

	A	C	D	E	
1	BUDGET FORMS		Appendix B-2, page 1		
2			9/1/2021		
3	HUMAN SERVICES AGENCY				
4	BUDGET FORMS				
5	San Francisco-Marín Food Bank	Grant Term		Average cost/meal	
6	(Check One) New <input type="checkbox"/> Renewal <input type="checkbox"/> Modification <input checked="" type="checkbox"/>				
7	Effective Date of Mod: 10/16/21	No. of Mod: 2	10/16/21 to 6/30/22		
8	Program: COVID-19 Food Assistance Program		TOTAL		
9	Annual #Grocery Bags Contracted	374,195	374,195		
10	Program Term	Modification 10/16/21 to 6/30/22	10/16/21 to 6/30/22		
11	HSA Expenditures				
12	Salaries & Benefits	\$1,361,793	\$1,361,793		\$3.64
13	Operating Expense	\$3,161,078	\$3,161,078		\$8.45
14	Subtotal	\$4,522,871	\$4,522,871		\$12.09
15	Indirect Percentage (max 10%)	15%	\$0		
16	Indirect Cost (Line 15 X Line 14, check Gen.Guidance regarding indirect exclusion)	\$678,430	\$678,430	\$1.81	
17	Capital Expenditure	\$1,548,700	\$1,548,700		
18	TOTAL HSA EXPENDITURES	\$6,750,000	\$6,750,000	\$13.90	
19					
20	Non-HSA Expenditures				
21	Salaries & Benefits	\$873,674	\$873,674	\$2.33	
22	Operating Expense	\$11,368,688	\$11,368,688	\$30.38	
23	Capital Expenditure				
24	TOTAL Non-HSA EXPENDITURES	\$12,242,362	\$12,242,362	\$32.72	
25					
26	TOTAL HSA & Non-HSA EXPENDITURES	\$18,992,362	\$18,992,362	\$46.62	
27					
28	HSA Revenues				
29	<i>Food Bags</i>	\$5,201,300	\$5,201,300		
30	<i>Drive-Thru Food Boxes</i>	\$1,245,600	\$1,245,600		
31	<i>Cuturally-Responsive Menu Pilot</i>	\$303,100	\$303,100		
34	TOTAL HSA REVENUES	\$6,750,000	\$6,750,000		
36	Non-HSA Revenues				
37	Project Income				
38	Agency Cash - Fundraising				
39	Agency In-Kind Volunteer	\$873,673	\$873,673		
41	Agency In-Kind Donated Food	\$11,068,688	\$11,068,688		
42	Agency In-Kind Donated Delivery	\$300,000	\$300,000		
43					
44	TOTAL NON HSA REVENUES	\$12,242,361	\$12,242,361		
46	TOTAL REVENUES	\$18,992,361	\$18,992,361		
50	Prepared by: Michael Braude	Date:9/1/21			
51	HSA-CO Review Signature:				
52	HSA #1	Form Rev. 12/22/16			

