

FreshTrak Agency Equipment Grant Application

Due: **July 1, 2021** to kathryn.miller@foodbankst.org or c/o Kathryn Miller, Food Bank of the Southern Tier, 388 Upper Oakwood Ave, Elmira, NY 14903.

Purpose: Feeding America and the Food Bank of the Southern Tier place high priority on understanding the people we serve. In order to support our agencies with the adoption of the Service Insights platform known as FreshTrak, we are opening a grant opportunity to agencies already using the system as well as those soon to be using it, designed to help cover the costs of equipment necessary for implementing FreshTrak. NOTE: This funding is to help you get started. Your agency will need to assume maintenance of any equipment awarded and fund long-term costs beyond the length of the grant (ex: hot spot or wifi monthly fees).

Criteria for Awards: FBST will release funds going in order of level of demonstrated need, as well as readiness and commitment to using FreshTrak, until available funds are exhausted. If you are not selected to receive funding for this round, we may have additional grant opportunities at a later date, so please apply.

Timeline: Applications accepted May 3rd – July 1st. Funds will be awarded over the summer and fall of 2021.

*If you have any questions throughout this application process, including whether your agency should apply, or want to talk through your agency’s situation before submitting the application, feel free to reach out to Kathryn Miller, Service Insights Manager, at Kathryn.miller@foodbankst.org or 607.796.6061 x4037.

Agency Name: _____ Agency Number: _____

Your Name: _____ Your Email Address: _____

Your Phone Number: _____

**We may reach out to you to have a conversation before awarding the grant.*

1. Is your agency already using FreshTrak (formerly known as PantryTrak)?

Yes

No

Comments:

2. My agency is requesting financial assistance related to FreshTrak with...

Note: please indicate the quantity requested, if you would like multiple devices. Depending on your pantry's size and distribution model, we may be able to provide more than one computer. Please explain why you believe multiple devices would be helpful, if applicable.

A computer (indicate type below if you have a preference)

● Desktop

▪ Quantity requested: _____

● Laptop

▪ Quantity requested: _____

● Tablet

▪ Quantity requested: _____

Internet/wifi

Comments:

3. Do you currently have access to the internet at the pantry? If yes, and if you are requesting funding for internet, please list all areas that the internet is used for, and what the approximate percentage of use is for each (ex: 95% pantry, 5% church administration).

Yes

No

Comments:

4. If you do not currently have access to the internet, what type of internet do you think would be most effective at your pantry? Please see the attached equipment guide for more details.

Personal hotspot from mobile phone

Mifi device (mobile hotspot, separate from phone)

Wifi network (not mobile)

N/A (already have access to the internet)

Comments:

5. Do you currently have a computer at the pantry? If yes, please tell us more about the computer in the comments (how old is it, what other features would you like if you were to get a new computer?)

Yes

No

Comments:

6. If you have a preference for a specific brand of computer, from the attached equipment guide or elsewhere, please list it below and explain why you think it would be a good fit for your agency.

7. Why would you like the Food Bank of the Southern Tier to consider your application for financial assistance?

8. Is there anything else we should consider when making our decision?

9. *****Please attach a quote for any equipment or internet services for which you are requesting assistance.***** If you are not sure what equipment you want, please reach out to Kathryn Miller at Kathryn.miller@foodbankst.org.

If you are NOT yet using FreshTrak, please answer the following questions:

Otherwise, you may skip these last questions and just sign at the end.

10. How soon would you like to start using FreshTrak (contingent on FBST staff availability to train your agency)?

Note: improvements to FreshTrak are anticipated in January 2022. If you would like to begin using FreshTrak sooner than that, you will need to be prepared for some retraining (offered by FBST).

July-December 2021

January-June 2022

Comments:

11. Is your agency's site coordinator able to commit to overseeing the accuracy of FreshTrak entries?

Yes

No

Comments:

By signing below, I attest that I am authorized to fill out this application on behalf of my agency, and that all information provided is accurate to the best of my ability. I further commit that if my agency is not already using FreshTrak, we will begin within 1 year of receiving this grant, on a timeline agreed upon with FBST.

Agency Representative Signature: _____ Date: _____