



**SAN FRANCISCO
HUMAN SERVICES AGENCY**

MEMORANDUM

THROUGH: DISABILITY AND AGING SERVICES COMMISSION
KELLY DEARMAN, EXECUTIVE DIRECTOR

FROM: CINDY KAUFFMAN, DEPUTY DIRECTOR
ESPERANZA ZAPIEN, DIRECTOR OF CONTRACTS

DATE: MARCH 5, 2025

SUBJECT: NEW GRANT: **SAN FRANCISCO MARIN FOOD BANK** (NONPROFIT)
FOR PROVISION OF FOOD ASSISTANCE PROGRAM

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	<u>Full Term</u>	<u>Contingency</u>	<u>Total</u>	
GRANT TERM:	7/1/25- 6/30/29			
GRANT AMOUNT:	\$11,458,225	\$1,145,823	\$12,604,048	
ANNUAL AMOUNT:	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 27-28</u>
	\$2,864,556	\$2,864,556	\$2,864,556	\$2,864,556
FUNDING SOURCE:	<u>County</u>	<u>State</u>	<u>Federal</u>	<u>Contingency</u> <u>Total</u>
	\$11,458,225			\$1,145,823 \$12,604,048
PERCENTAGE:	100%			100%

The San Francisco Department of Disability and Aging Services (DAS) requests authorization to enter into a new grant agreement with San Francisco Marin Food Bank for the period of 7/1/2025-6/30/2029, in the amount of \$11,458,225 plus a 10% contingency for a total amount not to exceed \$12,604,048. The purpose of this grant is to provide food support to eligible older adults and adults with disabilities through community partnerships, both at food pantry sites and through home delivery.



Background

San Francisco's Department of Disability and Aging Services (DAS) plays a critical role in addressing food insecurity among older adults and individuals with disabilities by providing nutrition and wellness services through community partnerships. These populations face heightened risks of food insecurity due to various interrelated factors, including limited incomes and reduced access to affordable, nutritious food. Food insecurity is a significant concern for DAS consumers, as it is linked to malnutrition, chronic diseases, and poor health outcomes.

The food assistance program, which provides access to nutritious, culturally relevant food at pantry sites and through home delivery, is a key part of DAS's coordinated efforts to combat food insecurity and its associated negative outcomes.

Services to be Provided

San Francisco Marin Food Bank (SFMFB) will implement the Food Assistance Program providing nutritious food support at no cost to eligible older adults and adults with disabilities. This program will offer weekly food distribution at pantry sites located throughout the City, including in each Supervisorial District and across multiple neighborhoods. The food provided will include a variety of items from the USDA-defined food groups, with sufficient quantity and diversity to allow individuals to prepare at least seven distinct meals, aligning with the healthy dietary patterns outlined in the most recent Dietary Guidelines for Americans (DGA). Additionally, SFMFB will supply food to DAS-designated home-delivered grocery program contractors at no cost, ensuring these contractors have adequate quantities to serve their enrolled consumers.

Location

See site chart for service locations.

Selection

The grantee was selected through RFP #1176 issued November 4, 2024. Because the proposed grant is over \$10,000,000, it is subject to approval from the Board of Supervisors in accordance with Charter Section 9.118(b) of the San Francisco

Administrative Code. The Department is concurrently seeking Board approval of this grant.

Funding

Funding for this grant is provided through County General Funds.

ATTACHMENTS

Appendix A, Scope of Services

Appendix B, Budget

Appendix C, Site Chart

Appendix A – Services to be Provided

**San Francisco Marin Food Bank
Food Assistance Program**

July 1, 2025 to June 30, 2029

I. Purpose of Grant

The purpose of the Food Assistance Program is to provide nutritious food support at no cost to eligible older adults and adults with disabilities through community partnerships, both at food pantry sites and through home delivery. The program aims to address food insecurity for populations facing heightened risks due to various interrelated factors and mitigate the associated negative health outcomes.

II. Definitions

Grantee	San Francisco Marin Food Bank.
Adult with a Disability	A person 18-59 years of age with a disability.
At Risk of Institutionalization	To be considered at risk of institutionalization, a person must have, at a minimum, one of the following: 1) functional impairment in a minimum of two Activities of Daily Living: eating, dressing, transfer, bathing, toileting, grooming; or 2) a medical condition to the extent requiring the level of care that would be provided in a nursing facility; or 3) be unable to manage his/her own affairs due to emotional and/or cognitive impairment, evidenced by functional impairment in a minimum of three Instrumental Activities of Daily Living: preparing meals, managing money, shopping for groceries or personal items, performing housework, using a telephone.
CARBON	Contracts Administration, Reporting and Billing Online System
City	City and County of San Francisco, a municipal corporation.
CRFC	California Retail Food Code, which is a uniform statewide health and sanitation standard for food facilities. (Sec. 113700 et seq., California Health and Safety Code)
Communities of Color	An inclusive term and unifying term for persons who do not identify as White, who have been historically and systemically disadvantaged by institutionalized and interpersonal racism.
DAS	Department of Disability and Aging Services
Dietary Guidelines for Americans (DGA)	Evidence-based food and beverage recommendations for Americans ages two (2) and older that aim to promote health, prevent chronic disease, and help people reach and maintain a healthy weight. Published jointly every 5 years by the U.S. Department of Health and Human Services (HHS) and the U.S. Department of Agriculture (USDA).

