

**Chabot-Las Positas Association of Retired Employees
CARE Fund Special Projects Grant Program
2019-2020 Application Form**

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Please mail completed form to:
CARE Grants, c/o Bill Threlfall
11 Woodside Glen Court
Oakland, CA 94602

Deadline: November 11, 2019
Award announcement: December 1, 2019

Applicant Information

Name Sofia Sanchez Pillot Saavedra Site: Chabot LPC District Office
Campus e-mail address ssanchezpillots@chabotcollege.edu Campus phone number (510) 723-4559
(or home phone if no campus phone is available)
Division or Department FRESH Pantry/Office of Student Equity Name of Dean/Mgr/Supervisor Robert Nakamoto

Project Information

Name of project FRESH Food & Life Pgantry Shelving
Amount of grant requested (see guidelines) \$936.35 Expected completion date for project December 30, 2019
Who will be responsible for completion of the project? FRESH Pantry Team, Lead & Director
Sofia Sanchez Pillot Saavedra

Description – Provide a brief overview of project plan:

The FRESH Food & Life Pantry is transitioning into a permanent space in the upcoming months. The pantry has been serving roughly 500 students monthly by hosting food pop-ups twice a month. After a two-year period of research and approval seeking, we have been granted a space in order to house the pantry. A key feature of our new pantry will be 3 shelving units that store the pantry's food and basic needs. We have carefully mapped out the new space, and the 3 shelving units fit perfectly. They are industrial grade units, and each unit has 5 shelves. This creates 160 sq. feet of storage area! This will allow students, community members and Chabot staff and faculty to access the resources from the food pantry more conveniently.

Outcome – Clearly state the outcome to be attained by the project. Be specific.

We have researched and visited several food pantries at colleges around the state, and in all cases, the first thing we noticed are the shelving units. They are really the heart of the pantry, because they allow food pantry clients to clearly see and determine what food is available. This makes it so much easier for them to customize their choices to meet their nutrition needs. These shelves will also impart a professional appearance to the pantry, which is important because we desire for our food pantry recipients to not feel any stigma or barriers to receive food aid.

Budget – Tell us what you want to buy: (supplies, apparatus, or services - See guidelines).

Vendor (supplier)	Item Description (Model # etc.)	Qty	Unit price	Tax	Shipping	Line Total \$	
The Home Depot	36 in. W x 80 in. H x 24 in Shelving (Model #9634M-BLK)	1	\$238.37	\$23.24	\$22.49	\$284.1	
	60 in. W x 74 in. H x 24 in. shelving (Model # 9654S-BLK)	2	\$272.11	\$53.03	\$55	\$652.25	
Optional budget notes:						Budget Total:	\$936.35

Benefits – Please briefly explain how the project will **improve service to the colleges** in your area of work responsibility. Describe what problem the project will solve, and how long the benefits will last. Be Specific.

The shelving units we have picked out are the same found in industrial restaurant kitchens, and so they not only meet the food safety standards required by our local food bank, but they are also built to last. As such, the benefits from these shelves will extend for many years. In addition, this grant will subsidize the costs that are necessary for equipment in order to operate from a site on campus. Whatever money this grant allocation saves us on storage units will be used directly towards purchasing food and other basic needs items for students, and other underrepresented groups in the Chabot community.

Agreements: I agree to complete the project as described above and then provide a one-paragraph outcome report including a digital photograph to CARE. (report due: May 22, 2020 or by the above completion date.)

I understand that grants will be payable to the College/District and grant purchases will become CLPCCD property.

Applicant's Signature Date 11-09-19

I agree to provide fiscal oversight:
Dean/Mgr/Supervisor's Signature Date 11/09/2019