distribution activities.

A signature project to help feed those in need will be organized by members in partnership with the Missouri Community Service Commission.

At least twelve volunteers per project will be recruited to assist the members in gleaning and distributing harvested crops of fruits and vegetables to those in need.

B. What are the hoped results of the activities described above?

To provide at least ninety needy families with food. Create nutritional awareness among families; to develop a program that will be sustained, after the conclusion of the AmeriCorps Summer of Gleaning program, by nonprofit organizations and other groups.

C. How will service provided be measured for quality?

Families and others that receive the benefits, volunteers, nonprofit organizations, community groups, farmers, local and State government agencies, and others that participate will be surveyed to determine their willingness to continue the project after the AmeriCorps Summer of Gleaning project is completed.

D. By what standards will success be gaged?

Based on survey results, the AmeriCorps "Summer of Gleaning" program will be deemed successful if 75 percent of those surveyed show a positive response regarding the quality and usefulness of the program.

E. How many individuals will receive the benefits of the service performed?

Assuming an average family size of four persons, at least 360 individuals will receive the benefits of the service performed. Also farmers, volunteers, local government agencies, community groups, and nonprofit organizations should all realize benefits of the service provided.

PRELIMINARY WORK PLAN AND MILESTONE SCHEDULE

Task 1

Members receive AmeriCorps orientation and other training from the Farm Service Agency Project Director. Training will be centered on working with state and local agencies, nonprofit organizations, recruiting and training volunteers, and gleaning and distributing harvested crops.

Beginning Date: Early June 1996 **Completion Date:** Mid- June 1996

Task 2

Members will develop information material about the "Summer of Gleaning" Program and schedule meetings for targeted families. Members will prepare news releases and distribute to news media. Program introduction letters will be prepared and mailed to appropriate organizations requesting their support of the project. Members will attend and help conduct informational meetings with food distributors, nonprofit groups, farmer organizations, and producers. Members will continually develop new contacts with needy families, network with processors and consultants; update informational materials, discuss and promote the "Summer of Gleaning" project.

Beginning Date: June 1996 **Completion Date:** July 1996

Task 3

After families have been identified to participate in the program, they will receive educational information on nutrition, food preparation and food storage. Farmers that have been recruited to take part, will keep members and volunteers informed of the crops conditions and readiness. Members and volunteers will arrange for containers in which food can by taken and delivered to distribution points. Members will organize in partnership with the Missouri Community Service Commission a signature project focusing on nutrition and agriculture education and feeding of the needy.

Beginning Date: July 1996 **Completion Date:** September 1996

Task 4

Members will develop an evaluation system to track, collect, and report data on the measurable benefits associated with the project, including the number of families/individuals served; the number of volunteers recruited to perform the work, the amount of food gleaned and distributed; the names and number of local community groups and organizations providing support to the gleaning project; and a list of potential non-profit groups and organizations willing to continue the project after the Summer of Gleaning program is completed. Members will also provide a final report to the State Executive Director of the Farm Service Agency that includes the evaluation data and other observations on the successes and obstacles encountered with the AmeriCorps Summer of Gleaning project.

Beginning Date: June 1996 **Completion Date:** September 1996

UNIVERSITY OUTREACH
University Extension
UNIVERSITY OF MISSOURI SYSTEM
LINCOLN UNIVERSITY

OFFICE OF VICE PRESIDENT AND
DIRECTOR OF COOPERATIVE EXTENSION

"KNOWLEDGE WORKING FOR MISSOURIANS"

309 University Hall
Columbia, MO 65211
314-882-7754 FAX 314-884-4204

March 28, 1996

Cindy L. White, County Executive Director
Ray County Farm Service Agency
201 E. Franklin, Suite 5
Richmond, MO 64085

Dear Ms. White:

This letter is in response to your request that the Missouri State Farm Service Agency and the University of Missouri Extension Offices establish a partnership in the development and implementation of the "Summer of Gleaning" AmeriCorps program.

University Extension is pleased to join in this effort to provide nutrition, food preparation and safe storage education to the needy, elderly and school aged children in the West Central Missouri Region.

We look forward to extending the working relationship that has developed over the years with the FSA into the new and exciting area of community service that the AmeriCorps program provides.

With all best regards.

Yours truly,

Ronald J. Turner
Vice President and Director

RJT/bd

cc: Al Black

University Extension does not discriminate on the basis of race, color, national origin, sex, religion, age, disability or status as a Vietnam-era veteran in employment or programs.

USDA/FSA
RAY COUNTY MISSOURI FSA OFFICE
816-776-5861
Fax: 816-776-6902

fax transmittal

to: Charles Sims

fax: 202-690-1131

from: Cindy White

Missouri

re: AmeriCorps Budget

3 pages

NOTES:

Charles:

I apologize this was not faxed Friday. FAX was not working. We had to fix.

Cindy

FSA San Juan NM

See RD new budget

Page 1

Rev 7/16/95

ITEM 3 MEMBERS	Corporation/ National Offc.	Federal Sponsor		Non-Fed Partner		Other Non-Fed Partner		TOTAL
		Cash	In-Kind	Cash	In- Kind	cash	In-Kind	
Basic Allowance								
Basic member (not a team leader) (480 hours/ 12 weeks of service)	~~2,241.60~~ 6727.68	512 hrs × 4.38 = 2242.56 × 3 = 6727.68						~~$2,241.60~~ 6727.68
Team Leader (520 hours/ 13 weeks of service)	~~3,468.4~~ 0							~~$3,468.40~~
FICA (7.65%)								
Basic Member	169.41 508.23	169.41 × 3						~~$169.41~~ 508.23
Team Leader	~~265.33~~							~~$265.33~~
Worker' Comp (Maximum of 7%)								
Basic Member	~~156.91~~ 0							$156.91
Team Leader	~~242.78~~ 0							$242.78
Uniforms (T-Shirts)	~~50~~ 0							50
Member Training			100		100		100	300
Transportation (of members, produce, etc.)	2000.00		200		500			2700
Supplies (gloves, paper, etc.)			100		100			200
Equipment (tools, NOT computers)			50		20			70
Staff Costs: (For non-federal personnel- cost of state contact/site supervisor, clerical to process forms payroll).								
Salaries								
Benefits								
Other (Facilities, lights, phone, FAX costs, etc.)			400					400

Delete Workman's Comp.

505 334 8659 FROM FHA AZTEC N M
MAY 2 '96 8:42

Administrative (costs not directly related to the operation of the project)								
Education Award								$1,000
		9235						
		~~9551.24~~						
TOTAL		4617.92		850		920	100	7287.92

1122124

4 members X 7287.92 = 29151.68

Notes: NM will use only 3 members AND delete Work Corps

NMAS

PAGE.005

505 334 8659 FROM FHA AZTEC N M

MAY 2 '96 8:43

New Mexico USDA Americorps "Summer of Gleaning" Project

A) FSA SUMMER OF GLEANING AND PERISHABLE FOOD SALVAGE
B) 504 North Main Aztec, NM 87410/San Juan County FSA Office
C) New Mexico
D) San Juan NM/San Juan UT/Apache Az/Montezuma Ut
E) San Juan NM/ San Juan UT/ Apache AZ/ La Plata, Montezuma CO
Navajo Nation lies within the above mentioned counties
F) San Juan County Demographic Information:
Population: 99,252
Per Capita Income: $8702.00
Median Family Income: $19,590.00
AFDC Cases: 1,707
Food stamps cases per month: 3,632
WIC cases served per year 1,370
Children living in poverty: 18yrs 33.5% 5yrs 36.2%
G) Congressional Districts NM-3, AZ-6, CO-3, UT-3
H) Lloyd Wilhelm, Four Corners
I) 504 North Main, Aztec, NM Tel: (505) 334-3090 Fax: (505) 334-8659
J) Jo Lynne Seuffer, Lloyd Wilhelm,
K) 6200 Jefferson St NE. Albuquerque, NM Tel: (5050 761-4912 Fax: (505) 761-4934
L) 4
M) FSA NAFI-Navajo Agriculture Products Inc. New Mexico State Cooperative Extension Service, Downey Vegetable Stand, Farmers Market, San Juan College Volunteer Center, Farmington Chamber of Commerce, Echo Food Bank, Earl and Opal Hickam, Farm Bureau, Church Of Jesus Christ of Latter Day Saints, New Mexico State University Experiment Farm, Little Colorado RC&D Americorps, USDA-RECD, Four Corners Americorps Region, Navajo Americorps

2. AMERICORPS PROJECT OBJECTIVE STATEMENT:

Fresh fruits and vegetables will be disbursed to more than 75 hungry, needy and elderly families on and off the Navajo Indian Reservation. We will provide K-12 nutrition and food processing education on the Reservation and throughout the four corners area (New Mexico, Colorado, Arizona, Utah).

a. WHAT WORK WILL BE DONE? IN WHAT SERVICE WILL YOUR MEMBERS ENGAGE?

Summer of Gleaning members will work with Navajo Agricultural Products Inc., (NAPI), and other producers to gather and distribute fruits and vegetables to at least 100 needy families on, and off, the Navajo Indian Reservation. Ten (10) or more volunteers per project will be recruited to assist the Summer of Gleaning members in the gathering and distribution of fruits and vegetables. Members, in partnership with the New Mexico State Extension Service, Little Colorado RC&D, will organize and educate 100 or more families through workshops on and off the Navajo Indian Reservation, and targeted areas in nutrition and food processing.

b. WHAT IS THE HOPE FOR RESULTS OF THE ACTIVITIES DESCRIBED ABOVE?

We will begin a program which will sustain itself in the distribution of perishable fruits and vegetables, currently being destroyed, to needy, hungry and elderly families which will improve diet and health. In addition, we will educate participants on how to utilize vegetables and fruits and process them in order to increase food stocks for future use and nutrition. Once the Americorps Summer of Gleaning program has concluded, other groups and non-profit organizations will continue on with these projects. We also hope to see recipient families or individuals become involved with the process be giving of their time or skills to help other members of the community.

c. HOW WILL YOU MEASURE THE QUALITY OF THE SERVICE PROVIDED?

The quality of service will be measured by the number of needy families served together with the number of volunteers coming forward to assist the Americorps Summer of Gleaning members. Further, a survey will be taken as to those volunteer groups willing to continue this outreach project once Americorps Summer of Gleaning has been completed.

d. BY WHAT STANDARD WILL SUCCESS BE GAGED?

We propose to strive to reach a 100% positive response to the Summer of Gleaning program. Sustainability of the program is the measurement of success of the program. We will deem our efforts successful by the number of participants and organizations willing to continue on with the project.

e. HOW MANY INDIVIDUALS WILL RECEIVE THE BENEFITS OF THE SERVICE THE MEMBERS PERFORM?

We will reach 100 or more needy families through the aforementioned services performed. Additionally, other residents of the Navajo Indian Reservation and targeted area will benefit. Everyone involved, whether giving or receiving should realize and identify the benefits of the services provided.

PRELIMINARY WORK PLAN AND MILESTONE SCHEDULE:

Task 1:

Members receive Americorps orientation and other training from the FSA project directors. Training will concentrate on salvaging, distributing, storage and processing of fruits and vegetables for future use. Members will also be working with nonprofit organizations, churches, and producers in recruiting and training volunteers. Schedules will be developed & transportation secured for gleaned crops, and distribution points finalized through local partnerships. Buckets and boxes for gathering and distributing of food will be coordinated with partners such as Echo Food Bank.

BEGINNING DATE: Early June 1996 COMPLETION DATE: Mid-June 1996

Task 2:

Members will begin developing informational packets and working with volunteer groups to target needy families. Through the efforts of New Mexico State University Extension Service, Little Colorado RC&D Americorps, and local Americorps members, targeted families will attend workshops to educate them on proper food processing, canning, and storage of produce. Organizational meetings will be held with producers, volunteers, distributors, and support groups to develop schedules to begin the gleaning and fruits & vegetable rescue efforts. Mailings will be prepared and distributed throughout local communities promoting and advertising the program with contacts listed. Displays, pamphlets and updated informational material will be displayed by members at local fairs and conventions.

BEGINNING DATE: June, 1996 - COMPLETION DATE: August, 1996

Task 3:

Actual gleaning process begins with the members and volunteers gathering fruits and vegetables. Members will serve as team leaders overseeing the gleaning process and targeting of needy families will be ongoing. Partnerships with local nonprofit organizations and volunteers will continue to be formed to oversee ongoing operations and insure sustainability of program into future years.

BEGINNING DATE: July, 1996 - COMPLETION DATE: August, 1996

Task 4

An evaluation system to track, collect, and report data on the measurable benefits associated with the project, including the number of families served, the number of volunteers recruited to perform work, the amount of food gleaned and distributed, the names of local partnerships support groups organized will be put into place. Local Media contacts will be established to promote and publicize ongoing activities of the Summer of Gleaning efforts. Local community organizations, volunteers, producers, contractors, and businesses will be contacted to develop a list of partners who wish to continue the project after theSummer of Gleaning program is completed.

Beginning date: June 1996 Completion Date: October 1996

San Juan College
4601 College Boulevard • Farmington, New Mexico 87402-4609 • 505-326-3311

MAR 26 1996
San Juan County ASCS Office

March 25, 1996

Mr. Loyd Wilhelm
San Juan County Farm Service Agency
504 N. Main
Aztec, NM 87410

To Whom it May Concern:

We at the San Juan College Volunteer Center have had the opportunity to collaborate with AmeriCorps team members on numerous occasions. Knowing the quality of the AmeriCorps program, the impact it has had on the community, and the character and dedication of the young adults involved gives me confidence that the forthcoming project, "Summer of Gleaning," will also be a benefit to the community. In light of this, I would like to offer our support of and help with the project.

Serving as a clearinghouse for volunteer activity in San Juan County, we will help promote it and will recruit others to participate. Computer labs on campus will also be available for utilization by AmeriCorps members. Additionally, through our established community network, we can help provide information and resources which will benefit the project.

We look forward to working with the "Summer of Gleaning" project and the AmeriCorps team. Thank you for the opportunity to participate in this worthwhile endeavor.

Sincerely,

Nancy Pate

Nancy Pate, Director
Volunteer Center

ECHO, Inc.
415 WEST MAIN STREET • FARMINGTON, NEW MEXICO 87401
CSFP AND FOOD BANK — 401 S. COMMERCIAL

RECEIVED
MAR 25 1996
San Juan County ASCS Office

March 21, 1996

San Juan County-FSA
504 N. Main
Aztec, NM 87410

Dear Mr. Wilhelm,

Hearing from you earlier this week, concerning a county wide gleaning program, the ECHO Food Bank is very excited and knows it can provide the valuable service of being the central distributing point to clients and other agencies.

ECHO, Inc. offers three separate feeding programs, serving tens of thousands of individuals each year by providing direct emergency food assistance to families and individuals in need. It also provides surplus food and non-food items to nearly 50 non-profit agencies throughout the Four Corners and Northwest New Mexico at extremely low handling fees. ECHO, Inc. coordinates and operates two USDA commodity programs with one of the programs based in not only Farmington but Albuquerque as well. The ECHO Food Bank in Farmington is fully facilitated and has enough warehousing space and large enough employee team to handle such a program along with its current operations and procedures.

As the ECHO Food Bank is well organized in serving such a vast area and diverse population, attached is an information sheet along with statistical information I believe you will find interesting.

The ECHO Food Bank can and will make the commitment of helping the San Juan County Gleaning Program strictly as the central distributing point, so that every family or individual in Northwest New Mexico needing either emergency or supplemental food assistance will benefit, not deprive, from the efforts. Once again, a network of nearly 50 agencies in this area is intact and has been for the past ten years, so that senior citizens at senior centers, children and families at shelters, homeless residents at soup kitchens, Navajo children at area missions, and boys and girls at local clubs to name a few, will have the opportunity to receive proper nourishment from the fresh produce collected from this program.

I truly thank you for contacting the ECHO Food Bank and look forward to providing help with the San Juan County Gleaning Program.

Sincerely,

Stuart Noble
Food Bank Director

ECHO, INC. FOOD BANK
1995 STATISTICS

ECHO, INC. FOOD BANK: This past year the ECHO Food Bank directly helped over 3000 families throughout Northwest New Mexico with emergency food boxes. That number represents nearly 10,000 individuals. Over 76,000 pounds were issued to these families and individuals in need this past year. For the year 1995, an average month was as follows: Families--266, Individuals--821, Pounds--6,370

***[14% increase in clientele since 1994]
***[24% increase in pound allocation since 1994]

ECHO FOOD BANK ETHNIC BREAKDOWN: NATIVE AMERICAN--51.8%
CAUCASIAN--37.3%
HISPANIC-- 9.9%
BLACK-- 1.0%

Nearly two out of every three individual clients are children. This accounts for over 60% of all clients receiving help.

The ECHO, Inc. Food Bank does not discriminate on the basis of race, color, sex, age, handicap, religion, or national origin.

SAN JUAN COUNTY/COMMUNITY BREAKDOWN (by area)

Farmington--47.6%
Kirtland--14.3%
Shiprock--13.2%
Bloomfield--12.7%
Aztec--12.2%

ECHO FOOD BANK FUNDING SOURCES

*San Juan United Way
*Community Service Block Grants (CSBG)
*Federal Emergency Management Act (FEMA)
*Private donations

Average Household Grocery Value--$10
Monthly ECHO Food Expense--$2,500
Yearly ECHO Food Expense--$30,000

ECHO, Inc. Food Bank Director: Stuart Noble
Contact Number: (505)325-8222

ECHO

415 WEST MAIN STREET • FARMINGTON, NEW MEXICO 87401
CSFP AND FOOD BANK — 401 S. COMMERCIAL

ECHO, INC. FOOD BANK

*EMERGENCY FOOD BOX PROGRAM: Food is issued to eligible families and individuals in need of emergency food assistance.

*SURPLUS FOODS: Non-profit agencies throughout the Four Corners area and Northwest New Mexico obtain surplus food and non-food items at extremely low handling fees.

*THE EMERGENCY FOOD ASSISTANCE PROGRAM: USDA Commodities are issued to eligible recipients living in San Juan County, regardless of age and household size, meeting income guidelines.

DONATIONS AND FOOD DRIVES
The Food Bank with the help of many businesses, churches and organizations perform a number of food drives throughout the year, and accepts private food and money donations. Donations are the source that ensures help for families in need.

REFERRAL SERVICE
At times the Food Bank operates as a referral service for other helping agencies. If clients need additional help beyond the Food Bank, staff will refer them to other agencies to help in more ways.

VOLUNTEER HELP
Volunteers are encouraged and very much appreciated. Volunteer job descriptions range from cleaning and stocking food to certifying clients and helping with food drives. Volunteers range in age from teenagers to senior citizens.

For more information on how you can help fight hunger in Northwest New Mexico call: (505)325-8222
or stop by the ECHO Warehouse at: 401 S. Commercial
Farmington, NM 87401

ECHO, Inc. Food Bank Director	ECHO, Inc. Executive Director
Stuart Noble	Sara Kaynor
(505)325-8222	(505)325-7466

COLLEGE OF AGRICULTURE AND HOME ECONOMICS
AGRICULTURAL SCIENCE CENTER AT FARMINGTON

Box 1018/Farmington, New Mexico 87499
Telephone (505) 327-7767, 327-7768

March 21, 1996

Mr. Lloyd Wilhelm
Ag. Dept. of Ag. Stabilization and Conservation
504 N. Main
Aztec, N.M. 87410

Dear Lloyd:

The Agricultural Science Center at Farmington would be receptive to making donations of extra produce to your group for distribution to the needy. However, approval is needed from the Dean and Associate Dean of the Agriculture Experiment Station at New Mexico State University. Although I have not talked to the these individuals concerning this program, I'm sure they will need assurances that N.M.S.U. cannot be held liable in case a participant was to become injured while getting produce on the Science Center.

We have made contributions of small lots of produce to needy groups in the past. However, the possibility of a libel law suite against the university has been and remains a very big concern especially when people come in and pick extra items out of the field. We do at times have produce that is plowed under because of the lack of operational funds to harvest it for sale, use, or donation.

I wish you well in this worthy program and hope concerns can be met so we can participate, even if in a small way.

Sincerely,

E. J. Gregory

EJG:gfm

WIC/CSFP INCOME ELIGIBILITY GUIDELINES
IMPLEMENTATION DATE: April 1, 1995
(Effective July 1, 1995 - June 30, 1996)

185% of Poverty
(To determine program eligibility)

Household Size	Annual	Monthly	Weekly
1	$13,820	$1,152	$266
2	$18,556	$1,547	$357
3	$23,292	$1,941	$448
4	$28,028	$2,336	$539
5	$32,764	$2,731	$631
6	$37,500	$3,125	$722
7	$42,236	$3,520	$813
8	$46,972	$3,915	$904

For each additional family member add $4,736 per year.

Revised 3/95 TK

100% Poverty Level
Implementation Date: April 1, 1995
(Effective July 1, 1995 - June 30, 1996)

Household Size	Annual Income
1	$7,470
2	$10,030
3	$12,590
4	$15,150
5	$17,710
6	$20,270
7	$22,830
8	$25,390

For each additional family member above eight, add $2,560, per year.

COOPERATIVE EXTENSION SERVICE

NEW MEXICO STATE UNIVERSITY

COLLEGE OF AGRICULTURE AND HOME ECONOMICS

COUNTY EXTENSION OFFICE

213 A S. Oliver
Aztec, New Mexico 87410

March 20, 1996

Lloyd Wilhelm
Farm Service Agency
504 N Main
Aztec, N M 87410

To Whom It May Concern:

The San Juan County Cooperative Extension Service will support Farm Service Agency in promoting "Summer of Gleaning" by serving in an advisory capacity to program coordinators, assist in locating resource people, by conducting training in food preservation for trainers and providing some educational materials on food preservation.

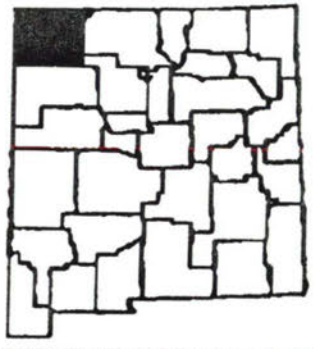
Margaret B Warren

Margaret B. Warren
County Program Director

New Mexico State University is an equal opportunity employer. All programs are available to everyone regardless of race, color, religion, sex,

MAR 21 '96 8:57
5053262316 PAGE.003
APR 2 '96 9:20 FROM FHA AZTEC N M
MAR 21 '96 08:24 FARMINGTON FHO
5053262316 TO: 505 334 8659 PAG
PAGE.020

San Juan County



FAMILIES TODAY
A Demographic Profile

TOTAL POPULATION	1990	1994
Total	91,605	99,282
Change, 1990 - 1994		7,647
% Change		8.3

DIVERSITY OF NEW MEXICO'S POPULATION	1990
% Anglo (White, Non-Hispanic)	50.1
% Hispanic	33.1
% Native American	27.1
% African American	0.6
% Asian, Pacific Islander	0.3
% Total Minority	49.9

NEW MEXICO'S CHILDREN	1990
% Population <18	36.9
% Population 5-17	26.5
% Population <5	10.1

DIVERSITY OF NEW MEXICO'S CHILDREN < 18	1990
% Anglo (White, Non-Hispanic)	41.9
% Hispanic	15.1
% Native American	44.0
% African American	0.6
% Asian, Pacific Islander	0.3
% Total Minority	58.4

FAMILY ECONOMICS

MEDIAN FAMILY INCOME	FY1994	FY1995
Adjusted for Inflation	$20,695	$19,899

PER CAPITA INCOME	1992	1993
Adjusted for Inflation	$ 9,697	$ 9,702

UNEMPLOYMENT	1993	1994
Total	4,300	5,000
%	10.2	9.1

CHILDREN LIVING IN POVERTY	1990
Children < 18 % in Poverty	33.6
Children < 5 % in Poverty	39.2

SUBSIDIZED CHILD CARE PROGRAMS	FY94	FY95
# of Children Served	217	222

AFDC CASES	1993	1994
Average Monthly	1,648	1,707

FOOD STAMP CASES	1993	1994
Average Monthly	5,853	5,852

FREE & REDUCED LUNCHES SERVED	1992-93	1994-95
% of Total	69.4	70.6

HEALTH AND SAFETY

PRENATAL CARE	1993	1994
% Low/None	13.2	16.1
% Middle	38.9	34.7
% High	46.4	48.7
% Unknown	1.5	2.5

TEEN PRENATAL CARE (Ages 15-19)	1993	1994
% Low Level/No Care	16.0	16.5

BIRTHS TO SINGLE MOTHERS	1993	1994
Annual #	938	978
% Of All Births	49.6	49.1

BIRTHS TO TEENS AGES 15-19	1993	1994
#	389	390
Rate Per 1,000	78.5	68.8

LOW BIRTH WEIGHT BABIES	1987/93	1991/93
%	5.0	6.0

INFANT MORTALITY	1988/92	1991/93
Rate Per 1,000 Live Births	11.5	7.7
Neonatal Rate Per 1,000 Live Births	7.1	3.7
Postneonatal Rate Per 1,000 Live Births	4.4	4.0

CHILDREN WITH INCOMPLETE IMMUNIZATIONS	1992-93	1994
%	41.0%	N/A

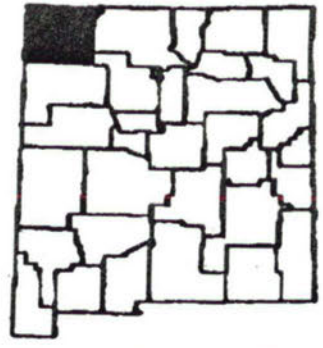
NUMBER OF WIC CASES	YTD 1994	1995
Eligible Served	1,370*	N/A
%	34.4%*	N/A

NUMBER OF MEDICAID ELIGIBLES	1993	1994
Average Monthly	11,170	11,883

New Mexico KIDS COUNT is a project of New Mexico Advocates for Children & Families made possible by the Annie E. Casey Foundation

nm kids count

San Juan County



POPULATION PER PHYSICIAN	1992	1994
Persons Per Medical Physician	1,340	1,356

JUVENILES REFERRED TO PROBATION & PAROLE	FY94	FY95
Total #	1,059	1,437
First Offenders % of Total	63.4	48.3
Repeat Offenders % of Total	36.6	69.7

JUVENILE OFFENSES	FY94	FY95
Total # Referred	1,808	2,085
Property Offenses % of Total	59.4	54.5
Offenses Against Persons % of Total	16.6	14.6
Substance Abuse Offenses % of Total	6.6	17.7
FINS Offenses % of Total	4.3	11.4

CHILD ABUSE AND NEGLECT CHILDREN <18	FY93	FY94
Total Investigations	615	1,466
Rate per 1,000	17.7	38.7
Neglect Investigations	530	734
% of Total	48.9	52.2
% Substantiated	38.0	46.0

	FY92	FY94
Physical Abuse Investigations	299	343
% of Total	34.6	24.6
% Substantiated	34.8	33.9
Sexual Abuse Investigations	91	116
% of Total	6.9	8.2
% Substantiated	28.7	24.8

CHILD DEATHS AGES 1-14	1988/90	1991/93
Total Deaths		
Average Annual #	14.0	13.0
Rate per 100,000	166.4	49.7
Accidents/Homicides and Suicides		
Average Annual #	6.7	7.3
Rate per 100,000	69.2	27.1

TEEN DEATHS AGES 15-19	1988/90	1991/93
Total Deaths		
Average Annual #	9.7	11.0
Rate per 100,000	115.6	132.5
Accidents/Homicides and Suicides		
Average Annual #	6.3	4.3
Rate per 100,000	111.1	104.4

EDUCATION

PUBLIC SCHOOL ENROLLMENT	1993-94	1994-95
Total #	24,412	24,462

PRIVATE SCHOOL ENROLLMENT	1993-94	1994-95
Total #	2,104	2,112

HIGH SCHOOL DROP-OUT RATE	1992-93	1993-94
%	7.1	6.6

HIGH SCHOOL GRADUATES APPLYING TO COLLEGE	1992-93	1993-94
%	68.7	68.3

K-3 RETENTION RATE	1993-94	1994-95
%	2.7	2.7

NUMBER OF LICENSED CHILD CARE SLOTS	1994	1995
Total	1,482	1,489

ESTIMATED CHILDREN ELIGIBLE FOR HEAD START SERVED	1992	1994
%	27.7	28.8

STUDENTS SERVED BY SELECTED PROGRAMS	1992-93	1993-94
State Funded Special Education % of Students	14.4	15.9
ESEA, Title VII Bilingual % of Students	1.5	10.4
ESEA, Chapter I (Basic & Migrant) % of Students	16.6	16.7

LIMITED ENGLISH PROFICIENCY STUDENTS	1992-93	1993-94
% of Total	N/A	N/A
% LEP Students Served by Educational Programs	N/A	N/A

TENTH GRADERS PASSING HIGH SCHOOL COMPETENCY EXAM	1992-93	1993-94
% of Total	64.2	61.6

STUDENT/TEACHER RATIO	1993-94	1994-95
Ratio	16.6:1	20.6:1

New Mexico Advocates for Children & Families • P.O. Box 25666, Albuquerque, New Mexico 87125-6666 • Telephone (505) 841-1710 or 1-800-618-KIDS

March 24,1996

Lloyd Wilhelm
504 North Main
Aztec, NM 87410

Dear Lloyd:

I would like to express my support for the proposed summer AmeriCorps program. The community organization, self help and education that this project would provide are much needed.

