

**Environment and Natural Resources Trust Fund
2018 Request for Proposals (RFP)**

Project Title:

ENRTF ID: 173-E

Diverting Prepared Food from Landfills, Reducing Greenhouse Gases

Category: E. Air Quality, Climate Change, and Renewable Energy

Total Project Budget: \$ 478,000

Proposed Project Time Period for the Funding Requested: 2 years, July 2018 to June 2020

Summary:

This project will help us introduce a Prepared Foods Donation Program, which will source food donations from restaurants and prevent food from going to landfills; thereby reducing greenhouse gas emissions.

Name: Bob Chatmas

Sponsoring Organization: Second Harvest Heartland

Address: 1140 Gervais Avenue
St. Paul MN 55109-2020

Telephone Number: (651) 209-7986

Email bchatmas@2harvest.org

Web Address www.2harvest.org

Location

Region: Metro

County Name: Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne, Washington, Wright

City / Township:

Alternate Text for Visual:

An Infographic about the Prepared Food Donations Program, including the opportunity, our plan and expected environmental impact.

_____ Funding Priorities	_____ Multiple Benefits	_____ Outcomes	_____ Knowledge Base
_____ Extent of Impact	_____ Innovation	_____ Scientific/Tech Basis	_____ Urgency
_____ Capacity Readiness	_____ Leverage	_____ TOTAL	_____ %



PROJECT TITLE: Diverting Prepared Food from Landfills, Reducing Greenhouse Gases

I. PROJECT STATEMENT

Through this project, Second Harvest Heartland seeks to collect donations of prepared, ready-to-eat foods and send these items to area food pantries and meal programs. These unsold, ready-to-eat foods are available for us to collect at coffee shops, restaurants, hotels, catering companies, “hot food” grocery departments, and other food service businesses. Staff members and/or trained volunteers will visit the restaurants and other businesses to pick up the foods, package them appropriately, place them in temperature-controlled vans, and deliver them to food pantries and meal programs.

Like many food banks across the nation, our food bank has not pursued these ready-to-eat donation opportunities at significant scale due to logistical and safety concerns. This is because many of the foods available for donation are served hot, or are not packaged in ways that allow for simple donation opportunities. However, our food bank and others have conducted small-scale pilot projects related to prepared food donations, and we have now gained significant information about best practices. Feeding America—the national network of food banks of which our food bank and 200 others across the country are part—has also conducted evaluation, and reviewed and disseminated best practices in prepared food donation. Because of these advances, we are now ready to begin collecting prepared food donations at a substantial scale.

Our service area includes 41 counties in southern and western portions of the state including the entirety of the Minneapolis-St. Paul metro area; and communities including St. Cloud, Mankato, Hutchinson, Marshall, Willmar and Worthington. Regarding our broader food rescue efforts, each year our current Retail Food Rescue Program collects millions of pounds of fresh foods that are nearing sell-by dates, and distributes them to food pantries and meal programs. This serves the dual purpose of providing hungry people with fresh and nutritious foods, and it keeps organic foods out of landfills. Through this grant proposal, we seek to complement and expand these efforts by establishing a prepared food rescue program over the course of 24 months. According to the Minnesota Pollution Control Agency’s 2013 Statewide Waste Characterization study, food accounts for 17.8% of all waste sent to solid waste facilities in our state. The report notes that the Project Team identified food waste as a top potential diversion opportunity; with 519,400 tons of food waste available for diversion annually.

Our proposed project addresses air quality and climate change in Minnesota by reducing methane emissions. A September 16, 2015 press release from the U.S. Environmental Protection Agency notes, “Food loss and waste is the single largest component of disposed U.S. municipal solid waste, and accounts for a significant portion of U.S. methane emissions, which fuel climate change. This large volume of wasted food is a main contributor to the roughly 18 percent of total U.S. methane emissions that come from landfills. Landfills are the third largest source of methane in the United States.” Analysis from the Boston Consulting Group indicates that our food bank has potential to divert 8 million pounds of prepared, ready-to-eat foods that are available, but not being currently donated, at Minnesota food service businesses each year. The goal of our project is to improve air quality and reduce climate change impacts through the diversion of a large portion of this total – 5.3 million pounds of food in each of 2 years – from food service partners in the Twin Cities metro area. Specifically, grant funds will be utilized over the course of 24 months to provide for a metro-area Prepared Food Donation Coordinator, and to execute 2 pilot projects. The results of the pilot projects will help us integrate a Prepared Food Donation program into our long-term food sourcing operations.

