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Planting Roots, Growing Community – Phase 2 **... a capital campaign for Interfaith Food Bank**

The Need

Interfaith Food Bank Society of Lethbridge has been providing emergency food support services to Lethbridge and area since 1989. The bridge between those who need help and those who have something to give, was born out of a church basement over twenty years ago when community members saw their neighbors going hungry, and responded to the need. What once started as friends helping friends has now grown into a community organization that feeds nearly 1500 people each month, half of whom are children.

From March 2008 – March 2009, Interfaith Food Bank experienced an 88% increase in the number of clients served. During that one year period, we saw an increase in food bank usage across the country, with Alberta food banks reporting the highest increase of 61% from National Hunger Count Statistics collected just one year prior. This increase in demand had a direct impact on the amount of food required to meet the needs of those accessing services, and our Board of Directors acknowledged that our organization would need to expand to keep up with community needs.

For almost 20 years, Interfaith had been renting an aging facility that was not designed to operate as a food bank. ***Planting Roots, Growing Community*** was launched in 2010 as a capital campaign to raise funds for our Society to acquire a facility of our own, more conducive to the work that we do. In September 2010, we took possession of a more ideal facility directly across the street from our prior location. ***Phase 1*** of our Capital Campaign found funding to begin the immediate construction required to get the building ready for food bank programs, and Christmas distribution. We were able to get in, and operating by November that same year.

Phase 2 of our Capital Campaign was officially launched in March 2011 to raise funds to expand and relocate *The Interfaith Chinook Country Kitchen* to our new facility. This program, added to our repertoire of services in 2004 through a unique partnership with Family Centre and Alberta Health Services – Population Health, provides free cooking sessions that are intended to teach participants to cook healthy meals on a limited budget. The popularity of this program has grown beyond the current program space, and we have identified the need to expand and relocate the commercial kitchen, children's playroom, and the education room used for programs and other training activities.

In addition to the relocation of our community kitchen suite, ***Phase 2*** will address current operational needs, as well incorporate program and project space for future growth. A second level floor expansion will allow for further program/project space, and the addition of an accessibility lift will ensure safety in transporting supplies and volunteers with mobility issues to work spaces on the second level. Outdoor storage space is required to address storage needs for non-food items, tools and maintenance materials, our forklift, and promotional signage and collection bins.

Our Plan and Progress

History of Building Purchase

In 2008, our volunteer board of directors identified the need for our own facility through an extensive strategic planning process and we identified the need for a formal building fund that same year. In 2009 we began actively recruiting funds for facility related expenses, and the community responded with their support in principle, and in funds.

Over the 2009 calendar year we began searching for an appropriate facility that would meet some key criteria. Firstly, location was of utmost importance as a large portion of our client base face transportation issues. To be located within walking distance of our current facility, or near public transportation was crucial so those who need our services could access our facility. Secondly, we were looking for a building designed to be a warehouse, with a good roof, open floor plan and room to grow. Thirdly, we had to find a building that would be financially feasible for our society.

Opportunity arose, and Interfaith Food Bank Society of Lethbridge was able to purchase a 21,500 square foot building directly across the street from our prior location. A long term tenant occupies 11,900 square feet in the front part of the building, providing earned revenue potential and room for future growth. The remaining 9600 square feet in the back of the building was equipped with a huge warehouse space, loading dock and administrative offices, and is an ideal home for Interfaith, although a few modifications were required before the facility was ready for food distribution.

Phase 1 Renovations

After taking possession of the new facility on September 1, 2010, Phase 1 Renovations began to add a new Client Intake Area from which we serve our clientele. This area is larger than our prior client intake space, and includes a confidential screening office to allow us to determine eligibility of clients while maintaining their dignity and privacy. Client services re-opened at the new facility on November 3, 2010.

Immediate construction also saw a separate space created for The Interfaith Garage Sale, a year-round thrift store that raises funds for food bank operations and food purchases, that also offers new and gently used kitchen and household items at affordable prices for our clientele and the public at large. Expanding the sales floor has allowed us to generate more revenue from this social enterprise, and including a larger sorting space allows our volunteers to process garage sale items in a much more efficient manner. The newly expanded Interfaith Garage Sale opened to the public on November 2, 2010.