I wish to offer my help as a consultant, and will share all written materials and data that I have compiled. I would also offer the availability of the potable Solar Chimney dehydrator for hands on workshops. The ability to preserve fresh foods for future use is useful and , in my opinion, a necessary tool.

I believe that this would be a great opportunity to share resources, information and experiences with other members of the Four Corner AmeriCorps cluster group.

Sincerely,

Marcia Delaney,

Marcia Delaney
AmeriCorps
Holbrook, AZ

Downey Produce 4-1-96

We will be glad to donate all excess Veg. to USDA Summer of Bloom Project to be picked up as scheduled.

Gurley Downey
334-2196 -334-7285

From: Jan Tomko, Co-Manager
San Juan County Farmers Market
Farmington Chamber of Commerce
203 W Main, Farmington, NM 87401
505-325-0279

To Whom it may Concern,

The San Juan County Farmer's Market management is supportive of Mr LLoyd Willhelm's Americorp gleaning program. The market management will provide an opportunity for the volunteers to obtain excess produce from the market. We will also inform our vendors of the project and encourage them to donate excess produce to the program. The management will also assist in coordinating vendors and Americorp volunteers in the picking of excess produce from gardens if the liability insurance issues are addressed.

We feel that this is a good program for our community and should proceed without delay. It will help to provide valuable nutrition to needy people with minimal cost to the community.

Sincerely,
Jan Tomko

7/23/96

OPERATING SITE BUDGET FORM

07/23/96 07:52 AM GLEN935A

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Applicant Name: USDA SUMMER OF GLEANING – RURAL DEVELOPMENT

Program Name: NEW MEXICO (Albuquerque) – RURAL DEVELOPMENT

ITEM A: MEMBER SUPPORT COSTS LIVING ALLOWANCE TYPE	Number of **Members**	Corporation Share (Maximum 85%)		Grantee Share (Minimum 15%)		Total (100%)
REGULAR MEMBER	3	$6,728	+		=	$6,728
TEAM LEADER	1	$3,469				3,469
Sub–Total:		10,197				10,197
FICA (7.65%)	4	774				774
Worker's Compensation	4					
Health Care	N/A					
SUB–TOTAL A:		$10,971	+		=	$10,971
		100.00% (Max 85%)	+	(Min 15%)	=	100%

ITEM B: OTHER MEMBER COSTS COSTS					
Training and Education			+	$300	= $300
Uniforms					
(PLEASE SPECIFY IN BUDG Other					
Item B Subtotal				$300	$300

ITEM C: STAFF					
Salaries					
Benefits					
Training					
Other					
Item C Subtotal					

OPERATING SITE BUDGET FORM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Please attach the Budget Narrative to this page. Instructions for this form are on page 27.

	Corporation Share (CNCS) Funds requested from the Corporation	Grantee Share Other Federal / State / Local / Private Funds	Total Total Program Funding
ITEM D: OPERATING COSTS			
Travel			$0
Transportation	8,233	1,000	$9,233
Supplies		200	$200
Equipment		100	$100
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other		3,940	$3,940
Subtotal	$8,233	$5,240	$13,473
ITEM E: INTERNAL EVALUATION			
ITEM F: ADMINISTRATION			
ITEM G: TOTAL PROGRAM OPERATING COSTS (ITEMS B – F)	$8,233	$5,540	$13,773
ITEM H: TOTAL OPERATING SITE BUDGET (ITEMS A + G)	$19,204	$5,540	$24,744

	Estimated # of Children	Grantee Share
G. CHILD CARE	N/A	

		Number of Participants	Amount per Participant	Total
H. EDUCATION AWARDS	Full – Time Participan	4	$1,000	$4,000
	Part – Time Participants		$2,363	

Rom 7/23/96

935A

PROJECT PROPOSAL
Submitted by M. Steven Anaya
New Mexico State Director

New Mexico RECD AmeriCorps Summer of Gleaning Project

6200 Jefferson St. NE
Room 255
Albuquerque, New Mexico 87109

New Mexico

The Counties Served will be Bernilillo, Valencia, Torrance and Sandoval. The AmeriCorps members will be headquarters in each of the four counties. The AmeriCorps members will recruited from our target counties.

In Bernalillo County the 1990 U.S. Census data indicate that 725 rural families live below the poverty level. In Valencia County the 1990 U.S. Census data indicated that 1,889 rural families live below the poverty level.

Bernalillo and Valencia counties are split between Congressional District 1 and Congressional District 2. Sandoval county is located in congressional district 3. Torrance county is located in congressional district 1.

The site supervisor for this project will be Ernie Watson, 6200 Jefferson St. NE,

The State Project Manager for the proposal will be AmeriCorps State Contact, John Thomas. 6200 Jefferson St. NE, Room 255, Albuquerque, New Mexico 87109. (505) 761-4960.

We would anticipate that there would be four AmeriCorps members in the Summer of Gleaning Program assigned to our site.

Our proposed list of Project Partners are as follows: Channel 13 TV Station, Channel 4 TV Station, Channel 7 TV Station, The Albuquerque Journal, New Mexico State University Experimental Farm at Los Lunas, State Prison Farm at Los Lunas, Master Gardeners of Los Lunas and Bernilillo Counties, Area Garden Clubs, Extension Service, Farm Service Agency, Natural Resource Conservation Service, Local 4-H Clubs, Girl Scouts, Boy Scouts, Local Civic Groups, and Churches and the Road Runner Food Bank. The Road Runner Food Bank indicated that they would send trucks to all four counties to collect food. They have a large warehouse for proper storing of the produce that is collected. They provide food to over 200 soup kitchens and organizations that distribute food to the poor and homeless. Food will be distributed to the local Salvation Army, the Roadrunner Food Bank and other groups that are providing food to the needy and the poor. We will also work with local farmers to provide any produce that can not be used

for human consumption for either a supplement feed for hogs or used in a compost that can be utilized for Albuquerque City Parks. Bernilillo County received a EZ/EC designation. We will link up with the EZ/EC community to maximize our resources. We will utilize other AmeriCorps groups such as the ARC of New Mexico who works with handicap individuals to enhance the delivery of the summer of gleaning project. We will solicit the support of the Mayor of Albuquerque in the administration of the proposed project. The summer of gleaning project will be a win win situation for all who choose to work with the program. All of the entities that we have contacted regarding the proposed project are very excited about the proposed summer of gleaning project.

AmeriCorps Project Objective Statement

To provide fresh fruits and vegetables to 200 needy, hungry or elderly families through voluntary gleaning and food rescue efforts. To provide fresh fruits and vegetables to supplement the Salvation Army soup kitchen which provides 400 meals a day to the needy, homeless, and elderly in the Albuquerque area. Our preliminary contact with Major Benton Markham, with the Salvation Army (phone number 505-881-4292) indicated that they provide over 400 meals a day to the homeless and needy. Major Benton indicated that they would gladly accept any produce that we would be able to provide to them for their soup kitchen.

What work will be done? What service will your Members engage in?

Members will work in partnership with non-profit organizations, local public aid, public housing and senior citizens groups, Boy/Girl Scouts, First Methodist Church, Church of Christ, Catholic, 4-H, Human Services and other groups to identify 1000 families in the area that are in the need of fresh food and vegetable. Members will work with local farmers, land owners, grocery stores, food produce houses, the State Prison Farm, and the New Mexico State University Experimental Farm, and most important of all the local hobby gardeners to provide produce for the gleaning distribution system. For example most of the home gardeners in our area produce much more produce than they can use. We will net work with civic groups, church groups, gardening clubs, to establish pickup and harvest assistance from our vast network of volunteers.

We will work with the New Mexico State Experimental Farm to utilize the produce they produce in the process of developing new varieties of fruits and vegetables.

We will work with the State Prison system to donate a portion of the state prison farm for the production of fruits and vegetables for the homeless and needy. We will encourage inmates at the prison to donate their labor for the production of food for the needy.

We will work with the processing sheds in Dona Ana county, to utilize produce that generally is discarded due to size and shape. Each year tons of onions are hauled to the solid waste disposal area. Most of this produce is usable, and could be utilized by the soup kitchens and the poverty level residents of Bernilillo, and Valencia counties.

There are fruit trees in almost ever yard in the communities of Los Lunas, Belen, Bosque Farms, in our County. Much of this fruit is not utilized by the landowners. We will work with the local news paper, Radio Stations and TV stations so that individuals who have surplus fruit and vegetable can donate their produce to the gleaning program. We will work with the fruit growers in Espanola, to provide excess fruit to the needy so that it can be utilized. We will work with the potato growers and bean producers in the Moriarty valley to donate produce for our gleaning efforts.

We will work with the Los Lunas Training School, an institution that houses handicap individuals from the entire State of New Mexico, for utilization of the produce that we accumulate. We will work with institutions in Albuquerque such as the Salvation Army, and other entities that provide food for the homeless and needy to ensure that the fresh vegetables and food that are gleaned are put to good use.

We will work with the Health and Human Services to provide assistance from the welfare rolls in the administration and distribution of the food that is accumulated. We will work with Habitat for Humanity to identify individuals that are in need of assistance.

What is he hoped for result of the activities described above.

At least 200 needy families will improve their diets. and to develop a program that will be sustained, after the conclusion of the AmeriCorps Summer of Gleaning program by non-profit organizations and groups. Each year millions upon millions of dollars worth of food is wasted across America because we do not utilize innovative means to collect and distribute it to the needy. Our project will be a model for the nation to evaluate and emulate.

How will you measure the quality of the service provided?

Families and other that receive the benefits, volunteers, non-profit organizations, community groups, farmers, gardeners, and others that participate will be surveyed to determine the success of the project. In addition, project partners will be surveyed to determine their willingness to continue the project after the AmeriCorps Summer of Gleaning project is completed.

By what standards will success be gauged?

Based on the feedback of those surveyed, the AmeriCorps Summer of Gleaning program will be deemed successful if 75 percent of those surveyed indicated a positive response regarding the quality and usefulness of the program.

How many individuals will receive the benefits of the service you Members perform?

Assuming an average family size of four persons, at least 800 individuals will receive the benefits of the service performed. We anticipate that all these individuals will benefit from our activities.

The Salvation Army alone operates a soup kitchens in Albuquerque that serves over 146,000 meals during a calendar year. We anticipate that all of these individuals could benefit from our program.

PRELIMINARY WORK PLAN AND MILESTONE SCHEDULE

Task 1

Members receive AmeriCorps orientation and other training from the RECD project directors. Training will concentrate on gleaning and distributing harvested crops, working with non-profit organizations, and recruiting and training volunteers.

Task 2

Contact will be made with local TV and Radio stations to sponsor the program. We will solicit members of the community to raise additional fruits and vegetables for the needy. For example if a gardener generally raises 10 rows of sweet corn for their family we will try and get them to pledge to raise an additional two rows of corn for the gleaning project. We will meet with the area garden clubs, master gardeners and news papers to promote the project. We will meet with the New Mexico State Prison system to determine if a portion of the state prison farm can be set aside to raise produce to support the program. We will contact our local car dealerships for donations for trucks to transport the produce from point of contact to the point of use. Many trucking firms deadhead from various locations throughout New Mexico. These truckers may be willing to donate their fleets to support the summer gleaning project. Members develop informational material about the gleaning project and meeting announcements for needy families and individuals targeted. Members prepare and mail introduction letters to appropriate offices and organizations requesting their help and/support of the project. Members attend and help conduct informational meetings with public and private processors, farmers, local food chain stores, local produce firms, garden clubs, and private gardeners to obtain a source of supply for the gleaning project. Members will meet with nonprofit groups, churches, civic groups, human services, and operators of soup kitchens that serve the needy to insure that the fruits and vegetables that are gleaned in the process are fully utilized. Members continually develop new contact with needy families, follow-up with the non profit groups and individuals that are receiving the benefits to insure the gleaning project is working. Members will update informational materials, and attend fairs, shows, and conventions to show the public the benefits of this program.

Task 3

After farmers have been recruited to participate in the program, needy families and nonprofit organizations who are to receive the gleaned produce have been identified, and the volunteers who will help harvest and distribute the fruits and vegetables have been organized, Members will oversee the logistical aspects of the project including establishing distributions points and making sure that they are adequately staffed; securing transportation for the gleaned produce; and arranging for containers in which food can be taken away from the distribution points as well as boxes to be used as the food is gleaned and transported.

Members will develop and evaluation system, to track, collect, and report data on the measurable benefits associated with the project including the number of families/individuals served; the number of volunteers recruited to perform the work, the amount (in pounds and/or acreage) of food gleaned and distributed; the names and number of local community groups, and organizations providing support (donations, cash, in kind services) to the gleaning projects; and a list of potential no profit groups and organizations willing to continue the project after the Summer of Gleaning program is completed. Members will also provide a final report to the State Contact which included the evaluation data and other observations on the successes and problems encountered with the AmeriCorps Summer of Gleaning project. Our primary concern with the proposed project is that it could snowball into an avalanche of success that may become very difficult for our limited number of RECD staff members and AmeriCorps members to handle.

Figures shown as in-kind are in fact inkind contributions. I've deleted them from the total.

FINAL TOTAL: $19,200

figures in 1st 2 left-hand columns are per member

Far right column is project total, by line item (e.g. $241.60 x3 = 724.80)

RECD Albuquerque, NM

PAGE.002
505 334 8659 FROM FHA AZTEC N M
MAY 2 '96 8:41

ITEM	Corporation/ National Offc.	Federal Sponsor		Non-Fed Partner		Other Non-Fed Partner		TOTAL
		Cash	In-Kind	Cash	In- Kind	cash	In-Kind	
Basic Allowance								
Basic member (not a team leader) (480 hours/ 12 weeks of service)	2,241.60						x3	~~$2,241.60~~ 6,724.80
Team Leader (520 hours/ 13 weeks of service)	3,468.4							~~$3,468.40~~ 3,468.40
FICA (7.65%)								~~508.23~~
Basic Member	169.41						x3	~~$169.41~~
Team Leader	265.33							~~$265.33~~ ok
Worker' Comp (Maximum of 7%)								
Basic Member	156.91							~~$156.91~~
Team Leader	242.78							~~$242.78~~
Uniforms (T-Shirts)	~~50~~							~~50~~
Member Training	2058.31		300.00 ✓					~~300.00~~
Transportation (of members, produce, etc.)	~~2182.08~~		500 ✓		500 ✓		(x4)	~~3182.08~~ 8233.24
Supplies (gloves, paper, etc.)			200 ✓					~~200~~
Equipment (tools, NOT computers)			100 ✓					~~100~~
Staff Costs: (For non-federal personnel- cost of state contact/site supervisor, clerical to process forms payroll).								
Salaries								
Benefits								
Other (Facilities, lights, phone, FAX costs, etc.)			1000 ✓					~~1000~~

DELETE Workman's Comp

fed info

Administrative (costs not directly related to the operation of the project)								
Food Bank							1315	~~1315~~
Education Award								~~$1,000~~
New Mexico Correctional Institute							1625	~~1625~~
							~~2940~~	
TOTAL	4800.00		2100.00		500.00		2940	~~11340~~ 19,200

not included in CBS totals.

4 members X ~~11340~~ per member = $ 45360

4800 → this totals 13086 is 2182 total transportation per member?

19,200

935B

UNITED STATES DEPARTMENT OF AGRICULTURE
FARM SERVICE AGENCY
SAN JUAN COUNTY FSA OFFICE
504 NORTH MAIN
AZTEC, NM 87410

September 20, 1996

TO: Mr. Charles Simms

FROM: Lloyd Wilhelm, Four Corners Americorps Region

RE: New Mexico FSA Budget

Charles, enclosed are the figures reflected for the budget as of September 20, 1996. I still have Sabrina Napie on board and serving. She will utalize her total stipend, but she has not turned in her final travel voucher for mileage during the month of September.

TOTAL BUDGET FOR FSA AMERICORPS "SUMMER OF GLEANING"

$18,471.00

Budget used as of September 20, 1996

Members Stipends	$7378.11
Members FICA	$557.99
Members WC	$516.26
Members Travel	$1799.74
TOTAL	$10252.10

Budget	18471.00
spent	10252.10
remaining	8219.00

We should use approx $450.00 more by the end of the program.

Sincerely,

Lloyd Wilhelm 4 Corners Americorps Region (505) 334-3090
504 North Main FAX 334-8659
Aztec, New Mexico 87410

OPERATING SITE BUDGET FORM
AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Applicant Name: USDA SUMMER OF GLEANING – RURAL DEVELOPMENT

Program Name: NEW MEXICO (Aztec) – FARM SERVICES AGENCY

ITEM A: MEMBER SUPPORT COSTS LIVING ALLOWANCE TYPE	Number of **Members**	Corporation Share (Maximum 85%)		Grantee Share (Minimum 15%)		Total (100%)
REGULAR MEMBER	3	$6,728	+		=	$6,728
TEAM LEADER						
Sub–Total:		6,728				6,728
FICA (7.65%)	3	508				508
Worker's Compensation						
Health Care	N/A					
SUB–TOTAL A:		$7,236	+		=	$7,236
		100.00% (Max 85%)	+	(Min 15%)	=	100%

ITEM B: OTHER MEMBER COSTS COSTS					
Training and Education			+ $300	=	$300
Uniforms					
(PLEASE SPECIFY IN BUDG Other					
Item B Subtotal			$300		$300

ITEM C: STAFF			
Salaries			
Benefits			
Training			
Other			
Item C Subtotal			

OPERATING SITE BUDGET FORM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Please attach the Budget Narrative to this page. Instructions for this form are on page 27.

	Corporation Share (CNCS) Funds requested from the Corporation	Grantee Share Other Federal / State / Local / Private Funds	Total Total Program Funding
ITEM D: OPERATING COSTS			
Travel			$0
Transportation	2,000	700	$2,700
Supplies		200	$200
Equipment		70	$70
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other		400	$400
Subtotal	$2,000	$1,370	$3,370
ITEM E: INTERNAL EVALUATION			
ITEM F: ADMINISTRATION			
ITEM G: TOTAL PROGRAM OPERATING COSTS (ITEMS B – F)	$2,000	$1,670	$3,670
ITEM H: TOTAL OPERATING SITE BUDGET (ITEMS A + G)	$9,236	$1,670	$10,906

	Estimated # of Children	Grantee Share
G. CHILD CARE	N/A	

		Number of Participants	Amount per Participant	Total
H. EDUCATION AWARDS	Full – Time Participan	3	$1,000	$3,000
	Part – Time Participants		$2,363	

7/15/96

OPERATING SITE BUDGET FORM

07/15/96 02:05 PM GLEN936

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Applicant Name: USDA SUMMER OF GLEANING – RURAL DEVELOPMENT

Program Name: NEW YORK – FARM SERVICE AGENCY

ITEM A: MEMBER SUPPORT COSTS LIVING ALLOWANCE TYPE	Number of **Members**	Corporation Share (Maximum 85%)		Grantee Share (Minimum 15%)		Total (100%)
REGULAR MEMBER	5	$11,208	+		=	$11,208
TEAM LEADER	1	$3,468				3,468
Sub–Total:		14,676				14,676
FICA (7.65%)	6	1,123				1,123
Worker's Compensation	6	133				133
Health Care	N/A					
SUB–TOTAL A:		$15,932	+		=	$15,932
		100.00% (Max 85%)	+	(Min 15%)	=	100%

ITEM B: OTHER MEMBER COSTS COSTS					
Training and Education	$625	+	$250	=	$875
Uniforms			45		45
(PLEASE SPECIFY IN BUDG Other					
Item B Subtotal	$625		$295		$920

ITEM C: STAFF			
Salaries	$2,625	$780	$3,405
Benefits			
Training			
Other			
Item C Subtotal	$2,625	$780	$3,405

OPERATING SITE BUDGET FORM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Please attach the Budget Narrative to this page. Instructions for this form are on page 27.

	Corporation Share (CNCS) Funds requested from the Corporation	Grantee Share Other Federal / State / Local / Private Funds	Total Total Program Funding
ITEM D: OPERATING COSTS			
Travel			$0
Transportation	6,480	4,500	$10,980
Supplies	165	250	$415
Equipment		350	$350
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other	306	1,125	$1,431
Subtotal	$6,951	$6,225	$13,176
ITEM E: INTERNAL EVALUATION			
ITEM F: ADMINISTRATION			
ITEM G: TOTAL PROGRAM OPERATING COSTS (ITEMS B – F)	$10,201	$7,300	$17,501
ITEM H: TOTAL OPERATING SITE BUDGET (ITEMS A + G)	$26,133	$7,300	$33,433

	Estimated # of Children	Grantee Share
G. CHILD CARE	N/A	

		Number of Participants	Amount per Participant	Total
H. EDUCATION AWARDS	Full – Time Participan	6	$1,000	$6,000
	Part – Time Participants		$2,363	

	A	B	C	D	E	F
1	ITEM 6 MEMBERS	CORPORATION /NAT'L OFFC.	FEDERAL SPONSOR	MATCH	NON-FEDERAL PARTNER	TOTAL
2	BASIC MEMBER (5 @ $2241.60)	$11,208.00	512 hrs x 4.38 = 2242.56 x 5 = 11,212.80			$11,208.00
3	TEAM LEADER (1 @ $3, 468.40)	$3,468.40	552 hrs x 6.28 = 3466.56 x 1 = 3,466.56			$3,468.40
4	FICA ($11,208 X .0765)	$857.41	~~11,212.80 x .0765 = 857.78~~ 14,676 x .0765 = 1123			~~$857.41~~
5	WORKERS COMP (our rate is .009)	$132.09	blk			$132.09
6	UNIFORMS (6 ASC T's @ $7.50)				$45.00	$45.00
7	MEMBER TRAINING (5 days @ $125 each from Capital Gleaning Network)	$625.00		1 DAY ASC TRAINING	$250.00	$875.00
8	TRANSPORTATION (6 members x 300 mls/wk. x12 wks. x .30/ml.)	$6,480.00		2 ASC pick-up trucks (3 x $500/month), 1 CITY box truck (10 days x $150/day)	$4,500.00	$10,980.00
9	SUPPLIES (1 scale @ $75, 6 pruners $15)	$165.00		gloves, boxes, etc.	$250.00	$415.00
10	EQUIPMENT			wheelbarrows, crates, cutting shears, tape	$350.00	$350.00
11	STAFF COSTS ($875 consultant, $1750 15% Site Super.)	$2,625.00		$780 10% Urban Greening Coordinator	$780.00	$3,405.00
12	OTHER (6 alpha beepers @ $17/month x 3 months)	$306.00		FOR 12 WKS: rent $600, phone/fax $300, copier/computer $225	$1,125.00	$1,431.00
13	**TOTAL**	$25,866.90			$7,300.00	$33,166.90
14	EDUCATION AWARDS (6 @ $1000)	$6,000.00	TO BE HELD BY CORPORATION--NOT PART OF BUDGET			$6,000.00

25702.23

26133

Albany Service Corps - revised 6/20/96

AmeriCorps Summer of Gleaning

Budget Narrative

Basic Member

We are requesting five Basic Members @ $2241.60 each for a total of $11,208.

Team Leader

We are requesting one Team Leader @ $3468.40.

FICA

We are requesting that the Corporation cover FICA costs of $857.41 ($11,208 x .0765).

Workers Comp

We are requesting $132.09 (our agency rate is .009).

Uniforms

In addition to the shirts provided by the Corporation we will be supplying each Summer of Gleaning participant one of our tee shirts ($7.50 each).

Member Training

We are requesting that the Corporation pay 5 full days of orientation and training @ $125 per day - this will include introduction to and meetings with all project partners. We will also be providing a one day orientation to the Albany Service Corps valued at $250.

Transportation

Since we will be gleaning from a six county area, there will be extensive mileage accumulated on personal vehicles. Six members traveling an average of 300 miles per week for 12 weeks @ .30/mile equals $6480. Our match will be the use of two Albany Service Corps pick-up trucks, valued at $500 per month, and one larger City of Albany owned box truck, as necessary, for ten days over the course of this project, valued @ $150 per day.

Supplies

We are requesting funds to pay for one scale ($75) and six pairs of pruning shears for harvesting ($15 each). We will be providing gloves, boxes and one of our own scales for a total value of $250.

Equipment

We will be providing other necessary materials, including wheelbarrows, crates, , tape, etc., valued at $350.

Staff Costs

We are requesting 14 half days of program consultation/supervision from the Capital Gleaning Network Coordinator @ $125 per day for a total of $875. We are also requesting that the Corporation pay 15% of the Site Supervisor's salary and fringe, at $125 per week times 14 weeks, for a total of $1750. Our match is 10% of the Corps' Urban Greening Coordinator's time devoted to this project ($65 per week times 12 weeks for a total of $780).

Other

We are requesting that the Corporation pay for mobile communication equipment (6 alpha beepers @ $17 per month x three months for a total of $306). Our match includes rent @ $200 per month ($600), phone and fax @ $100 per month ($300) and copier/computer costs @ $75 per month ($675).

Education Award

We are requesting six education awards @ $1000 each, for a total of $6000.

AmeriCorps Summer of Gleaning

Budget Narrative

Basic Member

We are requesting three Basic Members @ $2241.60 each for a total of $6724.80.

Team Leader

We are requesting one Team Leader @ $3468.40.

FICA

We are requesting that the Corporation cover FICA costs of $779.78 ($10,193.20 x .0765).

Workers Comp

We are requesting $91.74 (our agency rate is .009).

Uniforms

In addition to the shirts provided by the Corporation we will be supplying each Summer of Gleaning participant one of our tee shirts ($7.50 each).

Member Training

We are requesting that the Corporation pay 5 full days of training from the Capital Gleaning Network Coordinator @ $125 per day - this will include introduction to and meetings with all project partners. We will also be providing a one day orientation to the Albany Service Corps valued at $250.

Transportation

Since we will be gleaning from a six county area, there will be extensive mileage accumulated on personal vehicles. Four members traveling an average of 300 miles per week for 12 weeks @ .30/mile equals $4320. Our match will be the use of two Albany Service Corps pick-up trucks, valued at $500 per month, and one larger City of Albany owned box truck, as necessary, for ten days over the course of this project, valued @ $150 per day.

Supplies

We will be providing all necessary materials - gloves, boxes, etc., valued at $250.

Equipment

We will be providing all necessary materials, including wheelbarrows, crates, cutting shears, tape, etc., valued at $350.

Staff Costs

We are requesting 14 half days of program consultation/supervision from the Capital Gleaning Network Coordinator @ $125 per day for a total of $875. We are also requesting $240 for administrative and check processing costs, provided by the Albany Service Corps staff ($4 per check times four participants plus one consultant times 12 weeks). We are also requesting that the Corporation pay 10% of the Site Supervisor's salary and fringe, at $85 per week times 14 weeks, for a total of $1190.

Our match is 10% of the Corps' Urban Greening Coordinator's time devoted to this project ($65 per week times 12 weeks for a total of $780) and 25% of one of our Senior AmeriCorps members who will be helping coordinate this project ($80 per week times 14 weeks for a total of $1120).

Other

We are requesting that the Corporation pay for mobile communication equipment (4 alpha beepers @ $17 per month x three months for a total of $153). Our match includes rent @ $200 per month ($600), phone and fax @ $100 per month ($300) and copier/computer costs @ $75 per month ($225).

Education Award

We are requesting four education awards @ $1000 each, for a total of $4000.