II. PROJECT ACTIVITIES AND OUTCOMES

Activity 1: 2 pilot projects

Budget: \$478,000



Environment and Natural Resources Trust Fund (ENRTF)

2018 Main Proposal

Project Title: *Diverting Prepared Food from Landfills, Reducing Greenhouse Gases*

Over 24 months, we will implement 2 pilot projects to collect donations of prepared foods from food service businesses, and distribute these foods to food pantries and meal programs that provide food to hungry people.

Outcome	Completion Date
<p><i>1. Hire a Prepared Foods Donation Coordinator to develop relationships with potential food service donors and train them for program participation. The Coordinator will also secure locations for the prepared food donations to be safely distributed to hungry people. These locations will likely include local food pantries and meal programs. The Coordinator will provide individualized assistance and program compliance monitoring to all partners.</i></p>	<p><i>August 1, 2018</i></p>
<p><i>2. Execute a pilot project with Starbucks (70 potential metro locations), collecting 0.3 million pounds of food over each of two 12-month periods. Feeding America and other food banks are currently operating food donations with Starbucks locations in other states, and we will leverage the information they have already gathered to build a successful program in our area.</i></p>	<p><i>.3 million pounds collected by July 31, 2019 & .3 million pounds collected by July 31, 2020.</i></p>
<p><i>3. Execute a pilot project with Feeding America’s “Meal Connect” program, resulting in 5.0 million pounds of donated food over each of two 12-month periods. Meal Connect is an online platform that allows prepared food donors to post food donation opportunities, and for our food pantry and meal program partners to receive them. Our goal is to promote the platform in our local community, and use it as a means of facilitating substantial amounts of prepared food donations. We expect the program to engage 50+ regular food donors. The vans purchased through this grant will be specially equipped for the transport of hot and cold, prepared foods in a safe manner. Vans are less expensive to purchase than the trucks with refrigerated trailers that we use in our Retail Food Rescue Program that picks up donations from grocery stores.</i></p>	<p><i>5.0 million pounds collected by July 31, 2019 & 5.0 million pounds collected by July 31, 2020.</i></p>

III. PROJECT STRATEGY

A. Project Team/Partners

Bob Chatmas will provide executive oversight of this project through his role as Chief Operating Officer. April Rog will manage the day-to-day operations of this project, including providing training and supervision to the Prepared Food Donations Coordinator. All funds from this grant will be utilized by Second Harvest Heartland, with no re-granting.

B. Project Impact and Long-Term Strategy

This grant will be utilized to help us divert 5.3 million pounds of food from landfills in each of 2 years. The EPA’s WARMModel indicates that eliminating 5.5 million pounds of food from landfills will prevent 2,792 metric tons of carbon dioxide equivalent (MTCO2E) annually. Long-term, this project will help us build our internal capacity to completely divert the 8 million pounds of prepared food that is estimated to still be available for donation in Minnesota, but is not currently being sourced due to our current lack of capacity. By keeping this food from entering the waste stream, we will help reduce waste in Minnesota landfills, reduce greenhouse gases in our air, reduce climate change impacts and provide meals to underserved individuals. The project will also help provide fresh and ready-to-eat food to low-income children, families and seniors in Minnesota.

C. Timeline Requirements

This new pilot project will operate for 2 years, from July, 2018 to June, 2020. We will then integrate the project into our regular programming. Our food bank continues to grow rapidly, from distributing 30 million pounds of food in 2007 to 92.7 million pounds in 2016. Establishing a prepared foods donation and distribution program will help us meet our long-term growth goals, and help us achieve our mission of ending hunger through community partnerships.

2018 Detailed Project Budget

Project Title: *Rescuing Prepared Foods to Reduce Methane Emmissions*

INSTRUCTIONS AND TEMPLATE (1 PAGE LIMIT)

Attach budget, in MS-EXCEL format, to your "2018 LCCMR Proposal Submission Form".

