



S.L. Gimbel Foundation Fund Holiday Food Program Grant Application

Internal Use Only:
Grant : _____



Organization / Agency Information

Organization/Agency Name: Brazos Valley Food Bank, Inc. (BVFB)		
Physical Address: 1501 Independence Avenue		City/State/Zip Bryan, Texas 77803
Mailing Address: PO Box 74		City/State/Zip Bryan, Texas 77806
CEO or Director: Theresa Mangapora, MSW		Title: Executive Director
Phone: (979) 779-3663	Fax: (979) 821-2111	Email: tmangapora@bvfb.org
Contact Person: Theresa Mangapora		Title: Executive Director
Phone: Same	Fax: Same	Email: Same
Web Site Address: www.bvfb.org		Tax ID: 74-2380446

Program / Grant Information

Program/Project Name: Food for Pantries: Food Purchase Program			Amount of Grant Requested: \$15,000
Total Organization Budget: <u>\$2,661,557</u>	Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): \$11,907,263 / \$12,370,761 X 100 = <u>96%</u>	Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100): \$285,573 / \$12,370,761 X 100 = <u>2.3%</u>	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): \$468,498 / \$12,370,761 X 100 = <u>3.7%</u>
Purpose of Grant Request (one sentence): Purchase shelf-stable food items at a bulk rate that Partner Distribution Agencies and School-Based Food Pantries always want in but that the Brazos Valley Food Bank (BVFB) does not always have in stock from other sources (government commodities [TEFAP] and/or donations).			
Gimbel Holiday Grants Received: List Year(s) and Award Amount(s) 2017 - \$10,000 ; 2016 - \$10,989.25			

Signatures

Board President / Chair: (Print name and Title) Carl Prihoda, President	Signature: 	Date: 11.8.19
Executive Director/President: (Print name and Title) Theresa Mangapora, Executive Director	Signature: 	Date: 11/8/19

S.L. Gimbel Foundation Fund Holiday Grant Application

Please provide the following information for items I. through III. by answering all questions in ONE PAGE-12 Font. Please be thorough, clear, specific, and concise.

I. Organization/Agency Background: State your mission, vision, purpose, and provide a brief history. What are your core programs and activities? How many people do you serve? How many paid staff, full time and part-time? How many volunteers? BVFB's vision is a Hunger-Free Brazos Valley. Mission: BVFB unites our community to nourish our neighbors in need. BVFB has been in operation since 1985. In its first year, BVFB distributed 50,000 lbs. of food. In January 1987, the first paid staff position was created. The organization purchased its third location in Bryan, Texas in 2000. In 2005, BVFB had an annual operating budget of \$300,000 with four employees and one truck. In November of 2017, BVFB moved into a newly renovation Distribution Center (50,000 sq. ft.) that enables four times the fresh and frozen foods, twice as much dry goods and space for four times as many volunteers simultaneously. BVFB is a 4-star charity on Charity Navigator with an annual operating budget over \$2.6 million dollars, has twenty-two full-time paid employees, four part-time employees and four Texas A&M University work study students, with a fleet of six trucks. BVFB benefits from over 3,000 volunteers (over 15,000 hours) annually, feeding over 60,000 unique individuals (through partners and programs) with over 6.8 million pounds of food a year. In addition to providing Food for Pantries, initiatives such as the Children's Backpack, Senior Bag, School-Based and Mobile Food Pantries, as well as Benefits Assistance, Screen & Intervene Health Partnerships, Nutrition Education and Together We Grow, an antipoverty program have been added.

II. Project Information: Describe your food distribution program. **ANSWER ALL QUESTIONS.** Explain the community need including demographics, geographic characteristics of the area or community to be served, community conditions and income level. What are the specific activities of the food program? How do you identify/qualify those in need? How often is the food distribution offered? How many people will be served by the food distribution program (children, youth, adults, seniors)? Please explain how you keep track of number of people served. BVFB is based in Bryan, TX, home to Texas A&M University (the Brazos Valley). The Brazos Valley is 6 Counties, 92 miles long, 87 miles wide. With 328,898 residents, 59% live in rural areas. On average, transportation is 32% of income. One out of 5 households in the Brazos Valley is food insecure. Thirteen percent of households receive SNAP, 17% are uninsured, 11% of the residents have diabetes and the average housing cost burden is 27% (Disrupting Food Insecurity, Urban Institute, October 2019). BVFB's core program, Food for Pantries, stocks the shelves of 35+ different local feeding programs that in turn feed their local hungry. BVFB does this by acting as a collection, storage and distribution warehouse. The 35+ organizations that benefit from BVFB's Food for Pantries Program range from pantries to homeless shelters to substance abuse treatment centers, with 68% of the food being distributed through public pantries, designed to distribute free food to those in need at least once a month at a set time and in a set location. The majority are faith-based organizations run by volunteers. All partner agencies demonstrate nonprofit/church status, as well financial and physical space capacity. Signing of written agreements and monitoring visits conducted by BVFB staff happen annually. Partner agencies order food from BVFB online, BVFB staff compile their food order, then the order is either picked up or delivered by BVFB staff (over 80% of partner agencies receive food via delivery). Partner agencies assemble the food into bags/boxes for individual/family distribution. Food is distributed at least monthly, discrimination-free, with no conditions. Using the finding from the *USDA's What We Eat in America 2011-2012* report that an average meal is 1.2 lbs of food, we convert pounds of food into meals per dollar. A Gimbel Foundation Grant of \$15,000 will provide 12,500 meals ($\$15,000 / 1.2 \text{ lbs} = 12,500 \text{ meals}$). To translate meals to individuals served, we know from our localized data that the average distribution of food from one of our food pantries lasts an individual 3 days. Therefore, 12,500 meals divided by 3 (3 meals per day X 3 days) equals 4,167 individuals. In short, \$15,000 from the Gimbel Foundation will provide over 1,300 individuals

