

Minnesota COVID Food Fund Grant Final Report Form

This form serves as the Final Report for the Minnesota COVID Food Fund Grant. Receipts need to be available upon request that equal grant amount and indicate what the funds were used for. All grant related documentation must be retained for 7 years. This final report is due on or before January 31st, 2021. Please note: you cannot save your process along the way while filling out this form.

Email address *

Agency or Tribal Nation Name *

Grant Contact Name *

Mailing Address - Street *

Mailing Address - Street 1

Mailing Address- City *

Mailing Address - State *

Mailing Address - Zip Code *

Grant Contact Phone Number *

Fiscal Reporting

Receipts need to be available upon request that equal grant amount and indicate what funds were used for.

Total Minnesota COVID Food Fund Grant award *

Please enter dollar amount only

Total amount spent on food

Please enter dollar amount only

Total amount spent on Culturally Specific Foods

Please enter dollar amount only

Total amount spent on distribution supplies

Please enter dollar amount only

Total amount spent on vehicle purchase or rental

Please enter dollar amount only

Total amount spent on transportation costs (delivery costs, mileage, gas, vehicle repairs, gas cards)

Please enter dollar amount only

Total amount spent on personnel and staffing

Please enter dollar amount only

Total amount spent on equipment (freezer, shelving, storage)

Please enter dollar amount only

Total amount spent on diapers and other personal hygiene supplies

Please enter dollar amount only

Total amount spent on marketing and advertising costs

Please enter dollar amount only

Total amount spent on translation/interpretation services

Please enter dollar amount only

Total amount spent on computers and other technology

Please enter dollar amount only

Total amount spent on PPE or other supplies to follow public health guidelines

Please enter dollar amount only

Total amount spent on other (please list detailed information)

Program Reporting

Did the funding allow your agency to distribute food more safely during the COVID-19 pandemic? *

Yes

No

Other:

How did the funding impact your agency? *

Please check all that apply

- Transportation became less of a barrier to access food
- More food was distributed
- We were able to increase staffing and/or hours of operation
- We added equipment to accept more food
- More people were able to learn about our services
- We were better able to serve BIPOC (Black, Indigenous, People of Color) communities
- We were able to offer more culturally specific foods
- We were able to save time doing administrative work (i.e computers allowed us to collect information real-time)
- Other:

Please provide any additional comments.

Full Name *

Title *

Signature *

Phone Number *