Disability	Mental, cognitive and/or physical impairments, including hearing and visual impairments, that result in substantial functional limitations in one (1) or more of the following areas of major life activity: self-care, receptive and expressive language, learning, mobility, and self-direction, capacity for independent living, economic self-sufficiency, cognitive functioning, and emotional adjustment.
FAP	Food Assistance Program
Food Pantry Site	A physical location in the City and County of San Francisco where the grantee, either directly or through partnerships, distributes food support to eligible consumers at no cost.
Food Security Screening	A two-question validated screening tool designed to assess an individual’s food security status.
Home Delivered Groceries (HDG) Contractor	A community organization funded by DAS to deliver groceries to eligible consumers
Home Delivered Groceries (HDG) Program	A program funded by DAS to deliver groceries to eligible consumers
LGBTQ+	An acronym/term used to refer to persons who self-identify as non-heterosexual and/or whose gender identity does not correspond to their sex assigned at birth. This includes, but is not limited to, lesbian, gay, bisexual, transgender, genderqueer, and gender non-binary.
Limited English-Speaking Proficiency	Any person who does not speak English well or is otherwise unable to communicate effectively in English because English is not the person’s primary language.
Low Income	Having income at or below 200% of the federal poverty line as defined by the federal Bureau of the Census and published annually by the U.S. Department of Health and Human Services. Eligibility for program enrollment and participation is not means tested. Consumers self-report income status.
OCP	Office of Community Partnerships
Older Adult	Person who is 60 years or older, used interchangeably with “senior”
Senior	Person who is 60 years or older, used interchangeably with “older adult”
SF DAS GetCare	A web-based application that provides specific functionalities for contracted agencies to use to perform consumer intake/assessment/enrollment, record service objectives, run reports, etc.
SFHSA	San Francisco Human Services Agency
Socially Isolated	Having few social relationships and few people to interact with regularly.
SOGI	Sexual Orientation and Gender Identity; Ordinance No. 159-16 amended the San Francisco Administrative Code to require City departments and contractors that provide health care and social

	services to seek to collect and analyze data concerning the sexual orientation and gender identity of the clients they serve (Chapter 104, Sections 104.1 through 104.9.)
Supervisory District (District)	There are eleven supervisory districts in the City and County of San Francisco. A map of each district can be found at https://www.sf.gov/maps
Unduplicated Consumer (UDC)	An eligible individual who participates in the food assistance program, with their participation documented by the grantee in SF DAS GetCare.
Unit of Service (UOS)	Food support consisting of a selection of items from the USDA-defined food groups, offered in sufficient quantities and variety for an individual to prepare at least seven diverse meals that align with the healthy dietary patterns outlined in the most current version of the Dietary Guidelines for Americans (DGA) and any updates issued by the USDA during the contract term.

III. Target Population

This program is designed to serve all ethnicities and populations, with focused expertise to promote the unique cultural needs which have been identified as demonstrating the greatest economic and social need:

- Persons with low income
- Persons who are socially isolated
- Persons with limited English-speaking proficiency
- Persons from communities of color
- Persons who identify as LGBTQ+
- Persons at risk of institutionalization

Consumer Eligibility

To be eligible for services, consumers must be:

- A resident of San Francisco; **and**
- A person 60 years of age or older or 18-59 years of age with a disability

IV. Description of Services

Grantee will implement a food assistance program providing nutritious food support at no cost to eligible older adults and adults with disabilities. This support will take place weekly and include a variety of items from the USDA-defined food groups, offered in sufficient quantities and diversity to enable individuals to prepare at least seven distinct meals, in line with the healthy dietary patterns outlined in the most current version of the Dietary Guidelines for Americans (DGA). The grantee will be responsible for the procurement, storage, delivery, and distribution of food throughout the City and County of San Francisco via community partnerships. Additionally, the grantee will supply food support at no cost to DAS-designated home delivered grocery (HDG) program

contractors, ensuring they receive adequate quantities to serve the consumers enrolled in their programs. The frequency and location of food deliveries will be mutually agreed upon between the grantee and the HDG program contractors.

A. Food Procurement and Standards

1. Grantee will procure, store, deliver, and distribute food in sufficient quantity and variety to support the service and outcome objectives for the food assistance program.
2. Grantee will adhere to the California Retail Food Code (CRFC) for all aspects of the food assistance program. Grantee will ensure that all food provided through the program is handled in accordance with federal, state, and local food safety regulations.
3. Grantee will provide a variety of food items to meet the diverse needs of consumers. Each week, the grantee must offer a selection of items from the main USDA-defined food groups, with a particular emphasis on fresh fruits and vegetables. The selection must be sufficient in quantity and variety to enable individuals to prepare at least seven diverse meals that align with the healthy dietary patterns outlined in the most current version of the Dietary Guidelines for Americans (DGA) and any updates issued by the USDA during the contract term. The grantee will limit foods that contain high amounts of added sugar, saturated fat, and sodium. Additionally, the grantee may provide healthy oils, such as olive oil and oils from nuts and seeds, as well as spices and seasonings.
4. Grantee will have written guidelines for the procurement of food that will be available to consumers and will employ practices that support the provision of culturally responsive food for the various target populations served through the food assistance program.

Main USDA Food Groups	
Vegetables	Includes fresh, frozen and canned dark green, red and orange vegetables, legumes (beans and peas), starchy vegetables, and others.
Fruits	Includes fresh, canned, frozen, or dried fruits, with an emphasis on variety and fresh.
Grains	Divided into whole grains (such as whole wheat, brown rice, and oats) and refined grains (such as white bread and pasta). At least half should come from whole grains.
Dairy	Consists of milk, yogurt, cheese, and fortified soy beverages (emphasis on low-fat or fat-free options).
Protein Foods	Includes a range of foods such as lean meats, poultry, seafood, eggs, nuts, seeds, and legumes.

B. Food Distribution and Coordination

1. Grantee will provide weekly scheduled distributions of food at pantry sites established and maintained by the grantee to serve eligible consumers accessing the food assistance program. These distributions will take place weekly. The

weekly distribution of food at each pantry site will be in sufficient quantity and variety to enable each consumer to prepare at least seven meals that align with a healthy dietary pattern as described in the Dietary Guidelines for Americans. If a regularly scheduled distribution approved by DAS occurs at an interval other than weekly, the total amount of food provided must still equate to at least one meal per day for each consumer.

