

City and Borough of Sitka

ANNUAL GRANTS FROM GENERAL FUND

SUMMARY SHEET

Name of Organization: SITKA LOCAL FOODS NETWORK

Alaska State Business License Number (if applicable): 962937

Name of Contact Person: LISA SAOLEIR-HART

Phone: 907-747-5985 Email: sitka local foods network@gmail.com

Mailing address: 408 D MARINE ST, SITKA, AK 99835

Grant Category (check either annual or special emergency grant, and check type of services for annual grant):

- Annual Grant:
 - Human Services or
 - Cultural and Educational Services
 - Community Development
- Special Emergency Grant

Dollars Requested: \$5,900

Match Dollars Committed: \$6,900 Percentage: 54%

Sources of Matched Dollars: STATE GRANTS, DONATIONS, FUNDRAISING

Brief Description of the Purpose of the Grant: TO STRENGTHEN THE SITKA FARMERS MARKET, ASSIST LOW-INCOME SITKANS IN PURCHASING FRESH FRUITS AND VEGETABLES THROUGH EXPANSION OF QUEST MATCHING PROGRAM, IMPROVE TRANSPORTATION TO THE MARKET AND COVENE A 2015 FOOD SUMMIT.

I, Lisa Sadler Hart, do hereby certify that all information provided for this grant application is accurate and complete to the best of my knowledge.

Name: LISA SAOLEIR-HART

Title: BOARD PRESIDENT Date: 8/14/14

**CITY AND BOROUGH OF SITKA
GENERAL FUND GRANTS FOR
NONPROFIT ORGANIZATIONS**

PROCEDURES

The following table describes the types of City and Borough of Sitka (CBS) General Fund grants that may be awarded to nonprofit organizations for: (1) Human Services; (2) Cultural and Educational Services; or (3) Community Development. A nonprofit organization may request a grant as an annual award or as a special emergency grant during the fiscal year when the need arises. The percentage of money appropriated from the general fund for nonprofit organization grants and the maximum amount of any grant is listed below.

A further explanation of the grant application process, requirements and restrictions is outlined on the next page, and in the attached application packet.

<u>Grant Category Description</u>	<u>Time Frame</u>	<u>Amount</u>
Human Services	Annual Grants	<u>Total Funds</u> –50% of Grant Budget <u>Maximum Grant</u> - \$20,000
Cultural and Educational Services	Annual Grants	<u>Total Funds</u> - 20% of Grant Budget <u>Maximum Grant</u> - \$10,000
Community Development	Annual Grants	<u>Total Funds</u> – 20% of Grant Budget <u>Maximum Grant</u> - \$10,000
Special Emergency	Special Grants During FY After Annual Grants Awarded	<u>Total Funds</u> - 10% of Grant Budget <u>Maximum Grant</u> - \$10,000

PROJECT DESCRIPTION:

Category: The Sitka Local Foods Network Inc. (SLFN) is applying for a \$5,900 annual grant under the Human Services category.

Funds: The funds will be used to strengthen the Sitka Farmers Market (SFM) infrastructure, assist low-income Sitkans in purchasing fresh fruits and vegetables through the expansion of the Alaska Quest Electronic Benefit Transfer (EBT) matching program, and improve transportation to the market from Sawmill Creek Apartments, Indian River, and Swan Lake Senior Center. The SLFN Board of Directors will complete the project as outlined below.

CATEGORY	C & B AMOUNT	SLFN In Kind	Total
Professional Services <ul style="list-style-type: none"> • FM co-mangers • SLFN intern 	\$2150 \$1000	\$2400 \$1000	\$4550 \$2000
OTHER (LIST) <ul style="list-style-type: none"> • QUEST matching dollars • van/bus services • advertising for free ride service • 2015 Food Summit 	\$ 500 \$ 500 \$ 250 \$1500	\$2000 \$ 500 \$ 250 \$ 750	\$2500 \$1000 \$ 500 \$2250
TOTAL	\$5,900	\$6,900	\$12,800

Project Description: The SLFN again struggled to secure qualified, local persons to co-manage the SFM for the 2014 season. The SLFN uses vendor table fees to support the SFM Co-Manager positions as well as to rent the Alaska Native Brotherhood Founders Hall and Alaska Native Sisterhood kitchen, and purchase required supplies and services for the farmers market season. We offered \$325 per market compensation for each co-manager in 2014. We believe it's crucial to fairly compensate the co-managers, with grant support, plus provide an additional \$325 for pre-market work for the 2015 farmers market season to maintain a viable market. We anticipate that this strategy will help us to either retain the current co-managers or attract new local applicants.

