

**COUNCIL ACTION FORM**

**SUBJECT: FURTHER REVISION TO THE CITY'S 2007/08 CONTRACT WITH MID-IOWA COMMUNITY ACTION (MICA)**

**BACKGROUND:**

On May 27, the City Council approved an amendment to its 2007/08 contract with MICA to allow for the addition of a new service code, 2-1(a) "Food Pantry". At the same time, \$5,200 was moved from Family Development Programming into this newly created program.

On June 10, 2008, the City received a request from MICA to further amend the 2007/08 contract by increasing the funding available for the Food Pantry program. The emergency supplies distributed by the pantry have tripled in the last month.

The pantry has served 750 households since April 6 with over 2,000 individuals being assisted. This also is a dramatic increase over the previous months. At this point, MICA is asking that the City increase the amount allocated to the Food Pantry to \$15,235. This will leave \$10,765 available for Family Development services. The City of Ames is the ASSET funder being asked to make this revision at this time. The County payments to MICA have all been drawn down for this fiscal year.

This request is based on the fact that the percentage of households being served by the pantry that are Ames residents has risen from a little over 60%, to now over 70%, so far in June. This service fits within the Council's highest priorities of basic needs and services to those with low and moderate incomes.

Due to the short time frame, staff and MICA have not been able to determine whether this increase in food pantry assistance will be necessary into the 2008/09 fiscal year. We may receive a request from MICA to revise the 2008/09 contract after July 1.

The total allocation of City funding to MICA for 2007/08 would remain unchanged.

**ALTERNATIVES:**

1. The City Council may amend the City's contract for 2007/08 with Mid-Iowa Community Action (MICA), to allocate \$15,235 to the Food Pantry program, leaving \$10,765 for Family Development Services
2. The City Council may reject the current request from MICA, and refer the matter back to ASSET for a recommendation.

**MANAGER'S RECOMMENDED ACTION:**

We are finding that current economic conditions, leading to higher fuel, food, and commodity prices are having an impact on more members of our county and community. This request fits the ASSET priorities established by the City Council, and is not requiring any additional funding from the City.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, and approve the changes to MICA's 2007/08 contract with the City of Ames.

# MICA

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## Mid-Iowa Community Action, Inc.

June 18, 2008



*Helping People. Changing Lives.  
Building Communities.*

Mayor Campbell and Ames City Council  
c/o Sheila Lundt  
Ames, Iowa

Subject: Change in ASSET Funding Allocation

To: Mayor Campbell and City Council of Ames

As you are aware, Mid-Iowa Community Action, Inc. (MICA) serves residents of the City Of Ames with both Family Development programming and our Emergency Food Pantry. These programs receive funding through the ASSET process. Currently, the City of Ames has allocated \$20,800 for Family Development Services and \$5,200 for the Food Pantry. Because of recent changes in the economy (soaring gas and food prices, in particular) there has been both a dramatic increase in demand for food pantry services and a dramatic increase in the cost of purchasing food. In the April alone, food pantry demand increased from the usual 3,000 pounds of distributed products to 13,728 pounds of food. May also saw a significant increase in food demand. We anticipate that increase to continue.

It is important to note that MICA gets no State or Federal support for the Food Pantry. The Food Pantry is supported totally by local contributions of food and cash and ASSET dollars.

We are not requesting additional funds from the City of Ames. MICA is respectfully requesting that \$10,034.67 that was included in this year's allocation to Family Development be transferred to the Emergency Food Pantry. This change would result in a final Family Development allocation of \$10,765.33 and a final Emergency Food Pantry Allocation of \$15,234.67. Attached is a revised ABF-5 and ABF 7B form showing the requested reallocation.

As per our ASSET application and billing procedure we have identified the families that have gotten assistance in the City of Ames and are only requesting reimbursement for the unit cost associated with those families. We have also started a campaign to raise awareness of the issue and increase donations.

This reallocation would assist us in meeting the needs at the food pantry and serving City of Ames residents facing crisis situations. It would also assist MICA with dealing with the financial burden caused by this dramatic increase in food pantry demand. Thank you for your consideration of this request.