	A	B	C	D	E	F
1	ITEM	CORPORATION /NAT'L OFFC.	FEDERAL SPONSOR	MATCH	NON-FEDERAL PARTNER	TOTAL
2	BASIC MEMBER (3 @ $2241.60)	$6,724.80				$6,724.80
3	TEAM LEADER (1 @ $3, 468.40)	$3,468.40				$3,468.40
4	FICA ($10,193.20 X .0765)	$779.78				$779.78
5	WORKERS COMP (our rate is .009)	$91.74				$91.74
6	UNIFORMS (4 ASC T's @ $7.50)				$30.00	$30.00
7	MEMBER TRAINING (5 days @ $125 each from Capital Gleaning Network)	$625.00		1 DAY ASC TRAINING	$250.00	$875.00
8	TRANSPORTATION (4 members x 300 mls/wk. x12 wks. x .30/ml.)	$4,320.00		2 ASC pick-up trucks (3 x $500/month), 1 CITY box truck (10 days x $150/day)	$4,500.00	$8,820.00
9	SUPPLIES			gloves, boxes, etc.	$250.00	$250.00
10	EQUIPMENT			wheelbarrows, crates, cutting shears, tape	$350.00	$350.00
11	STAFF COSTS ($875 consultant, $240 administrative, $1190 10% Site Super.)	$2,305.00		$780 10% Urban Greening Coordinator, ~~$1120 25% 1 Senior AmeriCorps member~~	# 780.00 ~~$1,900.00~~	$4,205.00
12	OTHER (4 alpha beepers @ $17/month x 3 months)	$153.00		FOR 12 WKS: rent $600, phone/fax $300, copier/computer $225	$1,125.00	$1,278.00
13	EDUCATION AWARDS (4 @ $1000)	~~$4,000.00~~				~~$4,000.00~~
14	TOTAL	~~$22,467.72~~			~~$8,405.00~~	~~$30,872.72~~

$10,980.45 to FSA

18,467.72

~~10,980~~ to FSA 10,972.98

~~7488~~ to Albany SC 7,494.74

7285 25752.22

$2,5752.22

Drew Jones

ATTEBERRY

Gerald D. Jennings

Mayor
City of Albany

Charles H. Shoudy

Commissioner
Department of
Human Resources

Paul S. Winkeller

Executive Director
Albany Service Corps

TO: Donna Hines, FCS AmeriCorps Program Coordinator

FROM: Paul Winkeller PSW

DATE: May 24, 1996

SUBJECT: AmeriCorps Summer of Gleaning Proposal

We truly appreciate the opportunity to submit this proposal. Many thanks to you and Bob Lewis for keeping us in mind. Our local collaboration has worked hard this week to develop a viable proposal which we are confident can be implemented along the fast track cited in our time line. And to put in one final plug on our behalf, it is important to note the strong experience of our five year old service corps, which is intimately familiar with AmeriCorps, along with the strong vocal support of national service by our local chief elected officials - Albany Mayor Gerald Jennings, Albany County Executive Michael Breslin and Congressman Michael McNulty (21st District). In addition, we are told that either the President or Vice-President will be attending the June 22nd annual Albany County Democratic Picnic, located right in the heart of the rural area where our potential Summer of Gleaning participants will be working with local farmers!

Hope to hear from you soon.

PROJECT PROPOSAL - submitted 5/24/96

New York State FSA AmeriCorps "Summer of Gleaning" Project

1. Cover Page

A) *Project Title* = Capital Region Summer of Gleaning and Gleaning Infrastructure Development

B) *Address* = Albany Service Corps, 88 North Lake Avenue, Albany, NY 12206

C) *State of Duty Station* = New York State

D) *Counties of Duty Station of AmeriCorps Members* = Albany, Rensselaer, Schenectady, Columbia, Schoharie, Greene

E) *Names of Counties Served* = Albany, Rensselaer, Schenectady

F) *Pertinent Demographic Information* - see attached spreadsheet

G) *Congressional Districts* = #21 - Michael McNulty; #22, Gerald Solomon

H) *Name of Site Supervisor* = Paul Winkeller, Executive Director, Albany Service Corps

I) *Address, Phone and Fax Number of Site Supervisor* = see (B) above for address. PH: (518) 434-CORP (2677); FAX: (518) 434-5358

J) *State Project Manager* =

K) *Address, Phone Number and Fax Number of State Project Manager* =

L) *Number of AmeriCorps Members in "Summer of Gleaning" Program* = 4

M) *List of Project Partners*: primary = Albany Service Corps; secondary = Hunger Action Network of New York State, Food Pantries For the Capital District, Schenectady Inner City Ministry, Capital Gleaning Network, Capital Region Farm & Food Project, Regional Food Bank

2. AmeriCorps Project Objective Statement

On a short-term basis, through various gleaning efforts described below, we will provide fresh produce to a minimum of 20,000 low-income individuals a month throughout the Capital Region; long-term, AmeriCorps Summer of Gleaning members will help develop the capacity within the project partners cited above to sustain and expand area gleaning activities, including the fullest utilization possible of fresh food secured through our collaborative efforts.

	A	B	C	D	E	F	G	H
1	COUNTY NAME	ALBANY	SCHENECTADY	RENSSELAER	COLUMBIA	GREENE	SCHOHARIE	DATA SOURCE
2	per cap income	21,003	20,679	17,774				1990 CENSUS
3	# WIC participants	4,405	2,930	3,126				WIC 1/94
4	# food stamp participants	23,640	11,458	13,554				FSP 1/94
5	AFDC	11,748	5,476	4,986				HANNYS
6	# families below poverty	66,397	33,663	37,264				HANNYS
7	% below poverty	22.50%	22.50%	24.00%				HANNYS
8	#child hungry/at-risk	10,000	5,300	6,200				NYAG SERVICE 9/94
9	#participants FMNutProg	2,096	1,399	1,450				WIC 1/94
10	# soup kitchens	15	3	3				NYS NUTRIT CONSORT
11	# food pantries	45	8	20				NYS NUTRIT CONSORT
12	# farms	475	190	540	560	275	575	NYAG SERVICE 9/94
13	% veg/fruit	5.6% veg	3.4%veg	4.1%veg	15.6%fruit	5.2%fruit	3.6%veg	NYAG SERVICE 9/94

a) What work will be done? What service will your members engage in?

Summer of Gleaning AmeriCorps members will work in close cooperation with members of the emerging Capital Area Gleaning For The Hungry Network (a/k/a the Capital Gleaning Network), referenced in the attached March 10, 1996 article from the Daily Gazette. Support letters from secondary project partners are attached. Activities will include:

1) AmeriCorps members will work in the four year old three quarter acre Harvest For the Hungry Garden, located at the State Office Campus in Albany, which provided 1700 pounds of fresh produce last year to the local emergency food network. Activities will be both hands-on (one day per week per member) and recruitment/coordination of a minimum of ten volunteers to work in the HFH Garden throughout this and future growing seasons.

2) AmeriCorps members will work a minimum of three half-days per week with area farmers to identify gleaning activities for local volunteers throughout the summer and fall - including on ServAlbany Day, a major local AmeriCorps volunteer event scheduled for October 19, 1996 (see attached 1995 brochure and press clip). This will generate a minimum of eight tons of fresh produce and involve at least 25 volunteers. Recruitment of farmers will occur through leaflets, farm visits, follow-up phone calls and at farmers markets, farm stands and farmer meetings. Summer of Gleaning members will coordinate their efforts with the Regional Food Bank, which manages a Produce For The People Program that generates fresh fruit and vegetables from growers who participate in the Menands Market, one of only three major regional wholesale markets in New York State.

3) AmeriCorps members will work at least three half days per week on site, or a nearby neighborhood facility, with local food pantries and soup kitchens to train staff, volunteers and clients on preparation and use of fresh in-season vegetables and fruits - currently a major stumbling block preventing full utilization of gleaned food. Working with children will be a major focus, as is the preparation of simple, ethnically and culturally acceptable meals. AmeriCorps members will coordinate their activities with local Extension offices as well as neighborhood centers and churches/synagogues who have appropriate cooking facilities.

4) AmeriCorps members will work at least two half-days per week on infrastructure development - nurturing the previously mentioned emerging Capital Gleaning Network by identifying volunteers, scheduling meetings and developing leaders to insure the viability and sustainability of this network, including the work of the members of AmeriCorps Summer of Gleaning project. This activity will include extensive field work, phone calling and a schedule that will include night and weekend time.

5) To the extent that time allows, AmeriCorps members will work on food rescue efforts with area institutions, restaurants and grocery chains to identify prepared food for rescue and arrange its transport and full use through the area emergency feeding network. One key task will be to identify, secure and train committed volunteers to join the three year old Food Shuttle, a voluntary network which moves rescued food within

the Capital Region.

b) What is hoped for results of the activities described above?

To glean or rescue a minimum of ten tons of food, serving the 20,000 area low-income individuals per month who receive food through 100 local emergency food sites in the region (*note - statistic provided by staff from the Hunger Action Network of New York State*); to train a minimum of fifteen area emergency feeding sites in better preparation and use of fresh produce; and to develop the nascent Capital Gleaning Network to a point where this network of volunteers can take on most of the activities of this AmeriCorps project.

c) How will you measure the quality of service provided?

The Albany Service Corps AmeriCorps program has a fully developed evaluation methodology - see attached sample. It will be distributed to all Project Partners, Sponsors and Trainers.

d) By what standards will success be gauged?

We will have succeeded if a minimum of 85% of those surveyed indicate that the goals set for the AmeriCorps Summer of Gleaning project have been met, that their experience with the project has been positive one and that they will continue to work with volunteers from the Capital Gleaning Network to continue and expand these efforts in future growing seasons.

e) How many individuals will receive the benefits of the service your Members perform?

Based upon smaller scale gleaning activities in the past undertaken by the Albany Service Corps - mainly gleaning days and the Harvest For the Hungry Garden - and the firm commitment of AmeriCorps Summer of Gleaning partners referenced in this application, we are confident that 20,000 low-income individuals will be served, involving a minimum of fifteen area emergency feeding programs.

3. Preliminary Work Plan and Milestone Schedule

Task 1 - Recruitment and Orientation: June 1-14, 1996

Working through our normal recruiting channels, which attract 60+ young adults into our year round youth corps per year, and working with project partners identified in this proposal who will likely have their own potential pool of AmeriCorps Summer of Gleaning participants (within a broader age range!), we will aggressively recruit and select a highly motivated team of members, including one Team Leader. A full day orientation, bringing together all the project partners and laying out the scope and objectives of this project, will occur at the end of this initial period.

Task 2 - Summer of Gleaning Project Planning: June 1-21, 1996

Using the AmeriCorps Summer of Gleaning Project Objective Statement as a "template" - this document itself reflecting much work in the past and dialogue this spring - project collaborators will develop a scope of work for each area of the project. Once recruiting and orientation are complete, AmeriCorps members will be fully integrated into this process, and to give the project their own personal stamp and buy-in, members will take the lead in planning by the end of this period.

Task 3: Initial Implementation: June 24-28, 1996

Final touches will be put on flyers and other relevant written materials drafted during the planning phase. Though some outreach will likely have occurred already - including an announcement of this new AmeriCorps project in the local media, who have been very supportive of national service in general, as evidenced by the attached press clips - a series of mailings, phone calls and initial site visits will occur during this period. This flurry of outreach will set the tone for the entire project, as AmeriCorps members will be continually following up on leads, and reaching out to volunteers, farmers, restaurants, food preparers and other new constituencies throughout the Summer of Gleaning period.

Task 4: Summer of Gleaning: July 1 - August 30, 1996

AmeriCorps member will be engaged in all activities outlined previously, on a regularly scheduled basis - moving throughout the field, from area farms to the Harvest For The Hungry Garden in Albany to the Regional Farmer's Market in Menands to area soup kitchens and food pantries. Members will coordinate the movement of fresh and rescued food - in come cases, using vehicles provided by the Albany Service Corps. When not in the field, AmeriCorps members will be based primarily at the Albany Service Corps, which will provide phone, copying and other office support, though we do anticipate that members will also be spending significant time at the offices of other project partners, especially the Hunger Action Network of New York State, Food Pantries of the Capital District and the Regional Food Bank. Members will schedule and coordinate at least one meeting each month of the Capital Gleaning Network, which represents all major AmeriCorps Summer of Gleaning partners, along with volunteers from area service clubs and religious groups.

Task 5: Project Evaluation and Sustainability: September 2-14, 1996

The attached surveys will be sent out. Meetings with all project partners will be scheduled to focus on long-term issues of project sustainability. The Capital Gleaning Network, which has met regularly throughout the project period, will assume leadership and insure the long-term continuation and viability of the various components of the AmeriCorps Summer of Gleaning project. AmeriCorps members, working closely with staff at the Albany Service Corps, will prepare a portfolio based final report for USDA - to include a written report, photos, testimonials from farmers, clients and project partners and perhaps even an amateur video - the latter being an in-house "expertise" at the Albany Service Corps.

Hunger Action Network of New York State

278 Clinton Ave. Albany, NY 12210 • (518) 434-7371 Fax 434-7390

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Pat Olmsted
Kathy Peterson
Jean D. Rivera
John A. Russo
Jocelyn Sargent
Lee Santiago
John Schumacher
Thomas Swinfield

May 23, 1996

Paul Winkeller, Executive Director
Albany Service Corps
88 North Lake Avenue
Albany, NY 12206

Dear Paul,

We are writing in support of Albany Service Corps' proposal for an AmeriCorps "Summer of Gleaning" project. As you are well aware, thousands of pounds of fresh produce is wasted in our area each year while emergency feeding programs are struggling to keep food on their shelves. There is a great need to develop a sustainable gleaning project for the Capital District, including developing a training for potential volunteers, recruiting farmers, and developing an effective distribution system for gleaned produce.

We are confident in Albany Service Corps' capacity to effectively administer this collaborative effort. The Corps' ability to conduct cooperative projects in our community is well illustrated by the success of the Harvest for the Hungry Garden Project. Because of the Corps' commitment to the garden project, over 1700 pounds of fresh produce was distributed to 40 plus food programs last summer.

We want to thank you and the Albany Service Corps for your efforts to help end hunger in NYS. We hope that the "Summer of Gleaning" project becomes a reality in the Capital District this year. Please contact us if there is any way we can assist with the effort.

In Hope,

Deb Catozzi
Associate Director

Printed on recycled paper

Capital Area Gleaning for the Hungry Network

c/o 27 Elm Street, Albany, NY 12202 • (518) 426-9331

May 23, 1996

Paul Winkeller, Executive Director
Albany Service Corps
88 North Lake Avenue
Albany, NY 12206

Dear Paul:

I am writing on behalf of the Capital Area Gleaning for the Hungry Network in support of the Albany Service Corps' Summer of Gleaning proposal for funding to USDA. The contributions of AmeriCorps participants will contribute to both the short-term and long-term success of our gleaning in the Capital Region and will complement our largely volunteer efforts.

The Capital Area Gleaning Network was initiated in January 1996, building on previous gleaning experience by some of its participating organizations. These participants include food pantries, anti-hunger groups, and representatives of service groups and congregations, as well as interested individuals. Together we have set out to create a long-term gleaning infrastructure which relies largely on volunteers in partnership with existing agencies. Next week, we are holding a training for gleaning team leaders and we will soon begin gleaning on area farms.

We are very interested in working closely with your program this summer. In particular, we are excited about your proposed activities in developing gleaning opportunities, building a greater volunteer base, and undertaking educational activities to stimulate the use of fresh fruits and vegetables by emergency food providers and their clients. With your assistance, we expect that the quantity of produce gleaned will be much greater and more progress will be made in developing a volunteer-based infrastructure for the future.

Thank you for your interest in gleaning. We look forward to working with the Albany Service Corps in the coming months.

Sincerely,

Tracy Frisch

Tracy Frisch
Coordinator

May 23, 1996

Paul Winkeller
Executive Director
Albany Service Corps
88 North Lake Ave.
Albany, NY 12206

Dear Paul:

I am writing on behalf of Food Pantries for the Capital District to extend our support of and excitement about the AmeriCorps Summer of Gleaning Project. Food Pantries for the Capital District is a natural match to work with you on this community effort since we are a leading hunger organization comprised of 47 food pantries in Albany and Rensselear Counties.

As you know Food Pantries for the Capital District has been one of the lead agencies in the set up and continuation of the Harvest for the Hungry garden. We are also very involved in the creation of the Capital Gleaning Network. Finding new ways of securing food for our member food pantries is one of the major goals of our organization.

In 1995 our member food pantries were feeding over 18,060 individuals each month. We gave out 541,220 pounds of nutritious food items to member pantries in an effort to feed all who are hungry in our community.

We look forward to working with you in securing volunteers, distributing fresh produce to hungry families and training the community on the importance of gleaning and food growing projects. All this in an effort to make the AmeriCorps Summer of Gleaning Project a success here in the Capital District.

Sincerely
Dawn Primeau
Executive Director
Food Pantries for the Capital District

"Help us feed the hungry."

340 First Street, Albany, NY 12206 462-3459

May 23, 1996

Paul Winkeller
Albany Service Corps
88 North Lake Ave.
Albany, N.Y. 12206

Dear Paul:

I am pleased to lend my enthusiastic support to the Albany Service Corps' "AmeriCorps Summer of Gleaning Proposal". It was an amazing coincidence that you called yesterday to offer the Food Bank an opportunity to participate in this project at this time. The day before your call, our staff discussed the need for the Food Bank to expand its efforts to acquire more fresh produce for the people we serve. Our main challenge was finding a volunteer or the funds to hire a staff person to coordinate the various activities we planned.

An AmeriCorps member would be a perfect fit for our Produce for the People program this summer. The member would have a great learning experience, and help expand a program which will provide huge quantities of good, nutritious produce to hugry people for many years. It is an exciting opportunity.

I also fully support the development of an organized gleaning program in this area. Again, the timing of the Summer of Gleaning proposal is perfect. Several emergency feeding programs have already joined forces to develop such a program. However, a committed person(s) is needed to implement the program this year and establish a foundation upon which to expand it in the future.

Finally, the Albany Service Corps is the ideal agency to spearhead this project. It is a well run agency with a dedicated staff and extensive experience working with fresh produce.

I strongly encourage USDA to approve Albany Service Corps' proposal. It would be a tremendous boost to emergency feeding programs in the Capital Region at a time when the number of hungry people is rapidly increasing and many sources of donated food are decreasing.

Sincerely,

Mark Quandt
Executive Director

Regional Food Bank of Northeastern New York
965 Albany-Shaker Road
Latham, NY 12110
(518) 786-3691 Fax (518) 786-3004
A member of the Second Harvest National Food Bank Network

Patricia Obrecht
Director, Food Program
Phone 346-4445

SCHENECTADY INNER CITY MINISTRY
930 Albany Street, Schenectady, New York, 12307-1514
Relating the resources of the churches to the human needs of the city

May 23, 1996

Mr. Paul Winkeller
Albany Service Corps
88 North Lake Ave.
Albany , NY 12206

Dear Mr. Winkaller:

As the director of the Schenectady Inner City Ministry I am eager to work with you on the Summer of Cleaning project here in Schenectady. We have been involved in gleaning on a small scall in the past and would hope to build on that and expand our efforts with your help in the very near future.

We have also had conversations with our Community Gardens here and see some good possibilities for a cooperative effort with them as well. The food resources definitely will need to be expanded to meet the rising need and demand on our program to provide food assistance to families in this community.

This letter is to assure you that we will do our best to cooperate in your efforts for a food rescue project.

Sincerely,

Patricia Obrecht

Patricia Obrecht
SICM Food Program Director

Ron 7/22/96

OPERATING SITE BUDGET FORM

07/22/96 02:23 PM GLEN941

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Applicant Name: USDA SUMMER OF GLEANING – RURAL DEVELOPMENT

Program Name: OREGON – RURAL DEVELOPMENT

ITEM A: MEMBER SUPPORT COSTS LIVING ALLOWANCE TYPE	Number of **Members**	Corporation Share (Maximum 85%)		Grantee Share (Minimum 15%)		Total (100%)
REGULAR MEMBER	5	$11,213	+		=	$11,213
TEAM LEADER	1	$3,468				3,468
Sub–Total:		14,681				14,681
FICA (7.65%)	6	1,123				1,123
Worker's Compensation	6	1,027				1,027
Health Care	N/A					
SUB–TOTAL A:		$16,832	+		=	$16,832
		100.00% (Max 85%)	+	(Min 15%)	=	100%

ITEM B: OTHER MEMBER COSTS COSTS

Training and Education	$700	+ $50	=	$750
Uniforms				
(PLEASE SPECIFY IN BUDG Other				
Item B Subtotal	$700	$50		$750

ITEM C: STAFF

Salaries		$3,000	$3,000
Benefits			
Training			
Other	$1,584		1,584
Item C Subtotal	$1,584	$3,000	$4,584

OPERATING SITE BUDGET FORM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Please attach the Budget Narrative to this page. Instructions for this form are on page 27.

	Corporation Share (CNCS) Funds requested from the Corporation	Grantee Share Other Federal / State / Local / Private Funds	Total Total Program Funding
ITEM D: OPERATING COSTS			
Travel			$0
Transportation	3,900		$3,900
Supplies			$0
Equipment			$0
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other		1,000	$1,000
Subtotal	$3,900	$1,000	$4,900
ITEM E: INTERNAL EVALUATION			
ITEM F: ADMINISTRATION			
ITEM G: TOTAL PROGRAM OPERATING COSTS (ITEMS B – F)	$6,184	$4,050	$10,234
ITEM H: TOTAL OPERATING SITE BUDGET (ITEMS A + G)	$23,016	$4,050	$27,066

	Estimated # of Children	Grantee Share
G. CHILD CARE	N/A	

	Number of Participants	Amount per Participant	Total
H. EDUCATION AWARDS Full – Time Participan	6	$1,000	$6,000
Part – Time Participants		$2,363	

Rev. 9/22/96
941

CONGRESSIONAL DISTRICTS:
All five (5) Congressional Districts will be affected.

NAME OF SITE SUPERVISORS:
(*See Attachment #2*)

ADDRESS, PHONE # OF SITE SUPERVISORS:
(*See Attachment #2*)

STATE PROJECT MANAGER:
(*Until assigned*)

Scott Duff, State Director
101 S.W. Main, Suite 1410
Portland, Oregon 97204
(503) 414-3300

AMERICORPS PROJECT OBJECTIVE STATEMENT:

To provide fresh fruits and vegetables to 100 needy, hungry or elderly families through voluntary gleaning and food rescue efforts.

a. **What work will be done? What service will your Members engage in?**

Members will work in partnership with non-profit organizations, community action agencies, public housing and senior citizen groups, Boy/Girl Scouts, 4-H and Future Farmers of America, to identify 100 needy families in the target areas. Members will also work with local government agencies, contracting companies, local growers, farmer owned cooperatives and food processors to schedule gleaning activities. At least ten volunteers per project will be recruited to assist the Members in gleaning and distributing harvested crops of fruits and vegetables to those in need.

b. **What is the hoped for results of the activities described above?**

Sustainable programs exist in the western Oregon area and we will supplement these projects. At least 100 needy families will improve their diets; the Northeastern Oregon project will be supplemented and support for a current program will be increased.

c. **How will you measure the quality of the service provided?**

Families and others that receive the benefits, volunteers, non-profit organizations, community groups, farmers, local and state government agencies, and others that participate will be surveyed to determine the success of the project. Project partners will be surveyed to determine their willingness to expand their current sustainable projects to other areas of the state.

d. **By what standards will success be gaged?**

Based on the feedback of those surveyed, the AmeriCorps Summer of Gleaning program will be deemed successful if 75 percent of those surveyed indicated a positive response regarding the quality and usefulness of the program. This program will also be compared to the Oregon Benchmarks for a measure of success.

e. **How many individuals will receive the benefits of the service your Members perform?**

Assuming an average family size of four persons, at least 400 individuals will receive the benefits of the service performed. Also, contracting companies, coops, farmers, volunteers and local government agencies, community groups, non-profits organizations should all realize and identify the benefits of the service provided.

PRELIMINARY WORK PLAN AND MILESTONE SCHEDULE

Task 1

Members receive AmeriCorps orientation and other training from the RECD project director and local Community Development Managers and the Oregon Food Bank. Training will concentrate on gleaning and distributing harvested crops, working with non-profit organizations, coops, Farm Services Administration (FSA) and recruiting and training volunteers, administrative training will be included.

Task 2

Members develop informational material about the gleaning project and meeting announcements for needy families targeted. Members will work closely with the Oregon Food Bank to prepare and mail introduction letters to appropriate offices and organizations requesting their help and/or support of the project. Members attend and help conduct informational meetings with public and private processors, coops, consultants, non-profit groups and organizations to assist Oregon Food Bank in updating listings of needy families and individuals. Mailings will be prepared and distributed to producers, coops, commodity groups, contractors and farmer organizations to schedule appointments to discuss and promote the AmeriCorps Summer of Gleaning project. Members continually develop new contacts with needy families, follow-up with processors and consultants, update informational materials and attend fairs, shows and conventions.

Task 3

After farmers, coops and food processors have been recruited to participate in the program, needy families who are to receive the gleaning produce have been identified and the volunteers who will help harvest and distribute the fruits and vegetables have been organized, Members will oversee the logistical aspects of the project including establishing distribution points and making sure that they are adequately staffed; securing transportation for the gleaned produce; and, arranging for containers in which food can be taken away from the distribution points as well as buckets and boxes to be used as the food is gleaned and transported. Developing storage and refrigeration for products will be essential to preserve the quality of the food.

Task 4

Members will work closely with Oregon Food Bank to development a mutually beneficial evaluation system, to track, collect and report data on the measurable benefits associated with the project including the number of families/individuals served; the number of volunteers recruited to perform the work, the amount (in pounds and/or acreage) of food gleaned and distributed; the names and number of local community groups and organizations providing support (donations, cash, in-kind services) to the gleaning project; and, a list of potential non-profit groups and organizations willing to continue the project after the Summer of Gleaning program is completed. Members will also provide a final report to the SED which includes the evaluation data and other observations on the successes and problems encountered with the AmeriCorps Summer of Gleaning project. The Oregon Benchmarks will be used when applicable.

Project Scope and Size

While we anticipate that most RECD projects will focus on `farm gleaning.' AmeriCorps will also consider Oregon Food Bank and its network of affiliated organization's have a carefully-structured perishable food salvage and/or rescue activities involving food processors. We will assist them in strengthening and building their network and volunteer base.

ANALYSIS OF NEEDS/PRIORITIES - OREGON FOOD BANK

Description of Target Area

The target areas are: (Western Oregon) Marion, Polk, Yamhill, Multnomah, Benton, Lane and Linn counties, (Northeastern Oregon) Umatilla, Morrow and Malheur counties. These areas were selected for activities because of the concentration of emergency food box recipients in these areas. Of the 383,000 Oregon households that received food box assistance in 1994, nearly 50% were in either the Portland or the Eugene area (101,456 in Portland and 59,526 in Eugene). Because of this geographic concentration the need for a source of and system for providing low-income residents with nutritional assistance is especially critical.

According to 1990 Census data, the project's target area contains 87% of Oregon's African-American population (46,178), 35% of the State's Native American population (13,691), 74% of its Asian and Pacific Islander residents (51,134) and 41% of the Hispanic population (41,772). Census data also indicates that 45% of the State's population with incomes at or below the poverty level (154,024) live in the target area.

Description of needs from Oregon Food Bank

Hunger in Oregon continues to be a growing problem. More families, individuals and children live in poverty, struggling to meet all of their most basic needs. The faces of the 424,000 Oregonians who suffer without enough to eat cannot be captured by the statistics used to portray them. But the names and faces of these people are real. It is difficult to determine a precise number of men, women and children who go hungry each day. We must rely on census data and service statistics to tell us the grave problem we face.

According to the 1990 Census, nearly 323,000 Oregonians live at or below the poverty level. People are hungry because they lack the financial means to purchase their own food; therefore, lack of adequate income is a root cause of hunger. People are impoverished because of unemployment, inadequate wages, and the escalating cost of living. Many people hold full-time, year-round jobs, but do not earn enough to support a family above the poverty line. At the same time that a large number of Oregonians are going hungry, the federal government has drastically cut food available to Oregon's emergency food banks.

In 1995 over 429,000 individuals received emergency food box assistance. Single-parent families make up 24.6% of all households receiving emergency food boxes and 40.4% of households with children aged 17 and younger. Children 17 and younger account for 47.6% of the total household members receiving food assistance.

Although the demand for nutritional assistance has increased, the supply of food available for distribution to low-income Oregonians has been perilously reduced. The Emergency Food Assistance Program (TEFAP), which once provided 10 million pounds of USDA commodities for Oregon's emergency food boxes, will make on 1.8 million pounds available in Federal Fiscal Year 1995 and will likely be abolished in FFY'96. Private-sector food donations have leveled off at 10 million pounds per year. Without a major escalation of new resource-development efforts, such as innovative projects that build communities' capacity to address local issues, resource levels will remain flat. AmeriCorp Anti-Hunger Teams could be effective catalysts to achieving local resource development.

