

SAN PABLO ANNUAL COMMUNITY GRANT PROGRAM FY 2018-19 FINANCIAL REPORT



Please provide a brief description of how the FY 2018-19 grant was used including program events and any activities that were implemented. Use the following questions as a guideline to complete this report. You may include no more than four (4) additional pages to this report. **Only one (1) set is required as staff will make necessary copies. DO NOT INCLUDE ANY CONFIDENTIAL INFORMATION, (e.g. Social Security Numbers, Bank Account, etc.) THIS IS A PUBLIC DOCUMENT**

I. CONTACT INFORMATION

Agency Name	18 Reasons	
Street Address	3150 18th St #315	
City/State/Zip Code	San Francisco, CA 94110	
Phone/Fax/Email	sarah@18reasons.org	
Contact Person/Title	Sarah Nelson, Executive Director	
Community Activity/Event Name	Cooking Matters	
Date of Event(s)	2018-2019	
Amount of grant funding received:	5,000 \$ _____	
Amount of grant funding spent:	5,000 \$ _____	
Summary of sponsored event participants	<div style="display: flex; justify-content: space-between;"> 8-65 251 </div> Age range: _____ # of San Pablo Residents: _____	
	Target # of people served: 200 _____	Actual # of people served: 251 _____
	Target goal: Offer 20 six-week Cooking Matters hands-on nutrition education and cooking classes reaching 200 low-income San Pablo adults, kids, teens, and families. _____ _____	Actual goal: We offered 16 six-week class series, reaching 251 low-income San Pablo residents. _____ _____

II. PROGRAM AND EVENT INFORMATION

The Annual San Pablo Community Foundation Grant program is intended to focus on grant awards that promote any of the recommended activities, policies or programs identified in the recently adopted ***City of San Pablo Childhood Obesity Prevention Task Force: Community Action Plan*** adopted by the San Pablo City Council on April 21, 2014. A copy of this plan may be referenced from the City's website (www.SanPabloCA.gov), under the "City Council" Department webpage. Please describe where and how your program or event falls in one or more categories:

Our program is aligned with the City of San Pablo's Community Action Plan program priority of offering free & reduced-cost nutrition and cooking classes. As the CAP states, "The Task Force strongly supported community-based cooking classes to provide instruction and tips to community members on preparing healthier meals for their families. According to members of the Task Force, similar classes have already been met with tremendous success in the City and have served to educate community members about the importance of preparing healthy meals."

The grant awards should also focus on enhancing or promoting any of the "***Major Policy Goals and/or Strategic Policy Initiative***" identified under the ***San Pablo Adopted FY 2018-21 Priority Workplan Update***, effective November 1, 2017. A copy of this plan may be referenced from the City's website (www.SanPabloCA.gov), under the "City Council" Department webpage. Please describe where and how your program or event falls in one or more categories:

100.4. IMPROVE CONNECTIONS TO HEALTHY EATING AND ACTIVE LIVING

Our program empowers participants to cook more, use nutrition information when shopping for groceries and planning meals, and incorporate more fruits and vegetables into their diet.

Please provide a description of the program(s), event(s) and/activity, including date(s). If you were not able to complete or achieve the goals outlined on your grant application please provide a brief explanation:

Between June 2018 and March 2019, we held 16 Cooking Matters series in partnership with 16 agencies serving low-income Richmond residents. Partner agencies included the San Pablo Community Center, First 5, and the YMCA. Each series was held once a week for six weeks, with each session meeting for two hours. Although we held 16 of the 20 series we had projected, we reached 251 individuals, surpassing our goal of 200 people reached by the program.

Please provide financial information on how the grant funds were used and the number of San Pablo residents the program/event/activity serviced (requirement of at least 75% San Pablo Residents)

Grant funds were used to pay stipends to peer educators and to purchase food for the classes. Funds were spent according to the grant budget. The program served 251 San Pablo residents.

III. PROGRAM/EVENT ATTACHMENTS

Please include any applicable supplemental documents not limited to: financial spreadsheet, revenues vs. expenses, invoices, stories, program agenda, etc. (Limited to **ONLY** four (4) pages – size 8 1/2" x 11" – single sheets)

<input checked="" type="checkbox"/>	Page 1 description	Revenue vs Expenses
<input type="checkbox"/>	Page 2 description	
<input type="checkbox"/>	Page 3 description	
<input type="checkbox"/>	Page 4 description	

IV. ADDITIONAL SUPPORT

Please list any in-kind donations provided (printing, promotional items, education materials) by any other organizations:

The nonprofit Share Our Strength donated all printed educational materials to this project.

V. ADDITIONAL COMMENTS

Please share with us any additional comments:

VI. SIGNATURE

Sarah Nelson, Executive Director

Name & Title



March 6, 2019

Authorized Signature & Date

Please mail this * financial report and * supporting documents to the address below. Document must be received in the City Manager's Office (postmarks NOT accepted) by **Monday, April 1, 2019 at 6:00pm.**

- Reporting criteria – single side document – 8 1/2" x 11"
 - ❖ 3 Page Financial Report
 - ❖ 4 additional pages – Program/Event Attachments (if applicable)

City of San Pablo
City Manager's Department, Bldg. 1
13831 San Pablo Avenue
San Pablo, CA 94806
c/o FY 18-19 San Pablo Community Grant Program

18 Reasons
Statement of Activity
City of San Pablo Grant

	<u>Total</u>
Revenue	
4500 Government Grants	5,000.00
Total Revenue	<u>\$ 5,000.00</u>
Expenditures	
7550 Contractors	2,500.00
8110 Food costs	2,500.00
Net Revenue	<u>\$ 5,000.00</u>

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