Sincerely,  
*Daniel P. Chargo* for  
Arlene McAtee  
Executive Director

**MICA**

**ABF-5**

**AGENCY SERVICE**  
Complete this form for EACH service

ASSET SERVICE: **Food Pantry**  
PROGRAM NAME: **Emergency Services**  
DEFINITION OF UNIT OF SERVICE:  
CORRESPONDS TO COLUMN # **13**

SERVICE CODE: **2.1a**

**15 minutes**  
ON ABF-7B

Check here if budget projections are Story Co. only [ ]

If budget projections are for multi-county, Center of State Budget provided [ ]

**SOURCE OF FUNDS**

REVENUE - ALL SOURCES		ACTUAL				ADOPTED		PROPOSED		
		FY 04-05		FY 05-06		FY 06-07		FY 07-08		
		DOLLARS	%	DOLLARS	%	DOLLARS	%	DOLLARS	%	
1	SELF-GENERATED REVENUES		N/A		N/A		N/A	\$0	0.0%	
2	MEMBERSHIP DUES		N/A		N/A		N/A	\$0	0.0%	
3	PROGRAM SERVICE FEES		N/A		N/A		N/A	\$4,872	6.8%	
4	INVESTMENT INCOME		N/A		N/A		N/A	\$0	0.0%	
5	GRANTS (PRIVATE SECTOR)		N/A		N/A		N/A	\$0	0.0%	
6	STATE/FEDERAL FUNDS		N/A		N/A		N/A	\$38,192	51.9%	
7	DEPT. OF HUMAN SERVICES		N/A		N/A		N/A	\$0	0.0%	
8	STATE ( DECAT )		N/A		N/A		N/A	\$0	0.0%	
9	STATE (Empowerment)		N/A		N/A		N/A	\$0	0.0%	
10	ISU FUNDS		N/A		N/A		N/A	\$0	0.0%	
11	OTHER GOV'T FUNDS (LOCAL)		N/A		N/A		N/A	\$10,065	13.7%	
12	OTHER UNITED WAYS		N/A		N/A		N/A	\$0	0.0%	
13	MISC. REVENUES (REFUNDS/ADJUST)		N/A		N/A		N/A	\$0	0.0%	
14	ASSET FUNDERS ALLOCATIONS	STORY COUNTY	N/A		N/A		N/A	\$1,593	2.2%	
15		UNITED WAY- Story Co.	N/A		N/A		N/A	\$3,702	5.0%	
16		GSB/GSS	N/A		N/A		N/A	\$0	0.0%	
17		CITY OF AMES	N/A		N/A		N/A	\$15,235	20.7%	
18	ASSET FUNDERS SUBTOTAL		\$0	0.0%	\$0	0.0%	\$0	0.0%	\$20,529	27.9%
19	SUPPORT & REVENUE-ALL SOURCES		\$0	0.0%	\$0	0.0%	\$0	0.0%	\$73,658	100.0%

**EXPENSES**

SALARY AND RELATED		N/A		N/A		N/A	\$42,643	67.0%	
OCCUPANCY		N/A		N/A		N/A	\$408	0.6%	
SUPPLIES/EQUIPMENT		N/A		N/A		N/A	\$6,152	8.7%	
CONTRACTUAL		N/A		N/A		N/A	\$710	1.1%	
MISCELLANEOUS		N/A		N/A		N/A	\$13,710	21.5%	
DEPRECIATION		N/A		N/A		N/A	\$0	0.0%	
TOTAL EXPENSES		\$0	0.0%	\$0	0.0%	\$0	0.0%	\$63,623	100.0%

**SERVICE STATISTICS**

UNITS OF SERVICE						15 minute
COST PER UNIT	N/A		N/A		N/A	\$9.54
UNDULICATED PARTICIPANTS/Total						
UNDULICATED PARTICIPANTS/Story Co.						
LICENSED CAPACITY						

**MICA**

**ABF-5**

**AGENCY SERVICE**

Complete this form for EACH service

ASSET SERVICE: **Family Devel.**  
 PROGRAM NAME: **Family Development**  
 DEFINITION OF UNIT OF SERVICE:  
 CORRESPONDS TO COLUMN # **10**

