



## Environment and Natural Resources Trust Fund (ENRTF)

### M.L. 2020 ENRTF Work Plan (Main Document)

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**Today's Date:** 09/26/19

**Date of Next Status Update Report:** 04/01/2021

**Date of Work Plan Approval:**

**Project Completion Date:** 06/30/2022

**Does this submission include an amendment request?** No

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**PROJECT TITLE:** 199-EH - Diverting Unsold Food from Landfills, Reducing Greenhouse Gases

**Project Manager:** April Rog

**Organization:** Second Harvest Heartland

**Mailing Address:** 7101 Winnetka Blvd

**City, State, Zip Code:** Brooklyn Park, MN 55430

**Project Manager Direct Telephone Number:** 612-240-8753

**Email Address:** arog@2harvest.org

**Web Address:** www.2harvest.org

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**Location:**

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**Total Project Budget:** \$130,000

**Amount Spent:** \$0

**Balance:** \$130,000

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**Legal Citation:** M.L. 2020, Chp. xx, Sec. xx, Subd. xx

**Appropriation Language:**

## PROJECT STATEMENT:

Through this project, Second Harvest Heartland will:

- Reduce greenhouse gases and
- Improve air quality by reducing the amount of food sent to Minnesota landfills.

Through our project, we will collect donations of prepared, ready-to-eat foods and send these items to area food pantries and meal programs. These unsold foods are available for us to collect at corporate cafeterias, restaurants, hotels, catering companies, “hot food” grocery departments, and other food service businesses. Staff members and/or trained volunteers will visit the businesses to pick up the foods, package them appropriately, and deliver them to food pantries and free meal programs.

Without our program, these businesses will send this unsold food to landfills. According to the Minnesota Pollution Control Agency’s 2013 Statewide Waste Characterization study, food accounts for 17.8% of all waste sent to solid waste facilities in our state. The report notes that the Project Team identified food waste as a top potential diversion opportunity; with 519,400 tons of food waste available for diversion annually.

Our proposed project addresses air quality and climate change in Minnesota by reducing methane emissions. A September 16, 2015 press release from the U.S. Environmental Protection Agency notes, “Food loss and waste is the single largest component of disposed U.S. municipal solid waste, and accounts for a significant portion of U.S. methane emissions, which fuel climate change. This large volume of wasted food is a main contributor to the roughly 18 percent of total U.S. methane emissions that come from landfills. Landfills are the third largest source of methane in the United States.” *Analysis from the Boston Consulting Group indicates that our food bank has potential to divert 8 million pounds of prepared, ready-to-eat foods that are available, but not being currently donated, at Minnesota food service businesses each year.*

The goal of our project is to improve air quality and reduce climate change impacts through the *diversion 160,000 pounds of food* from food service partners in the Twin Cities metro area each year. Specifically, grant funds will be utilized to provide for a metro-area Emerging Food Streams Developer to implement this program.

In our program, will train and supervise volunteers to collect and deliver the prepared food donations utilizing an app available on their cell phones—MealConnect. The app was developed by Feeding America, the national network of food banks to which Second Harvest Heartland belongs, to bring efficiency to the donation process.

Our project will take place in the Twin Cities metro area. As an organization, our service area includes 41 counties in southern and western portions of the state including the entirety of the Minneapolis-St. Paul metro area; and communities including St. Cloud, Mankato, Hutchinson, Marshall, Willmar and Worthington. In future years, we expect to expand our program beyond the Twin Cities to communities throughout our service area.

## II. OVERALL PROJECT STATUS UPDATES:

First Update April 1, 2021

Second Update October 1, 2021

Third Update April 1, 2022

Final Report between project end (June 30) and August 15, 2022

## III. PROJECT ACTIVITIES AND OUTCOMES:

**Activity 1:** Utilize the skills of an Emerging Food Streams Developer to engage food pantries and meal programs to successfully accept donations of prepared foods.

**ENRTF BUDGET:** \$65,000 (or ½ of 1.0 position salary/benefits for each of two years)

Outcome	Completion Date
1. <i>Identify a large pool of potential food pantries and meal programs for potential program participation.</i>	09/30/2020
2. <i>Select and train 12 food pantries and/or meal programs to participate:</i> <ul style="list-style-type: none"><li>• <i>Train them to use the MealConnect platform</i></li><li>• <i>These partners will receive 160,000 pounds of donated food for each of 2 years (320,000 pounds total over 2 years).</i></li></ul>	12/30/2020
3. <i>To ensure food safety and successful program implementation, provide the following to the 12 food pantries and meal programs:</i> <ul style="list-style-type: none"><li>• <b>Monitoring</b> for program compliance</li><li>• <b>Technical assistance and support</b></li></ul>	06/30/2022

First Update April 1, 2021

Second Update October 1, 2021

Third Update April 1, 2022

Final Report between project end (June 30) and August 15, 2022

**Activity 2:** Utilize the skills of an Emerging Food Streams Developer to engage corporate cafeterias, restaurants, hotels, catering companies, “hot food” grocery departments, and other food service businesses to successfully donate prepared foods.