2. Grantee will facilitate farmers' market-style food pantries whenever feasible. Key features of a farmers' market-style food pantry include a variety of fresh seasonal produce and the ability for consumers to choose their own food items.
3. Grantee will form and maintain partnerships with a variety of community-based organizations, such as churches, schools, supportive housing sites, community centers, and neighborhood groups, to secure physical locations in the City for distributing food to consumers and hosting weekly food pantries year-round. The grantee will ensure these partnerships are with community-based organizations who are culturally and linguistically competent to meet the needs of consumers. These partnerships must be formalized through subcontracting agreements or memoranda of understanding.
4. Grantee will establish food pantry sites in each Supervisorial District, focusing on multiple neighborhoods within those districts whenever possible. The grantee will submit a site chart to DAS OCP for approval at the beginning of each fiscal year, identifying the locations of the pantry sites along with their days and hours of operation. Any changes related to a pantry site that may affect consumers must be promptly communicated to DAS OCP, accompanied by an updated site chart for approval. Pantry sites should be in areas that maximize accessibility for the target population, specifically older adults and people with disabilities.
5. Grantee will provide initial and annual food safety training to community-based organizations that partner to distribute food to consumers and host food pantry sites, ensuring that relevant staff receive this training. Additionally, the grantee will ensure that these organizations have processes in place to provide food safety training to volunteers before their first shift involving food handling.
6. Grantee will employ a variety of strategies to connect with target populations and will serve as the primary access point to the food assistance program for consumers and stakeholders, including the DAS Benefits and Resource Hub. The grantee will also maintain a waitlist for DAS consumers as needed, ensuring equitable access to resources.
7. Grantee will coordinate with DAS-designated HDG contractors and provide them with food in sufficient quantity and variety to deliver nutritious food support to the consumers enrolled in their HDG programs. Food support, whenever possible, will not be prebagged to allow HDG contractors the flexibility to customize the content of the food support they provide to their consumers.

C. Additional Program Requirements:

1. Grantee will establish and maintain a consumer enrollment process that includes eligibility verification, collection of required consumer data, and completion of a food security screening. The grantee will document consumer enrollment in the

food assistance program within SF DAS GetCare, ensuring that all collected data, including information from the food security screening, is accurately recorded.

2. Grantee will implement a re-enrollment process every two years to ensure ongoing eligibility and accurate data collection. This process will include re-verification of consumer eligibility, an updated collection of required consumer data, and a new food security screening. The grantee will update consumer records in SF DAS GetCare to reflect any changes in status or information gathered during the re-enrollment process.
3. Grantee will develop and administer an annual consumer satisfaction survey to capture feedback on program outcomes and service quality. The survey will be reviewed and approved by DAS. The results will be shared with DAS by March 15 each year, or on a mutually agreed-upon date. A minimum sample size of 20% of unduplicated consumer enrollment is required.
4. Grantee program staff will complete the California Department of Aging (CDA) Security Awareness Training annually. Within 30 days of their start date, any new employee, subcontractor, or volunteer must also complete this training. The grantee will maintain records of staff completion. The grantee shall comply with the applicable privacy and security rules of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
5. Grantee shall develop a written grievance process for reviewing and resolving service concerns raised by consumers or their authorized representatives regarding DAS-funded programs and their employees or volunteers, in accordance with DAS OCP Policy Memorandum No. 33. This process must ensure that consumers have clearly established rights and due process for timely resolution of their concerns.
6. Grantee shall have written policies and procedures in place for accepting and handling of program income, in accordance with DAS OCP Policy Memorandum No. 5.
7. Grantee will ensure that DAS funding information is prominently displayed on its websites and publications related to the DAS-funded food assistance program, in accordance with DAS OCP Policy Memorandum No. 47.
8. Grantee will arrange for the availability of food to participants during a major disaster where feasible and appropriate.

V. Location and Time of Services

The grantee will provide a food assistance program in the City and County of San Francisco. The grantee, with approval from DAS, will determine the locations and distribution times for pantry sites.

VI. Service Objectives

On an annual basis, the grantee shall meet the following service objectives:

- 2,404 unduplicated consumers
- 125,000 units of food support distributed at FAP pantry sites
- 185,000 units of food support provided to DAS-funded HDG contractors

Commented [CK1]: Because the Commissioners will be getting the budget mod and this new contract at the same time. I think you will want to point out why these UDC numbers are different when the rest stay the same. I assume it because the cost of goods. If that is not correct, I am curious as to why.

VII. Outcome Objectives

On an annual basis, the grantee will meet the following outcome objectives based on an annual consumer satisfaction survey with a sample size of at least 20% of UDC enrolled in the program:

1. Consumers rate the quality of food they receive as excellent or good. Target: 85%
2. Consumers feel less worried about getting enough food to meet their needs. Target 85%
3. Consumers report increased consumption of fruits, vegetables, and/or whole grains. Target: 75%.
4. Consumers report the food support they receive helps them live stably in the community. Target: 85%.

Commented [CK2]: I am curious as to why this is different from the budget mod.

VIII. Data Collection and Reporting Requirements

1. Grantee shall enter all service objectives into the SF DAS GetCare Service Unit section by the 5th working day of the month for the preceding month.
2. Grantee shall enter monthly reports and metrics into the CARBON database system by the 15th of the following month, ensuring the accuracy and timeliness of these entries. Each report must include:
 - The number of unduplicated consumers served
 - The total units of service provided
3. Grantee shall enter the annual outcome objective metrics into the CARBON database by the 15th of the month following the end of the program year.
4. Grantee shall issue a fiscal closeout report at the end of the fiscal year. The report is due to SFHSA no later than July 31 each year. This report must be submitted in the CARBON system.
5. Grantee shall provide DAS OCP with summary reports of Sexual Orientation and Gender Identity (SOGI) data collected during the year, to be submitted two times per year. The due dates for these reports are July 10 and January 10.
6. Grantee will provide Ad Hoc reports as required by the Department.

For assistance with reporting requirements or submission of reports, contact:

Emmy.Miller@sfgov.org
Contract Manager, Office of Contract Management, SFHSA

or

Tiffany.Kearney@sfgov.org
Lead Nutritionist and Program Analyst, Department of Disability and Aging Services, Office of Community Partnerships

IX. Monitoring Activities

- A. Program Monitoring: Program monitoring will include review of client eligibility, and back-up documentation for reporting progress towards meeting service and outcome objectives; compliance to specific program standards and requirements; how participant records are collected and maintained; reporting performance including monthly service unit reports on SF DAS GetCare; maintenance of service unit logs; agency and organization standards, which include current organizational chart, evidence of provision of training to staff and volunteers regarding the Elder Abuse Reporting; evidence of provision of the California Department of Aging (CDA) Security Awareness training to staff and volunteers; program operation, which includes a review of a written policies and procedures manual of all DAS OCP-funded programs, written project income policies if applicable, grievance procedure posted in the center/office, and also given to the consumers who are homebound, hours of operation are current according to the site chart; a board of directors list and whether services are provided appropriately according to Sections IV through VIII.
- B. Fiscal Compliance and Contract Monitoring: Fiscal monitoring will include review of the grantee's organizational budget, the general ledger, quarterly balance sheet, cost allocation procedures and plan, State and Federal tax forms, audited financial statement, fiscal policy manual, supporting documentation for selected invoices, cash receipts and disbursement journals. The compliance monitoring will include review of Personnel Manual, Emergency Operations Plan, Compliance with the Americans with Disabilities Act, subcontracts, and MOUs, and the current board roster and selected board minutes for compliance with the Sunshine Ordinance.

