



# Prince George Native Friendship Centre

The Gathering Place  
1600 Third Avenue  
Prince George, BC V2L 3G6

Phone 250.564.3568 - Fax 250.563.0924  
[www.pgnfc.com](http://www.pgnfc.com) Email [info@pgnfc.com](mailto:info@pgnfc.com)

March 27, 2024

Attn: Mayor Simon Yu & Prince George City Council

Dear Mayor and Council;

The Prince George Native Friendship Centre (PGNFC) is requesting your support in our application for funding from the Northern Development Initiative Trust (NDIT) to establish the **Food Bank Expansion Project**.

## About the Project

This project aims to expand the capacity and services of our existing food hamper program that is currently stretched thin trying to accommodate the needs of our existing clients. Currently, we are only able to offer hamper pick up at our downtown location for about 4 hours a week (Monday to Thursday, 2pm - 3pm), which is not accessible for many people including those who are at work, don't have reliable transportation, or have physical limitations. Our small team of two staff is already working at full capacity to provide this service, and the need for food is continuing to increase. For example, we saw a 44% increase in clients in January of 2024 compared to January of 2023, but we are still working with the same number of staff and funding as the year before.

With the funding we are requesting, PGNFC will purchase a vehicle that allows for delivery of our hampers to those who cannot pick up hampers for themselves. Funds would also hire a part-time employee at 20 hours/week dedicated to these deliveries - they would manage the client list and ensure all hampers are prepared prior to delivery, as well as conduct the deliveries themselves. Deliveries will go out once a week, cycling through 4 different client lists, so that clients receive 1 hamper every 4 weeks. This is in alignment with our current policy of giving 1 hamper per month per household.

We will also be able to provide emergency deliveries for clients in crisis, delivered by the new employee or the Emergency Resources Coordinator should they be unavailable. We will be delivering to clients all around Prince George, including those living near city limits. The vehicle and driver will also be used to pick up food orders and donations.

Additionally, this project will allow the food bank to open during the evening for 2 hours a month, allowing clients with busy schedules to access our services outside of business hours. With an extra worker on hand, we will be able to create more hampers and always ensure we have our bulk supplies portioned and well-stocked, which is proving to be a difficult task at this time.



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In the first year, we intend to be delivering approximately 40 hampers per month to clients who can't access the main food bank and serve an additional 30 households with our evening hours pickup. In the second and third years, we plan on expanding the program and deliver to an additional 20 households a month in year 2, and again 20 more in year 3. We intend to source our clients through referrals from other PGNFC programs and service agencies to ensure we are helping the most vulnerable members of our communities.

## About the Grant

PGNFC is applying to the Northern Healthy Communities Fund's Capacity Building Program. This grant program is the result of a partnership between the Ministry of Municipal Affairs and NDIT. We are requesting funding in the amount of \$80,000 a year for three years, coming to a total of \$240,000. This grant is paid out from the Northern Healthy Communities Fund. This funding will pay for the delivery vehicle and the associated costs, the salary of the new employee, capital purchases such as coolers and transport containers needed to start the project, and non-food items needed for the food bank, including packaging materials for bulk supplies as well as household goods supplied to clients such as dish soap and bathroom tissue.

## The Resolution

PGNFC is asking the City of Prince George to approve the following resolution in support of the Food Bank Expansion Project.

***THAT, the City of Prince George supports the application to Northern Development Initiative Trust from the Prince George Native Friendship Centre for the Food Bank Expansion Program.***

The Prince George Native Friendship Centre thanks you for your time, consideration, and support of our funding application and programming. We are happy to provide you with any additional information or documentation needed to support our application, or to arrange a meeting about the project.

Sincerely,

Brandi MacAulay  
Director of Health  
Prince George Native Friendship Centre