	A	B	C	D	E	F	H	I
1	San Francisco-Marin Food Bank	Appendix B-2, page 2						
2	Program Name:	9/1/21						
3	COVID-19 Food Assistance Program							
4								
5								
6								
7								
8	H.S.A	Salaries & Benefits Detail				TOTAL		
		Agency Totals		For H.S.A.		Modification 10/16/21 to 6/30/22	10/16/21 to 6/30/22	
9	POSITION TITLE and NAME	Annual Full TimeSalary for FTE	Total % FTE	% Nutr Prog (b)	Adjusted Nutr FTE	Budgeted Salary	Budgeted Salary	
10	Director of Programs	\$112,153	100%	54%	0.54	\$61,068	\$61,068	
11	Pop-Up Manager	\$82,392	100%	36%	0.36	\$29,909	\$29,909	
12	Pop-Up Supervisors	\$55,202	100%	109%	1.09	\$60,116	\$60,116	
13	Pop-Up Site Leads	\$50,825	100%	417%	4.17	\$212,172	\$212,172	
14	Pop-Up Enrollment Associate	\$44,196	100%	172%	1.72	\$76,206	\$76,206	
15	Pop-Up Associates (Bag Packing)	\$41,454	100%	254%	2.54	\$105,337	\$105,337	
16	Pop-Up Associates (Supply Mgmt.)	\$41,454	100%	54%	0.54	\$22,572	\$22,572	
17	Pop-Up Drivers	\$50,086	100%	145%	1.45	\$72,726	\$72,726	
18	Pantry at Home Site Manager	\$75,000	100%	36%	0.36	\$27,225	\$27,225	
19	Pantry at Home Ops Supervisor	\$55,202	100%	36%	0.36	\$20,039	\$20,039	
20	Pantry at Home Coordinator	\$54,080	100%	73%	0.73	\$39,263	\$39,263	
21	Pantry at Home Ops Associates	\$41,454	100%	109%	1.09	\$45,144	\$45,144	
22	Pantry at Home CC Supervisor	\$69,340	100%	36%	0.36	\$25,171	\$25,171	
23	Pantry at Home CC Associates	\$44,196	100%	182%	1.82	\$80,217	\$80,217	
24	Pantry at Home Volunteer Project Leader	\$38,563	100%	218%	2.18	\$83,992	\$83,992	
25	Food Sourcing & Allocation Manager	\$71,663	100%	39%	0.39	\$28,261	\$28,261	
26	Director of Operations	\$118,053	100%	31%	0.31	\$36,899	\$36,899	
27	Warehouse Workers	\$46,858	100%	84%	0.84	\$39,168	\$39,168	
28	Volunteer Services Manager	\$65,978	100%	36%	0.36	\$23,951	\$23,951	
29	TOTALS	\$ 1,158,149	1900%	2124%	21.23590547	\$1,089,434	\$1,089,436	
30								
31	FRINGE BENEFIT RATE	25.0%						
32	EMPLOYEE FRINGE BENEFITS	\$ 289,537				\$272,359	\$272,359	
33								
34								
35	TOTAL HSA SALARIES & BENEFITS	\$ 1,447,686				\$1,361,793	\$1,361,795	
36								
37								
38	Non - H.S.A.	Agency Totals		For H.S.A.			TOTAL	
39	POSITION TITLE and NAME	Annual Full TimeSalary for FTE	Total % FTE (a)	% Nutr Prog (b)	Adjusted Nutr FTE	Budgeted Salary	Budgeted Salary	
40	Pantry at Home Volunteers	\$ 29,120	100%	1091%	10.91	\$317,700	\$317,700	
41	Pop-Up Site Volunteers	\$ 29,120	100%	1309%	13.09	\$381,239	\$381,239	
42								
43	TOTAL NON-H.S.A.	\$ 58,240	200%	2400%	2400%	\$698,939	\$698,939	
44								
45	FRINGE BENEFIT RATE	25.0%						
46	EMPLOYEE FRINGE BENEFITS	\$ 14,560				\$174,735	\$174,735	
47								
48								
49	TOTAL Non-H.S.A. SALARIES & BENEFITS	\$ 72,800				\$873,674	\$873,674	
50								
51	TOTAL HSA & Non-HSA SALARIES & BENEFITS	\$ 1,520,486				\$2,235,466	\$2,235,469	
52	HSA #2							