**HUMAN SERVICES AGENCY BUDGET SUMMARY
BY PROGRAM**

Grantee/Contractor: SAN FRANCISCO MARIN FOOD BANK				Full Term:	7/1/25 - 6/30/29
Program: FOOD ASSISTANCE PROGRAM				Effective Date:	7/1/2025
New <input checked="" type="checkbox"/> Modification <input type="checkbox"/> Revision <input type="checkbox"/> (Check One)				Modification #	
	7/1/25 - 6/30/26	7/1/26 - 6/30/27	7/1/27 - 6/30/28	7/1/28 - 6/30/29	7/1/25 - 6/30/29
Annual # Grocery Bags	310,000	310,000	310,000	310,000	1,240,000
DAS Expenditures	Original	Original	Original	Original	Total
Salaries & Benefits	\$560,800	\$560,800	\$560,800	\$560,800	\$2,243,200
Operating Expenses	\$1,930,118	\$1,930,118	\$1,930,118	\$1,930,118	\$7,720,473
Subtotal	\$2,490,918	\$2,490,918	\$2,490,918	\$2,490,918	\$9,963,673
Indirect Percentage (%)	15%	15%	15%	15%	15%
Indirect Costs (Line 16 X Line 15)	\$373,638	\$373,638	\$373,638	\$373,638	\$1,494,552
Consultant/Subcontractor					
Direct Client Pass-Through					
Capital Expenses					
Total DAS Expenses	\$2,864,556	\$2,864,556	\$2,864,556	\$2,864,556	\$11,458,225
Non-DAS Expenditures					
Salaries & Benefits	\$616,369	\$616,369	\$616,369	\$616,369	\$ 2,465,476.66
Operating Expenses	\$19,116,505	\$19,116,505	\$19,116,505	\$19,116,505	\$76,466,020
Consultant/Subcontractor					
Direct Client Pass-Through	\$182,653	\$182,653	\$182,653	\$182,653	\$730,612
Capital Expenses					
Total NON-DAS Expenses	\$19,915,527	\$19,915,527	\$19,915,527	\$19,915,527	\$79,662,109
TOTAL DAS AND NON DAS EXPEDITURES	\$22,780,083	\$ 22,780,083.34	\$ 22,780,083.34	\$ 22,780,083.34	\$91,120,333
HSA / DAS Revenues					
General Fund	\$2,864,556	\$2,864,556	\$2,864,556	\$2,864,556	\$11,458,225
State					
Federal					
Total HSA / DAS Revenues	\$2,864,556	\$2,864,556	\$2,864,556	\$2,864,556	\$11,458,225
PER BAG COST, DAS	\$9.24	\$9.24	\$9.24	\$9.24	\$9.24
NON HSA / DAS Revenues					
General Operating	\$2,920,377	\$2,920,377	\$2,920,377	\$2,920,377	\$11,681,509
In-Kind Food	\$16,488,900	\$16,488,900	\$16,488,900	\$16,488,900	\$65,955,600
In-Kind Service	\$506,250	\$506,250	\$506,250	\$506,250	\$2,025,000
Total NON HSA / DAS Revenues	\$19,915,527	\$19,915,527	\$19,915,527	\$19,915,527	\$79,662,109
PER BAG COST, NON-DAS	\$64.24	\$64.24	\$64.24	\$64.24	\$64.24
TOTAL DAS AND NON DAS REVENUE	\$22,780,083	\$22,780,083	\$22,780,083	\$22,780,083	\$91,120,334
PER BAG COST, DAS+Non-DAS	\$73.48	\$73.48	\$73.48	\$73.48	\$73.48
Prepared by: Trish Moyce					
Telephone No. & Email:		415-702-5690	tmoyce@sfmfoodbank.org	HSA Budget Form (3/24)	

Salaries & Benefits Detail

DAS Salaries & Benefits	Agency Totals		HSA Program		7/1/25 - 6/30/26	7/1/26 - 6/30/27	7/1/27 - 6/30/28	7/1/28 - 6/30/29	7/1/25 - 6/30/29
	Annual Full Time Salary for FTE	Total FTE	% FTE funded by HSA (Max 100%)	Adjusted FTE	Original	Original	Original	Original	Total
Program Development and Management	\$186,342	1.00	17%	0.17	\$32,557	\$32,557	\$32,557	\$32,557	\$130,228
Agency Relations	\$75,612	1.00	61%	0.61	\$46,061	\$46,061	\$46,061	\$46,061	\$184,244
Partner and Participant Support	\$91,303	1.00	38%	0.38	\$34,420	\$34,420	\$34,420	\$34,420	\$137,688
Food Sourcing & Allocation	\$96,985	1.00	33%	0.33	\$32,417	\$32,417	\$32,417	\$32,417	\$129,668
Operations Management	\$137,036	1.00	50%	0.50	\$68,707	\$68,707	\$68,707	\$68,707	\$274,828
Warehouse Workers	\$64,798	1.00	100%	1.00	\$64,798	\$64,798	\$64,798	\$64,798	\$259,192
Warehouse Workers	\$64,798	1.00	25%	0.25	\$16,420	\$16,420	\$16,420	\$16,420	\$65,680
Drivers	\$70,621	1.00	100%	1.00	\$70,621	\$70,621	\$70,621	\$70,621	\$282,484
Drivers	\$70,621	1.00	34%	0.34	\$23,799	\$23,799	\$23,799	\$23,799	\$95,196
Volunteer Services	\$77,785	1.00	76%	0.76	\$58,840	\$58,840	\$58,840	\$58,840	\$235,360
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TOTALS	\$935,901	10.00	5.34	5.34	\$448,640	\$448,640	\$448,640	\$448,640	\$1,794,560
FRINGE BENEFIT RATE	25%								
EMPLOYEE FRINGE BENEFITS					\$112,160	\$112,160	\$112,160	\$112,160	\$448,640
TOTAL DAS SALARIES & BENEFITS					\$560,800	\$560,800	\$560,800	\$560,800	\$2,243,200
NON-DAS Salaries & Benefits									
TOTALS	\$800,483	8.00	4.75	5.34	\$493,095	\$493,095	\$493,095	\$493,095	\$1,972,381
FRINGE BENEFIT RATE	25%								
EMPLOYEE FRINGE BENEFITS					\$123,274	\$123,274	\$123,274	\$123,274	\$493,096
TOTAL NON-DAS SALARIES & BENEFITS					\$616,369	\$616,369	\$616,369	\$616,369	\$2,465,477
Total DAS and NON-DAS Salaries and Benefits					\$1,177,169	\$1,177,169	\$1,177,169	\$1,177,169	\$4,708,677