The SLFN Intern program has provided vital support at both the SFM and the growing operations located at St. Peter's Fellowship Farm and Pat Arvin's Garden. Interns have helped with market setup, take down, layout, and vendor relations, and have provided staffing for the SLFN produce and EBT booths, plus assisted the farmers market co-managers with emergent "day of the market" tasks and harvesting of produce for the SLFN market farm stand. The SLFN supported a second intern in 2014 with the help of city funding. Ongoing funding would ensure that we are able to support 2 interns for the 2015 growing and farmers market season - 1 Yale intern and 1 local intern.

The SFM is one of two markets in Southeast Alaska certified to accept WIC (Women/Infants/Children) coupons, and was the first Southeast Alaska market that accepted Alaska Quest cards for food stamps. Currently, Sitkans on foods stamps can electronically swipe their cards in trade for wooden nickels (in \$1 or \$5 denominations) that can be used to purchase fresh food at the market. The program debuted at the 4th fourth market of the 2012 season and has been fully operational for the 2013 and 2014 seasons. "Getting the word out" to low-income Sitkans about the program and getting folks to fully utilize the matching component of the program is an ongoing challenge. The matching program offers up to a \$20 match at each farmers market as a way of increasing their purchasing power and supporting farmer's market produce and food vendors. Matching programs are considered a best practice in public health. They also increase the amount of money circulating in the local economy. The SLFN would like to continue matching food stamp dollars and improve outreach to low-income Sitkans with the C&B funding.

Access to the market is challenging for Sitkans without transportation because the *Community Ride* does not run on weekends. The SLFN funded a new free ride service to the market for 4 four markets during 2014 with city support. Sitka Tours pitched in transportation for an additional market. Ridership was initially low and requires an additional year to determine if it will increase attendance at markets.

Sitka's Food Assessment Indicator Report was released in 2014 and pointed to the need to improve Sitka's food system. The SLFN would like to organize and host a follow-up to the November 2013 inaugural food summit and focus on creating a plan for food system improvement. A wide range of local food business leaders, community leaders, food advocates and elected officials would be invited to help chart the course for food system improvement. The 2015 Food Summit would culminate in a plan of action for improving Sitka's foodscape.

EXPECTED OUTCOMES:

The following measures will serve as indicators of project success:

- Recruitment of two highly qualified, motivated Sitka Farmers Market co-Managers
- Increased number of attendees at Sitka Farmers Market
- Increased number of vendors selling at the Sitka Farmers Market
- Increased EBT transactions (Alaska QUEST Food Stamps benefits and Debit Cards)
- Increased sales for Sitka Farmers Market vendors
- Increased intake of local fruits and vegetables
- Plan of action for improving Sitka's food system

Benefits: Improved health and economic prosperity constitute the tangible benefits to the Sitka community. Increased access to locally produced, fresh fruits and vegetables has been shown to help prevent chronic disease. Food that is locally grown and harvested costs less than store bought food. Locally produced food purchased in Sitka keeps money in the local economy as opposed to purchasing from outside suppliers. Additionally, further stabilization of the market provides economic opportunities to local food and crafter entrepreneurs by providing a venue to test markets. These markets may include visitors to Sitka who provide word-of-mouth advertising on their return home, or who may help establish outside markets for Sitkans.

Benchmarks:

Fall 2014:

- Debrief of 2014 Sitka Farmers Market season by SLFN board and market co-managers
- Debrief with Sitka Tours re: free market shuttle service
- Create 2015 Sitka Food Summit planning team

Winter 2015:

- Revision of Sitka Farmers Market co-manager job descriptions
- Recruitment of Sitka Farmers Market co-managers
- Recruitment and selection of "Bulldogs on Baranof" Yale Intern(s)
- Recruitment and selection of local SLFN Intern
- Secured dates of 2015 Farmers Market season (alternate with Chelan Produce Saturdays)
- Draft Memoranda of Agreements (MOAs) with ANB, ANS and Baranof Island Housing Authority (BIHA)
- 2015 Sitka Food Summit held

Spring 2015:

- Selection and orientation of Sitka Farmers Market co-managers
- Revised 2015 Sitka Farmers Market action plan
- Revised 2015 Sitka Farmers Market vendor Application and Policies & Procedures
- Finalized MOAs with ANB, ANS and BIHA
- PSAs developed for EBT Alaska Quest matching program and Free Shuttle Service to the market
- Contracts developed with KCAW and KIFW radio stations for advertising of matching/transport

programs

- Revise farmers market bus/van service contract for a SMC Road run on Farmers Market Saturdays
- Sitka Food Summit Plan of Action completed