According to a 1994 Oregon Food Bank survey, the population receiving food box assistance through the Oregon Food Bank network clearly needs access to a supply of affordable food. That population includes a substantial number of single parent households. Single parent households make up 24.6% of all households receiving food box assistance and 40.4% of households with children aged 17 and younger. Children aged 17 and younger account for 47.6% of the total household members receiving food assistance.

Participation in the Food Stamp program does not provide this population with sufficient resources to meet their nutritional needs. Among food box recipients interviewed, 53.4% indicated that they were receiving Food Stamps. Of the respondents who received Food Stamps, 75.9% stated that their allotments do not last the entire month. Running out of money, running out of Food Stamps and underemployment were the reasons most often reported by food box recipients for needing food assistance and, according to survey results, 76.3% of those recipients had no resources to address their food needs other than local food assistance programs.

Program Design - Project Partner

Oregon Food Bank's mission is: To assume a leadership role in feeding Oregon's hungry by recovering, securing and delivering quality food in cooperation with a well-established network of food banks and playing a strong education and advocacy role on local, state and national levels on hunger-related issues.

The mission of the AmeriCorps Anti-Hunger Teams: Help local communities achieve excellence in performance while addressing the issues of hunger and poverty and building responsible citizenship. To improve the utilization of emergency, commodity and perishable food sources through community

EUGENE AREA OFFICE

Bruce K. Kohler
Rural Development Manager

1600 Valley River Dr., Suite 270
Eugene, Oregon 97401

(541) 465-6850

Office Location		*COMMUNITY DEVELOPMENT MANAGER & COUNTIES SERVED*
COQUILLE	374 N. Central Ave. 97423 PHONE: (541) 396-5509	Daniel W. Mast Coos, Curry
EUGENE	55A Oakway Center 97401 PHONE: (541) 465-6443, 6444	Loretta N. Holliday Lane
KLAMATH FALLS	2316 S. 6th St., Suite. C PHONE: (541) 883-6926	Robert K. Haase Klamath, Lake
MADRAS	247 S.W. 3rd 97741 PHONE: (541) 475-6135	Vacant Jefferson, Wheeler
MEDFORD	1101 Ellen Avenue 97501 PHONE: (541) 776-4291	Jay L. DeLapp Jackson, Josephine
ROSEBURG	1376 N.E. Garden Valley, Suite M 97470 PHONE: (541) 673-0136	Sharon K. Shaffer Douglas
TANGENT	33939 Highway 99E 97389 PHONE: (541) 967-5919, 5920	Patricia L. Dadey Benton, Linn, and Lincoln

Rev. November 15, 1995
(Form g:\s43rh\word\ORDIRECT.DOC)

U. S. DEPARTMENT OF AGRICULTURE
RURAL ECONOMIC AND COMMUNITY DEVELOPMENT
OREGON DIRECTORY

STATE ADMINISTRATIVE OFFICE
101 S.W. Main, Suite 1410, Portland, OR 97204-3222

State Director, Scott Duff .....(503) 414-3300
Public Affairs Specialist, Eric R. Herst .....(503) 414-3304
Administrative Programs Director, Donna I. Hille .....(503) 414-3310
Contract Program Manager, Sally A. Craber .....(503) 414-3314
Rural Utilities Service Director, Jerry W. Sheridan .....(503) 414-3360
Linda Santucci, (Electric) .....(503) 282-4588
Robert Petranek, (Telephone) .....(503) 590-9859
SFH Program Director, Stanley G. Schmidt .....(503) 414-3335
Multi-Family Housing Program Director, Jill Davis .....(503) 414-3350
Business & Cooperative Service Director, Bud Fischer .....(503) 414-3360

FIELD OFFICES

PENDLETON AREA OFFICE
Stephen P. Dube'
Rural Development Manager
2517 S.W. Hailey Avenue
Pendleton, OR 97801
(541) 278-3984

Office Location		*COMMUNITY DEVELOPMENT MANAGER & COUNTIES SERVED*
LA GRANDE	AG Service Center-Island City 10507 N. McAlister Rd., Room 4 97850 PHONE: (541) 963-3035	Steven P. Troendle Baker, Grant, Union, Wallowa
MCMINNVILLE	2200 W. 2nd St. 97128 PHONE: (503) 472-1461	Richard J. Anderson Tillamook, Washington, Yamhill
ONTARIO	2925 S.W. 6th Avenue 97914 PHONE: (541) 889-7634	Richard C. Porter Malheur, Harney
OREGON CITY	Federal Building 256 Warner Milne Rd. 97045 PHONE: (503) 655-4015	Peter A. Halvorson Clackamas, Multnomah
PENDLETON	1229 S.E. 3rd St. Suite A 97801 PHONE: (541) 278-3838	Paul R. Kershisnik Umatilla, Gilliam Morrow, Sherman
SALEM	Bldg. I, Suite 19 3867 Wolverine Way 97305 PHONE: (503) 399-5751, 5752, 5753	L. Annette Payseno Marion, Polk
ST. HELENS	2528 Sykes Road 97051 PHONE: (503) 397-1432, 1433	Mary Jo Simpson Columbia, Clatsop
THE DALLES	2325 River Road, Suite 2 97058 PHONE: (541) 296-2112, 2113	Vacant Wasco, Hood River

State County MCD/CCD Place Nonmetropolitan	Popula-tion	Per Capita Income	Median Family Income	Median House-hold Income
Sisters city	679	9894	19554	17188
Sodaville city	192	8989	28750	26250
South Lebanon CDP	1203	10715	30395	24352
Spray town	149	9040	16250	14821
Springfield city	44683	10222	25431	21932
Stanfield city	1568	8815	24449	23584
Stayton city	5011	11353	28852	23750
Sublimity city	1491	11053	34375	26891
Summerville town	111	7950	29500	26036
Sumpter city	119	10212	14018	13088
Sunnyside CDP	4423	18245	50440	45074
Sutherlin city	5020	8975	23375	20593
Sweet Home city	6850	9907	22449	18685
Talent city	3274	9358	24414	19205
Tangent city	558	10055	25125	23906
Terrebonne CDP	1143	8564	30288	21029
Three Rivers CDP	1268	11223	21339	23348
Tigard city	29344	16948	42112	35669
Tillamook city	4001	9097	19452	17500
Toledo city	3174	10758	30068	26004
Tri-City CDP	3585	9150	22481	20954
Troutdale city	7852	13332	39880	36993
Tualatin city	15013	16881	47795	39500
Turner city	1281	10544	28523	24655
Ukiah city	250	10318	23750	22388
Umatilla city	3048	8481	21978	20799
Union city	1947	8415	21169	17589
Unity city	87	9257	26750	25000
Vale city	1491	8907	20825	16815
Veneta city	2519	8784	23323	21008
Vernonia city	1808	9311	27105	23271
Waldport city	1595	10114	23882	17277
Wallowa city	748	9649	21437	17500
Warm Springs CDP	2267	5730	20714	20798
Warrenton city	2881	11542	30163	24667
Wasco city	374	10666	25000	16661
Waterloo town	191	9212	31563	25625
Westfir city	270	8776	24375	24844
West Haven-Sylvan CDP	6009	24003	58078	45218
West Linn city	16367	20188	49811	45474
Weston city	608	9102	25694	20000
West Slope CDP	7959	20710	48310	38695
Wheeler city	335	12923	30750	25000
White City CDP	5691	7238	22703	21554
Willamina city	1717	7804	23371	20426
Wilsonville city	7106	21278	42295	38458
Winston city	3773	10134	20938	20288
Woodburn city	13404	9302	25389	22253
Wood Village city	2814	13291	31179	28580
Yachats city	533	16662	27344	23667
Yamhill city	867	8332	28350	27648
Yoncalla city	919	8383	20850	18409
Nonmetropolitan State Total	1471913	12980	31898	27756

80% = 22,205

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HFK 4

State wide median 23256 24,705
60%

State County MCD/CCD Place Nonmetropolitan	Popula-tion	Per Capita Income	Median Family Income	Median House-hold Income
Hubbard city	1881	8186	26809	24564
Huntington city	522	8214	21018	18750
Idanha city	269	9917	30729	21719
Imbler city	299	11385	30357	29000
Independence city	4425	7959	23175	21029
Ione city	255	11022	31875	21250
Irrigon city	737	8832	21726	20655
Island City city	898	12302	30909	27353
Jacksonville city	1898	16757	34205	25820
Jefferson city	1805	8932	25313	23438
Jennings Lodge CDP	6530	13785	33971	30199
John Day city	1836	11431	29808	24394
Johnson City city	586	12391	26500	23062
Jordan Valley city	364	10957	30938	24083
Joseph city	1073	11113	25000	21208
Junction City city	3670	10181	29216	23459
Keizer city	21884	13120	35137	31063
King City city	2080	19127	30991	23266
Klamath Falls city	17737	10936	25644	19382
Lafayette city	1292	10029	24625	22125
La Grande city	11766	10560	29583	21318
Lake Oswego city	30576	27946	60349	51499
Lakeside city	1437	9840	24646	21410
Lakeview town	2528	11285	29412	23256
Lebanon city	10950	10113	24805	20711
Lexington town	286	10591	26125	25125
Lincoln Beach CDP	1507	13915	29500	25327
Lincoln City city	5892	10960	25108	18714
Lonerock city	11	7283	5360	11250
Long Creek city	249	17259	23295	21500
Lostine city	231	9377	30625	23571
Lowell city	785	9095	23977	22647
Lyons city	936	9825	27032	26159
McMinnville city	17894	12434	31656	25078
Madras city	3443	8939	23314	20576
Malin city	725	6792	18841	18488
Manzanita city	513	13413	29063	21488
Maupin city	456	9665	24625	19554
Maywood Park city	781	17507	41103	38750
Medford city	46951	13791	31332	25877
Merrill city	837	8033	21635	17569
Metolius city	450	8719	23625	20341
Metzger CDP	3149	15208	34617	28750
Mill City city	1555	9597	28308	23646
Millersburg city	715	13177	29931	25250
Milton-Freewater city	5533	9130	21903	18759
Milwaukie city	18692	13955	34852	29893
Mission CDP	864	5683	15469	15880
Mitchell city	163	8721	19000	12115
Molalla city	3851	8496	21882	20938
Monmouth city	6288	8872	31429	18049
Monroe city	448	10110	27679	24167
Monument city	182	10453	27000	19000
Moro city	292	13174	27708	24750
Mosier city	244	10541	29063	19792
Mount Angel city	2776	9208	28491	24241
Mount Hood Village CDP	2234	13278	32633	30434
Mount Vernon city	536	11361	25625	20132
Myrtle Creek city	3063	9104	24585	21265
Myrtle Point city	2712	9438	28429	20152
Nehalem city	232	10280	25750	20500
Newberg city	13086	11413	30883	26974
Newport city	8437	12684	30510	24137
North Albany CDP	4325	17216	45000	43388
North Bend city	9614	11590	29094	24845
North Plains city	872	9268	31635	25313
North Powder city	448	9648	22825	18125
North Springfield CDP	5451	13485	34653	31047
Nyssa city	2629	7182	19718	18372
Oak Grove CDP	12578	14270	34801	27510
Oak Hills CDP	8450	20077	55248	51992
Oakland city	844	9757	24583	22000
Oakridge city	3063	9202	20942	17375
Ostfield CDP	15348	15553	43170	39451
Ontario city	9392	10005	25017	18687
Oregon City city	14698	12106	31672	28687
Paisley city	350	11409	28750	25000
Pendleton city	15126	13178	31274	23498
Philomath city	2983	11460	27143	25256
Phoenix city	3239	11812	27404	21573
Pilot Rock city	1478	10210	27989	25564
Portland city	437319	14478	32424	25592
Port Orford city	1025	11341	23486	17981
Powellhurst-Centennial CDP	28758	11147	31033	26038
Powers city	682	8111	19265	16146
Prairie City city	1117	10559	30921	25875
Prescott city	83	10908	23750	20938
Prineville city	5355	10060	24171	22127
Rainier city	1874	13709	33636	28963
Raleigh Hills CDP	6068	24445	54064	39688
Redmond city	7163	11525	28822	23363
Redwood CDP	3702	10052	24385	18776
Reedsport city	4798	11823	30532	24766
Richland city	161	9635	28750	17917
Riddle city	1143	8144	21833	19417
Rivergrove city	294	17518	45250	40625
River Road CDP	9443	12441	32111	28537
Rockaway Beach city	970	11370	22130	18561
Rockcreek CDP	8282	20838	53140	48292
Rogue River city	1759	9769	20054	15837
Roseburg city	17032	11348	28004	23745
Roseburg North CDP	6831	12817	29053	24068
Rose Lodge CDP	1257	10194	25810	20735
Rufus city	295	10179	24219	19792
St. Helens city	7535	12656	26888	22822
St. Paul city	322	11184	35625	30750
Salem city	107786	12841	31262	25236
Sandy city	4152	10817	30089	27927
Santa Clara CDP	12834	12493	35294	32209
Scappoose city	3520	11837	32519	27547
Scio city	823	10313	27000	21029
Scotts Mills city	283	8729	26389	24219
Seaside city	5359	11817	28484	19835
Seneca city	191	10052	30250	22917
Shady Cove city	1351	10457	22941	18831
Shaniko city	26	8857	38000	19167
Sheridan city	3979	11822	27258	23099
Sherwood city	3083	11337	30292	28835
Siletz city	926	8200	19375	19219
Silverton city	5635	9822	28788	22844

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PAGE.012 FROM F M H A 4/96 10:55 HPK

State County MCD/CCD Place Nonmetropolitan	Popula-tion	Per Capita Income	Median Family Income	Median House-hold Income
Fossil division	564	9876	21035	17917
Mitchell division	832	8904	18125	14750
Yamhill County	65551	12990	32200	28303
Carlton division	6504	12142	33199	30519
Dayton-Amity division	6503	10516	27911	25810
McMinnville division	20324	12837	32882	27083
Newberg division	23508	14756	34672	30869
Sheridan division	8632	11051	27085	24098
dair Village city	554	8872	27125	24583
dams city	223	12160	29063	27250
drian city	131	9652	20375	21250
lbany city	29462	11444	29820	24474
loha CDP	34284	14182	40752	38556
ltamont CDP	18591	10951	29567	25812
nity city	1175	9149	23500	20655
ntelope city	34	8364	25833	17083
rlington city	425	11495	29125	26477
shland city	16234	12898	32188	23579
storia city	10069	12320	30017	24325
thena city	997	10868	27100	25172
umsville city	1650	8135	24635	23103
urora city	567	12154	35104	30875
aker city	9140	10878	27535	22093
andon city	2215	10495	22245	17708
anks city	563	8128	24250	23878
arlow city	118	12020	35000	30833
arview CDP	1402	8810	16000	14049
ay City city	1027	10780	22639	19457
eaverton city	53310	17107	41483	33951
end city	20469	13110	30778	25787
ardman city	1387	8842	22488	21338
onanza town	323	8039	18750	18154
ookings city	4400	12525	27818	24090
ownsville city	1281	10192	24585	21450
unker Hill CDP	1242	11049	32949	27135
urns city	2913	11525	24948	21279
itte Falls town	252	8824	22083	20833
nby city	6983	12485	34920	30220
annon Beach city	1221	14101	30894	28018
anyon City town	648	11048	29844	25682
anyonville city	1219	9252	22833	19570
arlton city	1289	10262	28534	25493
ascade Locks city	930	9874	25833	20819
ave Junction city	1128	7730	15417	12823
dar Hills CDP	9294	18472	39428	32005
dar Mill CDP	9897	20811	47278	39288
ntral Point city	7509	11351	33411	29380
enoweth CDP	3246	11081	27217	23388
iloquin city	873	8551	18848	18923
ty of the Dalles city	11060	12142	29410	23743
ackamas CDP	2578	13872	31205	26134
atskanie city	1828	13427	37829	28819
burg city	763	9367	24236	21078
lumbia City city	1003	13847	40139	36812
ndon city	835	10370	26071	21023
os Bay city	15078	11240	26411	21579
quille city	4121	9477	20958	18678
rnelius city	6148	10993	32232	27098
rvallis city	44757	11921	34267	23212
ttage Grove city	7402	9206	23855	21384
Cove city	507	8692	24861	21875
Creswell city	2431	8817	23234	21027
Culver city	570	7373	20577	20865
Dallas city	9422	10229	27823	23301
Dayton city	1526	8577	25272	23780
Dayville town	144	8840	24167	20825
Depoe Bay city	870	12236	24250	22500
Deschutes River Woods CDP	2373	9582	25345	24434
Detroit city	321	11130	30833	21364
Donald city	316	10139	30833	25179
Drain city	1011	8764	22656	20880
Dufur city	527	11847	31721	23058
Dundee city	1883	11551	35272	33750
Dunes City city	1081	14331	30721	25185
Durham city	748	24168	68705	58151
Eagle Point city	3008	8815	24119	21329
Echo city	499	10316	27292	25000
Elgin city	1588	9384	24926	22037
Elkton city	172	9951	26607	22679
Enterprise city	1905	10722	28278	22050
Estacada city	2016	10358	27750	21915
Eugene city	112669	13888	34153	25389
Fairview city	2391	12789	32532	27308
Falls City city	818	7212	23095	18929
Florence city	5182	10681	22358	18991
Forest Grove city	13559	10759	31674	24182
Fossil city	399	10722	23750	20769
Four Corners CDP	12158	11605	30110	27397
Garden Home-Whitford CDP	6852	18189	48104	40958
Garibaldi city	877	9568	23207	16973
Gaston city	563	9319	30804	21719
Gates city	499	9398	21932	19250
Gearhart city	1027	14045	35572	30268
Gervais city	992	8648	26808	24583
Gladstone city	10152	14147	37832	32069
Glendale city	707	8273	23558	19453
Gold Beach city	1548	10827	27153	21337
Gold Hill city	964	8778	24107	20134
Granite city	8	0	0	0
Grants Pass city	17488	11607	26595	21557
Grass Valley city	180	11450	36071	28125
Green CDP	5078	9241	26156	24980
Greenhorn city	0	0	0	0
Gresham city	68235	13528	38684	31833
Haines city	405	7701	21181	17083
Halfway town	311	9317	20288	13417
Halsey city	687	9990	31071	28917
Hammond town	589	13414	30000	25375
Happy Valley city	1519	19588	52869	51854
Harbeck-Fruitdale CDP	3982	10282	23173	19662
Harbor CDP	2143	13945	24798	21820
Harrisburg city	1838	9728	26354	23257
Hayesville CDP	14318	12582	31082	27628
Hazelwood CDP	11480	12528	33300	30875
Helix city	150	10770	30417	28750
Heppner city	1412	11775	29293	24052
Hermiston city	10040	9729	25501	20874
Hillsboro city	37520	12712	38847	33125
Hines city	1452	10602	30375	28093
Hood River city	4832	12007	28327	24358

State / County / MCD/CCD / Place / Nonmetropolitan	Popula-tion	Per Capita Income	Median Family Income	Median House-hold Income
Malin division	1456	8981	20980	19375
Merrill division	2016	14202	27270	24557
Poe Valley division	1170	12420	27115	23631
Lake County	7186	11231	27733	24659
Lakeview division	5088	11028	29867	25352
Silver Lake-Fort Rock division	1162	12630	25212	20468
Summer Lake division	620	10402	29773	25938
Warner Valley division	316	10971	24844	21528
Lane County	282912	12570	30763	25268
Badger Mountain division	10473	10771	28138	26190
Coburg division	2051	14925	35848	29187
Cottage Grove division	18279	10340	28050	23890
Creswell division	5209	12448	28119	24058
Eugene-Springfield division	199009	12930	31776	25395
Junction City division	10340	12387	32114	26940
Lowell division	4570	11446	28618	26378
McKenzie division	4929	15151	34366	30929
Marcola division	4583	13782	35248	31801
Middle Siuslaw-Triangle Lake d	2461	9894	24341	23395
North Siuslaw division	8231	10830	22328	19511
Oakridge division	4578	9705	23305	19856
Pleasant Hill division	5350	13222	31812	28618
South Siuslaw division	2400	11799	24732	22348
Upper Siuslaw division	1449	13025	31639	30047
Lincoln County	38889	12058	27224	22883
Agate Beach division	10924	13104	30833	24512
De Lake division	8639	11604	25992	20547
Depoe Bay division	3022	13429	28025	23373
Eddyville division	1018	10282	26333	25607
Siletz division	2371	9962	25427	24028
Toledo division	5261	11179	30035	28982
Waldport division	6656	11835	24795	21057
Linn County	91227	11443	29421	25209
Albany division	37766	11983	31244	26088
Brownsville division	3768	13868	31837	30334
East Linn division	2606	12863	30402	26897
Harrisburg division	4971	12059	30520	27065
Lebanon division	20060	10650	27759	23575
Mill City division	5991	11770	31527	28591
Scio-Lacomb division	5006	10628	29831	26495
Sweet Home division	10437	9754	25012	19910
Malheur County	26038	9949	24770	20242
Adrian division	1019	9589	27772	25803
Brogan division	392	9215	16458	16146
Dead Ox Flat division	1472	10512	26311	23639
Jordan division	924	10070	27083	21985
Juntura division	523	12482	25893	22700
Malheur Junction division	844	10406	25209	19766
Nyssa division	3999	8218	22415	18638
Ontario division	12195	10561	24888	19180
Owyhee division	788	9137	24083	21406
Vale division	3579	9511	28230	21085
West Vale division	325	10015	23867	23750
Marion County	228453	12228	31415	28878
Hubbard division	7738	12229	30904	28868
Jefferson division	9315	11428	29713	27354
Mill City division	2885	11858	30484	25286
Mount Angel division	4537	10218	28445	25461
St. Paul division	1823	12807	34009	30592
Salem division	182887	12625	32083	27173
Silverton division	11737	11836	31228	28987
Stayton division	9509	12733	32434	27479
Woodburn division	18474	9845	26708	23572
Morrow County	7625	10412	26825	23969
Boardman division	4444	8941	24484	22257
Heppner division	2127	12725	29125	24044
Ione-Lexington division	1054	11864	30833	27243
Multnomah County	583887	14462	33502	26928
Corbett division	3732	14114	42380	38423
Portland division	577571	14453	33394	26835
Skyline division	2584	17015	40130	35718
Polk County	49541	12405	31841	26292
Dallas division	14253	11180	29892	25959
Falls City division	2532	11432	31198	26437
Monmouth-Independence division	13068	9255	27935	21447
Salem division	17353	16317	39014	31774
Willamina division	2337	9470	26333	22091
Sherman County	1918	13242	30278	25030
Moro division	868	14008	31442	26229
Wasco division	1052	12801	27727	22750
Tillamook County	21970	11550	25909	21985
Bay City division	4078	11136	25313	20923
Beaver division	2224	13392	27097	24359
Nehalem division	2601	12189	25929	21111
Neskowin division	2180	10687	22524	21518
Tillamook division	10309	11323	26870	22258
Umatilla County	59249	11178	27459	22791
Athena division	1882	11878	28828	28410
Northeast Umatilla division	8923	10021	22884	19824
Northwest Umatilla division	23873	10357	28494	22383
Pendleton division	16032	13208	31524	24223
Pilot Rock division	2642	10385	27909	25422
Reservation division	2502	9188	25523	22717
Umapine division	796	11955	28205	25658
Weston division	1019	9661	30060	22500
Union County	23598	10698	28111	22484
Cove division	1680	12449	28500	28500
Elgin division	3259	9871	28865	24102
La Grande division	15310	10922	29935	22410
Starkey division	115	12302	37083	28458
Union division	3034	9316	22702	19879
Wallowa County	8911	10611	25869	21300
Enterprise division	3047	11289	27525	22750
Flora division	154	5423	12125	13203
Imnaha division	255	11672	19698	18229
Joseph division	1748	10988	26179	21698
Wallowa division	1706	10095	24333	20658
Wasco County	21883	12542	29832	24908
Antelope division	210	10717	25833	19531
Dufur division	3188	12598	28851	23988
The Dalles division	17829	12828	30141	25087
Warm Springs division	676	8148	28848	28875
Washington County	311554	16251	41429	35554
Beaverton-Hillsboro division	247652	16594	41514	35475
Chehalem Mountain division	5607	15784	39018	35985
Coast Range division	7144	13483	38281	33821
Forest Grove-Cornelius divisio	24752	11530	34331	27301
North Plains division	4058	16552	38208	34980
Somerset West-Rock Creek divis	22140	20079	51154	45823
Wheeler County	1398	9299	19440	15224

State / County / MCD/CCD / Place / Nonmetropolitan	Population	Per Capita Income	Median Family Income	Median Household Income
Oregon	2842321	13418	32336	27250
Baker County	15317	10802	26505	22150
Baker division	10024	11108	27372	22511
Eagle Valley division	927	9354	19632	18363
Halfway division	1177	10008	23867	19028
Hereford division	853	8737	19811	18144
Huntington division	894	7747	20735	16739
Wingville division	1642	12725	31666	30523
Benton County	70811	12894	35559	27295
Corvallis division	54768	12500	34977	25109
North Albany division	5767	16370	45940	44466
North Benton division	3468	13431	38411	32005
Southeast Benton division	3509	12425	29142	27724
Southwest Benton division	3303	11952	31269	27284
Clackamas County	278850	16360	40078	35419
Beaver Creek division	7031	14167	44859	42867
Canby division	11034	13327	36289	31584
Colton division	4586	11467	33818	30685
Estacada division	14656	12845	32986	30183
Molalla division	7838	10236	27971	25947
Mount Hood division	8366	12779	34981	32419
Mulino division	4499	15752	38433	38660
Northwest Clackamas division	182756	17540	41889	38172
Redland division	5507	16356	41812	39847
Sandy division	14822	13428	36870	34131
Wilsonville division	10872	20390	45569	40765
Yoder division	7081	14564	39496	37378
Clatsop County	33301	12568	31311	26135
Astoria division	22605	12550	32153	26456
Jewell division	874	12784	30833	22344
Knappa-Brownsmead division	1906	13420	34259	31646
Seaside division	7836	12366	28472	21394
Columbia County	37557	12798	34405	29507
Clatskanie division	5406	12204	35684	31116
Goble division	1983	12785	38339	33229
Marshland division	551	15652	37381	38488
Rainier division	4277	12290	32005	27649
St. Helens division	16043	13388	35864	30055
Scappoose division	6119	13175	34182	29503
Vernonia division	3178	10236	27473	23241
Coos County	60273	11088	26390	22146
Bandon division	4852	10616	22164	18202
Coos Bay division	29775	11011	26734	22079
Coquille division	8374	10577	23929	21258
Eastside division	5351	13307	32904	29867
Myrtle Point division	5488	10586	26260	20872
North Bayside division	5480	11481	28823	25883
Powers division	953	8547	20156	18109
Crook County	14111	11017	26779	24275
Crooked River division	1548	9582	20179	18201
Ochoco division	11266	11070	27081	24490
Powell Butte division	1277	12247	29886	28094
Curry County	19327	12475	28711	22579
Agness division	113	8717	33333	20139
Brookings division	7218	12875	29146	25502
Gold Beach division	4760	12152	26891	22416
Harbor division	4470	13504	26348	22831
Port Orford division	2768	10494	20185	17083
Deschutes County	74958	13401	31090	27317
Bend division	42060	13828	32811	28167
Redmond division	15231	12121	30112	25892
Sisters-Millican division	13947	12878	26943	24811
Tumalo division	3720	15795	38971	32468
Douglas County	94649	10809	26637	23893
Calapooia division	12463	10841	26309	23890
Elkton-Drain division	2838	9487	23458	21762
Kellogg-Yoncalla division	3551	10110	25173	21893
Melrose division	4457	12610	35817	32988
Myrtle Creek-Riddle division	12112	9389	24042	21864
North Umpqua division	4898	11384	29891	27357
Reedsport division	7088	11083	29017	23543
Roseburg division	33408	11578	28316	24890
South Umpqua division	4420	9829	22937	19848
Tenmile division	8416	9798	22201	21234
Gilliam County	1717	12137	26309	24020
Arlington division	708	10987	26542	25917
Condon division	1009	12950	28182	23000
Grant County	7853	11310	28599	24640
John Day division	4919	11275	29225	25269
Long Creek division	970	12285	25825	21022
Prairie City division	1612	11299	29479	25000
Seneca division	352	9075	30000	25694
Harney County	7060	10990	26583	22334
Burns division	5240	11092	26733	22685
Diamond division	604	11413	28125	21786
Drewsey division	1216	10355	25917	20078
Hood River County	16903	11421	29009	25242
Cascade Locks division	951	10127	26167	20991
Dee division	917	11700	31518	29907
Hood River division	8967	12212	28845	25057
Odell division	4361	10791	29627	26107
Parkdale division	1687	9423	26213	22578
Jackson County	146389	12492	29800	25089
Ashland division	23182	12898	30194	23032
Butte Falls-Prospect division	2345	10204	25582	22813
Eagle Point division	5008	9790	26270	23498
Medford division	89040	12633	30877	25936
Northwest Jackson division	6109	10489	22879	20071
Sams Valley division	3884	11087	30823	28194
Shady Cove division	4851	10805	27420	24157
Southeast Jackson division	1394	17387	34375	32788
Southwest Jackson division	10598	12313	28223	24657
Jefferson County	13676	9883	28138	23532
Ashwood division	326	10908	25625	20000
Culver division	3470	10029	24031	22809
Grandview division	351	14331	34141	28667
Madras division	7129	10920	28750	24735
Warm Springs division	2400	5739	21026	21075
Josephine County	62848	10809	25094	20938
Cave Junction division	6217	8294	17307	14834
Grants Pass division	44458	11384	28287	22191
Northwest Josephine division	5146	9750	24219	21258
Wilderville division	4115	10060	21377	19958
Williams division	2713	10814	22328	21083
Klamath County	57702	11138	27891	23054
Chiloquin division	3784	8892	21019	18512
Crescent Lake division	2384	9007	24223	21050
Keno division	2550	11702	28409	28094
Klamath Falls division	42836	11300	28937	23600
Langell division	1504	11519	27083	22829

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OREGON FOOD BANK

April 3, 1996

Mr. Scott Duff
State Director
USDA Rural Economic & Community Development
101 S. Main Street, Suite 1410
Portland, OR 97204

Dear Scott:

Oregon Food Bank (OFB) offers its enthusiastic support of the Oregon Rural Economic & Community Development Americorp Summer Gleaning Project proposal. I understand that this proposal is designed to operate June 1, 1996 - August 31, 1996 to assist the Oregon Food Bank network in recovering fresh and processed products from farmers and agricultural cooperatives. OFB is excited about the opportunity presented by a partnership with the USDA, RECD, Americorp and our network of hunger relief agencies to expand the recovery of nutritious products to hungry Oregonians.