Grantee/Contractor: SAN FRANCISCO MARIN FOOD BANK
 Program: FOOD ASSISTANCE PROGRAM

Appendix B, Page 3

Operating Expenses Detail

	7/1/25 - 6/30/26 Original	7/1/26 - 6/30/27 Original	7/1/27 - 6/30/28 Original	7/1/28 - 6/30/29 Original	7/1/25 - 6/30/29 Total
Annual # Grocery Bags	310,000	310,000	310,000	310,000	1,240,000

DAS Operating Expenses

Expenditure Category

Rental of Property	\$24,178	\$24,178	\$24,178	\$24,178	\$96,712
Utilities(Elec, Water, Gas, Phone, Garbage)	\$32,989	\$32,989	\$32,989	\$32,989	\$131,957
Office Supplies, Postage	\$8,769	\$8,769	\$8,769	\$8,769	\$35,076
Building Maintenance Supplies and Repair	\$53,949	\$53,949	\$53,949	\$53,949	\$215,795
Printing and Reproduction	\$161	\$161	\$161	\$161	\$645
Insurance	\$11,088	\$11,088	\$11,088	\$11,088	\$44,352
Staff Training	\$11,161	\$11,161	\$11,161	\$11,161	\$44,642
Staff Travel-(Local & Out of Town)	\$3,401	\$3,401	\$3,401	\$3,401	\$13,602
Rental of Equipment	\$750	\$750	\$750	\$750	\$2,998

Consulting/Professional Services

Other

Food Purchase	\$1,316,061	\$1,316,061	\$1,316,061	\$1,316,061	\$5,264,244
Food Storage and Distribution	\$91,585	\$91,585	\$91,585	\$91,585	\$366,342
Equipment/Transportation	\$348,852	\$348,852	\$348,852	\$348,852	\$1,395,407
Occupancy	\$20,342	\$20,342	\$20,342	\$20,342	\$81,367
Program Support	\$6,242	\$6,242	\$6,242	\$6,242	\$24,969
Volunteer Support	\$591	\$591	\$591	\$591	\$2,364

Total DAS Operating Expense

	\$1,930,118	\$1,930,118	\$1,930,118	\$1,930,118	\$7,720,473
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NON-DAS Operating Expenses

Expenditure Category

Rental of Property	\$26,574	\$26,574	\$26,574	\$26,574	\$106,294
Utilities(Elec, Water, Gas, Phone, Garbage)	\$36,258	\$36,258	\$36,258	\$36,258	\$145,032
Office Supplies, Postage	\$9,638	\$9,638	\$9,638	\$9,638	\$38,551
Building Maintenance Supplies and Repair	\$59,294	\$59,294	\$59,294	\$59,294	\$237,177
Printing and Reproduction	\$177	\$177	\$177	\$177	\$709
Insurance	\$12,187	\$12,187	\$12,187	\$12,187	\$48,747
Staff Training	\$12,266	\$12,266	\$12,266	\$12,266	\$49,066
Staff Travel-(Local & Out of Town)	\$3,737	\$3,737	\$3,737	\$3,737	\$14,950
Rental of Equipment	\$824	\$824	\$824	\$824	\$3,295

Consulting/Professional Services

Other

Food Purchase	\$1,446,455	\$1,446,455	\$1,446,455	\$1,446,455	\$5,785,820
Food Storage and Distribution	\$100,660	\$100,660	\$100,660	\$100,660	\$402,640
Equipment/Transportation	\$383,417	\$383,417	\$383,417	\$383,417	\$1,533,668
Occupancy	\$22,357	\$22,357	\$22,357	\$22,357	\$89,429
Program Support	\$6,861	\$6,861	\$6,861	\$6,861	\$27,443
Volunteer Support	\$650	\$650	\$650	\$650	\$2,599
Volunteer Time	\$506,250	\$506,250	\$506,250	\$506,250	\$2,025,000
Donated Food	\$16,488,900	\$16,488,900	\$16,488,900	\$16,488,900	\$65,955,600

Total NON-DAS Operating Expense

	\$19,116,505	\$19,116,505	\$19,116,505	\$19,116,505	\$76,466,020
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Total DAS & NON-DAS Operating Expense

	\$21,046,623	\$21,046,623	\$21,046,623	\$21,046,623	\$84,186,493
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HSA Budget Form (3/24)

Grantee/Contractor: SAN FRANCISCO MARIN FOOD BANK
Program: FOOD ASSISTANCE PROGRAM

Appendix B, Page 4

Subcontractors-Pass Thru

	7/1/25 - 6/30/26 Original	7/1/26 - 6/30/27 Original	7/1/27 - 6/30/28 Original	7/1/28 - 6/30/29 Original	7/1/25 - 6/30/29 Total
<u>DAS Consultant/Subcontractor</u>					
<u>Total DAS Consultant/Subcontractor</u>					
<u>DAS Direct Client Pass-Through</u>					
<u>Total DAS Direct Client Pass-Through</u>					
<u>NON-DAS Consultant/Subcontractor</u>					
<u>Total NON-DAS Consultant/Subcontractor</u>					
<u>NON-DAS Direct Client Pass-Through</u>					
Pass-Thru for RNC (16,000 bags distributed)	\$119,176	\$119,176	\$119,176	\$119,176	\$476,704
Pass-Thru for GFS (50,400 bags distributed)	\$63,477	\$63,477	\$63,477	\$63,477	\$253,908
<u>Total NON-DAS Direct Client Pass-Through</u>	\$182,653	\$182,653	\$182,653	\$182,653	\$730,612
<u>Total DAS & NON-DAS Consultant/Subcontractor, Direct Client Pass- Through</u>	\$182,653	\$182,653	\$182,653	\$182,653	\$730,612