(1-page limit, single-sided, 10 pt. font minimum. Retain bold text and DELETE all instructions typed in italics. ADD OR DELETE ROWS AS NECESSARY. If budget item row is not applicable put "N/A" or delete it. All of "Other Funds" section must be filled out.)

IV. TOTAL ENRTF REQUEST BUDGET [Insert # of years for project] years

BUDGET ITEM <i>(See "Guidance on Allowable Expenses", p. 13)</i>	AMOUNT
Personnel: 2.0 FTE Drivers x \$50,000 annual salary and benefits per FTE x 2 years (24 months). Benefits/fringe calculated at .2895 of salary per FTE	200,000
Personnel: 1.0 FTE Prepared Foods Rescue Program Coordinator x \$70,000 salary and benefits per FTE x 2 years (24 months). Benefits/fringe calculated at .2895 of salary per FTE	140,000
Professional/Technical/Service Contracts: N/A	\$ -
Equipment/Tools/Supplies: 2 specialized vans to pick-up and transport prepared foods. Vans will be outfitted to properly transport hot and cold foods according to established safety protocol.	\$ 100,000
Acquisition (Fee Title or Permanent Easements): N/A	\$ -
Travel: N/A	\$ -
Additional Budget Item: Annual van operating cost. Calculated at \$19,000 per van x 2 years (24 months). Based on previous fleet management experience.	\$ 38,000
TOTAL ENVIRONMENT AND NATURAL RESOURCES TRUST FUND \$ REQUEST =	\$ 478,000

V. OTHER FUNDS *(This entire section must be filled out. Do not delete rows. Indicate "N/A" if row is not applicable.)*

SOURCE OF FUNDS	AMOUNT	Status
Other Non-State \$ To Be Applied To Project During Project Period: <i>Indicate any additional non-state cash dollars secured or applied for to be spent on the project during the funding period. For each individual sum, list out the source of the funds, the amount, and indicate whether the funds are secured or pending approval.</i>	\$ -	<i>Indicate: Secured or Pending</i>
Other State \$ To Be Applied To Project During Project Period: <i>Indicate any additional state cash dollars (e.g., bonding, other grants) secured or applied for to be spent on the project during the funding period. For each individual sum, list out the source of the funds, the amount, and indicate whether the funds are secured or pending approval.</i>	\$ -	<i>Indicate: Secured or Pending</i>
In-kind Services To Be Applied To Project During Project Period: <i>Indicate any additional in-kind service(s) secured or applied for to be spent on the project during the funding period. For each type of service, list type of service(s), estimated value, and indicate whether it is secured or pending. In-kind services listed must be specific to the project.</i>	\$ -	<i>Indicate: Secured or Pending</i>
Past and Current ENRTF Appropriation: <i>Specify dollar amount and year of appropriation from any current ENRTF appropriation for any directly related project of the project manager or organization that remains unspent or not yet legally obligated at the time of proposal submission. Be as specific as possible. Indicate the status of the funds.</i>	\$ -	<i>Indicate: Unspent? Legally Obligated? Other?</i>
Other Funding History: <i>Indicate funding secured but to be expended prior to July 1, 2018, for activities directly relevant to this specific funding request. State specific source(s) of funds and dollar amount.</i>	\$ -	



Reducing greenhouse gasses by

Gaining donations of prepared foods

From restaurants, hotels, catering companies & related businesses

- ***To help feed hungry Minnesotans and***
- ***Prevent food from being disposed in landfills***

The Opportunity

Each year, food businesses in Minnesota prepare millions of pounds of food to sell to hungry customers. These businesses include restaurants, hotels, catering companies, deli departments at grocery stores, and related types of businesses.

Not all of this food is sold. In fact, large portions are thrown out, to be disposed in our state's landfills. What if businesses could donate their unsold prepared food, so that they wouldn't have to throw it out, and they could feed hungry people instead? Research completed for our food bank indicates that 8 million pounds of prepared foods are available for donation annually in Minnesota.

As a food bank, Second Harvest Heartland is a regional expert in securing vast amounts of donated food. We have well-established processes in place for sourcing donations of shelf-stable foods, fresh produce from farms, and food donated by grocery stores.