Based on our conversation today, I will be contacting OFB Regional Coordinating Agencies (RCAs) in Pendleton, Eugene and Salem to regarding the proposal to place one to two Americorp volunteers in those communities, along with one to two volunteers here in Portland to work with OFB's regional and statewide food recovery efforts. Given our work over the last year with these RCAs, including the development of an Americorp proposal to expand food resources, I expect their full support of the RECD project.

I understand that RECD will provided the primary support in administering the Americorp project and work with OFB agencies to train and supervise volunteers. OFB and it's regional food banks will also provide space and office equipment for volunteers as needed and possible. All food recovered from this project will go through existing or new OFB member programs to needy families.

I look forward to working with you and members of the Oregon Food Bank Network to develop the details of this project and make it a big success. Thank you for your support of our efforts to meet the food needs of 430,000 low-income Oregonians.

Sincerely,

Rachel Bristol Little

Rachel Bristol Little
Executive Director
CC: RCAs, AD, LKW, BC, HW

PROJECT: PERISHABLE AND PREPARED FOODS

Goal: An anti-hunger team in all projects created will establish a model for rescuing perishable foods.

Objective: Work with volunteers to identify and solicit sources of nutrition from food retailers, farmers, coops and industry.

Objective: Work with volunteers to collect and distribute the product to low-income people and emergency food box recipients.

Objective: To market the produce to member programs during the off-season, building on the model of the garden gleaning project.

Goal: In Portland, establish a model for rescuing prepared foods for emergency food programs to distribute to homeless and low-income people.

Objective: Work with partners and the community to develop warehouse and kitchen operations to properly sort, package and store recovered prepared and perishable foods.

PROJECT: CORPORATE RESOURCE DEVELOPMENT

Goal: An anti-hunger team will work in Eugene to substantially increase food contributions from coops, food processors, wholesalers and retailers and from the Harvest Share program.

Objective: To assist the implementation of the Harvest Share project and substantially increase the number of food processors, wholesalers and retailers making food contribution.

Goal: An anti-hunger team will work in Hermiston to substantially increase food contributions from coops, food processors, wholesalers and retailers, supporting Oregon Food Bank affiliate, Community Action Program of Eastern Oregon (CAPEO).

Objective: To assist the implementation of the Community Action Program of Eastern Oregon (CAPEO) project and substantially increase the number of food processors, wholesalers and retailers making food contribution.

SCOTT DUFF
State Director, Oregon RECD

Attachment 1: Letter from Rachel Bristol Little OFB
Attachment 2: Oregon RECD Directory
Attachment 3: 1990 Oregon RDA Income Measures

based, informal experiential education that builds basic living skills and decision making capability and enables the recipients to feel successful and `in-control' of this area of their lives.

Proposed Activities

OFB continues working with the selected sites to refine the goals, objectives and activities. The need for AmeriCorps Anti-Hunger teams to work with local community partners in the following proposed activities has been identified.

Goal: To help local communities identify untapped resources and develop a model project which brings together community members to initiate and implement a solution.

PROJECT: COMMUNITY RESOURCE DEVELOPMENT

Goal: Anti-hunger teams will initiate a gleaning project that collects donated produce from backyard and community gardens during the growing season and work with the food industry to substantially increase the quantity of food contributions to provide a consistent, reliable food source and to increase community involvement in the area of food.

Objective: A garden gleaning project will be established in the Salem area.

Objective: A Gleaning Program will be introduced and the 5000 Neighbors program will be revitalized in Lane County.

Objective: To recruit community volunteers to form a garden gleaning group in urban communities of Salem, Eugene and Portland.

Goal: An anti-hunger team will develop a method of collecting and distributing the product and help establish a mechanism to market the fresh produce to member agencies and to low-income gleaning volunteers.

Objective: To establish a mechanism for marketing fresh produce to food box agencies.

Objective: Creating a community garden.

Objective: Educate clients on nutrition and food preparation.

Objective: Increase community volunteers involvement.

Objective: Increase collection and use of produce from local farms, wholesalers, coops and processors.

United States Department of Agriculture

Rural Development

1600 Valley River Drive, Suite 270
Eugene, OR 97401
PHONE (541) 465-6850
FAX (541) 465-6347
Office Hours 8:00 - 4:30 pm

April 30, 1996

SUBJECT: Oregon Budget and Project Description
USDA Americorp - Summer of Gleaning and Food Rescue Initiative

TO: Donna Hines
Anti Hunger Program Coordinator
Ag Box 1300, Rm 562-A
Washington DC 20250

As requested, you will find our budget and project description.

Our plan is to continue with six members. These members will work very closely with the Oregon Food Bank and the Regional Coordinating Agencies. We recognize the efforts and the well established organization of the Oregon Food Bank network. It is our plan to support and expand these efforts in gleaning and food recovery from a variety of sources.

The Americorp members will be located as follows:

(2) Eugene
(1) Tangent
(1) Pendleton
(2) Portland

All the members will be housed in Rural Development offices with the exception of the two in Portland who will be housed at a Food Bank location. One of the members in Portland will function as the team leader.

BUDGET DISCUSSION

In light of the teleconference call yesterday, where in a "cap" of $4,800/member was imposed, we have revised the budget for the State of Oregon.

$4,800 x 6 members = $28,800 total budget

The living allowance with related taxes, etc. along with educational awards total $22,616.11.

Rural Development is an Equal Opportunity Lender.
Complaints of discrimination should be sent to:
Secretary of Agriculture, Washington, D.C. 20250

The balance of $6,183.89 will be used as follows:

$ 700.00	Initial training session of members.
300.00	For Rural Development Staff at member locations to attend initial training session.
3,900.00	Transportation (members and produce).
486.62	Recruitment and miscellaneous Project Manager expense
$ 797.27	Project manager meeting - D.C. (4/10/96).
$6,183.89	

Due to the size of the area the members will be servicing, we have allotted the major portion of funds for transportation related expenses.

Rural Development and Oregon Food Bank will provide; office space, equipment, telephone and related services at no direct cost to the project as "In-Kind" contributions. The breakdown of the "In-Kind" provided by Oregon Food Bank will be submitted later.

BRUCE K. KOHLER
Rural Development Manager

cc: Scott Duff, State Director, Rural Development
Rachel Bristol Little, Oregon Food Bank

Oregon 4/30/96 Budget at 6 members

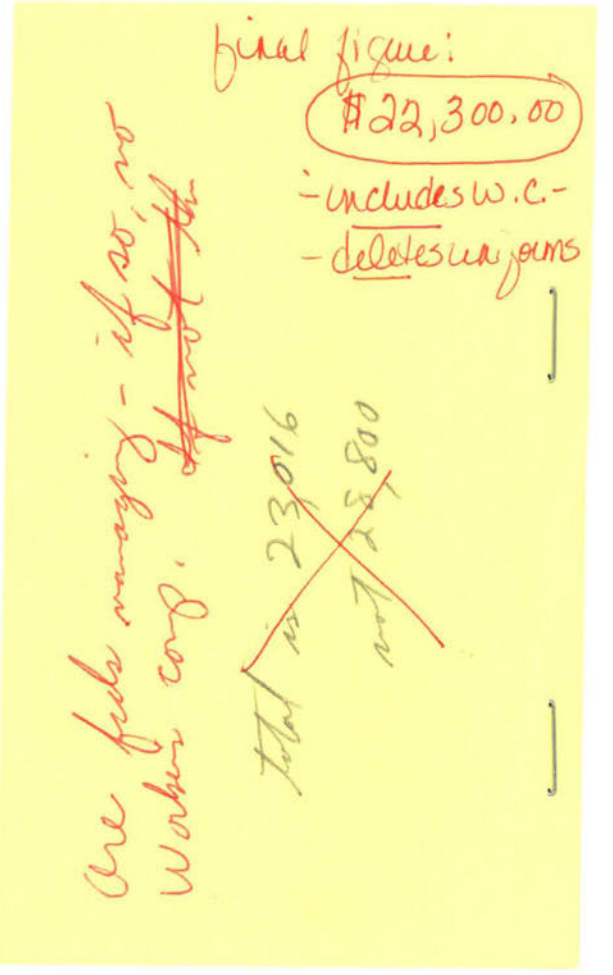
ITEM	Corporation/ National Offc.	Federal Sponsor		Non-Fed Partner		Other Non-Fed Partner		TOTAL
		Cash	In-Kind	Cash	In- Kind	cash	In-Kind	
Basic Allowance								
Basic member (not a team leader) $2,241.60 **(480 hours/ 12 weeks of service)** X 5	11,208 ~~10,708.00~~							11,208 ~~10,708.00~~
Team Leader $3,468.40 **(520 hours/ 13 weeks of service)**	3,468.40							3,468.40
FICA (7.65%)								
Basic Member $169.41	847.05							847.05
Team Leader $265.33	265.33							265.33
Worker' Comp (Maximum of 7%)								
Basic Member $156.91	784.55							784.55
Team Leader $242.78	242.78							242.78
Uniforms (T-Shirts) 50	~~300.00~~							~~300.00~~
Member Training	700.00		<50>					700.00
Transportation (of members, produce, etc.)	3,900.00							3,900.00
Supplies (gloves, paper, etc.)								
Equipment (tools, NOT computers)								
Staff Costs: (For non-federal personnel- cost of state contact/site supervisor, clerical to process forms payroll).	1,583,89		<3000.00>					1,583.89 <3,000.00>
Salaries								
Benefits								
Other (Facilities, lights, phone, FAX costs, etc.)			<1000.00>					<1,000.00>
	~~21,960~~							

final figure:

$22,300.00

- includes W.C. -

- deletes van, jeans



one fuel manager - if so, no
Workers comp.

Administra sts not directly related to the operation of . project)								
Education Award $1,000	~~6,000.00~~							6,000.00
Project Manager Mtg. D.C. 4/10/96	797.27	staff other						797.27
Recruitment & Misc. Exp.	486.62							486.62
RD Staff exp to attend	300.00							300.00
	1583.89							
TOTAL	28,800.00		<4,050.00>					28,800.00

~~29,300~~

23,016

$23,016

Rev 7/15/96

07/15/96 GLEN942

OPERATING SITE BUDGET FORM

02:47 PM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Applicant Name: USDA SUMMER OF GLEANING – RURAL DEVELOPMENT

Program Name: PENNSYLVANIA – RURAL DEVELOPMENT

ITEM A: MEMBER SUPPORT COSTS LIVING ALLOWANCE TYPE	Number of **Members**	Corporation Share (Maximum 85%)		Grantee Share (Minimum 15%)		Total (100%)
REGULAR MEMBER	4	$8,970	+		=	$8,970
TEAM LEADER	1	$3,468				3,468
Sub–Total:		12,438				12,438
FICA (7.65%)	5	952				952
Worker's Compensation	5	943				943
Health Care	N/A					
SUB–TOTAL A:		$14,333	+		=	$14,333
		100.00% (Max 85%)	+	(Min 15%)	=	100%

ITEM B: OTHER MEMBER COSTS COSTS

Training and Education		+ $800	=	$800
Uniforms				
(PLEASE SPECIFY IN BUDG Other				
Item B Subtotal		$800		$800

ITEM C: STAFF

Salaries		$1,000	$1,000
Benefits			
Training			
Other			
Item C Subtotal		$1,000	$1,000

OPERATING SITE BUDGET FORM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Please attach the Budget Narrative to this page. Instructions for this form are on page 27.

	Corporation Share (CNCS) Funds requested from the Corporation	Grantee Share Other Federal / State / Local / Private Funds	Total Total Program Funding
ITEM D: OPERATING COSTS			
Travel			$0
Transportation	2,525		$2,525
Supplies		250	$250
Equipment		1,500	$1,500
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other	550		$550
Subtotal	$3,075	$1,750	$4,825
ITEM E: INTERNAL EVALUATION			
ITEM F: ADMINISTRATION			
ITEM G: TOTAL PROGRAM OPERATING COSTS (ITEMS B – F)	$3,075	$3,550	$6,625
ITEM H: TOTAL OPERATING SITE BUDGET (ITEMS A + G)	$17,408	$3,550	$20,958

	Estimated # of Children	Grantee Share
G. CHILD CARE	N/A	

		Number of Participants	Amount per Participant	Total
H. EDUCATION AWARDS	Full – Time Participan	5	$1,000	$5,000
	Part – Time Participants		$2,363	

7/15/96 Ron

942

PROJECT PROPOSAL

Pennsylvania RECD AmeriCorps Summer of Gleaning Project

A) Saving Food - Saving Lives
B) RD 2 Box 528 Farmington, PA 15437
C) Pennsylvania
D) Fayette County
E) Fayette County
F) Fayette County is a Champion Community - pertinent demographic information is as follows:

* 32, 769 persons used food stamps during the month of December '95. This constituted 21.7% of Fayette County's total population compared to a statewide use of 10.1% for the same month.

* 14,065 households received cash assistance during the month of January '96 (10,189 of these households were AFDC households). The total number of households receiving cash assistance amounted to 9.6% of Fayette County's population verses a statewide average of 5.4%.

* WIC program served an average of 5,660 individuals per month in 1995.

* Per capita income in Fayette County was $9,791 in 1990.

* 20.7% of Fayette County's population was below the poverty line in 1990.

* Fayette County's unemployment rate was 9.3% in December '95.

G) Congressman Murtha (12th district) Congressman Mascara (20th district)
H) T Allan Comp, Southwestern Pennsylvania Heritage Preservation Commission, Heritage Resources Manager
I) PO Box 565, 105 Zee Plaza, Hollidaysburg, PA 16648
J) Frank Lee Patterson, USDA-RECD Regional Program Manager
K) 602 Evans City Road, Suite 101, Butler, PA 16001-8701
L) Five
M) * Primary - Fayette County Community Action Food Bank
* Secondary - Soup kitchens, food pantries, shelters, day care centers, churches, community centers, Nemacolin Woodlands Resort, Linden Hall Recreation and Conference Center, Myers Catering and Decorating, local grocery stores, restaurants and hotels.

Letters of commitment are attached to this proposal.

2. AMERICORPS PROJECT OBJECTIVE STATEMENT

To provide meals to an additional 200 needy, hungry, and elderly people in Fayette County by rescuing perishable foods from area restaurants/hotels, catering services, and grocery stores by partnering with the Fayette County Community Action Food Bank who will help distribute the meals to 72 agencies in Fayette County.

a. What work will be done? What service will your members engage in?
Members will partner with the Fayette County Community Action Food Bank to organize the food rescue and collect and distribute food to soup kitchens, food pantries, shelters, day care centers, churches, and community centers located in Fayette County. Members will also be responsible for recruiting volunteers to aid in the collection and distribution of food.

b. What are the hoped for results of the activities described above?
At least ten food services organizations located in Fayette County will contribute to the project and all people who rely on the food bank will receive a healthy meal whenever one is needed. Presently, the Fayette County Community Action Food Bank receives its food from Pittsburgh, which is fifty miles from Fayette County. The project will establish a permanent program for perishable food rescue in Fayette County that can continue once the Summer of Gleaning project ends in August '96.

c. How will you measure the quality of service provided?
The food bank, agencies that serve the food, suppliers of the food, and the recipients of the food will be surveyed on a continuous basis to determine the quality of the service provided.

d. By what standards will success be gauged?
The Summer of Gleaning program will be considered a success if 70% of those surveyed indicate a positive response to the program. The continuation of the program by local partners after the AmeriCorps Team is gone will be the greatest indicator of the success of the program.

e. How many individuals will receive the benefits of the service your Members perform?
Currently, 7,500 people are served by the food bank in a three month period. The Summer of Gleaning project will benefit these people, as well as enable an additional 200 people to be served during the summer months.

PRELIMINARY WORK PLAN AND MILESTONE SCHEDULE

Task 1

Members receive AmeriCorps orientation and other training from the RECD project directors.

Beginning date: Early June 1996 Completion date: Mid-June 1996

Task 2

Members will receive training on Pennsylvania health regulations, Pennsylvania Good Samaritan Food Distribution Laws, and familiarize themselves with the county.

Beginning date: Mid-June 1996 Completion date: Late June 1996

Task 3

Coordinate with Fayette County Community Action Food Bank to measure the demand - evaluate the program's potential recipient agency base.

Beginning date: Mid-June 1996 Completion date: Late June 1996

Task 4

Coordinate with Fayette County Community Action Food Bank to measure the supply - evaluate the program's potential donor base

Beginning date: Mid-June 1996 Completion date: Late June 1996

Task 5

Select and recruit food donors.

Beginning date: Late June 1996 Completion date: Late July 1996

Task 6

Determine means of collection and distribution of food.

Beginning date: Late June 1996 Completion date: Mid-July 1996

Task 7

Recruit and train volunteers.

Beginning date: Late June 1996 Completion date: Late August 1996

Task 8

Organize and schedule pick-up days and delivery days.

Beginning date: Late June 1996 Completion date: Mid-July 1996

Task 9

Develop record keeping system.

Beginning date: Late June 1996 Completion: Early July 1996

Task 10

Conduct surveys to assess quality of service provided.

Beginning date: Early July 1996 Completion: Late August 1996

Task 11

Plan for continuation of program by citizens and organizations in Fayette County.

Beginning date: Mid-August 1996 Completion: Late August 1996

FAYETTE COUNTY
COMMUNITY ACTION AGENCY INC.

Community Service Center
137 North Beeson Ave.
Uniontown, PA 15401

Phone 412-437-6050
Fax 412-437-4418

April 2, 1996

To Whom It May Concern:

It is our understanding that the Fayette County AmeriCorps Team is in the process of submitting a proposal for an AmeriCorps Summer Gleaning Project to be conducted during the summer of '96 in Fayette County. The Fayette County Community Action Food Bank, located in Uniontown, would like to express its interest in working with the AmeriCorps Team to make this project a reality. Fayette County desperately needs a program that rescues perishable foods from area food preparers/providers. Presently there is no such program and, consequently, much of the perishable food we receive must be transported from Pittsburgh to our Uniontown food bank.

Rescuing perishable foods in the area has been a project which has concerned the Community Action Food Bank for some time. An AmeriCorps Team devoted to this project would provide the additional manpower and resources needed to overcome obstacles we have encountered in our past efforts to create such a program. It is our belief that partnership with the AmeriCorps Team will create a program which will continue to benefit the needy of Fayette County long after the Summer Project has ended.

Sincerely,

Sheryl Pepiot
Food Resource Coordinator

NEMACOLIN WOODLANDS RESORT

Live the Best You Can!

THE INN

The charm of an English Tudor Inn, elegantly decorated with antiques and works of art. Luxuriously appointed guest rooms and penthouse suites (some feature jacuzzis and balconies).

THE RESTAURANTS

Golden Trout—Our award-winning restaurant featuring gourmet specialties. Jacket required; reservations a must.

Allures—Nutritional and low-calorie selections. Casual, yet elegant dining. Reservations required.

Cafe Woodlands—Sandwiches, salads, and dinner menu. Casual dining.

Caddy Shack—Casual summer dining in a relaxed atmosphere. Lunch and dinner menus.

THE GOLF COURSE & GOLF ACADEMY

Championship 18-hole course and high-tech training facility offering computerized swing analysis, high-speed video, and specialized practice greens. (Second 18-hole Pete Dye course to open Spring, 1995!)

THE WOODLANDS SPA

Luxurious facilities and an expert staff pamper you with individual health and body treatments. Indoor/outdoor swimming and a full-service salon.

P.O. Box 188, Rt. 40 East,
Farmington, PA 15437

FAX MESSAGE

Date: 4/2/96

Time: _____

Subject: AmeriCorps Plan

Please deliver the following pages:

To: Jamie Fleck

From: Walt Nemeth

Special Instructions:

Hope w/ CW
Help in the
future —

My direct phone number: (412) 329-6666

My direct fax number: (412) 329-6098

Total number of pages: 2

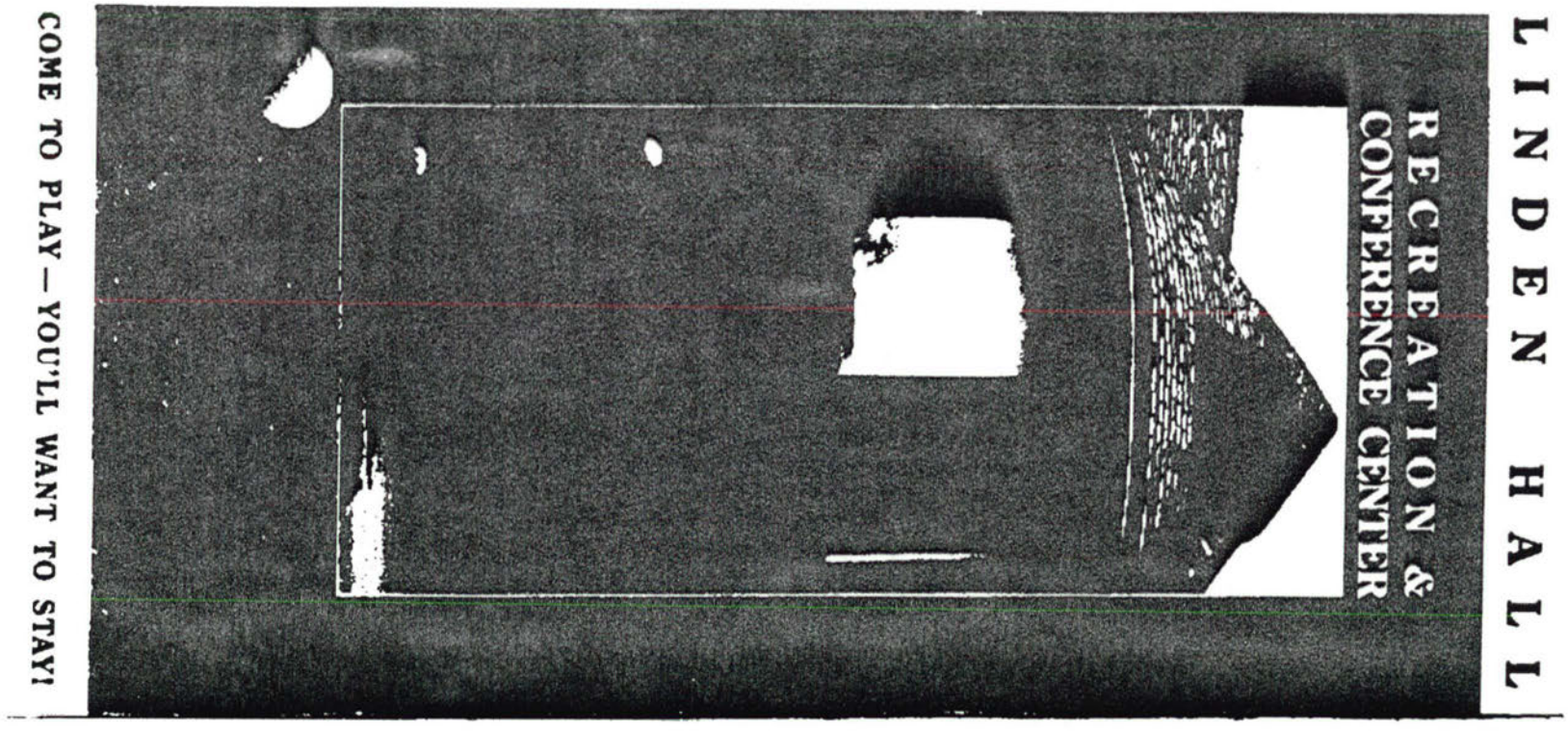
nemacolin Woodlands resort

STATEMENT OF INTENT

It is our understanding that the Fayette County AmeriCorps Team is in the process of submitting a proposal for an AmeriCorps Summer Gleaning Project to be conducted during the summer of '96 in Fayette County. Our organization would like to express support for this project. As a food preparer/provider, we are interested in participating in the gleaning project to the extent that perishable foods could be rescued from our restaurant, grocery store or other food establishment, and donated to area food banks and soup kitchens.

Signature

4/2/96
Date



04/03/1996 10:50 4123291561 4123291561 NATIONAL ROAD PAGE 09

STATEMENT OF INTENT

It is our understanding that the Fayette County AmeriCorps Team is in the process of submitting a proposal for an AmeriCorps Summer Gleaning Project to be conducted during the summer of '96 in Fayette County. Our organization would like to express support for this project. As a food preparer/provider, we are interested in participating in the gleaning project to the extent that perishable foods could be rescued from our restaurant, grocery store or other food establishment, and donated to area food banks and soup kitchens.

Linden Hall
Signature

4/2/96
Date

PA RECD SUMMER OF GLEANING

4123291561 NATIONAL ROAD

04/26/1996 12:17 4123291561

ITEM	Corporation/ National Offic.	Federal Sponsor		Non-Fed Partner		Other Non-Fed Partner		TOTAL
		Cash	In-Kind	Cash	In- Kind	cash	In-Kind	
Basic Allowance								
Basic member (not a team leader) (400 hours/ 12 weeks of service)	2,241.60 x 4 8966.40							8966.40
Team Leader (320 hours/ 13 weeks of service)	3,468.4							3968.40
FICA (7.65%)								—
Basic Member	169.41 x 4 677.64							677.64
Team Leader	265.33							265.33
Worker' Comp (Maximum of 7%)	627.64							—
Basic Member	156.91 x 4							627.64
Team Leader	242.78							242.78
Uniforms (T-Shirts)	~~50~~ 50							50.00
Member Training			500.00		300.00			800.00
Transportation (of members, produce, etc.)	←	2525.00						2525.00
Supplies (gloves, paper, etc.)					250.00			250.00
Equipment (tools, NOT computers)					1500.00			1,500.00
Staff Costs: (For non-federal personnel- cost of state counterpart supervisor, clerical to process forms payroll).								—
Salaries					1000.00			1,000.00
Benefits								—
Other (Facilities, lights, phone, FAX costs, etc.)	←	550.00						550.00

13,390.04

PA KEDJ SUMMER OF LEARNING

| Administrative (costs not directly related to the provision of the project) | Auction Award | | |

OPERATING SITE BUDGET FORM

02:04 PM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Applicant Name: USDA SUMMER OF GLEANING – RURAL DEVELOPMENT

Program Name: TEXAS – RURAL DEVELOPMENT

ITEM A: MEMBER SUPPORT COSTS LIVING ALLOWANCE TYPE	Number of **Members**	Corporation Share (Maximum 85%)		Grantee Share (Minimum 15%)		Total (100%)
REGULAR MEMBER	5	$11,213	+		=	$11,213
TEAM LEADER	1	$3,469				3,469
Sub–Total:		14,682				14,682
FICA (7.65%)	6	1,123				1,123
Worker's Compensation						
Health Care	N/A					
SUB–TOTAL A:		$15,805	+		=	$15,805
		100.00% (Max 85%)	+	(Min 15%)	=	100%

ITEM B: OTHER MEMBER COSTS COSTS				
Training and Education	$500	+ $100	=	$600
Uniforms				
(PLEASE SPECIFY IN BUDG Other				
Item B Subtotal	$500	$100		$600

ITEM C: STAFF			
Salaries		$11,000	$11,000
Benefits			
Training			
Other			
Item C Subtotal		$11,000	$11,000

Rev 7/22/96

OPERATING SITE BUDGET FORM

07/22/96 GLEN948 02:04 PM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Please attach the Budget Narrative to this page. Instructions for this form are on page 27.