Summer 2015:

- PSAs recorded and aired
- 6 Farmers Markets completed

STATEMENT OF NEED: It's estimated that 95% of Alaskan food is imported from the Lower 48 or the rest of the world. Only 5% is locally harvested or grown. The Sitka Community Food Assessment Indicators Report noted that **food prices rose 44% between September 2003 and September 2011** in Sitka, AK. Sitka's food costs are 57% higher than Portland, OR, 37% higher than Anchorage, and 21% higher than Juneau. Newer 2013 UAF Cooperative Extension Service data noted that food costs were 10.4% higher than Juneau, 13.6% higher than Ketchikan and 21.5% higher than Anchorage.

The Sitka Community Food Assessment documented a 59.6% increase in food stamp participation between 2007 and 2013 in Sitka. This amounts to 16% of Sitka's population or approximately 1446 Sitkans. This speaks to increasing food insecurity in Sitka. The Kids Count Alaska 2013-14 annual report reveals that 47% of Sitka's school age children and youth live in families receiving some form of public assistance, i.e., Denali KidCare, food stamps, or Alaska Temporary Assistance. This is up from 36% in 2007.

The Alaska Youth Risk Behavior Survey 2011 shows that only 21.4% of adolescents eat 5 five daily servings of fruits and vegetables. One of the primary reasons identified for this low intake is inadequate access to affordable, quality produce. Chronic disease is on the rise nationally and in Alaska. These include obesity, diabetes, cancer and heart disease. Obesity in youth is especially concerning. Only a couple of generations ago, Sitkans grew their own food, had a dairy, and a functional farm (the USDA Sitka Experimental Station). There are no farms in Sitka today. The consumption of fresh food, as well as the exercise involved in growing and harvesting domestic and wild foods helps combat these chronic diseases.

Farmers markets, and the Alaska Farmers Market EBT matching program in particular, improve access to local, fresh food and can work to mitigate some of the impact of rising food prices in Sitka. It's also vital to improve transportation to the market given that the *Community Ride* doesn't run on the weekends. Strengthening the market's infrastructure will ensure that the market is here in the future and continues to provide Sitkans with entrepreneurial opportunities to improve their financial well-being, as well as to draw more visitors to the market and encourage them to spend their vacation dollars in Sitka.

Support of local government is always important to funders. The SLFN regularly applies for grant funding to support its work and support from the C&B of Sitka is an important leveraging tool.

ORGANIZATIONAL CAPACITY:

Track Record: The SLFN mission is *to increase the amount of locally grown and harvested food in the diets of the people in Southeast Alaska*. The SLFN focuses its efforts in 4 areas:

- Hosting the Sitka Farmers Market (SFM)
- Increasing local production at the St. Peter's Fellowship Farm (SPFF) & other network gardens
- Providing food production educational opportunities (such as the new Garden Mentor program)
- Developing a Sitka Community Greenhouse and Education Center

SLFN accomplishments include 7 successful seasons of the Sitka Farmers Market and 7 successful growing seasons at St. Peter's Fellowship Farm. The output of the garden has increased substantially to support growing interest in local foods. SPFF has provided opportunities for community members to directly access fresh produce and learn first-hand in a large production garden. The 2010 Sitka Health Summit prioritized the planting of fruit trees on private and public property in Sitka. SLFN board members took the lead on this effort. At the conclusion of the project close to 80 fruit trees were planted throughout Sitka to increase our food security. Additionally, the SLFN hosted 4 *Let's Grow Sitka!* Spring garden events featuring Ciscoe Morris, Ed Hume and Shane Smith, and is successfully mentoring 2 new Sitka gardeners.

The SLFN also contributes to the local economy by employing one part-time seasonal worker to coordinate SFM Electronic Benefit Transfer (EBT) program; and contracting with a SPFF lead gardener, 2 two farmers market co-managers and a bookkeeper; and is currently hosting a summer intern from Yale University and a local intern. The SLFN actively maintains a web site: < www.sitkalocalfoodsnetwork.org>. The website routinely receives over 2000 hits a month and received over 5000 hits in July.