HSA Budget Form (3/24)

Grantee/Contractor: SAN FRANCISCO MARIN FOOD BANK
Program: FOOD ASSISTANCE PROGRAM

Capital Expenses Detail

	7/1/25 - 6/30/26 Original	7/1/26 - 6/30/27 Original	7/1/27 - 6/30/28 Original	7/1/28 - 6/30/29 Original	7/1/25 - 6/30/29 Total
DAS Equipment					
Equipment A					
Equipment B					
DAS Remodeling					
Remodeling A					
Remodeling B					
Total DAS Equipment and Remodeling					
NON-DAS Equipment					
Equipment A					
Equipment B					
NON-DAS Remodeling					
Remodeling A					
Remodeling B					
Total NON-DAS Equipment and Remodeling					
Total DAS & NON-DAS Equipment and Remodeling					

Name	Address	Neighborhood	Supervisory District	Distro Day	Distro Hours
District One Food Pantry	741 30th Ave, San Francisco, CA 94121	Richmond	SF-1	friday	1:00 PM - 3:30 PM
George Peabody RNC	256 7th Ave, San Francisco, CA 94118	Richmond	SF-1	monday	3:00 PM - 4:00 PM
Lafayette RDNC	4545 Anza St, San Francisco, CA 94121	Richmond	SF-1	tuesday	3:00 PM - 4:00 PM
Richmond District YMCA	360 18th Ave, San Francisco, CA 94121	Richmond	SF-1	wednesday	10am -12pm
Richmond DNC	741 30th Ave, San Francisco, CA 94121	Richmond	SF-1	thursday	2:30 PM - 4:00 PM
St. John's Presbyterian Church	25 Lake St, San Francisco, CA 94118	Richmond	SF-1	saturday	8:00 AM - 9:30 AM
Bayview Church of Christ	1239 Revere Ave, San Francisco, CA 94124	Bayview	SF-10	thursday	12:00 PM - 1:00 PM
Bayview HuntersPoint Foundation Community Market	1625 Carroll Ave, San Francisco, CA 94124	Bayview	SF-10	thursday	11:30 AM - 1:30 PM
Bayview TLC FRC	1601 Lane St, San Francisco, CA 94124	Bayview	SF-10	thursday	2:00 PM - 3:00 PM
Calvary Street Village Pantry	1099 Sunnydale Ave, San Francisco, CA 94134	Vis Valley	SF-10	thursday	3:00 PM - 4:00 PM
Dr. George Davis Senior Center	1753 Carroll Ave, San Francisco, CA 94124	Bayview	SF-10	wednesday	9:00 AM - 10:15 AM
El Centro Bayview Pantry	1329 Evans Ave, San Francisco, CA 94124	Bayview	SF-10	friday	11AM-12PM
Florence Fang Community Farm	2 Diana St, San Francisco, CA 94124	Bayview	SF-10	saturday	8:30 AM - 10:30 AM
Heritage Homes Pantry	243 Rey St, San Francisco, CA 94134	Vis Valley	SF-10	monday	12:30 PM - 1:30 PM
John King Mercy Housing	500 Raymond Ave, San Francisco, CA 94134	Vis Valley	SF-10	tuesday	10:00 AM - 11:00 AM
Oakdale NGN	1065 Oakdale Ave, San Francisco, CA 94124	Bayview	SF-10	friday	1:00 PM - 1:45 PM
T-POPUP SF FRI Cow Palace	2600 Geneva Ave, Daly City, CA 94014	Vis Valley	SF-10	friday	9:00 AM - 1:00 PM
T-POPUP SF THURS Cornerstone Church	6190 3rd St, San Francisco, CA 94124	Bayview	SF-10	thursday	12:00 PM - 4:00 PM
Visitation Valley Baptist Church	45 Leland Ave, San Francisco, CA 94134	Vis Valley	SF-10	saturday	8:15 AM - 9:15 AM
Dr. George Davis Senior Center	1753 Carroll Ave, San Francisco, CA 94124	Portola	SF-10	wed	9:00 AM-10:20 AM
John King Mercy Housing	500 Raymond Ave, San Francisco, CA 94134	McLaren Park	SF-10	tue	10:30 AM-11:00 AM
Calvary Baptist Church	5655 Mission St, San Francisco, CA 94112	Crocker Amazon	SF-11	saturday	10:00 AM - 11:00 AM
Excelsior Community Center	4468 Mission St, San Francisco, CA 94112	Outer Mission	SF-11	wednesday	3:30 PM - 5:00 PM
Excelsior Strong	4834 Mission St, San Francisco, CA 94112	Outer Mission	SF-11	wednesday	1:00 PM - 7:00 PM
Mission Bay Church	302 Silver Ave, San Francisco, CA 94112	Outer Mission	SF-11	saturday	11:00 AM - 12:00 PM
OMI Family Resource Center	1121 Plymouth Avenue, San Francisco, CA 94112	OMI	SF-11	tuesday	10:00 AM - 11:15 AM
OMI Senior Center	65 Beverly St, San Francisco, CA 94132	OMI	SF-11	thursday	9:30 AM - 11:10 AM
Salvation Army All Nations Corps	4000 19th Ave, San Francisco, CA 94132	OMI	SF-11	tuesday	10:00 AM - 11:00 AM
Temple United Methodist Church	65 Beverly St, San Francisco, CA 94132	OMI	SF-11	wednesday	4:00 PM - 6:40 PM
The Good Rural	5845 Mission St, San Francisco, CA 94112	Outer Mission	SF-11	thursday	12:00 PM - 1:00 PM
OMI Senior Center	65 Beverly St, San Francisco, CA 94132	West of Twin Peaks	SF-11	thu	9:30 AM-11:10 AM
St. Andrews M. B. Church	2565 Post St, San Francisco, CA 94115	Western Addition	SF-2	wednesday	10:00 AM - 10:00 AM
JFK Towers	2441 Sacramento St, San Francisco, CA 94115	Japantown	SF-2	wed	10:00 AM-11:00 AM
Menorah Park	425 Walnut St, San Francisco, CA 94118	Pacific Heights	SF-2	tue	2:00 PM-2:30 PM
Chinatown YMCA NGN	1 Sabin Pl, San Francisco, CA 94108	Chinatown	SF-3	thursday	2:30 PM - 4:00 PM
Chinese Christian Mission	8-14 Ross Alley, San Francisco, CA 94108	Chinatown	SF-3	tuesday	7:00 AM - 9:00 AM
Interfaith Food Pantry	1751 Sacramento St, San Francisco, CA 94109	Tenderloin	SF-3	saturday	9:00 AM - 10:45 AM
Presbyterian Church Chinatown (CCDC)	925 Stockton St, San Francisco, CA 94108	Chinatown	SF-3	saturday	11:15 AM - 12:55 PM
Presbyterian Church in Chinatown Second Pantry	920 Sacramento St, San Francisco, CA 94108	Chinatown	SF-3	thursday	10:20 AM - 12:00 PM
