

Town of Underhill
ARPA Funds Use Proposal – PHASE 1

Committee/Group/Individual Requesting Funding:

Contact Name: *Lisa Walker*

Phone Number:

419-348-0184

Email: *ejufoodshelt@gmail.com*

Date:

1/29/23

Proposal Name/Brief Description:

see attachment #1

Estimated Cost/Description of Estimate Process (use the space here and attach additional pages and any supporting documents):

*see attachment #1
and
proposed 2023 budget*

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Please Answer the following questions by marking the answer in the space provided.

Benefit to Town of Underhill

Does this proposal	YES	NO	Not Sure
Invest in the town without creating a need for additional or ongoing revenue or expenses? Is this a one-time expense?	X		
Benefit a population that was disproportionately impacted by the pandemic?	X		
Benefit a population underserved prior to the pandemic?	X		
Mitigate and/or help the Town adapt to the effects of climate change?		X	
Improve or create infrastructure for Underhill? Ex. Natural resources, pedestrian access, transportation but not limited to		X	
Align with or impact the goals and priorities of the Town Plan? LINK	X		

Comments:

Feasibility of Project

Can this proposal	YES	NO	Not Sure
Be fully planned, estimated and obligated to the Town by December 31, 2024?	X		
Be fully completed and paid for by the end of 2026?	X		
Be used to leverage or match other grants, funds or projects?			X

Please attach estimates, quotes, drawings, or supporting documents or elaborate in any way you would like. Please note that the ARPA Advisory Committee only recommends projects to the Selectboard and the Selectboard has the ultimate authority to allocate the funds. 17 V.S.A. § 2664

Links and More Information:

Final Rule – Overview at <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-Overview.pdf>

Final Rule – FAQ’s at <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf>

Specific Information for Town of Underhill at [https://www.underhillvt.gov/vertical/sites/%7B4E962BB9-B4BB-4504-A3EE-ED54521A1BCE%7D/uploads/Coronavirus Local Fiscal Recovery Fund Overview Presentation 06092022.pdf](https://www.underhillvt.gov/vertical/sites/%7B4E962BB9-B4BB-4504-A3EE-ED54521A1BCE%7D/uploads/Coronavirus%20Local%20Fiscal%20Recovery%20Fund%20Overview%20Presentation%2006092022.pdf)

Town of Underhill

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January 29, 2023

Proposal Name/Brief Description: The Jericho-Underhill Ecumenical Ministry has been in existence since 1983 and is a collaboration of 10 Christian churches. The organization operates a food shelf out of the Good Shepherd Lutheran Church in Jericho. Food distribution takes place once a month. Pre-Covid, a “grocery store style” distribution was held with warm breakfast served and plenty of fellowship amongst all. The pandemic caused us to get creative and we now operate a drive in service where groceries are prepacked and includes 3 bags of shelf staples, a large bag of produce, dairy products, meats, and diapers and/or pet food, if applicable. The organization also grants emergency aid requests from residents of Jericho, Underhill, and Essex. We have seen a large increase in the number of clients coming to our monthly food distribution and they line up very early for their groceries. From 2019 (the last “normal” year) to 2022 we have experienced a 44% increase in the number of food distribution clients.

Estimated Cost/Description of Estimate Process: I have attached a draft of our 2023 budget. Our next Board meeting is on Thursday, February 1st when the budget will be discussed and approved. Unfortunately, I do not have a final 2023 budget yet. We have a larger than normal shortfall in our budget this year due to the increase in the number of clients and the increase in food costs. There are many generous donors in our communities, but it is not enough. I am requesting \$11,500.00 to balance our budget.

Thank you very much for your consideration,

Lisa Walker

Treasurer, Jericho-Underhill Ecumenical Ministry

ejufoodshelf@gmail.com

419.348.0184

Essex Jericho Underhill Ecumenical Ministry
Profit & Loss Budget Overview
 January through December 2023

	<u>Jan - Mar 23</u>	<u>Apr - Jun 23</u>	<u>Jul - Sep 23</u>	<u>Oct - Dec 23</u>	<u>TOTAL</u> <u>Jan - Dec 23</u>
Ordinary Income/Expense					
Income					
Donations					
General	1,100.00	4,100.00	5,100.00	17,000.00	27,300.00
Food	3,700.00	3,300.00	9,500.00	2,400.00	18,900.00
Youth	-	1,000.00	-	-	1,000.00
Total Donations	<u>4,800.00</u>	<u>8,400.00</u>	<u>14,600.00</u>	<u>19,400.00</u>	<u>47,200.00</u>
Total Income	4,800.00	8,400.00	14,600.00	19,400.00	47,200.00
Expense					
Emergency Aide Assistance					
Rent Assistance	1,500.00	500.00	500.00	1,000.00	3,500.00
Utilities Assistance	2,400.00	500.00	1,100.00	-	4,000.00
Total Emergency Aide Assistance	<u>3,900.00</u>	<u>1,000.00</u>	<u>1,600.00</u>	<u>1,000.00</u>	<u>7,500.00</u>
Groceries	13,200.00	10,000.00	9,100.00	13,700.00	46,000.00
Youth Programs					
Summer Camp	500.00	-	2,700.00	-	3,200.00
Youth Programs - Other	-	-	-	-	-
Total Youth Programs	<u>500.00</u>	<u>-</u>	<u>2,700.00</u>	<u>-</u>	<u>3,200.00</u>
Administrative Expense					
Insurance	-	-	375.00	-	375.00
Facility Reimbursement	1,850.00	-	-	-	1,850.00
Memberships	715.00	-	25.00	-	740.00
Postage & Stationary Supplies	380.00	60.00	-	-	440.00
Post Office Box	70.00	-	-	-	70.00
Miscellaneous Expenses	25.00	-	-	-	25.00
Total Administrative Expense	<u>3,040.00</u>	<u>60.00</u>	<u>400.00</u>	<u>-</u>	<u>3,500.00</u>
Total Expense	<u>20,640.00</u>	<u>11,060.00</u>	<u>13,800.00</u>	<u>14,700.00</u>	<u>60,200.00</u>
Net Ordinary Income	(15,840.00)	(2,660.00)	800.00	4,700.00	(13,000.00)
Other Income/Expense					
Other Income					
Interest Income	375.00	375.00	375.00	375.00	1,500.00
Total Other Income	<u>375.00</u>	<u>375.00</u>	<u>375.00</u>	<u>375.00</u>	<u>1,500.00</u>
Net Other Income	375.00	375.00	375.00	375.00	1,500.00
Net Income	<u>(15,465.00)</u>	<u>(2,285.00)</u>	<u>1,175.00</u>	<u>5,075.00</u>	<u>(11,500.00)</u>