**ENRTF BUDGET:** \$65,000 (or ½ of 1.0 position salary/benefits for each of two years)

Outcome	Completion Date
1. <b>Identify</b> a large pool of food-serving businesses for potential program participation.	09/30/2020
2. <b>Select and train</b> 20 businesses to participate: <ul style="list-style-type: none"> <li>• Train them to use the MealConnect platform</li> <li>• Teach them to prepare food for donation and ensure its safety and quality</li> <li>• These partners will donate 160,000 pounds of food each of 2 years (320,000 pounds total over 2 years.)</li> </ul>	12/30/2020
3. To ensure food safety and successful program implementation, provide the following to the 20 businesses: <ul style="list-style-type: none"> <li>• <b>Monitoring</b> for program compliance</li> <li>• <b>Technical assistance</b> and support</li> </ul>	06/30/2022

**First Update April 1, 2021**

**Second Update October 1, 2021**

**Third Update April 1, 2022**

**Final Report between project end (June 30) and August 15, 2022**

#### **IV. DISSEMINATION:**

##### **Description:**

Second Harvest Heartland shares results and findings with the public through electronic and print newsletters, an annual report, our website, and various social media accounts including Facebook, Twitter, Instagram and LinkedIn. Our website receives more than 21,000 web sessions per month on average and we have more than 24,000 social media followers. In addition, our affiliation with Feeding America, a network of 200 food banks across the country, provides us with an opportunity to learn and share promising practices. Our leadership team members connect with a peer group of food banks within the network and with the greater network, which provides frequent opportunities for information sharing throughout the year. Staff members working on our various program teams are currently engaged in Feeding America-sponsored learning and sharing cohorts related to innovative food recovery strategies, child hunger and SNAP assistance. Our staff members also attend conferences held by Feeding America, Share Our Strength and other partners, allowing for additional dissemination and gathering of information and best practices.

Second Harvest Heartland holds annual gatherings to bring together partner agencies to network, learn about the latest trends and practices in the emergency food system, and to discuss future opportunities and initiatives. For example, in September 2019 we are facilitating 4 regional learning conferences across our service area for representatives from more than 150 food pantries, meal programs and other stakeholders in hunger relief. We also regularly hold smaller-scale meetings and training sessions with agency partners throughout the year. By sharing our findings, we hope to gain additional partners and promote effective practice in improving food security for all people.

Results specific to the work achieved by this grant also be shared to audiences that will benefit via:

- Share program results at agency partner gatherings
- Share program results at Feeding America conferences
- Create a results flyer to distribute to store partners
- Create a results flyer to distribute to agency partners
- Share results with MN Food Bank cluster partners – five additional food banks in MN

The Minnesota Environment and Natural Resources Trust Fund (ENRTF) will be acknowledged through use of the trust fund logo or attribution language on project print and electronic media, publications, signage, and other communications per the [ENRTF Acknowledgement Guidelines](#).

**First Update April 1, 2021**

**Second Update October 1, 2021**

**Third Update April 1, 2022**

**Final Report between project end (June 30) and August 15, 2022**

**V. ADDITIONAL BUDGET INFORMATION:**

**A. Personnel and Capital Expenditures N/A**

**Explanation of Capital Expenditures Greater Than \$5,000: N/A**

**Explanation of Use of Classified Staff: N/A**

**Total Number of Full-time Equivalents (FTE) Directly Funded with this ENRTF Appropriation:**

Enter Total Estimated Personnel Hours for entire duration of project:	Divide total personnel hours by 2,080 hours in 1 yr = TOTAL FTE: 0.5
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**Total Number of Full-time Equivalents (FTE) Estimated to Be Funded through Contracts with this ENRTF Appropriation:**

Enter Total Estimated Contract Personnel Hours for entire duration of project:	Divide total contract hours by 2,080 hours in 1 yr = TOTAL FTE: 0
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**VI. PROJECT PARTNERS:**

- A. Partners outside of project manager’s organization receiving ENRTF funding: **N/A**
- B. Partners NOT receiving ENRTF funding:
  - 20 food donors making donations of food through this program – Inform Second Harvest Heartland of food available for collection, through MealConnect or by contacting our staff members, and prepare food for collection according to program standards.

- 12 food pantries and meal programs receiving food donations collected through this program – Receive donated food and use it to feed clients.

## **VII. LONG-TERM- IMPLEMENTATION AND FUNDING:**

Expansion of our prepared food collection and distribution program has been included in our annual program plans for fiscal year 2019, and will be included in plans for 2020, 2021 and 2022. The strategy was identified as priority for our organization after evaluation from the Boston Consulting Group. The strategy has also been identified as having significant potential for expansion by the Feeding America network of food banks to which we belong. Regarding future funding, the program will be supported through a combination of public and private grants, major gifts, contributions from individuals, cause marketing campaigns, special fundraising events and earned revenue.