Salvation Army Chinatown	1450 Powell St, San Francisco, CA 94133	Chinatown	SF-3	friday	1:30 PM - 2:30 PM
T-POPUP SF THU North Beach	750 Greenwich St, San Francisco, CA 94133	Chinatown	SF-3	thursday	9:00 AM - 1:00 PM
Chinatown YWCA Pantry	940 Powell St, San Francisco, CA 94108	Nob Hill	SF-3	mon	2:00 PM-3:30 PM
Groceries for Seniors	660 California St, San Francisco, CA 94108	Financial District/South	SF-3	wed	12:00 PM-1:00 PM
Presbyterian Church Chinatown (CCDC)	925 Stockton St, San Francisco, CA 94108	Nob Hill	SF-3	sat	11:15 AM-12:55 PM
First United Presbyterian Church	1740 Sloat Blvd, San Francisco, CA 94132	Outer Sunset	SF-4	saturday	10:45 AM - 12:00 PM
Grace United Methodist Church	2540 Taraval St, San Francisco, CA 94116	Inner Sunset	SF-4	friday	8:00 AM - 9:40 AM
Sunset Ministry	3010 Noriega St, San Francisco, CA 94122	Outer Sunset	SF-4	saturday	7:45 AM - 8:45 AM
Sunset Neighborhood Beacon Center	3010 Noriega St, San Francisco, CA 94122	Outer Sunset	SF-4	friday	11:30 AM - 12:30 PM
T-POPUP SF FRI A. P. Giannini Middle School	2050 41st Ave, San Francisco, CA 94116	Outer Sunset	SF-4	friday	9:00 AM - 1:00 PM
T-POPUP SF FRI San Francisco Drive-Thru	511 Buckingham Way, San Francisco, CA 94132	Outer Sunset	SF-4	friday	9:00 AM - 1:00 PM
Bethel A.M.E. Church	916 Laguna St, San Francisco, CA 94115	Western Addition	SF-5	friday	11:00 AM - 1:00 PM
Central Tenderloin Neighborhood Pantry	210 Golden Gate Ave, San Francisco, CA 94102	Tenderloin	SF-5	thursday	1:15 PM - 2:15 PM
Jones Memorial United Methodist Church	1975 Post St, San Francisco, CA 94115	Western Addition	SF-5	saturday	10:00 AM - 11:00 AM
La Voz Latina Mercado	470 Ellis St, San Francisco, CA 94102	Tenderloin	SF-5	friday	2:00 PM - 4:30 PM
Macedonia Baptist Church	2135 Sutter St, San Francisco, CA 94115	Western Addition	SF-5	wednesday	10:00 AM - 11:20 AM
Southeast Asian Community Center	875 O'Farrell St, San Francisco, CA 94109	Tenderloin	SF-5	friday	8:30 AM - 10:30 AM
St. Agnes Community Food Pantry	1025 Masonic Ave, San Francisco, CA 94117	Haight	SF-5	thursday	1:00 PM - 3:00 PM
St. Anthony's Brown Bag	121 Golden Gate Ave, San Francisco, CA 94102	Tenderloin	SF-5	thursday	3:00 PM - 4:00 PM
St. Dominic's Food Pantry	2390 Bush St, San Francisco, CA 94115	Western Addition	SF-5	monday	10:00 AM - 11:00 AM
T-POPUP SF MON Tenderloin	100 Golden Gate Ave, San Francisco, CA 94102	Tenderloin	SF-5	monday	9:00 AM - 1:00 PM
T-POPUP SF TUES Roosevelt Middle School	2390 Bush St, San Francisco, CA 94115	Western Addition	SF-5	tuesday	9:00 AM - 1:00 PM
T-POPUP SF WED Rosa Parks Pop-Up	1280 Webster St, San Francisco, CA 94115	Western Addition	SF-5	wednesday	9:00 AM - 1:00 PM
Western Addition FRC Pantry	1530 Buchanan St, San Francisco, CA 94115	Western Addition	SF-5	friday	10:30 AM-11:30 AM
Willie B. Kennedy Pantry	1239 Turk St, San Francisco, CA 94115	Western Addition	SF-5	monday	11:30 AM - 12:15 PM
Youth With A Mission Pantry	357 Ellis St, San Francisco, CA 94102	Tenderloin	SF-5	thursday	1:30 PM - 3:30 PM
Alexander Residence	230 Eddy St, San Francisco, CA 94102	Tenderloin	SF-5	mon	10:30 AM-11:30 AM
Antonia Manor	180 Turk St, San Francisco, CA 94102	South of Market	SF-5	thu	9:00 AM-9:30 AM
Dorothy Day Community BB	54 McAllister St, San Francisco, CA 94102	South of Market	SF-5	tue	1:30 PM-3:30 PM
Maria Manor	174 Ellis St, San Francisco, CA 94102	Financial District/South	SF-5	thu	9:00 AM-9:30 AM
Mercy Terrace Apartments	333 Baker St, San Francisco, CA 94117	Golden Gate Park	SF-5	thu	11:30 AM-1:00 PM
Polk Geary Senior Center	990 Polk St, San Francisco, CA 94109	Nob Hill	SF-5	thu	2:00 PM-2:30 PM
Royal Adah Apts	1240 Fillmore St, San Francisco, CA 94115	Hayes Valley	SF-5	thu	10:30 AM-12:00 PM
Sala Burton Manor	430 Turk St, San Francisco, CA 94102	Tenderloin	SF-5	mon	9:00 AM-10:30 AM
St. Anthony's Brown Bag	121 Golden Gate Ave, San Francisco, CA 94102	South of Market	SF-5	thu	3:00 PM-4:00 PM
China Basin Community Market	1340 4th St, San Francisco, CA 94158	Mission Bay	SF-6	wednesday	1:00 PM - 5:00 PM
City Team Food Pantry	164 6th St, San Francisco, CA 94103	South of Market	SF-6	monday	10:00 AM - 11:00 AM
Kain Na	1340 4th St, San Francisco, CA 94158	Mission Bay	SF-6	friday	1:30 pm - 5:00 pm
One Treasure Island Pantry	850 Avenue I, San Francisco, CA 94130	Treasure Island	SF-6	tuesday	12:30 P.M. - 1:30 P.M.
Salvation Army South of Market	360 4th St, San Francisco, CA 94107	South of Market	SF-6	friday	8:15 AM - 9:15 AM
T-POPUP SF THU Bessie Carmichael	7750 Lapu Lapu St, San Francisco, CA 94107	South of Market	SF-6	thursday	9:00 AM - 1:00 PM
Mendelsohn House	737 Folsom St, San Francisco, CA 94107	Financial District/South	SF-6	tue	8:30 AM-9:00 AM
Mission Creek Community	225 Berry St, San Francisco, CA 94158	Mission Bay	SF-6	thu	2:30 PM-3:00 PM