In addition to building these two service areas, crews of tradesmen, laborers and volunteers worked long hours to retro-fit the warehouse space to install a sink and to relocate the commercial coolers and freezers from our previous location. As electrical and plumbing needs were identified for both Phase 1 and Phase 2 renovations, our Board of Directors determined it was best for us to include the bulk of this work with Phase 1 activities, as well as the initial framing and drywall to separate our new kitchen suite.

Phase 2 Planning and Fundraising

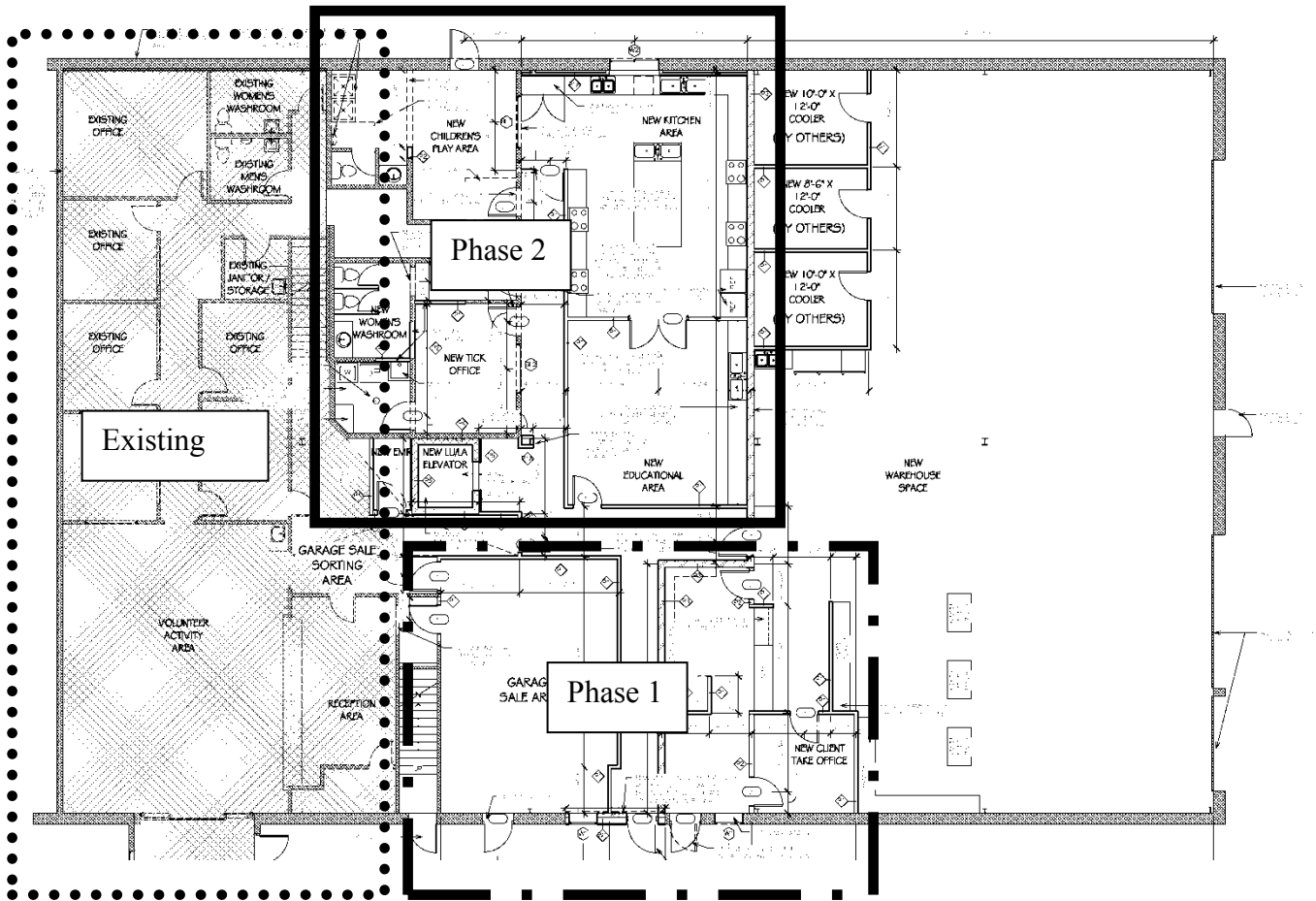
Our Building Committee has continued to work with the architects and engineers involved with Phase 1 Renovations to draw up the building plans for the Phase 2 expansion. Floor plans and artist renderings have been completed to help explain our project to potential funders, sponsors and private donors. A budget for the entire project has been approved by our Board of Directors, and ***Planting Roots, Growing Community*** capital campaign will continue to raise the funds necessary for the completion of Phase 2 Renovations.