## **VIII. REPORTING REQUIREMENTS:**

- Project status update reports will be submitted Sept 30 and December 30 each year of the project
- A final report and associated products will be submitted between June 30 and August 15, 2022

## **IX. SEE ADDITIONAL WORK PLAN COMPONENTS:**

**A. Budget Spreadsheet**

**B. Visual Component or Map**

**C. Parcel List Spreadsheet**

**D. Acquisition, Easements, and Restoration Requirements**

**E. Research Addendum**

Attachment A: Project Budget Spreadsheet  
 Environment and Natural Resources Trust Fund  
 M.L. 2020 Budget Spreadsheet



Legal Citation:  
 Project Manager: April Rog  
 Project Title: Diverting Unsold Food from Landfills, Reducing Greenhouse Gases  
 Organization: Second Harvest Heartland  
 Project Budget: \$130,000  
 Project Length and Completion Date: 2 years - June 30, 2022  
 Today's Date: September 26, 2019

ENVIRONMENT AND NATURAL RESOURCES TRUST FUND BUDGET		Budget	Amount Spent	Balance
<b>BUDGET ITEM</b>				
<b>Personnel (Wages and Benefits)</b>		\$ 130,000	\$ -	\$ 130,000
1.0 FTE Emerging Food Streams Developer @ \$51,600 annually + \$13,400 benefits/fringe/payroll taxes calculated at 0.26 of salary x 2 years				
<b>Professional/Technical/Service Contracts</b>				
		\$ -	\$ -	\$ -
<b>Equipment/Tools/Supplies</b>				
		\$ -	\$ -	\$ -
<b>Capital Expenditures Over \$5,000</b>				
		\$ -	\$ -	\$ -
<b>Fee Title Acquisition</b>				
		\$ -	\$ -	\$ -
<b>Easement Acquisition</b>				
		\$ -	\$ -	\$ -
<b>Professional Services for Acquisition</b>				
		\$ -	\$ -	\$ -
<b>Printing</b>				
		\$ -	\$ -	\$ -
<b>Travel expenses in Minnesota</b>				
		\$ -	\$ -	\$ -
<b>Other</b>				
		\$ -	\$ -	\$ -
<b>COLUMN TOTAL</b>		\$ 130,000	\$ -	\$ 130,000
<b>SOURCE AND USE OF OTHER FUNDS CONTRIBUTED TO THE PROJECT</b>				
	Status (secured or pending)	Budget	Spent	Balance
<b>Non-State:</b>		\$ -	\$ -	\$ -
<b>State:</b>		\$ -	\$ -	\$ -
<b>In kind:</b>		\$ -	\$ -	\$ -
<b>Other ENRTF APPROPRIATIONS AWARDED IN THE LAST SIX YEARS</b>				
	Amount legally obligated but not yet spent	Budget	Spent	Balance
		\$ -	\$ -	\$ -



**Reducing greenhouse gasses by**

**Gaining donations of prepared foods**

**From restaurants, hotels, catering companies & related businesses**

- ***To prevent food from being disposed in landfills***
- ***And help feed hungry Minnesotans***

**The Opportunity**

Each year, food businesses in Minnesota prepare millions of pounds of food to sell to hungry customers. These businesses include restaurants, hotels, catering companies, deli departments at grocery stores, and related types of businesses.

Not all of this food is sold. In fact, large portions are thrown out, to be disposed in our state's landfills. What if businesses could donate their unsold prepared food, so that they wouldn't have to throw it out, and they could feed hungry people instead? Research completed for our food bank indicates that 8 million pounds of prepared foods are available for donation annually in Minnesota.

As a food bank, Second Harvest Heartland is a regional expert in securing vast amounts of donated food. We have well-established processes in place for sourcing donations of shelf-stable foods, fresh produce from farms, and food donated by grocery stores.

Gaining donations of hot and prepared foods, and making arrangements for this food to be given to hungry people in the community, is relatively new for our organization. We recently completed a pilot project with Hyatt hotels. We also implemented a very successful prepared food collection program as part of the 2018 Super Bowl festivities. In addition, the national Feeding America organization (we are 1 of 200 food bank members) has developed best practices in sourcing, handling and distributing prepared food donations. We will leverage this expertise in our proposed project.

This project will allow us to bring a prepared food donation program to scale. Grant funds will be used to pay the salary and benefits of a program staff person (Emerging Food Streams Developer). The staff person will secure food donations, and develop partnerships with the donors. The staff person will also assist the agencies that receive the food. The donated food will be transported to nearby food pantries and meal programs so that it can be given to low-income people in need of food assistance.

**Our Plan**

This project will produce the following outcomes:

- Reduced organic food waste being placed in Minnesota landfills.
- Reduced greenhouse gas emissions because less food waste will be placed in landfills.
- 160,000 lbs. of prepared food donations secured each year of the grant period.
- Increased amounts of food for hungry and food-insecure Minnesotans.
- The establishment of a framework for ongoing operations of this program, including forming of new partnerships with 20 prepared food donors and 12 agencies that will give the donated food to their clients.

**The Impact**