	Corporation Share (CNCS) Funds requested from the Corporation	Grantee Share Other Federal / State / Local / Private Funds	Total Total Program Funding
ITEM D: OPERATING COSTS			
Travel			$0
Transportation	3,000	2,400	$5,400
Supplies	1,400	200	$1,600
Equipment	1,200		$1,200
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other			$0
Subtotal	$5,600	$2,600	$8,200
ITEM E: INTERNAL EVALUATION			
ITEM F: ADMINISTRATION			
ITEM G: TOTAL PROGRAM OPERATING COSTS (ITEMS B – F)	$6,100	$13,700	$19,800
ITEM H: TOTAL OPERATING SITE BUDGET (ITEMS A + G)	$21,905	$13,700	$35,605

	Estimated # of Children	Grantee Share
G. CHILD CARE	N/A	

		Number of Participants	Amount per Participant	Total
H. EDUCATION AWARDS	Full – Time Participan	6	$1,000	$6,000
	Part – Time Participants		$2,363	

Rev 9/22/96

948

PROJECT PROPOSAL

Texas RECD AmeriCorps Summer of Gleaning Project

A. RECD Rural Development Team along the Rio Grande Valley

B. 101 S. Main Suite 102
Temple, Texas 76501

C. Texas

D. Brooks, Starr, Hidalgo, Willacy and Cameron

E. Brooks, Starr, Hidalgo, Willacy and Cameron

F. Demographics: 42.18% of the Rio Grande Valley fall below the poverty Rate. The poverty rates for the counties included in RECD's gleaning effort are: Starr - 50.1%, Willacy - 50.5%, Hidalgo county - ranges from 47.2% - 58.5%, and Cameron - 35.1%.

Overall unemployment for the Rio Grande Valley is 21.1%. The unemployment rates for the affected counties follow: Starr - 21.2%, Willacy - 20.3%, Hidalgo county ranges from 20.3% to 26.8%, Cameron county is 6.5%.

G. Congressional districts are 15, 23, 27, 28

H/I. Name, address and phone number of site supervisor:

Bonnie Gonzales
Executive Director for the Valley Empowerment Zone
301 S. Texas
Mercedes, TX 78570
Phone: 210/383-4928
Fax: 210/380-6458

Site Supervisor
Noel Guerra,
102B North Pine
Hebbronville, TX 78361
Phone: 512-527-3253
Fax: 512-527-5547

Site Supervisor
Yvonne Garza
2514 South I Road
Suite 4
Edinburg, TX 78539
Phone: 210-383-4928
Fax: 210-380-6458

Site Supervisor
Alonzo Perez
4400 E. Hwy. 83
Starr, TX 78582
Phone: 210-487-5576
Fax: 210-487-7882

J&K. Lorraine Clements
101 S. Main, Suite 102
Temple, TX 76501
Phone: 817-774-1304
Fax: 817-774-1477

L. Plan to involve six existing AmeriCorps members and hope to get five or six additional more.

M. Potential Partners: The Empowerment Zone would be our lead partner. Bonnie Gonzales, Executive Director for the zone has offered her support in any way possible. Zilpa Alvarado, the AmeriCorps member in the zone will be the lead member in this effort. If we are given six new AmeriCorps members, one of them will act as a crew chief working under Zilpa's direction. However, two members may work out of the Laredo and other RECD offices along the Rio Grande Valley.

I have contacted Ruben Saldana from Texas A&M Extension. Texas A&M has twenty members working in the valley. He was quite interested in this project but had to get formal commitment by contacting his project manager which he is doing. He has also e-mailed his members to see how they could help

There are at least two other AmeriCorps programs that could possibly be partners. There are the fifty members with the Teach America program and six members with the College Bound program. Ruban Saldana was meeting with them today about the One For All day in the valley and told me he would get their ideas and see if they were interested in helping.

However, secondary partners include Boys and Girls Clubs, American Red Cross, Catholic Social Services, Community Service Groups, People Helping People, Church Groups, Salvation Army Local, Local Farmers, FFA Groups, WIC, Local Food Banks, Social Services, Senior Centers, Restaurant and Grocery Chains, Community Action Agency, Councils of Government and any other local community service group.

Some of secondary agencies have been contacted but we have been unable to have letters of commitment prepared for this proposal. Member have been calling around to these groups and they are receptive. A key entity which appears to surface are existing food banks who have the mechanisms to not only distribute food but to leverage what food we can provide in trading more needed kinds of food from other sources.

AmeriCorps Objective Statement:

To provide a combination of fresh food, vegetables and staples to at least 100 colonia families along the Rio Grande Valley. By providing this food, the nutrition of all residents will improve.

a. What Work will be done? What service will you members engage in?

Since we have members that work along the entire Rio Grande Valley border areas, we would like to design a system that would benefit as many people as possible along this area. By expanding the geographic area beyond the empowerment zone, it would enable us to have more of a variety of crops to offer. It appears that the crops that are grown in the valley at this time are mellons, cucumbers, carrots, squash, and onions.

Members are already working on identifying sources of food, target recipients of this foods and distribution systems that already exist.

We would like to approach this opportunity two ways. One would be to have members identify certain colonias where food can be brought to the community centers in the colonias for distribution. Most colonias have some type of community center. The second approach would be a larger and more indirect approach and that would involve using food banks or community action groups that already provide food to residents.

If we do receive six additional AmeriCorps members for this time, we should be able to accomplish this two pronged goal.

b. What is hoped for results of the activities described above?

That all colonia residents served will have an improved diet during this time. That perhaps some leaders in the colonias will continue this effort after the gleaning program is over.

c. How will you measure the quality of the service provided?

AmeriCorps members will select colonia community centers that are capable and willing to participate in the program. Members will survey residents on an on going basis during this process and ask them for input, suggestions as to how to do things better.

In the second approach to the gleaning effort, members will query the partners with whom they work during this time and get their input and suggestions to ensure good customer service is given to colonia residents.

d. By what standards will success be gauged?

If 75% of the colonia residents and the partners involved give positive feedback, then the project can be considered successful. If even 25% continue the gleaning effort after the time period, then the summer work should be considered successful. If half of the remaining AmeriCorps members continue to make a positive contribution to the gleaning effort after the summer, then a positive contribution to the community would be made.

e. How many individuals will receive the benefits of the service your members perform?

If a typical family is four, then at least 400 persons would benefit from distribution to the colonia residents. Depending on how much food is received, thousands could benefit from existing food banks and kitchens.

3. Preliminary Work Plan and Milestone Schedule:

Task 1

Members receive AmeriCorps orientation and other training from RECD project managers and AmeriCorps members who will be involved in the project. Besides administrative training, members will be given training of gleaning and distribution. Other AmeriCorps members from the valley will join in a working group to familiarize new members with the valley and the residents. Members will be introduced to key partners in this effort. Someone who works in gleaning will be the trainer for this area.

Press releases and calls should be made to local media as well as some of the surrounding major markets announcing the start of this program.

Beginning date: Early June 1996 Completion date: Mid-June 1996

Task 2

Members solidify their partners and outline responsibilities and see exactly how many members will be working on this project and develop a plan that includes calling, visiting and writing letters to:

Follow up on outreach to community centers in colonias and to food banks or kitchens. Members follow up on initial contact with farmers, colonia residents and colonia resident leadership. Duties are divided up among members and a list of possible food sources or places will be identified and called. At the same time, distribution centers will be identified. After contact and a commitment is made, member will send a letter confirming details of the agreement and partnership.

Members need to outreach to those colonias that are identified to receive food. Members need to talk to residents, get their input. Ask them what they want and need. This is where a partner who has contact with other food sources to swap comes into focus.

Beginning date: Mid-June 1996 Completion date: Beginning July 1996

Task 3

Members develop a plan that addresses the logistics of getting and distributing the food. Take an inventory vehicles needs and set up a time schedule. Ensure it is communicated to all parties involved. Assign duties and responsibilities for collection and distribution of food. Develop a back up plan in case something unforeseen happens. Invite media to write a story on the program, the members, the partners, the residents, anything that might make a positive story.

Beginning date: July 1996 Completion date: End of August 1996

Task 4

In the planning session in early June, set up a working group to develop a system of tracking events as they happen. Review the data collected and interview as many partners and residents as can be. Write an evaluation of this effort highlighting successes and challenges to be shared with the local, state and national office personnel. Select a member to write a feature story on the summer's events.

Beginning date: June 1996 Completion Date: September 1996

5 members
1 team leader

Page 5/Gleaning

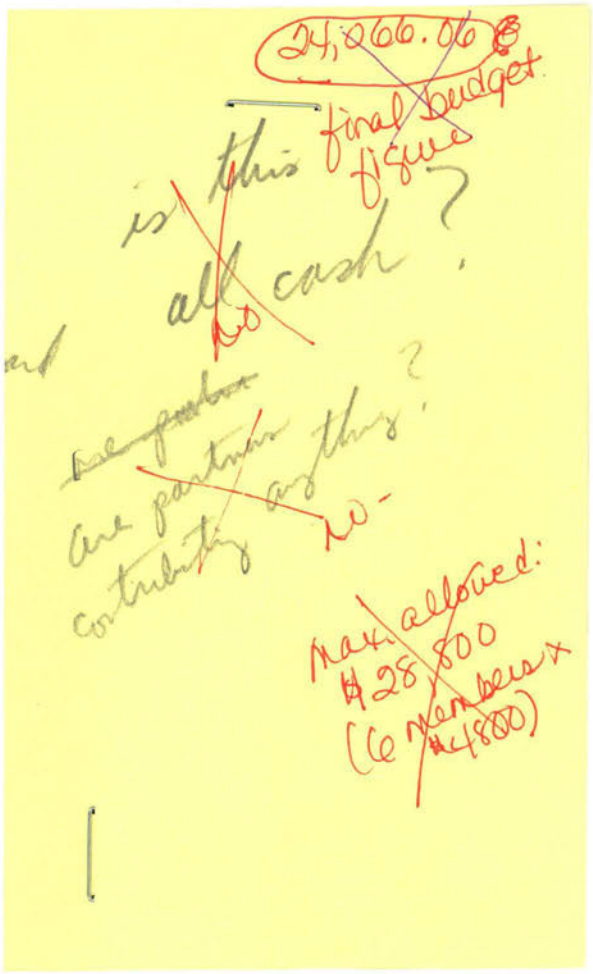
Budget

Administrative Costs:		
Salary (480 hours times six members 2,880hrs. @ $6.00)	517 hours	$17, 280
Education Award		6,000
Rental equipment		1,500
Travel by members		3,600
Travel by program managers		1,000
Training		2,000
Media/Camera		1,500
		$ 30 ,880

13492 - salary is too high

- 6000 edu

24,880



final budget:
$21,888.78

Per H/C w/ Lorraine
7/16/96

5 members, 1 team leader

NO workers comp.

OPTIONAL FORM 98 (7-90)

FAX TRANSMITTAL # of pages ▶ 4

To Charles Sims — From Lorraine C—

Dept/Agency — Phone #

Fax # — Fax #

NSN 7540-01-317-7368 5099-101 GENERAL SERVICES ADMINISTRATION

		Federal Sponsor KD		Non-Fed Partner EZ Office		Other Non-Fed Partner Community Action Group		TOTAL
		Cash	In-Kind	Cash	In-Kind	cash	In-Kind	
Basic Allowance								
Basic member (not a team leader) (480 hours/ 12 weeks of service)	2,241.60						x5	~~$2,241.60~~ 11,208
Team Leader (520 hours/ 13 weeks of service)	3,468.4							$3,468.40
FICA (7.65%)								847.05
Basic Member	169.41						x5	~~$169.41~~
Team Leader	265.33							$265.33
Worker' Comp (Maximum of 7%)								
Basic Member	156.91							~~$156.91~~
Team Leader	242.78							~~$242.78~~
Uniforms (T-Shirts)	~~50~~							
Member Training	#500 ←	500			100			~~600.00~~
Transportation (of members, produce, etc.)	3,000 ←	3,000					2,400	~~5,400.00~~
Supplies (gloves, paper, etc.)	1,400 ←	1,400			200			~~600.00~~
Equipment (tools, NOT computers)	1,200 ←	1,200						~~1,200.00~~
Staff Costs: (For non-federal personnel- cost of static contact/site supervisor, clerical to process forms payroll).		1,500	4500					~~1,500.00~~
Salaries		6,500	6500					~~6,500.00~~
Benefits								
Other (Facilities, lights, phone, FAX costs, etc.)		3,000 →	→		990			~~3,990.00~~

07-10-96 01:22 PM

dministrative (costs not directly related to the peration of the project)								
ducation Award								$1,000
TOTAL		$21,888.78	16,100					

per conversation w/ L. Clements 7/16/96

548

FmHA RDA

USDA

AmeriCorps Fax

Jim Coyle
FmHA
202-690-3505, 06 + (703) 305-2606, 2218
FAX (202) 720-4614 + (703) 305-2982

TO: DONNA HINES 720-4614

DATE: _____

Pages (with cover): _____

Comments:

HERE IS THE DEAL. I'D APPRECIATE IT IF YOU WOULD SHARE YOUR THOUGHTS W/ ME ON ~~DATES~~ QUANTITIES OF WHAT WE SHOULD ORDER AT YOUR EARLIEST CONVENIENCE. J.C.

Texas Program

April 16, 1996

Subject: Budget Explanation

As we further define our program for the valley, we have identified two non-federal partners that are included in this budget request. The Empowerment Zone office in Mercedes, Texas will house three of the five AmeriCorps members to include the crew chief. The other agency will be the Community Action Group in Laredo that will bring food to the three colonia areas near the Hebbronville area. More partners may be defined at a later date.

Budget requests for the federal sponsors will include money for the Texas State Office and the field offices in Hebbronville and Rio Grande City. One member will be assigned to the Hebbronville office and the other will work in the Rio Grande City Office.

Most of the budget request are estimates that I arrived at with the help of the members who will be involved in this subject.

Training: Most training will be conducted at the local level. Training would include administrative orientation, safety related training and some community involvement training.

Transportation: The members will travel many miles as the valley is spread out.

Supplies: Figures include administrative supplies as well as some things the members will need to do their work. I would like to know what kinds of supplies are allowed and what are not.

Equipment: We may have to rent equipment as well as buy some things. I would like to know what kind of purchases are allowed and what are not.

Staff costs: Routine expenses were figured. My travel to the valley from the state office is included here.

Salaries: I included a month of my salary as well as some money for the offices where payroll and travel would be processed.

Other: I have included some money to purchase food from food banks. It appears that some of the food banks will sell food by the pound for as little as 10 cents a pound. This would help us buy certain foodstuff that the colonia residents need. Also, my members have asked for cameras. I thought the members could purchase throw away cameras to take pictures for reports, the media and for the state and national office.

Finally, how will this money be distributed? Will it go to the state office or the empowerment zone office?

GLEANING

Texas Program

948

April 16, 1996

Subject: Budget Explanation

As we further define our program for the valley, we have identified two non-federal partners that are included in this budget request. The Empowerment Zone office in Mercedes, Texas will house three of the five AmeriCorps members to include the crew chief. The other agency will be the Community Action Group in Laredo that will bring food to the three colonia areas near the Hebbronville area. More partners may be defined at a later date.

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Finally, how will this money be distributed? Will it go to the state office or the empowerment zone office?

ITEM	Corporation/ National Offc.	Federal Sponsor RD		Non-Fed Partner EZ Office		Other Non-Fed Partner Community Action Group		TOTAL
		Cash	In-Kind	Cash	In- Kind	cash	In-Kind	
Basic Allowance								
Basic member (not a team leader) (480 hours/ 12 weeks of service)	2,241.60							$2,241.60
Team Leader (520 hours/ 13 weeks of service)	3,468.4							$3,468.40
FICA (7.65%)								
Basic Member	169.41							$169.41
Team Leader	265.33							$265.33
Worker' Comp (Maximum of 7%)								
Basic Member	156.91							$156.91
Team Leader	242.78							$242.78
Uniforms (T-Shirts)	50							
Member Training		500			100			600.00
Transportation (of members, produce, etc.)		3,000					2,400	5,400.00
Supplies (gloves, paper, etc.)		400			200			600.00
Equipment (tools, NOT computers)		1,200						1,200.00
Staff Costs: (For non-federal personnel- cost of state contact/site supervisor, clerical to process forms payroll).		1,500						1,500.00
Salaries		6,500						6,500.00
Benefits								
Other (Facilities, lights, phone, FAX costs, etc.)		3,000			990			3,990.00

dministrative (costs not directly related to the peration of the project)								
ducation Award								$1,000
TOTAL		16,100						

FROM RGV EMPOWERMENT ZONE 2105144007 P.3

BUDGET

GENERAL ASSUMPTIONS:

1. All members will have their basic living allowance (stipend) disbursed by the USDA national finance center. Each project's sponsoring USDA agency is going to have compete the SF 52's and bi-weekly T and A's.

2. The total cost of the member living allowance, FICA and up to 7% of the Worker's Compensation requirement will be funded by the USDA National Service Office using existing Corporation for National Service funds.

3. The USDA National Service Office will supply at least 4 T-Shirts for each member for use as a uniform for the project.

4. The USDA National Service Office will be able to provide some monies for some of the other expenses of a project. However, where the budget below indicates a SPLIT between the National Office, the Sponsoring Federal Agency, and the Non-Federal Partner that does NOT mean that the National Office will always split the costs in that area. This money is limited and the amount can vary from project and depends in large part on your explanation of the expense and its impact on the project. Each budget will be viewed on a case-by-case basis. Some expenses that can NOT be funded by the National Service Office are:

   a. Land Grant University G&A (General and Administrative) expenses normally taken off the top of money passed through them.

   b. Administrative costs (clerical, facilities, etc.) that are not associated with the direct operation of the program.

   c. For Federal agencies no Corporation (national office) funds can be used to off set staff costs.

ITEM	COST	PAID BY
Basic Allowance		
Basic member (not a team leader) (480 hours/ 12 weeks of service)	$2,241.60	National Office
Team Leader (520 hours/ 13 weeks of service)	$3,468.40	National Office
FICA (7.65%)		
Basic Member	$169.41	National Office
Team Leader	$265.33	National Office

Worker' Comp (Maximum of 7%)		
Basic Member	$156.91	National Office (up to 7%)
Team Leader	$242.78	National Office (up to 7%)
Uniforms (T-Shirts)	50.00	National Office
Member Training	500/100	SPLIT National Office/Fed Agncy Sponsor/Non-Fed Part
Transportation (of members, produce, etc.)	3000/2,400	SPLIT National Office/Fed Agncy Sponsor/Non-Fed Part
Supplies (gloves, paper, etc.)	400/200	SPLIT National Office/Fed Agncy Sponsor/Non-Fed Part
Equipment (tools, NOT computers)	1,200	SPLIT National Office/Fed Agncy Sponsor/Non-Fed Part
Staff Costs: (For non-federal personnel-cost of state contact/site supervisor, clerical to process forms payroll).	1,500	
Salaries	6,500	SPLIT National Office/Fed Agncy Sponsor/Non-Fed Part
Benefits		SPLIT National Office/Fed Agncy Sponsor/Non-Fed Part
Other (Facilities, lights, phone, FAX costs, etc.)	3,000/990	SPLIT National Office/Fed Agncy Sponsor/Non-Fed Part
Administrative (costs not directly related to the operation of the project)		Federal Agency or Non-Federal Partner
Education Award	$1,000	Corporation for National Service

9/19/96

ITEM	Corporation/ National Offc.	Federal Sponsor RD		Non-Fed Partner EZ Office		Other Non-Fed Partner Community Action Group		TOTAL
		Cash	In-Kind	Cash	In-Kind	cash	In-Kind	
Basic Allowance								
Basic member (not a team leader) (480 hours/ 12 weeks of service)	2,241.60 X5 11,208							$2,241.60
Team Leader (520 hours/ 13 weeks of service)	3,468.4							$3,468.40
FICA (7.65%)								
Basic Member	~~169.41~~ 848							$169.41
Team Leader	265.33							$265.33
Worker' Comp (Maximum of 7%)								
Basic Member	156.91							$156.91
Team Leader	242.78							$242.78
Uniforms (T-Shirts)	50							
Member Training	500	500			100			600.00
Transportation (of members, produce, etc.)	3000	3,000					2,400	5,400.00
Supplies (gloves, paper, etc.)	Material supplies 400	1,400			200			600.00
Equipment (tools, NOT computers) 200	3,23 L/S	1,200						1,200.00
Staff Costs: (For non-federal personnel- cost of state contact/site supervisor, clerical to process forms payroll).		~~1,500~~	1,500					1,500.00
Salaries		~~6,500~~	6,500	6,500				6,500.00
Benefits								
Other (Facilities, lights, phone, FAX costs, etc.)		~~3,000~~	3,000		990			3,990.00

GLEANING - FINAL V 98 TX

PU2

09-20-96 02:12 PM

dministrative (costs not directly related to the peration of the project)								
ducation Award								$1,000
TOTAL	16919	16,100		11000				

P.01

09-20-96 02:12 PM

Withdrawal/Redaction Marker
Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. form	re: payment (1 page)	08/02/1996	b(6)

COLLECTION:
Clinton Presidential Records
AmeriCorps
General Files
OA/Box Number: 24231

FOLDER TITLE:
Gleaning - 1996 Summer I [3]

2013-0661-F
rc3090

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [a)(5) of the PRA]
P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.
PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).
RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

b(1) National security classified information [(b)(1) of the FOIA]
b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

STORES, INC. CHARGE

NAME USDA

ADDRESS 3600 N. 23rd [illegible]

PHONE 608-125[illegible]

ALL CLAIMS AND RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL

ITEM DESCRIPTION	
	RC ALLEN
	STR 0452 OP# 00000[illegible]
GLOVES	007[illegible]
GLOVES	007[illegible]
GLOVES	007[illegible]
CAMERA	[illegible]
CAMERA	
CAMERA	
FILM	
CAMERA	

Elizabeth Garcia

CUSTOMER'S SIGNATURE Elizabeth Garcia

CUSTOMER COPY

Withdrawal/Redaction Marker
Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
002. form	re: payment (1 page)	06/25/1996	b(6)

COLLECTION:
Clinton Presidential Records
AmeriCorps
General Files
OA/Box Number: 24231

FOLDER TITLE:
Gleaning - 1996 Summer I [3]

2013-0661-F
rc3090

RESTRICTION CODES

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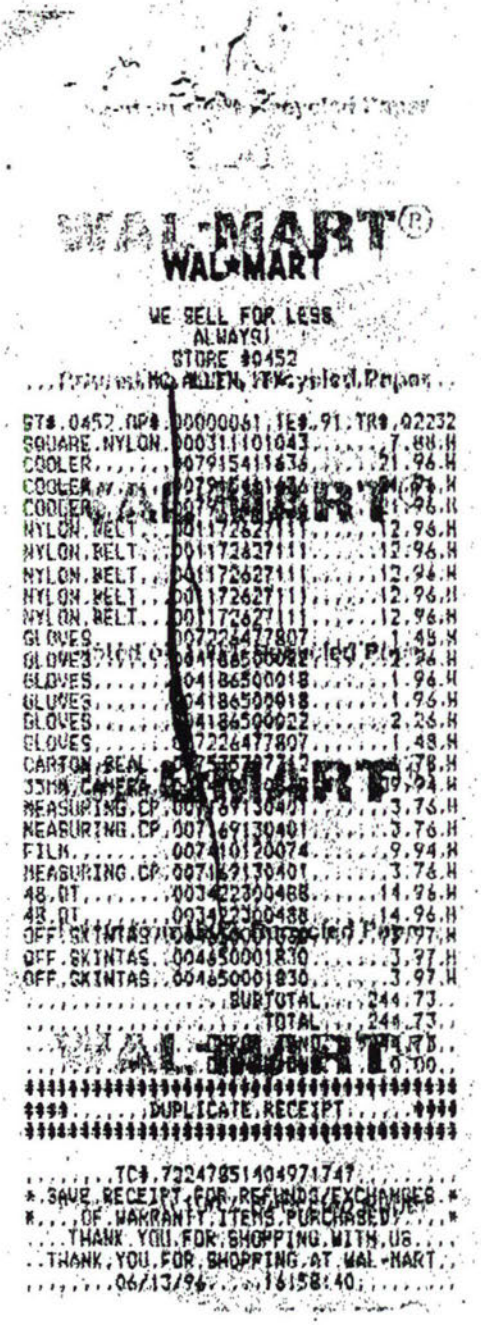

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WE SELL FOR LESS
ALWAYS!
STORE #0452
...Recycled Paper...

ST#.0452 OP#.00000061 TE#.91 TR#.02232
SQUARE.NYLON.....0003111010431.....7.88.H
COOLER.....0079154116361.....21.96.H
COOLER W/ BA.....0079154116361.....21.96.H
COOLER.....0079154116361.....21.96.H
NYLON.BELT.....0011726271111.....12.96.H
NYLON.BELT.....0011726271111.....12.96.H
NYLON.BELT.....0011726271111.....12.96.H
NYLON.BELT.....0011726271111.....12.96.H
NYLON.BELT.....0011726271111.....12.96.H
GLOVES.....0072264778071.....1.48.H
GLOVES.....0041865000221.....2.26.H
GLOVES.....0041865000181.....1.96.H
GLOVES.....0041865000181.....1.96.H
GLOVES.....0041865000221.....2.26.H
GLOVES.....0072264778071.....1.48.H
CARTON SEAL.....0045757277121.....78.H
35MM CAMERA.....0078871304011.....9.94.H
MEASURING.CP.....0078871304011.....3.76.H
MEASURING.CP.....0078871304011.....3.76.H
FILM.....0074101200741.....9.94.H
MEASURING.CP.....0078871304011.....3.76.H
48.QT.....0034223004881.....14.96.H
48.QT.....0034223004881.....14.96.H
OFF.SKINTAS.....0046500018301.....3.97.H
OFF.SKINTAS.....0046500018301.....3.97.H
OFF.SKINTAS.....0046500018301.....3.97.H
.....SUBTOTAL.....244.73..
.....TOTAL.....244.73..
.....0.00..

DUPLICATE RECEIPT

TC#.7224785140497747
.SAVE.RECEIPT.FOR.REFUNDS/EXCHANGES.
...OF.WARRANTY.ITEMS.PURCHASED.....
....THANK.YOU.FOR.SHOPPING.WITH.US....
..THANK.YOU.FOR.SHOPPING.AT.WAL*MART..
.....06/13/96.....16:58:40.....

Withdrawal/Redaction Marker
Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
003. fax	re: accounting survey (1 page)	09/20/1996	b(6)

COLLECTION:
Clinton Presidential Records
AmeriCorps
General Files
OA/Box Number: 24231

FOLDER TITLE:
Gleaning - 1996 Summer I [3]

2013-0661-F
rc3090

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
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FEDERAL EXPRESS

USE THIS AIRBILL FOR SHIPMENTS WITHIN THE CONTINENTAL U.S.A., ALASKA AND HAWAII.
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2328200641

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2328200641

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SENDER'S COPY

1 SENDER'S FEDERAL EXPRESS ACCOUNT NUMBER: 1424-8139-1

Date: 8/13/96

From (Your Name) Please Print: ROB DE WINDBRUN

Your Phone Number (Very Important): 202-720-4623

Company: OFFICE OF PUBLIC AFFAIRS

Department/Floor No.:

Street Address: 14TH & INDEPENDENCE RM 539A

City: WASHINGTON State: DC ZIP Required: 20250

2 To (Recipient's Name) Please Print: DR. ZANE HOLSEL

Recipient's Phone Number (Very Important): (908) 932-9306

Company: RUTGERS COOPERATIVE EXTENSION

Department/Floor No.:

Exact Street Address (We Cannot Deliver to P.O. Boxes or P.O. Zip Codes.): 111 MARTIN HALL, RAB COLLEGE, LIVINGSTON

City: NEW BRUNSWICK State: NJ ZIP Required: 08903

YOUR INTERNAL BILLING REFERENCE INFORMATION (optional) (First 24 characters will appear on invoice.)