Projects included with *Phase 2 Renovations* include:

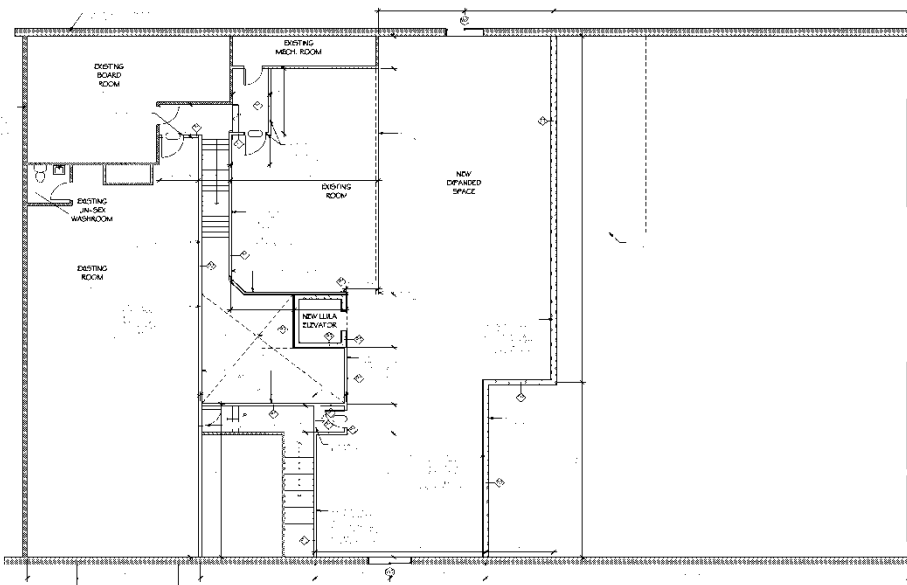
Room / Project	Description	Specifics / Details
The Interfaith Chinook Country Kitchen (TICCK)	Commercial kitchen and training facility that teaches participants how to cook healthy meals on a limited budget. A trained nutritionist facilitates cooking classes, and participants take home the food they make.	Kitchen cabinets, countertops etc. 2 hand sinks 3 stage commercial sink 4 household stoves 2 refrigerators Dishwasher Pantry
TICCK Playroom	Childcare area for children of TICCK participants. An early childhood educator leads children through activities while their parents learn to cook.	Paint Storage Cabinets Floor Mats Toy Storage Window to Kitchen Exterior door to future garden space
TICCK Staff Office	Employee workspace for Kitchen Coordinator and Early Childhood Educator	2 computer workstations Internet/Intranet Installation file storage Window to hallway
TICCK Laundry Facility	Laundry room for kitchen linens	Storage Shelves Washer/Dryer Installation Floor coverings, paint, finishing
TICCK Washrooms	Washroom facilities for Kitchen participants. This will involve the retro-fit of existing washrooms in the TICCK Suite.	Floor coverings, paint and general upgrade of existing space.
Education Room	Large meeting room for workshops, training, volunteer functions, community meetings, etc.	Wall Cabinets Counter top Double doors to training kitchen Floor coverings, paint, finishing.
Upper Level Floor Expansion	Additional space on the second level of the facility for project space, bundling areas and room for future expansion of programs and services.	Floor expansion to convert existing mezzanines to a complete 2 nd story. Floor coverings, conversion of existing pony walls to ceiling height enclosures, paint and installation of furnace units for HVAC associated with Kitchen and second level.
Accessibility Lift	To provide accessibility and the ability to transport supplies and volunteers to second level program/project space.	Lift mechanism/EMR room, pit, shaft, and finishing.
Outdoor Storage Facility	To address storage needs for non-food items, tools and maintenance materials, forklift, and promotional signage and collection bins	Garage Package including doors, siding, windows, etc. Concrete Pad