with food for 3 nutritious meals per day for 3 days. There are set TEFAP income guidelines updated yearly (based on 185% of the Federal Poverty Level) that agencies must adhere to when determining client eligibility. Food recipients verify eligibility through annual self-certification affidavits. Each partner agency submits monthly service statistics to BVFB that tracks # of clients served and their demographics.

S.L. Gimbel Foundation Fund
 Holiday Grant Application

III. Project Budget

Please provide a detailed line-item budget for your project by completing the budget form below. **The maximum requested amount is \$15,000** or 25% of your operating budget, whichever is less. You can request for less than \$15,000. You may delineate your line items requests per examples below:

- 85% of total request for the purchase of food items only. (Ex. Total request of \$15,000; 85% is \$12,750 for food)
- 15% of total request for female hygiene products and/or diapers. (Ex. Total request of \$15,000; 15% is \$2,250 for diapers and female hygiene products
- 100% of total request for the purchase of food items
- Canned tuna will not be funded.

Food items must be delineated (i.e. canned vegetables, soup, pasta, dried beans, rice, etc.). For each food item, indicate the cost per unit (pound, carton, case, etc.) and the quantity. See attached example.

Line Item	Line Item Description	Requested Amount
Ravioli (Beef)	\$15.90/case (24 items per case): 85 cases	\$1,351.50
Canned Chicken (Chunk)	\$15.95/case (24 items per case): 187 cases	\$2,982.65
Jelly (Grape)	\$12.75/case (12 items per case): 128 cases	\$1,632.00
Pancake Mix	\$9.95/case (15 items per case): 98 cases	\$ 975.10
Pancake Syrup (Lite)	\$15.60/case (12 items per case): 80 cases	\$1,248.00
White Milk (Shelf-Stable)	\$10.55/case (24 items per case): 128 cases	\$1,350.40
Quick Oats	\$9.25/case (12 items per case): 119 cases	\$1,100.75
Mandarins	\$15.95/case (24 items per case): 119 cases	\$1,898.05
Mac n Cheese	\$7.80/case (24 items per case): 126 cases	\$ 982.80
Bar Soap (Deodorant)	\$15.95/case (72 items per case): 96 cases	\$1,531.20
TOTAL:		\$15,052.45
REQUESTING:		\$15,000.00


IV. Administrative Expenses Percentage

This section calculates how much the organization spent for general management, overhead, indirect items as a percentage of the organization's total expenses. The figures are based on your most current **990 form that you submitted, Part IX Statement of Functional Expenses.**


Management & general expenses (Column C only)	/Total expenses (Column A)	= Administrative Percentage
\$285,573	\$12,370,761	2.3%

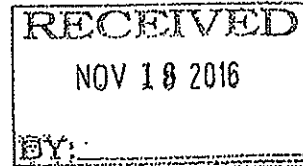
V. Supplemental Documents Checklist: Submit the following as attachments

- ☐ Your current 501(c) (3) final determination letter from the IRS
- ☐ List of your Board members and their affiliations
- ☐ Your most recent, filed 990 report.
- ☐ Part IX only of the 990 form, Statement of Functional Expenses (one page)
- ☐ Your current operating budget (Current calendar or fiscal year)
- ☐ 2018 Holiday Food Program Grantees: Include your evaluation report
- ☐ Other past Holiday Food Program Grantees: Include your **most recent** evaluation report

 **IRS** Department of the Treasury
Internal Revenue Service
P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4051094588
Nov. 16, 2016 LTR 4168C 0
74-2380446 000000 00
00020694
BODC: TE


BRAZOS VALLEY FOOD BANK INC
% THERESA E MANGAPORA
PO BOX 74
BRYAN TX 77806-0074



011685

Employer ID Number: 74-2380446
Form 990 required: Yes

Dear Taxpayer:

This is in response to your request dated Oct. 20, 2016, regarding your tax-exempt status.