To ground-truth the Sitka Community Food Security Assessment data, board members helped host the inaugural Sitka Food Summit in November 2013. The current board president, Lisa Sadleir-Hart, with support from the Island Institute, completed the first food assessment of any Alaskan community this spring and has received wide attention by food justice and sustainability organizations statewide. SLFN served as the fiscal agent for the food assessment project and provided payroll services for the food assessment project.

Community Support: The SLFN enjoys dozens of regular volunteers that work to make its projects bloom. These include dedicated SPFF volunteers, community members who host interns, as well as organizations like SAIL, Pacific High School and Sitka Conservation Society's 4 H program. Dozens of area businesses donate services and merchandise that are used as prizes at Running of the Boots.

Board Membership and Participation:

- Lisa Sadleir-Hart, President
- Michelle Putz, Vice President
- Beth Kindig, Secretary
- Maybelle Filler, Treasurer
- Board members: Charles Bingham, Milton Fusselman, Lauren Fetzer, Matthew Jackson

Board policy requires attendance at seven of the nine monthly board meetings each year. The board recesses during the summer growing season. The board is a working board and requires members to be active in at least one SLFN project.

2013 Budget: The SLFN had income of \$31,283.69 and expenses of \$36,147.39 for FY 2013. Current assets total \$25,133.40 as of 7/28/14.

2014 Income		Total	2014 C&B	Adjusted Total
4000	Donations	\$5,900		\$5,900
4100	Grants	\$6,000	\$5,900	\$11,900
4200	Market Sales			
	4201 Market Sales	\$5,500		\$5,500
	4205 Sales Tax	\$700		\$700
	4210 WIC Warrants	\$1,000		\$1,000
	4220 Vendor Fees	\$3,000		\$3,000
	4200 Other	\$500		\$500
4300	Special Events	\$500		\$500
Total Income		\$23,100	\$5,900	\$29,000
2014 Expense				
5000	Cost of Goods Sold	\$1,750		\$1,750
6000	Advertising/Promotion	\$650	\$250	\$900
6200	Dues/Subscriptions	\$400		\$400
6300	FM/Garden Supplies	\$2,500		\$2,500
6350	Grants Given	\$0	\$500	\$500
6400	Insurance	\$750		\$750
6500	Office expense	\$900		\$900
6600	Payroll	\$1,200		\$1,200
6700	Professional fees	\$9,200	\$3,150	\$12,350
6800	Rent expense	\$1,221	\$300	\$1,521
6900	Repairs/maintenance	\$800		\$800
6910	Special Event expense	\$300	\$1200	\$1,500
6920	Taxes & Licenses	\$400		\$400
7500	Food Stamp Incentive	\$2,000	\$500	\$2,500
Total Expense		\$22,071	\$5,900	\$27,971

Funding received in 2013: \$750 Sitka Health Summit for Sitka Community Food Assessment; \$750 from Southeast Alaska Soil and Water Conservation District for Sitka Community Food Assessment; \$250 Coast Guard Spouses Association toward Yale Intern; \$7,500 SEARHC Community Transformation Grant; \$2,000 AK Department of Health and Human Services, Cancer Prevention Program; \$3,000 AK Department of Natural Resources, Division of Agriculture for EBT program;

Funding received in 2014: \$2,500 AK Department of Health and Human Services, Cancer Prevention Program; \$3,000 AK Department of Natural Resources, Division of Agriculture for EBT program; \$5,650 City & Borough of Sitka; \$550 Greater Sitka Legacy Foundation award; Curator for Lexicon of Sustainability - 24 professional posters valued at \$1200; \$2900 in PICK.CLICK.GIVE pledges (pending).

CINCINNATI, OH 45201

Date: **AUG 10 2011**

SITKA LOCAL FOODS NETWORK INC
408 MARINE STREET STE D
SITKA, AK 99835

Employer Identification Number:
26-4629930
DLN:
17053343331010
Contact Person:
MARC KENNEDY ID# 52413
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b) (1) (A) (vi)
Form 990 Required:
Yes
Effective Date of Exemption:
March 12, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

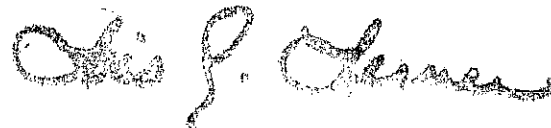
Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing
P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

SITKA LOCAL FOODS NETWORK

408 MARINE STREET SUITE D SITKA AK 99835

owned by

SITKA LOCAL FOODS NETWORK

is licensed by the department to conduct business for the period

October 19, 2012 through December 31, 2014
for the following line of business:

61 - Educational Services

This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Susan K. Bell
Commissioner