SERVICE CODE: **4.1a**

**1 client hour**  
 ON ABF-7B

**SOURCE OF FUNDS**

REVENUE - ALL SOURCES		ACTUAL				ADOPTED		PROPOSED		
		FY 04-05		FY 05-06		FY 06-07		FY 07-08		
		DOLLARS	%	DOLLARS	%	DOLLARS	%	DOLLARS	%	
1	SELF-GENERATED REVENUES		0.0%		0.0%		0.0%	\$0	0.0%	
2	MEMBERSHIP DUES		0.0%		0.0%		0.0%	\$0	0.0%	
3	PROGRAM SERVICE FEES	\$27,040	7.8%	\$28,655	8.1%	\$28,655	7.9%	\$23,783	7.8%	
4	INVESTMENT INCOME		0.0%		0.0%		0.0%	\$0	0.0%	
5	GRANTS (PRIVATE SECTOR)		0.0%		0.0%		0.0%	\$0	0.0%	
6	STATE/FEDERAL FUNDS	\$200,849	57.7%	\$229,852	64.8%	\$203,132	58.2%	\$186,468	58.2%	
7	DEPT. OF HUMAN SERVICES		0.0%		0.0%		0.0%	\$0	0.0%	
8	STATE ( DECAT )		0.0%		0.0%		0.0%	\$0	0.0%	
9	STATE (Empowerment)	\$11,267	N/A	\$22,367	N/A	\$22,367	N/A	\$22,978	7.4%	
10	ISU FUNDS		0.0%		0.0%		0.0%	\$0	0.0%	
11	OTHER GOVT FUNDS(LOCAL)	\$62,970	18.1%	\$27,068	7.8%	\$58,551	18.2%	\$49,140	15.8%	
12	OTHER UNITED WAYS		0.0%		0.0%		0.0%	\$0	0.0%	
13	MISC. REVENUES(REFUNDS/ADJUST		0.0%		0.0%		0.0%	\$0	0.0%	
14	ASSET FUNDERS ALLOCATIONS	STORY COUNTY	\$9,125	2.8%	\$8,703	2.5%	\$9,300	2.8%	\$7,740	2.5%
15		UNITED WAY- Story Co.	\$13,365	3.8%	\$13,750	3.9%	\$13,910	3.9%	\$10,525	3.4%
16		GSB/GSS		0.0%		0.0%		0.0%	\$0	0.0%
17		CITY OF AMES	\$23,380	6.7%	\$24,192	6.8%	\$25,236	7.0%	\$10,765	3.5%
<b>ASSET FUNDERS TOTAL</b>		<b>\$45,870</b>	<b>13.3%</b>	<b>\$46,645</b>	<b>13.2%</b>	<b>\$48,446</b>	<b>13.9%</b>	<b>\$29,030</b>	<b>8.9%</b>	
19	<b>SUPPORT &amp; REVENUE-ALL SOURCES</b>	<b>\$347,996</b>	<b>96.8%</b>	<b>\$354,587</b>	<b>93.7%</b>	<b>\$361,151</b>	<b>93.6%</b>	<b>\$311,400</b>	<b>100.0%</b>	

**EXPENSES**

SALARY AND RELATED	\$229,217	65.9%	\$223,849	63.1%	\$243,003	67.3%	\$208,200	63.8%
OCCUPANCY	\$18,018	5.2%	\$17,971	5.1%	\$17,871	4.9%	\$30,039	9.2%
SUPPLIES/EQUIPMENT	\$7,811	2.2%	\$19,094	5.4%	\$7,766	2.2%	\$2,876	0.9%
CONTRACTUAL	\$17,638	5.1%	\$14,729	4.2%	\$17,380	4.8%	\$19,766	6.1%
MISCELLANEOUS	\$75,312	21.6%	\$78,944	22.3%	\$75,131	20.8%	\$65,354	20.0%
DEPRECIATION		0.0%		0.0%		0.0%	\$0	0.0%
<b>TOTAL EXPENSES</b>	<b>\$347,996</b>	<b>100.0%</b>	<b>\$354,587</b>	<b>100.0%</b>	<b>\$361,151</b>	<b>100.0%</b>	<b>\$326,234</b>	<b>100.0%</b>

**SERVICE STATISTICS**

UNITS OF SERVICE	9870		10217		10217		10217
COST PER UNIT	\$35.26		\$34.71		\$35.35		\$38.16
UNDUPLICATED PARTICIPANTS/Total							
UNDUPLICATED PARTICIPANTS/Story Co.	2391		2949		2350		2900
LICENSED CAPACITY	N/A		N/A		N/A		N/A

