

Department of Human Services Contract Monitoring Report

Agency: **Department of Human Services**

Unit: **Office of Community Grants**

Completed By: **Milanga Abeysuriya**

Monitoring Period: **11/1/2025-06/30/2026**

Date: **10/29/2025**

Date to Begin Next Procurement Process: **1/1/2026**

General Information

Agency Control No.:
FIAMFB 26-007A1

Requisition No.: **N00R6600608**

Project Name:
**Maryland Food
Bank-State
Reserve Grant**

BPO No.:
N00B6600209

PO No.:
N00P6601938

Contract Monitor:
**Milanga
Abeysuriya**

Description:

1. Modification to add additional funds allotted from the Governor's Office to increase the food bank's distribution of nutritious, life-sustaining food to low-income Maryland residents in food-insecure neighborhoods. This funding will directly address the significant surge in food demand by prioritizing individuals and families critically impacted by the 2025 federal government shutdown and Supplemental Nutrition Assistance Program (SNAP) recipients facing jeopardized benefits, while also supporting the emergency response and modification of existing services to dramatically increase the effectiveness of food distribution and ensure essential aid reaches recipients with unprecedented efficiency and impact.

Subcontracting Goal: **N**

Hiring Agreement Clause? (Y/N): **N**

Non-visual Access Clause? (Y/N): **N**

Liquidated Damages Clause? (Y/N): **N**

Does the Contract Contain Any Options? (Y/N): **N**

Original Contract Amount: \$6,086,002.00

Contract Term: 7/1/25 - 6/30/26

Option and Modifications			
Agency Control No.	Term	Option/Modification Amount	New Contract Total
FIA/MFB 26-007A1	11/1/25 - 6/30/26	\$5,500,000.00	\$11,586,002.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Total:		\$5,500,000.00	\$11,586,002.00

FY	Appropriation Code	Total	Thru	Amount	%
26	N00I0007	\$6,086,002.00	7/1/25 – 6/30/26	\$6,086,002.00	100.00
26	N00I0007	\$5,500,000.00		\$0.00	0.00
					#####
					#####
					#####
					#####
Grand Total:		\$11,586,002.00		\$6,086,002.00	52.53

Contractor Data

Contractor Name: **Maryland Food Bank**

Fed. ID: **[Redacted]**

Contractor's Address: **2200 Halethorpe Farms Road Baltimore, MD 21227**

Contact Name: **Meg Kimmel**

Title: **President & CEO**

Telephone No: **[Redacted]**

Facsimile No.:

Email: **m.kimmel@mdfoodbank.org**

Address (if different): **N/A**

Project Location (if different from Contractor's): **N/A**

Certified MBE (Y/N): **N**

Certification No.:

MBE Type:

Subcontracts (Y/N): **N**

List the following information for each MBE subcontractor if appropriate. **N/A**

Name	MBE Type	MBE Cert. No.	Amount
Amount			\$0.00

Monitoring Section

Insurance and Other Requirements

Type	Company	Amount	Term

Bonds

Type	Company	Amount	Term

Deliverables

One Time Only Deliverables

Description	Solicitation Citation	Date Due	Date Received	Date Accepted

Multiple Deliverables

No.	Description	Solicitation Citation	Due
	Provide quarterly expenditure and commodity distribution reports to illustrate the following: <u>Amount of food distributed including:</u> i. Total Pounds of Food Distributed: ii. Quantify the overall volume of food, including fresh produce, distributed to food insecure individuals and families across Maryland. <u>Number of Individuals Served:</u> i. Track the unduplicated count of Marylanders, particularly seniors, children, and families, who receive food assistance through the various programs and partner networks. <u>Use of awarded funds based on actual expenditures:</u> i. Distribution method; ii. Types of food served; iii. Number of meals served; iv. Locations served broken out by jurisdiction/county ensuring broad coverage and targeted support for high-need areas; and v. Expenditures must be evidenced by submitting receipts or other supporting documentation to ensure billing integrity standards are met. <u>Culturally Familiar Food Offerings:</u> i. Measure the diversity and quantity of culturally appropriate food items distributed, demonstrating responsiveness to the specific needs of diverse communities. <u>Partner Capacity Enhancement:</u>	the month following the end of each quarter.	25 th of

i.	Assess the extent to which grant funds contribute to sustaining or expanding the operational capacity of partner organizations to serve their communities effectively. This could be measured through qualitative reports or specific metrics like increased storage capacity or expanded distribution events.

Hiring Agreement Compliance	Non visual Access Compliance

Equipment

Description	Quantity	Solicitation Citation	Date Purchased	Cost

Visits

On-site Visits

Date	Place	Attendance

Meetings/Notes

Date	Type	Meeting/Note
10/29/25	Email	A1 modification package initiated.

Comments

Close-Out Summary