

Free Clinic Project Look Sharp Summary

Objective

Project Look Sharp would create an improved environment in the St. Petersburg Free Clinic Food Bank to more efficiently distribute 1.3 million pounds of food into the community to those in need.

What the Food Bank Accomplishes

An average of 1.3 million pounds per year of surplus and donated food are distributed into the community to those in need through the Free Clinic Food Bank. The food comes from manufacturers, retailers, wholesalers, growers, businesses, civic groups, churches, schools, neighborhoods, and individuals. The St. Petersburg Free Clinic works with 50 partner agencies (church pantries, soup kitchens, child care programs, elder care programs) to deliver the food into the community. In addition, the Free Clinic Food Bank provides food to three Free Clinic programs: Beacon House, a shelter for single homeless men and a community kitchen; the Free Clinic Women's Residence, a transitional shelter for single homeless women able to regain independent living; and the Free Clinic We Help Services, a pantry helping individuals and families with food, personal hygiene needs, limited financial assistance, and considerable referral information. Beacon House serves a hot dinner six nights a week to anyone in the community who is hungry. The average number of diners served is 120 a night. The Food Bank supplies all the food needs for the up to 20 women staying at any given time at the Women's Residence. We Help Services interviews and screens 11,000 individuals and families per year. 80% of those being interviewed are seeking assistance with food.

Description - Project Look Sharp!

The St. Petersburg Free Clinic Food Bank is located in an old post office building at 863 3rd Avenue North. The Food Bank has provided food to those in need since 1980 and is the oldest food bank in Pinellas County. Unlike many modern warehouses, the food must be moved from the ground floor into the ground level walk-in cooler, the dock level cooler and freezer, and with the help of the oldest elevator in the city, to the second story warehouse. The only office spaces for the Food Bank are located on the non air-conditioned and unheated loading dock. Every piece of paper, computer, and telephone are subjected to dust, dirt, and the weather. There is no place for the Director, Warehouse Supervisor, Helper, and volunteers to be cool or warm. Fans or a small electric personal heater are the only means to regulate the temperature. There is no shield from the noise of the dock when on a telephone call or engaged in a conversation.



Steps Required - Project Look Sharp

Dock Office Space

1. Construct an enclosed office on the dock. Meet with builder who has drawn building plans which are approved by the city to
 - a. determine types of construction items needed and cost based on developed plan
 - b. determine work and timeline that can be done by volunteers vs. professionals
2. Design lightning and storage that would be useful for this small space.
3. Design work areas that would provide improved storage and comfortable work space

Freezer/break area (this area is adjacent to the dock)

1. Replace current shelving/cupboards to something attractive and serviceable. (choose, acquire, install, paint)
2. Replace sink and counter with improved sink and counter with enclosed storage under the sink. (choose sink, faucets, counter, cupboard, acquire, install)
3. Replace current break table and chairs. (choose, acquire, put in place)
4. Research a long-lasting paint (or other) surface for floor and apply. (research, acquire, apply)

Skills and talents required - Project Look Sharp

1. Coordinate the various steps, develop budget, research needs
2. Make selections of materials, acquisition of materials and funding
3. Use creativity in decorating where possible
4. Do the actual work of construct, installation, painting
5. This overall project could be divided into smaller individual projects that could be completed on varying time schedules. There is also a way for everyone to come together to complete the project.

Over the Top (an extra step) - Project Look Sharp

An additional activity could take this project "Over the Top." That project would be (depending on timing) to conduct a food drive to stock the food bank or to participate in the Letter Carriers' Food Drive (held on Saturday, May 8). Hundreds of volunteers are needed on that day. The food received during the holidays usually lasts into the spring. During March and April and until the Letter Carriers' Food Drive we are low on food, particularly dry goods. Families and Individuals continue to need food, but the supply needs to be stretched.

Approximate Budget

Project Look Sharp

1. Depending on amount of materials and labor that are donated as well as decision on flooring and air condition, the cost is estimated at \$25,000 to \$30,000. A designer and builder have already donated their time and expertise to create an office plan. Brad Hussung, the contractor is willing to contribute his time to oversee the office building project.

Project Look Sharp would make a Difference to our neighbors in need of food

- More efficient **distribution** of food into the community
- With Over the Top project ---
Additional food to distribute to those in need

Thank you for your consideration.

Draft Budget for Project Look Sharp

Framing and Finishing of Office structure	\$8,200
Air Conditioning	\$2,400
Cabinets for Offices and Break Room	\$1,000
Floors – refinishing (less if paint)	\$5,000
Furniture – Office and Break Room	\$2,000
Doors between Dock and Feezer/Break Area (optional)	\$4,000
Electric	\$2,000
Plumber	\$ 500
Paint	<u>\$ 500</u>
Total	\$25,600