Building Plans and Artist Renderings

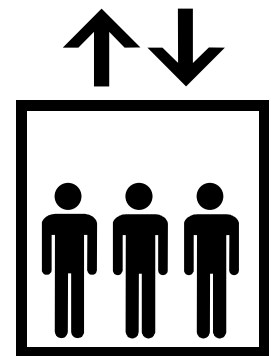
Main Floor



Upper Level Floor Expansion



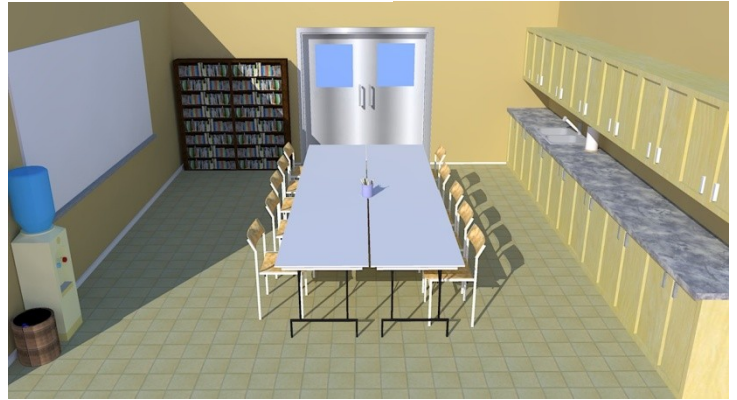
Accessibility Lift



Teaching Kitchen



Education Room



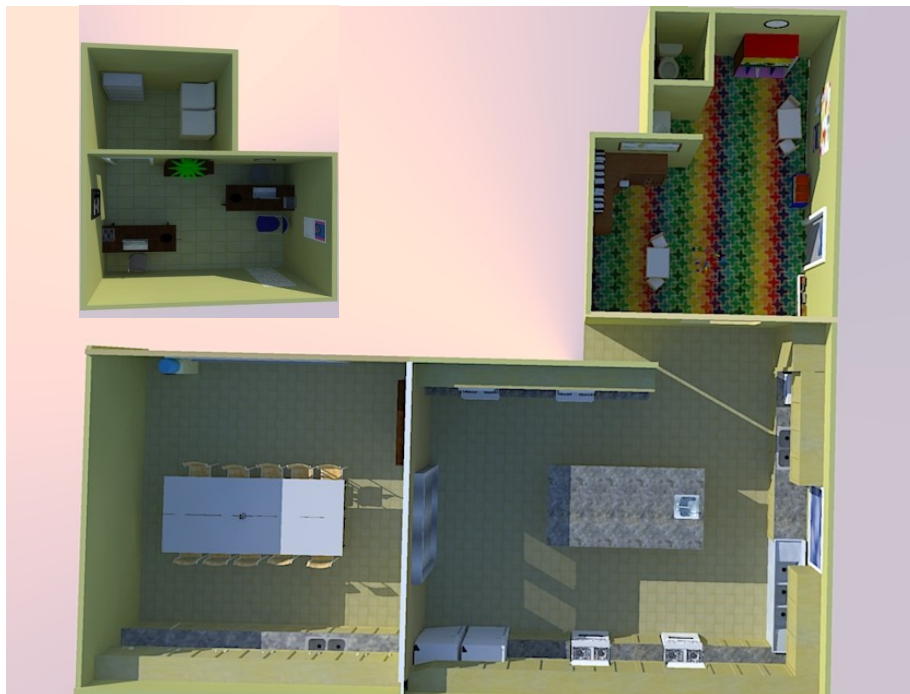
Children's Playroom



TICCK Office & Laundry Suite



Spatial Floor Plan



Phase 2 Project Budget

Item	Project Cost
Training Kitchen	\$61,000.00
Education Room	\$17,000.00
Children's Playroom	\$9400.00
TICCK Washrooms	\$1000.00
TICCK Office	\$2500.00
Laundry Suite	\$1000.00
Upper Level Expansion	\$82,200.00
Accessibility Lift	\$43,500.00
Outdoor Storage Facility	\$24,000.00
Planning & Inspections	\$6000.00
Campaign Costs (advertising, promotion and donor recognition)	\$4000.00
Contingency / Incidentals	\$23,400.00
Total Project Budget	\$275,000.00

Sustaining the Project

Financial sustainability for The Interfaith Chinook Country Kitchen program has been secured through the City of Lethbridge Family and Community Support Services (FCSS), which provides necessary funds for program staff and materials. These funds also cover the occupancy costs associated with the program, but will not cover the required facility upgrades. This responsibility falls on Interfaith Food Bank, as our role in the 3-way partnership with Family Centre and Alberta Health Services – Population Health is to provide the food and facility for the program.