H IF HOLD AT FEDEX LOCATION, Print FEDEX Address Here
Street Address:
City: State: ZIP Required:

3 PAYMENT
1 ☐ Bill Sender
2 ☐ Bill Recipient's FedEx Acct. No.
3 ☐ Bill 3rd Party FedEx Acct. No.
4 ☐ Bill Credit Card
5 ☐ Cash/Check
Acct./Credit Card No.:
Exp. Date:

4 SERVICES (Check only one box)

Priority Overnight (Delivery by next business morning†)
11 ☐ OTHER PACKAGING
16 ☑ FEDEX LETTER*
12 ☐ FEDEX PAK*
13 ☐ FEDEX BOX
14 ☐ FEDEX TUBE

Standard Overnight (Delivery by next business afternoon. No Saturday delivery†)
51 ☐ OTHER PACKAGING
56 ☐ FEDEX LETTER*
52 ☐ FEDEX PAK*
53 ☐ FEDEX BOX
54 ☐ FEDEX TUBE

Economy Two-Day (Delivery by second business day †)
30 ☐ ECONOMY*
* Economy Letter Rate not available. Minimum charge: One pound Economy rate.

Government Overnight (Restricted for authorized users only)
46 ☐ GOV'T LETTER
41 ☐ GOV'T PACKAGE

Freight Service (for packages over 150 lbs.)
70 ☐ OVERNIGHT FREIGHT** (Confirmed reservation required)
80 ☐ TWO-DAY FREIGHT**
† Delivery commitment may be later in some areas.
*Declared Value Limit $500.
**Call for delivery schedule.

5 DELIVERY AND SPECIAL HANDLING (Check services required)

Weekday Service
1 ☐ HOLD AT FEDEX LOCATION WEEKDAY (Fill in Section H)
2 ☐ DELIVER WEEKDAY

Saturday Service
31 ☐ HOLD AT FEDEX LOCATION SATURDAY (Fill in Section H)
3 ☐ DELIVER SATURDAY (Extra charge) (Not available to all locations)
9 ☐ SATURDAY PICK-UP (Extra charge)

Special Handling
4 ☐ DANGEROUS GOODS (Extra charge)
6 ☐ DRY ICE Dangerous Goods Shipper's Declaration not required
Dry Ice, 9, UN 1845, ____ X ____ kg, 904 III
☐ DESCRIPTION
12 ☐ HOLIDAY DELIVERY (If offered) (Extra charge)

6

PACKAGES	WEIGHT In Pounds Only	YOUR DECLARED VALUE (See right)
Total	Total	Total

DIM SHIPMENT (Chargeable Weight)
☐ ____ lbs.
L x W x H

Received At
1 ☐ Regular Stop
2 ☐ On-Call Stop
3 ☐ Drop Box
4 ☐ B.S.C.
5 ☐ Station

SERVICE CONDITIONS, DECLARED VALUE AND LIMIT OF LIABILITY

Use of this airbill constitutes your agreement to the service conditions in our current Service Guide, available upon request. See back of sender's copy of this airbill for information. Service conditions may vary for Government Overnight Service. See U.S. Government Service Guide for details.

We will not be responsible for any claim in excess of $100 per package, whether the result of loss, damage, delay, non-delivery, misdelivery, or misinformation, unless you declare a higher value, pay an additional charge, and document your actual loss for a timely claim. Limitations found in the current Federal Express Service Guide apply. Your right to recover from Federal Express for any loss, including intrinsic value of the package, loss of sales, income interest, profit, attorney's fees, costs, and other forms of damage whether direct, incidental, consequential, or special is limited to the greater of $100 or the declared value specified to the left. Recovery cannot exceed actual documented loss. The maximum Declared Value for FedEx Letter and FedEx Pak packages is $500.

In the event of untimely delivery, Federal Express will at your request and with some limitations refund all transportation charges paid. See Service Guide for further information.

Sender authorizes Federal Express to deliver this shipment without obtaining a delivery signature and shall indemnify and hold harmless Federal Express from any claims resulting therefrom.

7 Release Signature:

Federal Express Use
Base Charges
Declared Value Charge
Other 1
Other 2
Total Charges

REVISION DATE 4/94
PART #145412 WCSL 0694
FORMAT #160

160

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TERMS AND CONDITIONS

DEFINITIONS

On this Airbill, we, our and us refer to Federal Express Corporation, its employees and agents. You and your refer to the sender, its employees and agents.

AGREEMENT TO TERMS

By giving us your package to deliver, you agree to all the terms of this Airbill and in our current Service Guide, which is available upon request. If there is a conflict between the current Service Guide and this Airbill, the Service Guide will control. No one is authorized to alter or modify the terms of our Agreement.

RESPONSIBILITY FOR PACKAGING AND COMPLETING AIRBILL

You are responsible for adequately packaging your goods and for properly filling out this Airbill. Omission of the number of packages and weight per package from this Airbill will result in a billing based on our best estimate of the number of packages received from you and an estimated "default" weight per package, as determined and periodically adjusted by us.

AIR TRANSPORTATION TAX INCLUDED

Our basic rate includes a federal tax required by Internal Revenue Code Section 4271 on the air transportation portion of this service.

LIMITATIONS ON OUR LIABILITY AND LIABILITIES NOT ASSUMED

Our liability for loss or damage to your package is limited to your actual damages or $100, whichever is less, unless you pay for and declare a higher authorized value. We do not provide cargo liability insurance, but you may pay an additional charge for each additional $100 of declared value. If you declare a higher value and pay the additional charge, our liability will be the lesser of your declared value or the actual value of your package.

In any event we will not be liable for any damages, whether direct, incidental, special or consequential in excess of the declared value of a shipment, whether or not Federal Express had knowledge that such damages might be incurred including, but not limited to, loss of income or profits.

We won't be liable for your acts or omissions, including but not limited to improper or insufficient packing, securing, marking or addressing, or for the acts or omissions of the recipient or anyone else with an interest in the package. Also, we won't be liable, if you or the recipient violates any of the terms of our Agreement. We won't be liable for loss of or damage to shipments of prohibited items.

We won't be liable for loss, damage or delay caused by events we cannot control, including but not limited to acts of God, perils of the air, weather conditions, acts of public enemies, war, strikes, civil commotions, or acts or omissions of public authorities (including customs and quarantine officials) with actual or apparent authority.

DECLARED VALUE LIMITS

The highest declared value we allow for FedEx Letter and FedEx Pak shipments is $500. For other shipments, the highest declared value we allow is $50,000 unless your package contains items of "extraordinary value," in which case the highest declared value we allow is $500. Items of "extraordinary value" include artwork, jewelry, furs, precious metals, negotiable instruments, and other items listed in our current Service Guide.

If you send more than one package on this Airbill, you may fill in the total declared value for all packages, not to exceed the $100, $500 or $50,000 per package limit described above. (Example: 5 packages can have a total declared value of up to $250,000.)

If more than one package is shipped on this Airbill, our liability for loss or damage will be limited to the actual value of the package(s) lost or damaged (not to exceed the lesser of the total declared value or the per package limits described above). You have the responsibility of proving the actual loss or damage.

FILING A CLAIM

ALL CLAIMS MUST BE MADE BY YOU IN WRITING. You must notify us of your claim within strict time limits. See current Service Guide.

We'll consider your claim filed if you call and notify our Customer Service Department at 800-238-5355 and notify us in writing as soon as possible.

Within 90 days after you notify us of your claim, you must send us all relevant information about it. We are not obligated to act on any claim until you have paid all transportation charges, and you may not deduct the amount of your claim from those charges.

If the recipient accepts your package without noting any damage on the delivery record, we will assume that the package was delivered in good condition. In order for us to process your claim, you must, to the extent possible, make the original shipping cartons and packing available for inspection.

RIGHT TO INSPECT

We may, at our option, open and inspect your packages prior to or after you give them to us to deliver.

NO C.O.D. SERVICES

NO C.O.D. SERVICES ON THIS AIRBILL. If C.O.D Service is required, please use a Federal Express C.O.D. airbill for this purpose.

RESPONSIBILITY FOR PAYMENT

Even if you give us different payment instructions, you will always be primarily responsible for all delivery costs, as well as any cost we may incur in either returning your package to you or warehousing it pending disposition.

RIGHT OF REJECTION

We reserve the right to reject a shipment at any time, when such shipment would be likely to cause damage or delay to other shipments, equipment or personnel, or if the transportation of which is prohibited by law or is in violation of any rules contained in this Airbill or our current Service Guide.

MONEY-BACK GUARANTEE

In the event of untimely delivery, Federal Express will at your request and with some limitations, refund or credit all transportation charges. See current Service Guide for further information.

Part # 145412/145413
Rev. 4/94

OPERATING SITE BUDGET FORM
AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Applicant Name: USDA

Program Name: TOTAL USDA subgrants (NJ/WA) SUMMER OF GLEANING BUDGET (FY 96)
(Only includes Washington State University (WA) and Rutgers University (NJ))

ITEM A: MEMBER SUPPORT COSTS LIVING ALLOWANCE TYPE	Number of **Members**	Corporation Share (Maximum 85%)		Grantee Share (Minimum 15%)		Total (100%)
REGULAR MEMBER	10	$19,062	+	$3,364	=	$22,426
TEAM LEADER	1	$2,948		$521		3,469
Sub–Total:		22,010		3,885		25,895
FICA (7.65%)	11	1,683		297		1,980
Worker's Compensation	11	1,613		286		1,899
Health Care						
SUB–TOTAL A:		$25,306	+	$4,468	=	$29,774
		84.99% (Max 85%)	+	15.01% (Min 15%)	=	100%

ITEM B: OTHER MEMBER COSTS COSTS				
Training and Education	$300	$1,350		$1,650
Uniforms				
(PLEASE SPECIFY IN BUDG Other		1,135		1,135
Item B Subtotal	$300	$2,485		$2,785

ITEM C: STAFF				
Salaries	$14,725	$3,000		$17,725
Benefits	3,386			3,386
Training				
Other	$140			140
Item C Subtotal	$18,251	$3,000		$21,251

OPERATING SITE BUDGET FORM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Please attach the Budget Narrative to this page. Instructions for this form are on page 27.

	Corporation Share (CNCS) Funds requested from the Corporation	Grantee Share Other Federal / State / Local / Private Funds	Total Total Program Funding
ITEM D: OPERATING COSTS			
Travel			$0
Transportation	17,566	5,095	$22,661
Supplies	1,200	5,600	$6,800
Equipment	673	1,075	$1,748
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other			$0
Subtotal	$19,439	$11,770	$31,209
ITEM E: INTERNAL EVALUATION			
ITEM F: ADMINISTRATION			
ITEM G: TOTAL PROGRAM OPERATING COSTS (ITEMS B – F)	$37,990	$17,255	$55,245
ITEM H: TOTAL OPERATING SITE BUDGET (ITEMS A + G)	$63,296	$21,723	$85,019

	Estimated # of Children	Grantee Share
G. CHILD CARE		

		Number of Participants	Amount per Participant	Total
H. EDUCATION AWARDS	Full – Time Participan	11		$11,000
	Part – Time Participants			

OPERATING SITE BUDGET FORM
AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Applicant Name: USDA SUMMER OF GLEANING – RURAL DEVELOPMENT

Program Name: NEW JERSEY – OC/CREES

ITEM A: MEMBER SUPPORT COSTS LIVING ALLOWANCE TYPE	Number of **Members**	Corporation Share (Maximum 85%)		Grantee Share (Minimum 15%)		Total (100%)
REGULAR MEMBER	4	$7,625	+	$1,346	=	$8,970
TEAM LEADER	1	$2,948		$521		3,469
Sub–Total:		10,573		1,867		12,439
FICA (7.65%)	5	809		143		952
Worker's Compensation	5	738		131		869
Health Care	N/A					
SUB–TOTAL A:		$12,120	+	$2,141	=	$14,260
		84.99% (Max 85%)	+	15.01% (Min 15%)	=	100%

ITEM B: OTHER MEMBER COSTS COSTS

Training and Education		+ $1,350	=	$1,350
Uniforms				
(PLEASE SPECIFY IN BUDG Other		1,135		1,135
Item B Subtotal		$2,485		$2,485

ITEM C: STAFF

Salaries	$7,250	$3,000	$10,250
Benefits	2,188		2,188
Training			
Other	$140		140
Item C Subtotal	$9,578	$3,000	$12,578

OPERATING SITE BUDGET FORM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Please attach the Budget Narrative to this page. Instructions for this form are on page 27.

	Corporation Share (CNCS) Funds requested from the Corporation	Grantee Share Other Federal / State / Local / Private Funds	Total Total Program Funding
ITEM D: OPERATING COSTS			
Travel			$0
Transportation	12,566	3,134	$15,700
Supplies		3,600	$3,600
Equipment		1,075	$1,075
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other			$0
Subtotal	$12,566	$7,809	$20,375
ITEM E: INTERNAL EVALUATION			
ITEM F: ADMINISTRATION			
ITEM G: TOTAL PROGRAM OPERATING COSTS (ITEMS B – F)	$22,144	$13,294	$35,438
ITEM H: TOTAL OPERATING SITE BUDGET (ITEMS A + G)	$34,264	$15,435	$49,698

	Estimated # of Children	Grantee Share
G. CHILD CARE	N/A	

	Number of Participants	Amount per Participant	Total
H. EDUCATION AWARDS Full – Time Participan	5	$1,000	$5,000
Part – Time Participants		$2,363	

OPERATING SITE BUDGET FORM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Applicant Name: USDA SUMMER OF GLEANING – RURAL DEVELOPMENT

Program Name: WASHINGTON STATE UNIVERSITY – OC/CSREES

ITEM A: MEMBER SUPPORT COSTS LIVING ALLOWANCE TYPE	Number of **Members**	Corporation Share (Maximum 85%)		Grantee Share (Minimum 15%)		Total (100%)
REGULAR MEMBER	6	$11,437	+	$2,018	=	$13,456
TEAM LEADER		$0		$0		
Sub–Total:		11,437		2,018		13,456
FICA (7.65%)	6	874		154		1,028
Worker's Compensation	6	875		155		1,030
Health Care	N/A					
SUB–TOTAL A:		$13,186	+	$2,327	=	$15,514
		85.00% (Max 85%)	+	15.00% (Min 15%)	=	100%

ITEM B: OTHER MEMBER COSTS COSTS

Training and Education	$300	+		= $300
Uniforms				
(PLEASE SPECIFY IN BUDG Other				
Item B Subtotal	$300			$300

ITEM C: STAFF

Salaries	$7,475			$7,475
Benefits	1,198			1,198
Training				
Other				
Item C Subtotal	$8,673			$8,673

OPERATING SITE BUDGET FORM

AMERICORPS – 1995 DIRECT RENEWAL APPLICATION

Please attach the Budget Narrative to this page. Instructions for this form are on page 27.

	Corporation Share (CNCS) Funds requested from the Corporation	Grantee Share Other Federal / State / Local / Private Funds	Total Total Program Funding
ITEM D: OPERATING COSTS			
Travel			$0
Transportation	5,000	1,961	$6,961
Supplies	1,200	2,000	$3,200
Equipment	673		$673
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other			$0
Subtotal	$6,873	$3,961	$10,834
ITEM E: INTERNAL EVALUATION			
ITEM F: ADMINISTRATION			
ITEM G: TOTAL PROGRAM OPERATING COSTS (ITEMS B – F)	$15,846	$3,961	$19,807
ITEM H: TOTAL OPERATING SITE BUDGET (ITEMS A + G)	$29,032	$6,288	$35,321

	Estimated # of Children	Grantee Share
G. CHILD CARE	N/A	

	Number of Participants	Amount per Participant	Total
H. EDUCATION AWARDS Full – Time Participan	6	$1,000	$6,000
Part – Time Participants		$2,363	

61282

120-4166-K29

May 31, 1996

MEMORANDUM FOR DR. STEVE GARRETT, WASHINGTON STATE UNIVERSITY

FROM: **JOEL BERG**
USDA, DIRECTOR NATIONAL SERVICE

SUBJECT: **Federal Assistance Award for Washington State Summer of Gleaning Project, 95ADFDC047953A**

We are pleased to forward for acceptance and signature the original and one copy of Cooperative Agreement No. 95ADFDC047953A documenting a sub-grant to your organization for the operation of a "Summer of Gleaning" project in Washington State.

COOPERATIVE AGREEMENT BETWEEN THE
WASHINGTON STATE UNIVERSITY
COOPERATIVE EXTENSION
AND
USDA OFFICE OF COMMUNICATIONS
(USDA DIRECTOR OF NATIONAL SERVICE)
FOR OPERATION OF USDA AMERICORPS
SUMMER OF GLEANING PROGRAM
95ADFDC047953A

WHEREAS: This agreement is entered into between the Director of National Service, Office of Communications, United States Department of Agriculture, hereinafter referred to as the Sponsor, and Washington State University Cooperative Extension, an institution of higher education of the state of Washington, located at Pullman, Washington 99164-3140, hereinafter referred to as the University.

WHEREAS: The Sponsor desires the assistance of the University in the operation of a summer long AmeriCorps program, the Summer of Gleaning, under the sponsorship of the U.S. Department of Agriculture (USDA) in accordance with the USDA AmeriCorps Direct Renewal Application submitted to the Corporation for National and Community Service, May 1, 1995 as amended. The program shall be conducted in accordance with the description and budget provided in that application and as amended by this agreement. and

WHEREAS: The performance of such program is consistent, compatible and beneficial to the academic role and mission of the University as an institution of higher education and, in consideration of the mutual premises and covenants contained herein, the parties hereto agree as follows:

Upon execution of this document, an award to Washington State University in the amount of $29,335 is made under the terms of the National and Community Service Act of 1990, as amended (U.S.C. 12501 et seq.), and accepted for the purposes described in the attached narrative and the project description, objectives, and tasks contained in attachment A, as a sub-agreement of the Corporation for National and Community Service and U.S. Department of Agriculture Interagency Cooperative Agreement No. 95ADFDC047 and its requirements are incorporated in this agreement in their entirety, except as noted in attachment B. The application for Federal financial assistance submitted by you is incorporated by reference and made a part of this agreement. This agreement is subject to the requirements set forth below.

Authority: This agreement is entered into in pursuant to the authority of the National and Community Service Act of 1990 as amended (42 U.S.C. 12501 et seq.).

Performance Period: April 15, 1996 through September 30, 1996

Therefore, for and in consideration of all promises and mutual covenants herein contained, and for other good and valuable considerations, the parties hereby mutually agree as follows:

WASHINGTON STATE UNIVERSITY, COOPERATIVE EXTENSION RESPONSIBILITIES

A. GENERAL

This is an award of Federal financial assistance and as such is subject to the Office of Management and Budget (OMB) Circular A-110, Uniform Administrative Requirements for Grants and other Agreements with institutions of Higher Education, Hospitals and Nonprofit Organizations, OMB Circular ~~A-122~~ A-21, and Cost principles for ~~Nonprofit Organizations~~ Educational Institutions, ~~as implemented by the attached United States Department of Agriculture (USDA) Uniform Federal Assistance Regulations, 7 CFR 3015~~, and the OMB Circular A-~~133~~ 128, Audits ~~of Institutions of Higher Education and Other Nonprofit Organizations, as implemented in the united States Department of Agriculture (USDA) Uniform Federal Assistance Regulations, 7 CFR 3051~~. for State and local governments.

B. SPECIFIC:

University agrees to perform for the Sponsor the tasks as identified in attachment A, "Gleaning Across the Cascades, A Summer of Gleaning Proposal in Submission to Donna Hines, FCS AmeriCorps Program Coordinator," described in Attachment A hereto.

Enter into and arrange for all subawards to the partners in the Summer of Gleaning project identified in attachment A.

Support the implementation of the project identified in attachment A.

USDA OFFICE OF COMMUNICATIONS (DIRECTOR OF NATIONAL SERVICE) RESPONSIBILITIES

1. The USDA Director of National Service will provide the services of a USDA representative to maintain liaison with the Cooperator.

2. Advance or reimburse the Cooperator for allowable, allocable, and reasonable costs as specified in the SF 424 and SF 424a Request for Federal Assistance and the budget sheet which accompanied attachment A, "Gleaning Across the Cascades, A Summer of Gleaning Proposal in Submission to Donna Hines, FCS AmeriCorps Program Coordinator." Tuition remission and indirect costs are not allowable.

C. IT IS MUTUALLY UNDERSTOOD AND AGREED THAT:

ARTICLE I - GENERAL PROVISIONS

1. The recipient agrees to abide by all Corporation for National Service and U.S. Department of Agriculture laws and regulations specifically but not limited to:

   a. Not limiting program participation to persons under the age of 25;

   b. Submitting all budget and payment forms in accordance with the schedule in attachment C; and,

   c. Ensuring that the recipient clearly identifies their program as an AmeriCorps program at all times and that the AmeriCorps logo is no smaller than the recipients logo on all stationary, uniforms, signs, etc.

2. Additional reports as required by the prime Cooperative Agreement No. 95ADFDC047 shall be forwarded to USDA Director of National Service, which includes a final performance report to be submitted either with your final payment request, or no later than 90 days after expiration of the Cooperative Agreement.

3. If any program income is generated as a result of this Cooperative Agreement, the income shall be applied using the deductive alternative as described in 7 CFR 3015.41.

4. Cooperative agreement support shall be acknowledged in publications and audiovisuals in accordance with 7 CFR 3015, Subpart U, 3015.200

5. The USDA Director of National Service is the only person authorized to sign forms certifying that an AmeriCorps member in a USDA AmeriCorps program is eligible for release from the program for compelling personal reasons and therefore eligible for a pro-rated education award.

6. All member enrollment forms and operating site forms are to forwarded to the USDA Director of National Service who will forward them to the Corporation for National Service.

7. Any modifications to the budgets submitted to the USDA Director of National Service for

purposes of obtaining this award, such as increasing one line item while decreasing another, must be approved in writing by the USDA Director of National Service.

8. Purchase of property or equipment over $5,000 must be approved in advance by the Department of Agriculture and the Corporation for National and Community Service (CNCS).

9. The USDA Director of National Service retains the authority to approve the enrollment or suspension/termination of any member. The recipient agrees to forward all potential recruits to the Director for approval BEFORE actually enrolling them in the program.

10. The recipient must abide by all matching requirements. In particular, recipients are reminded of the requirement for them to provide a match of at least 15% of the members' basic living allowance in CASH and that the cash match can NOT be made with Federal money.

11. In order to avoid confusion with the benefits available for USDA AmeriCorps members in full time programs, it should be noted that with respect to benefits, members in the USDA Summer of Gleaning program are NOT eligible for either health care or child care.

12. The recipient is responsible for providing liability and workers compensation coverage for each member as well as any disability insurance that may be required in the state in which the service is being performed.

13. At no time shall the recipient suspend or terminate the operation of the USDA AmeriCorps Summer of Gleaning project without prior notification and approval from the USDA Director of National Service. At no time shall the recipient reduce or increase the number of AmeriCorps members working on the program without the prior written consent of the USDA Director of National Service. The recipient must notify the USDA Director of National Service in writing if at any point the number of members actually serving in the project falls below 20% of the number approved for the project. The recipient must include a description of the reasons for the shortfall and the steps being proposed to address the situation but will not take action until receiving written approval from the Director.

14. Volunteers recruited by AmeriCorps members in this program are to fill out the volunteer form herein provided as Attachment C. The volunteer agreement form must be executed by a USDA employee.

15. In accordance with the USDA AmeriCorps Summer of Gleaning Member agreement, regular members will serve 512 hours of which 16 hours is for Federal Holidays and 16 hours is for personal leave. Team Leaders will serve 552 hours of which 16 hours is for Federal Holidays and 16 hours is for personal leave. Upon successful completion of these hours of service the member will receive from the Corporation for National Service a $1,000 education award to be used as described in the member agreement and Corporation documentation.

ARTICLE II - Contract Period

This agreement shall become effective June 1, 1996, and shall be completed on September 30, 1996 unless subsequent time extension, supplement, addition, continuation or renewal is mutually agreed upon in writing between the parties. However, based on USDA notification of intent to award dated May 15, 1996, the University is authorized to incur costs beginning April 15, 1996 so long as those costs were identified in the proposal contained in Attachment A.

ARTICLE III - Key Personnel

Washington State Cooperative Extension Liaison:

The project director will be Dr. Steve Garrett who may select and supervise other project staff as needed. No other person will be substituted for the project director except with Sponsor's approval. Sponsor may exercise Termination provision of this Agreement if a satisfactory substitute is not identified.

USDA Program Liaisons:

Ms. Donna Hines, is designated contract for technical questions about the Cooperative agreement. She can be reached at (202) 690-0693. Her FAX is (202) 720-4614. All correspondence, reports, and requests for payment shall be forwarded to the following address:

Ms. Donna Hines
U.S. Department of Agriculture
AG Box 1301
14th & Independence Ave, S.W.
Washington, D.C. 20250-1301

Mr. Ron De Munbrun is designated contact for questions regarding the terms and conditions governing the Cooperative Agreement. He may be reached at (202) 690-3894. His FAX is (202) 720-4614. His address is:

Mr. Ron De Munbrun
U.S. Department of Agriculture
AG Box 1301
14th & Independence Ave, S.W.
Washington, D.C. 20250-1301

ARTICLE IV - Control of Summer of Gleaning Program

Control of this Summer of Gleaning project will rest entirely with University. However, it is agreed that University, through its project Director, will maintain continuing communication with a designated liaison for the Sponsor. The frequency and nature of these communications will be mutually defined by University's project Director and Sponsor's liaison person. It is also agreed the program will be conducted in accordance with the provisions of the Corporation for National and Community Service and U.S. Department of Agriculture Interagency Cooperative Agreement No. 95ADFDC047 and its requirements are incorporated in this agreement in their entirety, except as noted in attachment B.

ARTICLE V - Estimated Cost and Expenditure Limitation

Sponsor agrees to reimburse the University for services performed under this agreement in the amount of $29,335.00 in accordance with the following payment schedule. Attachment A sets forth the proposed allocation plan. Deviations from this budget plan may be made to and from any expenditure object within the University system as long as such deviation is reasonable and necessary in the pursuit of the project contained herein and described at Attachment A. Furthermore, total amount identified above may not be exceeded without prior written amendment to this agreement.

Payment Schedule: Because of startup costs associated with the project, the unavailability of an electronic payment system and the requirement to make sub-awards to partners in the USDA Summer of Gleaning Program, the total amount of the project cost will be forwarded to the University upon execution of this agreement. A standard Form (SF) 269(a), Financial Status Report, which is the first and final SF-269 shall be submitted either with your final payment request, or no later than 90 days after expiration of the Agreement. Checks should be made payable to Washington State University and sent to: Controller's Office, Attn.: Sponsored Projects Finance Office Washington State University, Pullman, WA 99164-1025.

Cost-reimbursable payments and advance payments are approved under this cooperative agreement. Requests for payment shall be submitted on Standard Form 270's Request for Advance or Reimbursement.

ARTICLE VI - Reporting Requirements

University will provide reports on the progress of the program as outlined or required in the Scope of Work. Specifically, in addition to the standard Form (SF) 269(a), Financial Status Report, the sub-grantee will submit a mid-term report to the USDA Director of National Service during the seventh week of service. The format of this report will be provided to the sub-grantee later but it will include as a minimum the names of the members who have served for the particular quarter and the number of hours of service they have performed. It will also include the names of any members who have been terminated, the reason they terminated and the hours they served in the program. It will also include the objectives originally listed as being performed

by the project and the progress made in meeting those objectives.

ARTICLE VII - Publication and Confidentiality

The University, as a state institution of higher education, engages in research that is compatible, consistent and beneficial to its academic role and mission, and therefore significant results of research activities must be reasonably available for publication. The University agrees that publications developed through industrial support will be submitted to the Sponsor for a 30-day review period prior to release by the University. The University agrees to keep confidential any sponsor proprietary information supplied by Sponsor during the course of research performed by the University, and such information will not be included in any published material without prior approval by Sponsor. Any materials produced describing the project will clearly indicate that the 1996 Gleaning Across the Cascades is a USDA AmeriCorps program sponsored by the USDA and the Corporation for National Service.

ARTICLE VIII - Equipment

Special equipment purchases under the terms of this agreement become the property of the University unless otherwise specified herein.

ARTICLE IX - Indemnification

Each party hereto agrees to be responsible and assume liability for its own wrongful or negligent acts or omissions, or those of its officers, agents or employees to the full extent required by law, and agrees to hold the other party harmless from any such liability. The University does not warrant or assume liability for the interpretation or use of project data or results. University is an institution of higher education of the state of Washington.

