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Submission information

Form: [Special Service Contract Program](#) ^[1]

Submitted by Visitor (not verified)

Thu, 09/04/2025 - 1:30pm

Title of Project

Community Pantry Support

Applicant Organization

Sandy Community Action Center

Federal Tax-Exempt ID Number

[REDACTED]

Organization Address

PO Box 11

Organization City, State, ZIP

Sandy

Name of Project Manager

Kirsten Pitzer

Project Manager Phone

[REDACTED]

Project Manager Email

[REDACTED]

Project Beginning Date

Tue, 07/01/2025

Project End Date

Wed, 06/30/2027

Please describe your 2025-2027 SSCP project

Our project focuses on sustaining and strengthening our pantry so that residents have reliable access to consistent, nutritious food. We are committed to promoting awareness of our services, building strong community partnerships, and ensuring a dependable safety net for families, seniors, and individuals in need. This investment not only addresses immediate hunger but also reinforces the overall health and resilience of our community.

What is the dollar amount of SSCP grant funding you are requesting?

20,000.00

Which of the 2025-2027 program objectives will your project achieve?

Support the health and physical well-being of residents within Sandy city limits

Please specifically describe how your project meets the selected program objective(s)

Our project supports the health and physical well-being of Sandy residents by ensuring consistent access to nutritious food, which is the foundation of good health. By offering fresh produce, proteins, and other balanced options, we help reduce food insecurity and the health risks associated with poor nutrition. The pantry especially benefits vulnerable groups such as children, seniors, and families with limited income, who may otherwise go without regular healthy meals. In this way, we strengthen the overall well-being of our community, helping residents stay healthier, more resilient, and better able to thrive.

Please specifically describe how residents within Sandy city limits will benefit from the project

In a mid-sized rural town like Sandy, a food pantry provides more than just groceries—it offers stability. With limited stores and long drives to larger cities, many families struggle to access affordable, healthy food. A local pantry ensures that seniors on fixed incomes, parents raising young children, and neighbors facing unexpected hardships can find support close to home. It also strengthens community ties, with volunteers and residents working side by side to care for one another. In this way, the pantry becomes both a safety net and a gathering place, helping the whole town thrive.

Please identify and describe the measurements that will be used to assess the project's positive impact on Sandy residents

We will use data showing how many households and individuals access our programs monthly to reflect the positive impact our program has on the residents of Sandy. This reporting will include our food pantry, as well as our Senior Box Program, Lunch Box Program, and our Meal Site. We will also include data reporting the dollar amount of clothing cards that we distribute, which provide clothing and shoes for the community.

Please describe how this project represents good value for the City; maximizing the public benefits generated from this investment of taxpayer funds

This project represents good value for the City because it maximizes impact with minimal cost. Our pantry leverages hundreds of volunteer hours, donated food, and partnerships with local businesses and farms, ensuring that every taxpayer dollar is multiplied by additional community resources. By providing consistent access to healthy food, we help families remain stable, reduce pressure on costly emergency services, and support seniors and children who are most at risk. In a rural town, the pantry also strengthens the fabric of community life—neighbors helping neighbors—so that the City's investment not only addresses immediate needs but also fosters long-term resilience and well-being for all residents.

Please describe how this project represents a sustainable long-term investment of taxpayer funds. How will this investment be leveraged to provide services in the future?

Providing a grant to our food pantry is a sustainable investment of taxpayer funds because it strengthens the community while reducing long-term costs. Reliable food access helps families stay healthy and stable, lowering demand on emergency healthcare, law enforcement, and other public services. Pantry operations also leverage volunteers, donated goods, and community partnerships, stretching every public dollar and multiplying its impact. By preventing small hardships from becoming costly crises, the pantry ensures that City funds create lasting benefits for residents and the local economy.

Have you received grant funding in the past, either through SSCP or through another organization?

Yes

Please indicate the program/organization from which you received grant funding; the year; and the dollar amount

23 - 25; \$20,000.00

Did you successfully comply with all terms and requirements of the past grant funding you received?

Yes

Are you requesting an Alternative Payment Accommodation per Section 7 of the Program Guidelines?

No

Project Budget

[sscp_grant_budget_form_25 - 27.xlsx](#) [2]

If you would like to provide supplementary project documents, promotional materials, or other files for the City's consideration, you may upload them here

Certification of Eligibility

I certify that the proposed project is eligible for funding under the Program Guidelines. Specifically: the project will directly benefit residents living within Sandy city limits; the applying organization is tax-exempt under the Internal Revenue Code in good standing with the IRS; the project will not promote or inhibit religious activities; the project will not promote or inhibit political activities; the project will not discriminate based on race, ethnicity, age, gender, or sexual orientation; the project will not involve "self-dealing" or similar conflicts of interest as defined in the Project Guidelines; the project has a clear public benefit and has the permission of the owner of the property on which it will take place (if applicable); the applicant has a positive record of successful grant completion and compliance with City policies and regulations; and the requested funding for organization staffing will be dedicated to the execution of the specific project being applied for (if applicable).