Funding Goals

We plan to raise **\$275,000** through our capital campaign, *Planting Roots, Growing Community*. Funds will be recruited through grant funding, special events, sponsorships and private donations. Community organizations, funding entities and corporate groups are being contacted to select their level of support.

Impact & Measurements

Interfaith Food Bank's programs and services ensure that community members have somewhere to turn when they are unable to put food on the table. Through our food distribution programs and by connecting individuals and families with other resources within the community, we are able to offer both hope and options to those in need.

The Interfaith Chinook Country Kitchen strives to increase food security among individuals, families and children through free cooking sessions. These sessions give participants the opportunity to build confidence in cooking, which empowers them to cook and prepare meals for themselves and their families resulting in healthier eating habits and lifestyles. We aim to educate participants on how to prepare nutritious food using simple, natural ingredients and at the same time how to maximize their food budget. Other goals include educating participants on new meal ideas, food safety, parenting, and child development. The focus on meal planning, preparation and nutrition allows the program to offer participants a hand up, not just a hand-out.

Currently, The Interfaith Chinook Country Kitchen offers morning and afternoon classes Monday – Friday with the exception of Wednesday afternoons. We have space for 6 cooks and 6 children for each class, and on average 130-150 cooks and 75 – 100 children monthly. As participants take home the food they make, spouses and other family members also benefit from the program. Approximately 450 individuals benefit from the cooking classes each month. We expect that our expanded facility could benefit 150 – 250 cooks each month, serving over 600 individuals monthly.

The kitchen program allows our staff opportunities to get to know participants on a much more personal level than with our food distribution programs. This rapport with staff allows us to refer participants to other agencies and local programs that can help address the underlying needs that place people at the food bank. We expect that our expanded facility could result in an increase in referrals from a current average of 10 – 15 referrals per month to 15 – 20 monthly referrals (180-240 annually).

Currently, the amount of space at our current location has limited the number of volunteers we are able to use in our programs. From April – September of 2010, we were able to accumulate 34 volunteer hours for kitchen programs. We expect that our expanded facility could result in an increase of volunteer hours from a current average of 5 – 6 hours per month to a monthly average of 10 – 15 volunteer hours (120 – 180 volunteer hours annually).

Grow With Us

One of the most impressive qualities of Interfaith Food Bank Society of Lethbridge is the community involvement that has become the culture of Interfaith. Countless individuals, families, businesses, schools churches and clubs have contributed to our mission to recognize the human dignity of those in need and to provide food and access to services and resources generated within our community. We invite our community of supporters to join us in growing the food bank so we can realize our goal in *Planting Roots, Growing Community*.

Contribute

We need to raise an additional \$275,000 over the next year to complete necessary improvements to our facility. Funds will be used to

- expand and relocate The Interfaith Chinook Country Kitchen Suite, including teaching kitchen, children's playroom, office, laundry and education room
- expand existing mezzanines to a complete 2nd story for further program/project space
- install an accessibility lift to transport supplies and volunteers to second level project space
- build an outdoor storage facility

Contributions of building materials will also be gratefully accepted, and a wishlist of required supplies will be available so community members can make donations in-kind in addition to financial gifts.

Foster Support

By joining the *Planting Roots, Growing Community* capital campaign, individual citizens can help foster support for addressing hunger needs in our community. Talk with friends and family about what you can do to help, and encourage others to participate as well. Together, we can work to make a real difference in the lives of others.

For More Information

If you would like to be involved in the *Planting Roots, Growing Community* capital campaign for Interfaith Food Bank, please contact us by calling **403.320.8779**, or by visiting us online at www.interfaithfoodbank.ca.

March 25, 2010