ARTICLE X - Compliance with Laws

University agrees that it will comply with all applicable U. S. Federal, State and local laws, codes, regulations, rules and orders. The terms and conditions contained herein apply only to this cooperative agreement, hereinafter referred to as the award, awarded by the Director of National Service, Office of Communications, United States Department of Agriculture (USDA). The statutory authority for this award is the National and Community Service Act of 1990, as amended (U.S.C. 12501 et seq.)

ARTICLE XI - Anti-Kickback

The Anti-Kickback Act of 1986 was passed to deter contractors from making payments for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or a subcontract relating to a prime contract. By acceptance of this contract, the

contractor agrees to comply with the following regulations. FAR 3.502 and FAR 52.203-7.

ARTICLE XII - Assignment

Neither party shall assign or transfer any interest in this contract, nor assign any claims for money due or to become due under this contract without the prior written approval of the other party.

Joel Sign

Key for our records

~~Thanks mail copy to~~

Steve

ARTICLE XIII - Patents and Inventions

The University agrees that all personnel assigned to the project will disclose any and all inventions and improvements conceived or reduced to practice by any such personnel in the performance of the project and relating to the subject matter thereof in the form of patent disclosures. Title to any invention, whether or not patentable, derived from the project under this Agreement will vest in University. In the event that marketing such inventions is of interest to Sponsor, Sponsor is guaranteed a first right to negotiate for at least a nonexclusive royalty bearing license. Such first right to negotiate shall terminate three (3) months from the date University first indicated, by written notice, that it intends to negotiate a license for invention. If considered necessary to effective development and marketing, an exclusive license may be granted for a limited period. Consistent with University policy, its rights in such inventions may be assigned to the Washington State University Cooperative Extension or other agency for negotiation of an appropriate License Agreement.

ARTICLE XIV - Publication by Sponsor

Sponsor will not include the name of Washington State University in any advertising, sales promotion or other publicity matter without the prior written approval of the president of the University or his designee.

ARTICLE XV - Termination

This contract may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to intended date of termination. By such termination, neither party may nullify obligations already incurred for performance or failure to perform prior to the date of termination.

ARTICLE XVI - Changes and Amendments

This agreement constitutes the entire agreement between the parties. All amendments and/or changes shall be by written instrument executed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as of the date set forth herein by their duly authorized representatives.

Signed Joel Berg

Name and Title Joel Berg
USDA Director of
National Service

/Signed/ Matthew Ronning

Name and Title Carol Zuiches, Director
Office of Grant and
Research Development

JUL 16 1996

Date

Date tax id# 91-6001108

ATTACHMENT A - PROJECT DESCRIPTION AND BUDGET

OMB Approval No. 0348-0043

APPLICATION FOR FEDERAL ASSISTANCE

2. DATE SUBMITTED	Applicant Identifier
3. DATE RECEIVED BY STATE	State Application Identifier
4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

1. TYPE OF SUBMISSION:
Application: ☐ Construction ☐ Non-Construction
Preapplication: ☐ Construction ☐ Non-Construction

5. APPLICANT INFORMATION

Legal Name: Washington State University

Organizational Unit: Cooperative Extension

Address (give city, county, state, and zip code):
423 Hulbert
Pullman, WA 99164-3140

Name and telephone number of the person to be contacted on matters involving this application (give area code)
Carol Zuiches
509/335-9661

6. EMPLOYER IDENTIFICATION NUMBER (EIN): 91-6001108

7. TYPE OF APPLICANT: (enter appropriate letter in box) I
A. State H. Independent School Dist.
B. County I. State Controlled Institution of Higher Learning
C. Municipal J. Private University
D. Township K. Indian Tribe
E. Interstate L. Individual
F. Intermunicipal M. Profit Organization
G. Special District N. Other (Specify): _____

8. TYPE OF APPLICATION:
☒ New ☐ Continuation ☐ Revision
If Revision, enter appropriate letter(s) in box(es): ☐ ☐
A. Increase Award B. Decrease Award C. Increase Duration
D. Decrease Duration Other (specify):

9. NAME OF FEDERAL AGENCY:
US Dept of Agriculture

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 94.006
TITLE:

11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:
USDA AmeriCorp Summer of Gleaning Project

12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.):
Washington State
Pierce and Yakima Counties

13. PROPOSED PROJECT:

Start Date	Ending Date
~~4/15/96~~ 4/15/96	9/30/96

14. CONGRESSIONAL DISTRICTS OF:

a. Applicant	b. Project
5th	

15. ESTIMATED FUNDING:

a. Federal	$ 29,335 .00
b. Applicant	$ 2,018 .00
c. State	$ .00
d. Local	$ .00
e. Other	$ .00
f. Program Income	$ .00
g. TOTAL	$ 31,353 .00

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?
a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:
DATE _____
b. NO. ☒ PROGRAM IS NOT COVERED BY E.O. 12372
☐ OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
☐ Yes If "Yes," attach an explanation. ☒ No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED

a. Typed Name of Authorized Representative	b. Title	c. Telephone number
Carol Zuiches	Director, Office of Grant & Research Development	509/335-9661

d. Signature of Authorized Representative: Matthew Ronning
e. Date Signed: JUL 16 1996

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07/15/96 14:20 WSU AG RESEARCH CENTER → 5093351676 NO. 383 003

BUDGET INFORMATION — Non-Construction Programs

OMB Approval No. 0348-0044

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.	94.006	$	$	$ 29,335	$ 2,018	$ 31,353
2.						
3.						
4.						
5. TOTALS		$	$	$ 29,335	$ 2,018	$ 31,353

SECTION B - BUDGET CATEGORIES

6 Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY (1)	(2)	(3)	(4)	Total (5)
a. Personnel	$ 19,569	$ 2,018	$	$	$ 21,587
b. Fringe Benefits	3,266				3,266
c. Travel	5,000				5,000
d. Equipment					
e. Supplies	1,200				1,200
f. Contractual					
g. Construction					
h. Other Training	300				300
i. Total Direct Charges (sum of 6a - 6h)	29,335	2,018			31,353
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	$ 29,335	$ 2,018	$	$	$ 31,353
7. Program Income	$	$	$	$	$

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SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. Cooperative Federal Assistance	$ 2,018	$ 1	$	$ 2,018
9.				
10.				
11.				
12. TOTALS (sum of lines 8 and 11)	$ 2,018	$	$	$ 2,018

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	$ 29,335	$ 29,335	$	$	$
14. NonFederal	2,018	2,018			
15. TOTAL (sum of lines 13 and 14)	$ 31,353	$ 31,353	$	$	$

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16.	$	$	$	$
17.				
18.				
19.				
20. TOTALS (sum of lines 16 -19)	$	$	$	$

SECTION F - OTHER BUDGET INFORMATION

(Attach additional Sheets if Necessary)

21. Direct Charges:	22. Indirect Charges:
29,335	-0-

23. Remarks

SF 424A (4-88), Page
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ITEM	Corporation/ National Offc.	Federal Sponsor		Non-Fed Partner		Other Non-Fed Partner		TOTAL 6 Members
		Cash	In-Kind	Cash	In- Kind	cash	In-Kind	
Basic Allowance								
Basic member (not a team leader) (480 hours/ 12 weeks of service)	2,241.60 X 6 =			$2,018				$12,094
Team Leader (520 hours/ 13 weeks of service)	3,468.4							
FICA (7.65%)								
Basic Member	169.41							$ 1,080
Team Leader	265.33							
Worker' Comp (Maximum of 7%)								
Basic Member	156.91							$ 988
Team Leader	242.78							
Uniforms (T-Shirts)	50							
Member Training								$ 300
Transportation (of members, produce, etc.)								$ 5,000
Supplies (gloves, paper, etc.)								$ 1,200
Equipment (tools, NOT computers)								
Staff Costs: (For non-federal personnel- cost of state contact/site supervisor, clerical to process forms payroll). Site Coordinator 520 hrs.								$ 6,240
Salaries Clerical 130 hours.								$ 1,235
Benefits both positions								$ 1,198
Other (Facilities, lights, phone, FAX costs, etc.)								
Total w/o education award				$2,018				$29,335

ATTACHMENT B - EXCEPTIONS TO THE CORPORATION FOR NATIONAL SERVICE GRANT PROVISIONS

The following is a list of the exceptions to the Corporation for National Service's (CNS) Grant provisions for a USDA Summer of Gleaning program. Only the sections to which there is an exception will be identified all others are in effect as written in the CNS grant provisions.

SECTION A - DEFINITIONS

No Exceptions

SECTION B - AMERICORPS SPECIAL PROVISIONS

4. Local and State Consultation

This has already been accomplished through a combination of USDA and partner actions.

7. Eligibility, Recruitment, and Selection

e. Level of Participation

The concept of "classes" does not apply.

9. Terms of Service

Term of service is defined in the USDA Summer of Gleaning Cooperative Agreement and the member agreement.

d. Notice to Child Care and Health Care Providers

Does not apply, Summer of Gleaning Members are NOT eligible for Child Care or Health Care.

12. Living allowances and Other In-Service Benefits and Taxes

a. Living Allowances

Summer of Gleaning living allowances are as specified in the attached project description and budget.

e. Health Care Coverage

Summer of Gleaning Members are NOT eligible for Child Care or Health Care.

f. Child Care

Summer of Gleaning Members are NOT eligible for Child Care or Health Care.

C. GENERAL PROVISIONS

34. Grievance Procedure

The USDA Office of General Counsel is preparing guidelines for USDA's AmeriCorps grievance procedures. Until those are published the process to follow is the member may appeal to the Cooperator identified in this agreement. The next and final stage of appeal is to the USDA Director of National Service.

ATTACHMENT C - VOLUNTEER FORM

Washington State University
Office of the Vice Provost for Research–Grant and Research Development
Pullman, WA 99164-3140
509-335-9661
FAX 509-335-1676

July 16, 1996

Joel Berg
US Department of Agriculture
AG Box 1301
14th and Independence Avenue, SW
Washington, DC 20250-1301

REF: Federal Assistance Award 95ADFDC047953A; OGRD No. 61282

Dear Mr. Berg:

Enclosed please find two signed copies of the above referenced document. Please sign both copies, initial the changes, and return one fully executed original for our files. Please provide approval regarding pre-award costs as outlined in the electronic mail message to Ron De Munbrun from Dan Nordquist dated 7/9/96.

Sincerely,

for Matthew Romney

Carol Zuiches
Director

kah
pc: S. Garrett

Need Revised Budget
and 424, 424a
and SF-270 for
Washington

Project Proposal
AmeriCorps "Summer of Gleaning"

Project Title:	Gleaning Across the Cascades
Address:	WSU Cooperative Extension 3049 South 36th Street, Suite 300 Tacoma, WA 98409
State of Duty Station:	Washington
Counties of Duty Station of AmeriCorps Members:	Pierce
Names of Counties Served:	Pierce and Yakima

WA

Pertinent Demographic Information for Counties to be Served:

Pierce County:

Percent of children in single parent families (1990):	20+
Percent of persons living in poverty (1989):	10.0 - 14.9
Percent of children under 18 living in poverty (1989):	15.0 - 19.9
Number of farms/acres/average size (1992)	1,059/58,750/55

Yakima County:

Percent of children in single parent families(1990):	20+
Percent of persons living in poverty (1989):	20.0 - 24.9
Percent of persons living in poverty (1989):	25+
Number of farms/acres/average size (1992)	3,651/1,639,965/449

Congressional Districts:

Pierce:	6, 9, 8
Yakima:	4

Name/address of State Project Manager:

Steven Garrett
WSU Cooperative Extension
3049 South 36th, Suite 300
Tacoma, WA 98409

Number of AmeriCorps Members in "Summer of Gleaning:" 6

List of Project Partners:

Primary:	Emergency Food Network
Secondary:	Church of Latter Day Saints

AmeriCorps Project Objective Statement

Background

This project will build upon a successful 6 year gleaning project that was the first of its kind in the national Cooperative Extension System. The existing program, called The EFNEP Gleaning Project, is run by the Washington State Cooperative Extension in Pierce County since 1990. This program recruits families from the Extension Family and Nutrition Education Program (EFNEP) which is a federally funded Extension program that teaches limited-income families how to feed their families healthfully.

The volunteers are trained to pick the crops, then they are transported to the fields of the Puyallup Valley to pick whatever crops are left after the commercial harvest. they can pick whatever they wan to keep for their families as long as they pick for the local food banks and hot meal sites. This project has been done in partnership with the Emergency Food Network which is the major distributor for nearly all of the food banks and hot meal sites in Pierce County (pop. 660,000). Volunteers are then provided with classes in Food Preservation, Nutrition, and Gardening from Extension trained volunteers.

The project has been featured in: The News Tribune several times, USDA News twice, the USDA Yearbook of Agriculture, CNN Worldwide, and several Puget Sound area TV stations. We average around 300,000 pounds per year picked from the urban fringes of Tacoma that would have been left to rot in the fields.

Where We Go From Here

This year we have been working with EFN and a cannery owned by the Church of the Latter Day Saints (Mormon) to be able to can produce one day per week during the gleaning season. While this presents a tremendous opportunity, in order to make this even more successful, we need to have large quantities of produce available. As you can see from the farm statistics provided on the cover page - the Yakima Valley is our "breadbasket" for our state. Yet it has been difficult to access the vast amounts of produce that goes to waste there to bring it to hungry families in the urban part of our state. There are transportation problems and a lingering concern with Yakima social service agencies that the Westside Urban areas would just take produce and not return anything back.

How the AmeriCorps Project Could Help

With the assistance of AmeriCorps staff we would make the contacts needed in the Yakima Valley to bring gleaned and produce buyer-rejected produce to Pierce County. We already have assurances of assistance from the Cooperative Extension staff in Yakima County and EFN has received an award that has allowed them to purchase a 40 foot refrigerated trailer to haul produce back from the Yakima Valley. The AmeriCorps staff could also work with the JOBS program trainees at the cannery, learning along side of the trainees how commercial canneries are operated. The AmeriCorps staff would be involved in organizing volunteers in Yakima and making the needed contacts with social service agencies - assuring them that they will receive canned produce that they can distribute to their largely Hispanic hungry families during the winter months.

The contacts and the system that the volunteers set up in Yakima will be the basis for institutionalizing this statewide effort against hunger. As this system grows and brings in other partners in neighboring counties, many hungry families could end up benefiting from this project.

Measurable Impacts

This alliance with Yakima will bring in at least 300,000 extra pounds of produce into the emergency food supply in Yakima and Pierce County. We already have a detailed system of accounting in place for: detailing amount and type of produce picked at each farm, amount of produce picked by each volunteer, the total of each crop picked, and the total picked for the project; how many hours each volunteer put into the project; and various demographic information from each volunteer. We have also surveyed the volunteers to see what they have gotten out of the project in terms of personal growth, skills and knowledge learned, and lessening of their families hunger.

Work Plan and Milestone Schedule

Task 1

Members receive AmeriCorps orientation and other training from project directors. Training will concentrate on gleaning and distributing harvested crops, working with nonprofit organizations, and recruiting and training volunteers. Also some trianing will occur on starting and working with coaltions and working with a commercial cannery - safety and other considerations.

Beginning date: Early June 1996
Completion Date: Mid-June 1996

Task 2

Members distribute informational material about the gleaning project and meeting announcements for needy families targeted in Yakima County. Members prepare and mail introduction letters to appropriate offices and organizations requesting their help and/or support of the project. Members attend and help conduct informational meetings with public and private processors, consultants, nonprofit groups and organizations to compile listings of needy families and individuals. Mailings will be prepared and distributed to producers, contractors, and farmer organization (e.g. Grange, Farm Union, Farm Bureau, etc.), to schedule appointments to discuss and promote the AmeriCorps SUMMER OF GLEANING project. Members continually develop new contacts with needy families, follow up with processors and consultants, update informational materials, and attend fairs, shows, and conventions.

Beginning date: June 1996
Completion Date: July 1996

Task 3

After farmers have been recruited to participate in the program, the needy families who are to receive the gleaned produce have been identified, and the volunteers who will help harvest and distribute the fruits and vegetables have been organized, Members will oversee the logistical aspects of the project including establishing distribution points and making sure that they are adequately staffed; securing transportation for the harvested produce; and, arranging for containers in which food can be taken away from the distribution points as well as buckets and boxes to be used as the food is gleaned and transported. Members will also work with the cannery of the Latter Day Saints to coordinate supplying the cannery with produce. This produce will be distributed in the winter months when fresh produce is low.

Beginning date: July 1996
Completion Date: September 1996

Task 4

Members will use the existing evaluation system, to track, collect, and report data on the measurable benefits associated with the project including the number of families/individuals served; the number of volunteers recruited to perform the work, the amount (in pounds and/or acreage) of food gleaned and distributed; the names and number of local community groups, and organizations providing support (donations, cash, in-kind services) to the gleaning project; and, a list of potential nonprofit groups and organizations willing to continue the project after the SUMMER OF GLEANING program is completed. Members will also provide a final report to the SED which includes the evaluation data and other observations on the successes and problems encountered with the AmeriCorps SUMMER OF GLEANING project.

Beginning date: June 1996

(Preliminary) Budget Page

Project Supervisor:	
For the period 6/1 - 8/31/96 (520 hrs)	$6,240
with benefits @ 16%	1,000
Clerical Support:	
For the period 6/1 - 8/31/96 (130 hrs)	1,235
with benefits @ 16%	198
AmeriCorps Members:	
For the period 6/1 - 8/31/96, $650 x 3 x 6 members	11,700
Travel (includes across state with some lodging costs)	2,000
Goods and Services	3,000
Includes: 6 official uniforms of AmeriCorps ($225 per person)	
miscelaneous supplies	
training and eduction costs	
Printing	
Equipment	
Computer for data recording keeping and tracking	3,000
Subtotal	28,373
Indirect Costs (at 26% MTDC on $25,373)	6,597
Project Total	34,970

AmeriCorps members will also receive $1,000 stipends for college after the completion of the project from the Corporation for National Service.

EMERGENCY FOOD NETWORK
3318 92nd Street South
Tacoma, WA 98409

Telephone 206.584.1040
Fax 206.984.9368

April 1, 1996

Secretary Dan Glickman
United States Department of Agriculture

Dear Secretary Glickman:

I am writing this letter to support the efforts of the Pierce County, Washington State University Cooperative Extension Expanded Food and Nutrition Program (EFNEP) to receive funding through AmeriCorps for positions related to the EFNEP Gleaning Project in Pierce County, Washington.

The success of this program during the past six years is well documented through county government involvement, radio and newspaper feature stories, and even a major television story broadcast in the United States and internationall on CNN.

This gleaning program is unique in my experience because it involves low income adults and their families in the harvest of crops that had formerly been left to rot in the fields of our community. While the difference in my organization's ability to provide fresh, quality produce to those in need of emergency food assistance is amazing in and of itself, as we have worked together since the program's inception, we have discovered a result that we never anticipated, and that may be the most important in the long term impact of the project.

The development of participant's self-esteem and a "reconnection" to the community as a "giver" rather than a "needy recipient" has made major differences in the gleaners' lives and the lives of their families. Long range, this is what the development of self-sufficiency and pride is about.

The potential offered by expansion of the program at this time is exciting. I have enclosed two articles here which speak of programs EFN has developed in partnership in an attempt to make the community response to hunger in Pierce County more eficient and complete. One is the EFNEP Gleaners Program. The other is a transportation project that allows this system to move perishable donated food in a timely manner to food sites for distribution to those in need. We are currently developing a program which allows us to actually can fresh and frozen fruits and vegetables so that the life of the food may be extended to those times of the year when public donations are down and harvest food is not available.

I believe the success of this AmeriCorps grant application will greatly enhance the amount of produce available for canning purposes and will also allow for indiviuals to receive training in actual cannery operations that would not otherwise be available.

Please do not hesitate to call me regarding this letter, the gleaning project or the partnership we have in Pierce County among WSU, local and county government, the emergency food system AND the recipients of emergency food who honestly desire to be self-sufficient and are wiling to work for it.

Sincerely,

David P. Ottey
Executive Director

David P. Ottey
Executive Director

Board of Directors

Rev. David Alger, Executive Director
Associated Ministries of Tacoma

Paul Bender, Retired

Bernard L. Bruinsma, Ph.D.
Vice President, R&D
Roman Meal Company

Cheryl Carlson
City Attorney
City of Tacoma

John J. Durkin, Attorney
Troup, Christnacht, Ladenburg, McKasy & Durkin, Inc.

John Ernst, Chief Engineer
St. Joseph's Hospital

Lynda Flanagan, Director
St. Leo's Parish

Chuck Hellar, President
Sacha Taylors Office, Art and Engineering Supplies

Major Gordon Helms, Commander
The Salvation Army, Tacoma Corps

Mike Jackson, Pres/CEO
West Coast Grocery Division of SUPERVALU, Inc.

Margy McGroarty, President
Greater Tacoma Community Foundation

Kathleen Olson, Executive Director
FISH Foodbanks

Mike Robinson
Director of Communications and Community Relations
United Way of Pierce County

Suzanne Schmidt
Employee Relations Manager
United Parcel Service

Linda Shaffer
Pierce County Central Labor Council

Nancy Stephens, Director
All Saints Community Services

Driving Hunger Out Of Washington

A Collaboration Between Education And Private Busness

Bates Technical College

Grays Harbor/Pacific Counties
Food Distribution Center

unprecedented partnership, EFN and Bates Technical College work to help each other. The driving school curriculum benefits from the practical experience of transporting food (before, the trucks were loaded with bricks to simulate weight/load) from distributors, farmers, and packers, and the foodbank system can realize mobilization without cost.

Initially, reliable and dependable transportation between the coastal communities and Pierce County prompted the search for a refrigeration unit. Grays Harbor/Pacific Counties Food Distribution Center looks to EFN and Pierce County to assist in resourcing food for that region since a larger metropolitan area has more access to food distributors and surplus products.

Integral to this partnership, it was Jim Coates of Grays Harbor/PacificCounties Center who located the used refrigeration unit.

"This refrigerated unit has made a major difference in the Pierce County Grays Harbor collaboration," said Ottey. "We have been able to access frozen fish at fifteen cents a pound in Oregon, use the Bates team for transportation, and make this nutritious product available to foodbanks and other food buying agencies working our system. We could never have done this before. It would have been a costly and logistical nightmare," said Ottey.

The refrigeration unit, while a gift from EFN, is utilized by other emergency food distribution agencies as well as EFN to access perishable and frozen food for the emergency food system in Washington state.

The grant is part of a nationwide program implemented by The UPS Foundation in 1984. Throughout the country, United Parcel Service district grant committees identify urgent community needs and recommend for funding organizations that have the ability to meet those needs effectively. Grant determinations are made at the regional level, and recommendations are submitted to the UPS Foundation. This year, program funding totals nearly $2.5 million.

Bob Dubanski, UPS District Manager for the Washington District, expressed satisfaction that the Emergency Food Network was chosen as a grant recipient: "Our grant committee reviewed a number of outstanding programs operating in our community. The Emergency Food Network is meeting a vital need, and all of the employees of the Washington District are proud that we can help their work continue."

"When the program began in 1989, more than 73,000 pounds of food were harvested by the volunteers," said Merle Harrison, project coordinator. The next year, 120,000 pounds. And the next year, 189,000 pounds. In 1995, as the season began in June and July, volunteers topped 1,000,000 pounds picked since the beginning of the project. "We had a media event to celebrate," said Harrison.

The volunteer group numbers around 75 people, but 10 to 15 make up the core. Volunteers pick corn, beans, raspberries, zucchini, peaches, pears, apples, and cabbage. The work is hard but it is painless compared to standing in food lines waiting for handouts.

"It's pretty humbling to stand in those lines," said a single mother of four. "Gleaning is a simple thing I can do to give something back. I may not be standing in lines anymore, but I can still use the fresh fruits and produce for my family."

Morning hours are spent picking the fields and orchards for the Emergency Food Network, and volunteers pick for themselves in the afternoon.

"Some gleaners are here because they need the food for their families. Others are here to help and give back as thanks for the hard times they've endured in the past," said Debbie Odell, assistant supervisor.

"Our core group is like a family united by camaraderie, swapping recipes, trudging in the mud...yes, we pick in the rain and mud...and the promise of a full larder," said Debbie. "Some of them forget that we pick in the rain, and it is sometimes difficult to get a full group on dreary days."

"We have a timeline. If the fields aren't picked before the farmers are ready to replant, we lose the crop. The crop is too precious to lose," said Harrison.

"Everyone wins with the program, said David Ottey of EFN. The farmers' fields are cleaned, the gleaners take home food, and the foodbanks receive fresh produce...fast. The food is handled only two to three times, and foodbanks receive it the day it's picked," said Ottey. "The gleaners are the silent heroes behind the foodbanks in the summer months."

Most of the fresh produce is delivered directly to the Hospitality Kitchen, the largest urban hot meal site in Pierce County. Fresh soups, fresh corn, fruit pies, all made daily to provide for the hundreds of meals needed.

While most of the crop is filtered through the foodbanks in Pierce County, some is trucked to the fishing and lumber impacted areas of Grays Harbor and Pacific County.

The project organizers had been hoping for an angel to provide them with their own field, and while offers have been made, the logistics of providing water have proved too expensive. Finally, this year, a plot of land adjacent to the campus was made available by WSU. Water was piped in, and the volunteers hurriedly began planting. A little late in the season, a little short on planning. Nonetheless, strawberries popped up, radishes the size of small potatoes triumphed, and an endless quantity of tomatoes filled waiting baskets. It proved a resounding success. Ambitious plans for next year have already been mapped out.

At the close of each season, organizers have a bountiful banquet to celebrate the rewards of the season, compare calluses, tell stories, and exchange gifts that range from head gear, sweatshirts, to all-weather boots.

"It's a family feeling that extends beyond the fields," offers one volunteer thinking of the hot meal which included fresh corn she had picked. "That's the best part. Last night, I was sitting down at the table and thinking, how many people are sitting down and enjoying this corn like I am?"

FACT Sheet

EFN began in 1982 as a result of welfare cuts and termination of government programs aimed at the low income. The brainchild of Dennis Flannigan, EFN's first director, the project was funded by the Medina Foundation and the Ben B. Cheney Foundation.

Today, the Emergency Food Network is the largest independent distribution agency supplying free food to over sixty foodbanks and feeding programs in Pierce County. When surpluses occur, the jurisdiction is expanded to include Grays Harbor, Pacific, South King, Thurston, Mason, and Lewis counties.

- EFN currently distributes to over 60 foodbanks and hot meal sites in Pierce County
- 98% of clients served fall below the national poverty guidelines
- Foodbanks and hot meal sites serve an average of 38,000 people per month
- 43% are families with at least one adult working
- 45% are under the age of 18
- 6% are seniors
- 10% are under the age of 3
- In 1994, 5 million meals were served through the emergency food system including special needs such as baby food, formula and diapers, diet supplements (diabetic), and dietary needs for the elderly.
- Food banks and meal sites are located throughout the county to serve every zip code and provide easiest accessibility to clients. All are nondiscriminatory.
- Spring and Summer months are especially lean for foodbanks because school holidays and closure mean school feeding programs are not available.

Every donated dollar received by EFN will purchase and distribute $14 of food.

- EFN purchases food each month to provide a foundation for each of the foodbanks. In addition, EFN is often requested to seek out best buys for foodbanks using the foodbank's own purchasing funds.
- Through the development of special markets that include brokers, producers, and growers, EFN has been able to stretch dollars and purchase fruits, grains, and vegetables at below wholesale prices.
- EFN assures a food foundation comprised of 3 of the 5 major food groups, fruits, vegetables, protein, and grains. Each of the 5 million meals provided MUST contain at least 3 of the 5 food groups or it is not counted as meal, rather as supplementary food.
- 93.2% of every dollar is used for the purchase and distribution of food. EFN's operational expense is 6.8%
- EFN operates with a lean staff of six (6): Executive Director; Marketing and Fund Development; Finance and Operations; Administrative Assistant; Lead Warehouse; Warehouse
- More than 5,000 volunteers each year pack, sort, transport and glean food to support EFN's mission
- EFN's source of revenue is dependent on donations (money and product), grants, and the *EMERGENCY* fundraiser

Emergency Food Network programs:
EFNEP Gleaning Project with WSU
Neighborhood Harvest with Rotary Club No. 8
City and County Refuse, "Bag Hunger" campaign
Pierce County School Holiday Food Drives
Tacoma Letter Carriers "Stamp Out Hunger"
Annual Thanksgiving Day Dinner
Annual EMERGENCY fundraiser
Annual "Scouting For Food", Boy Scouts

$1 will purchase and distribute $14 worth of food to hungry families.