Agreement / Certification of Accuracy

I certify that the information contained in this application is true and correct to the best of my knowledge. I understand that if the City finds the information in this application to be false, or if I fail to abide by all provisions and requirements of the SSCP Program Guidelines or all terms of the grant agreement executed between my organization and the City of Sandy, I will lose my eligibility to receive current and future grant funds, and may be required to return to the City any grant funds already received. I further understand that all materials submitted through this application and as part of this grant program may be subject to disclosure under public records laws.

Source URL:<https://www.ci.sandy.or.us/node/23491/submission/23959>

Links

[1] <https://www.ci.sandy.or.us/administration/webform/special-service-contract-program> [2]

[https://www.ci.sandy.or.us/system/files/webform/sscp_grant_budget_form_25 - 27.xlsx](https://www.ci.sandy.or.us/system/files/webform/sscp_grant_budget_form_25_-_27.xlsx)

2025-2027 SPECIAL SERVICE CONTRACT PROGRAM GRANT APPLICATION BUDGET FORM



Project Name:		Community Pantry Support							
Applicant Name:		Action Center							
BUDGET ITEM	Units Needed	Units of Measure	Cost Per Unit	Total Cost	SSCP Grant	Matching Funds		TOTALS	
					(A) SSCP Funding Requested	(B) Other Funding Sources *	(C) In-Kind Support		
Personnel Costs: List Personnel Working on Project, their pay rate, days or hours worked, and whether they will be paid by grant, other funding, or in-kind match (volunteer). If they are volunteering, assume a pay value of \$33.49 per hour.									
Grant oversight/implementation/coordination (Kirsten Pitzer, Director)	166.67	hours	\$30.00	\$5,000	\$5,000.00	\$5,000.00		\$10,000.00	
				\$0.00				\$0.00	
				\$0.00				\$0.00	
				\$0.00				\$0.00	
				\$0.00				\$0.00	
				\$0.00				\$0.00	
Subtotal Personnel Costs				\$5,000	\$5,000.00	\$5,000.00	\$0.00	\$10,000.00	
Materials / Supplies / Equipment									
Supplemental food pantry supplies (both OFB and store purchase)	1	each	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00		\$16,000.00	
Supplemental Lunch Box Program supplies (Homeless population)	1	each	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00		\$2,400.00	
Supplemental food for Meal Site	1	each	\$600.00	\$600.00	\$600.00	\$600.00		\$1,200.00	
				\$0.00				\$0.00	
				\$0.00				\$0.00	
				\$0.00				\$0.00	
Subtotal Materials/Supplies/Equipment:				\$9,800.00	\$9,800.00	\$9,800.00	\$0.00	\$19,600.00	
Event Fees / Publicity / Marketing									
Marketing for Promotional Materials	1	each	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		\$4,000.00	
Website Hosting	1	each	\$250.00	\$250.00	\$250.00	\$250.00		\$500.00	
Subtotal Fees/Publicity/Marketing				\$2,250.00	\$2,250.00	\$2,250.00	\$0.00	\$4,500.00	
Transportation Costs									
Fuel Costs (food pick up)	1	each	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$2,000.00	
				\$0.00				\$0.00	
Subtotal Transportation and Other Costs				\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$2,000.00	
Project Administration (clerical, printing, postage, permits, etc.)									
Office supplies (tape, markers, etc)	1	each	\$650.00	\$650.00	\$650.00	\$650.00		\$1,300.00	
Printing fees for English/Spanish materials	1	each	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		\$2,000.00	
Postage fees	1	each	\$300.00	\$300.00	\$300.00	\$300.00		\$600.00	
Subtotal Admin Costs				\$1,950.00	\$1,950.00	\$1,950.00	\$0.00	\$3,900.00	
Misc Other Costs									
				\$0.00				\$0.00	
				\$0.00				\$0.00	
Subtotal Misc. Other Costs				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL PROJECT COSTS					\$20,000	\$20,000.00	\$20,000.00	\$0.00	\$40,000.00

* Other Funding Sources - List Sources Here	Amt. Funded
Existing Funds	\$10,000.00
Store Revenue	\$5,000.00
Individual Donations	\$5,000.00
Total: Other Funding Sources	\$20,000.00