	A	B	C	D	F	G	
1	San Francisco-Marin Food Bank					Appendix B-2, page 3	
2	Program Name:					9/1/21	
3	COVID-19 Food Assistance Program						
4	Operating Expense Detail						
7	H.S.A	Annual #Meals Contracted:			374,195	TOTAL	
8	<u>Expenditure Category</u>	Term:			Modification 10/16/21 to 6/30/22	10/16/21 to 6/30/22	
9	Rental of Property				\$52,079	\$52,079	
10	Utilities(Elec, Water, Gas, Phone, Scavenger)				\$50,447	\$50,447	
11	Office Supplies, Postage				\$14,865	\$14,865	
12	Building Maintenance Supplies and Repair				\$30,316	\$30,316	
13	FOOD COSTS						
14	Raw Food	<i>per bag</i>	\$	5.60	\$1,308,650	\$1,308,650	
15	Cong Food Svc Supplies	<i>per meal</i>	\$	-			
16	HDM Food Svc Supplies	<i>per meal</i>	\$	-			
17	Catered Meals	<i>per meal</i>	\$	-			
18	CONSULTANT/SUBCONTRACTOR Descriptive Title						
19	Contracted Bag Packing & Line Mgmt. Labor for PUP				\$541,642	\$541,642	
20	Contracted Bag Packing Labor for P@H				\$200,089	\$200,089	
21	Contracted Delivery Service for P@H				\$382,486	\$382,486	
22	OTHER COSTS:						
23	Insurance				\$29,061	\$29,061	
24	Staff Training & Travel				\$7,319	\$7,319	
25	Food Storage & Distribution				\$200,648	\$200,648	
26	Equipment/Transportation				\$298,225	\$298,225	
27	Occupancy				\$3,471	\$3,471	
28	Program Support (background checks, misc. supplies)				\$40,552	\$40,552	
29	Volunteer Support (recruitment, scheduling, and recognition)				\$1,229	\$1,229	
30							
31	TOTAL HSA OPERATING EXPENSE				\$3,161,078	\$3,161,078	
33	Non-H.S.A.					TOTAL	
34	<u>Expenditure Category</u>						
35	Rental of Property						
36	Utilities(Elec, Water, Gas, Phone, Scavenger)						
39	FOOD COSTS						
40	Raw Food	<i>per meal</i>	\$	-			
41	Cong Food Svc Supplies	<i>per meal</i>	\$	-			
42	HDM Food Svc Supplies	<i>per meal</i>	\$	-			
43	Catered Meals	<i>per meal</i>	\$	-			
44	Donated Food (17 lbs/bag x \$1.74/lb)				\$11,068,688	\$11,068,688	
48	OTHER COSTS:						
56	Donated Delivery Services				\$300,000	\$300,000	
57							
59	TOTAL Non-HSA OPERATING EXPENSE				\$11,368,688	\$11,368,688	
60							
61	TOTAL HSA & Non-HSA OPERATING EXPENSE				\$14,529,766	\$14,529,766	
66	HSA #3						

Form Rev. 12/22/16

	A	B	D	E
1	San Francisco-Marín Food Bank		Appendix B-2, Page 4	
2	Program Name:		9/1/21	
3	COVID-19 Food Assistance Program			
4				
5	Capital/Other Expenditure Detail			
6				
7	TOTAL			
8	H.S.A.		Modification 10/16/21 to 6/30/22	10/16/21 to 6/30/22
9	No.	ITEM/DESCRIPTION		
10		Drive-Thru Distribution Food Boxes (41,250 boxes at \$30 each; replacement for boxes previously provided through discontinued Federal CFAP program)	\$1,245,600	\$1,245,600
11		Culturally-Responsive Menu Pilot (60,620 UOS at \$5 each; additional cost to add culturally-responsive items to our menu at pilot distribution sites)	\$303,100	\$303,100
12				
13				
14				
15				
16				
17				
18	TOTAL HSA CAPITAL & OTHER COST		\$1,548,700	\$1,548,700
19				
20	Non-H.S.A.			
21		ITEM/DESCRIPTION		
22				
23				
24				
25				
26				
27	TOTAL NON-HSA CAPITAL & OTHER COST			
28				
29	TOTAL HSA & NON-HSA CAPITAL & OTHER EXPENDITURE		\$1,548,700	\$1,548,700
30				
31	HSA #4			