Our Plan

Gaining donations of hot and prepared foods, and making arrangements for this food to be given to hungry people in the community, is relatively new for our organization. We have completed a pilot project with Hyatt hotels, and the national Feeding America organization (we are 1 of 200 food bank members) has developed best practices in sourcing, handling and distributing prepared food donations. We will leverage this expertise in our proposed project.

This project will allow us to bring a prepared food donation program to scale. With grant funds, we will hire a program staff person and purchase two vans. The staff person will secure food donations, and develop partnerships with the donors. The vans will pick-up and distribute hot foods, and be equipped to keep the donated food at the correct, food-safe temperatures. The donated food will be transported to nearby food pantries and meal programs so that it can be given to low-income people in need of food assistance.

The Impact

This project will produce the following outcomes:

- 5.3 million lbs. of prepared food donations secured for each of 2 years.
- Reduced organic food waste being placed in Minnesota landfills.
- Reduced greenhouse gas emissions because less food waste will be placed in landfills.
- Increased amounts of food for hungry and food-insecure Minnesotans.
- The establishment of a framework for ongoing operations of this program, including forming of new partnerships with prepared food donors and agencies that will give the donated food to their clients.

SECOND HARVEST HEARTLAND:

PROJECT MANAGER QUALIFICATIONS AND ORGANIZATION DESCRIPTION

May 1, 2017

Project Manager Qualifications:

Bob Chatmas serves as Chief Operating Officer at Second Harvest Heartland. In his role, he oversees the internal systems of Second Harvest Heartland to ensure the efficient and effective use of resources to achieve our mission. He is responsible for Food Bank Operations, Transportation and Food Sourcing functions. Since Bob joined Second Harvest in 2007, the organization has tripled the amount of food distributed and moved from distributing mostly shelf-stable products to distributing large amounts of perishables such as fresh fruit and vegetables. Bob has a wealth of experience in operations management in the food industry including: Transportation Manager and Plant Manager, 22 years with General Mills, Inc.; Plant Manager, Kohler Mix Specialties, a Division of Michael Foods; and Plant General Manager at VICOM. He has an MBA from the Carlson School of Management in Operations Management, a Master's in Nonprofit Management from Hamline University, and received his BS in Business Administration from the University of Arkansas.

As project manager for this project, Bob will oversee all staff and lead the coordination of the hiring and training processes for new staff additions. He will also oversee all grant expenditures, and ensure program progress over the course of the grant period. In addition, Bob will manage the data collection and reporting functions. Bob's Retail Food Rescue Program team is regularly called upon to present at national conferences about best practices in food rescue, and to assist in the development of guidebooks and tools that help food banks across the country to replicate our efforts.

Organization Description:

With a mission of ending hunger through community partnerships, Second Harvest Heartland serves as a high-volume food bank and hunger relief leader for our region. The organization was created in 2001 as a result of a merger between the Greater Minneapolis Food Bank and Second Harvest Food Bank of Saint Paul. Prior to the merger, the two food banks had operated for a combined 44 years. Our food bank currently serves 41 counties in Minnesota and 18 counties in Wisconsin, an area that includes the Twin Cities metropolitan area. Second Harvest Heartland currently ranks among the largest members of Feeding America, which is a network of 200 food banks throughout the nation.

Our organization has grown from distributing 30 million pounds of food in 2007 to 92.76 million pounds (or over 77 million meals) in 2016. For the second year in a row, the majority of food we distributed was fresh items such as fruits, vegetables, meat, bakery, and dairy items. We meet all standards of the Charities Review Council. Reflecting the efficiency of Second Harvest Heartland's operations, Second Harvest Heartland applies 94% of every donation directly to our programs. In December 2016, the U.S. Conference of Mayors' Report on Homelessness and Hunger recognized Second Harvest Heartland in the category of "Exemplary Programs that Respond to Hunger."

Our long term goal is to ensure that there is sufficient food in the hunger relief system to end hunger. Second Harvest Heartland is the Upper Midwest's largest hunger relief organization, and is nationally recognized for efficiency and innovative practices. We find, procure, and bank food; distribute food to those in need; and serve as a hunger relief leader through innovative outreach, research, and advocacy. We serve approximately 532,000 individuals each year. More than 33% are children under age 18, and 10% are individuals over the age of 60.