Salvation Army South of Market	360 4th St, San Francisco, CA 94107	Financial District/South of Market	SF-6	fri	8:15 AM-9:15 AM
Woolf House	801 Howard St, San Francisco, CA 94103	South of Market	SF-6	tue	8:00 AM-9:00 AM
Covenant Presbyterian Church	321 Taraval St, San Francisco, CA 94116	Inner Sunset	SF-7	saturday	9:00 AM - 9:45 AM
Holy Trinity Greek Orthodox Church	999 Brotherhood Way, San Francisco, CA 94132	OMI	SF-7	saturday	11:30 AM - 12:50 PM
The Father's House	269 Zoo Rd, San Francisco, CA 94132	Outer Sunset	SF-7	thursday	5:00 PM - 6:00 PM
T-POPUP SF SAT Minnie & Lovie Ward	55 Frida Kahlo Way, San Francisco, CA 94112	OMI	SF-7	saturday	9:00 AM - 1:00 PM
T-POPUP SF WED Stonestown YMCA	501 Buckingham Way, San Francisco, CA 94132	Outer Sunset	SF-7	wednesday	12:00 PM - 4:00 PM
Church Street Pantry	152 Church St, San Francisco, CA 94114	Castro	SF-8	tuesday	11:30 AM - 12:50 PM
Grace Fellowship Community Church	3265 16th St, San Francisco, CA 94103	Mission	SF-8	saturday	1:30 PM - 2:30 PM
Haight Ashbury Food Prog. NGN	1525 Waller St, San Francisco, CA 94117	Haight	SF-8	saturday	11:15 AM-1:15PM
Mission YMCA BB	4080 Mission St, San Francisco, CA 94112	Outer Mission	SF-8	tuesday	9:10 AM -11:15 AM
St. Aidan's Episcopal Church	101 Gold Mine Dr, San Francisco, CA 94131	Diamond Heights	SF-8	friday	1:00 PM - 2:00 PM
Mission YMCA BB	4080 Mission St, San Francisco, CA 94112	Outer Mission	SF-8	tue	9:10 AM-11:15 AM
Notre Dame Senior Plaza	347 Dolores St, San Francisco, CA 94110	Mission	SF-8	mon	9:45 AM-10:30 AM
Bernal Heights Neighborhood Ctr.	515 Cortland Ave, San Francisco, CA 94110	Outer Mission	SF-9	thursday	3:30 PM - 4:15 PM
Casa de Barro	3811 Mission St, San Francisco, CA 94110	Outer Mission	SF-9	saturday	8:00 AM - 9:15 AM
CEBC Food Pantry	801 Silver Ave, San Francisco, CA 94134	Vis Valley	SF-9	saturday	12:15 PM - 1:35 PM
Christ for All Nations (CFAN)	465 Woolsey St, San Francisco, CA 94134	Vis Valley	SF-9	saturday	12:15 PM - 1:30 PM
El Colibrí	474 Valencia St, San Francisco, CA 94103	Mission	SF-9	tuesday	1:00 PM - 5:00 PM
Iglesia Presbiteriana de la Mision NGN	3261 23rd St, San Francisco, CA 94110	Mission	SF-9	friday	7:30AM-8:30AM
La Raza Community Resource Center	474 Valencia St, San Francisco, CA 94103	Mission	SF-9	wednesday	1:00 PM - 5:00 PM
Mission Neighborhood Centers	362 Capp St, San Francisco, CA 94110	Mission	SF-9	wednesday	9:30 AM - 11:30 AM
Reality SF	1325 Valencia St, San Francisco, CA 94110	Mission	SF-9	saturday	9:00 AM - 10:00 AM
Salvation Army Mission	1325 Valencia St, San Francisco, CA 94110	Mission	SF-9	thursday	9:00 AM - 10:00 AM
St. Peter's Catholic Church	2911 24th St, San Francisco, CA 94110	Mission	SF-9	friday	10:30 AM - 11:30 AM
The Women's Building	3543 18th St, San Francisco, CA 94110	Mission	SF-9	monday	9:00 AM - 10:00 AM
T-POPUP SF MON MLK Middle School	100 Somerset St, San Francisco, CA 94134	Vis Valley	SF-9	monday	9:00 AM - 1:00 PM
Bernal Heights Neighborhood Ctr.	515 Cortland Ave, San Francisco, CA 94110	Portola	SF-9	thu	3:30 PM-4:30 PM
Francis of Assisi Community	145 Guerrero St, San Francisco, CA 94103	Hayes Valley	SF-9	mon	11:00 AM-11:30 AM
Mission Neighborhood Centers	362 Capp St, San Francisco, CA 94110	Castro/Upper Market	SF-9	wed	9:30 AM-11:30 AM