We issued you a determination letter in December 1985, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

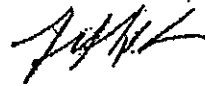
For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

4051094588
Nov. 16, 2016 LTR 4168C 0
74-2380446 000000 00
00020695

BRAZOS VALLEY FOOD BANK INC
% THERESA E MANGAPORA
PO BOX 74
BRYAN TX 77806-0074

Sincerely yours,



Jeffrey I. Cooper
Director, EO Rulings & Agreement



Counties Served: Brazos * Burleson * Grimes * Madison * Robertson * Washington

Programs: Benefits Assistance * Children's BackPacks * Food for Pantries * Mobile Food Pantries
Nutrition Education * School-Based Food Pantries * Screen & Intervene * Senior Bags * Together We Grow

2019 Board of Directors

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Vice President	Rich White, Store Manager, H-E-B
Treasurer	John Cowan, Vice President, Commercial & Agricultural Lending, Citizens Bank
Secretary	Elizabeth Shimshack, Assistant Vice President, Trust & Fiduciary Specialist, Wells Fargo Bank
Past President	Brenda Grays, Cyber Security Administration, Texas A&M Engineering Extension Service

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Meagan Brown	Energy Accounts Manager, BTU
Aaron Calvert	Store Manager, Kroger
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Hayley Huggins	Instructor, Brazos Christian School
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Sandra Lorenz	Lecturer, Department of Nutrition and Food Science, Texas A&M University
Chris Reyes	Community Volunteer
Philip Rodriguez	Attorney with Youngkin & Doss, P.L.L.C.
Gus Roman	Assistant Director, City of College Station Community Services
Scott Simpson	Community Volunteer/ Retired Police Officer
Tammi Warford	Sponsorship Coordinator, Brazos Valley Fair & Rodeo
Deborah Wright	Associate Vice President, Budget & Planning, Texas A&M University

Contact Us: (979) 779-3663 * (979) 821-2111 FAX * www.bvfb.org

Physical: 1501 Independence Avenue, Bryan, TX 77803

Mailing: PO Box 74, Bryan, TX 77806

The Brazos Valley Food Bank does not provide any goods or services in consideration, in whole or in part, for donations.

Donations are tax deductible.

501c3 Employer Identification Number: 74-2380446



Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	849,857.	677,186.	66,634.	106,037.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes				
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)				
12 Advertising and promotion				
13 Office expenses				
14 Information technology				
15 Royalties				
16 Occupancy	91,545.	76,412.	4,682.	10,451.
17 Travel	16,422.	15,039.	1,061.	322.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	1,771.	1,719.	27.	25.
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	178,433.		178,433.	
23 Insurance	51,007.	41,798.	5,640.	3,569.
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a DONATED FOOD-DISTRIBUTE	10,453,602.	10,453,602.		
b PURCHASED FOOD-DISTRIBUTE	393,395.	393,395.		
c SUPPLIES	83,024.	73,184.	2,031.	7,809.
d PROFESSIONAL FEES	58,020.	36,492.	9,258.	12,270.
e All other expenses	193,685.	138,436.	17,807.	37,442.
25 Total functional expenses. Add lines 1 through 24e	12,370,761.	11,907,263.	285,573.	177,925.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here ☐ if following SOP 98-2 (ASC 958-720)



Revenue Source	Total
REVENUES	
Contributions & Support	
Foundations	
Beaumont Foundation	\$ 30,000
Bank of America	\$ 2,500
Bodden Living Trust	\$ 10,000
Doak Charitable Trust	\$ 10,000
Peters, Mervin & Annette Family	\$ 10,000
James Orr	\$ 5,000
Orr Charitable Trust	\$ 45,000
Nina Astin Winkler	\$ 35,000
Edge Revocable	\$ 100,000
Plass Charitable Trust	\$ 20,000
Dougherty Trust	\$ 20,000
Groneman	\$ 10,000
The TJX Foundation	\$ 10,000
Jr League	\$ 10,000
The Carter Group	\$ 6,000
HFB - Starbucks	\$ 11,600
Other	\$ 81,933
Peters, M Bookman	\$ 30,000
Peters, Marshall & Ellen	\$ 30,000
Danford, L.B.	\$ 8,000
Williams, Tyrous & Ruth	\$ 20,000
BC/BS of Texas	\$ 10,000
Corporations	
Mid-South Synergy	\$ 16,000
Corporations	\$ 55,000
	\$ -
	\$ -
	\$ -
Individual contributions	

Board members	\$ 5,000
Individuals	\$ 159,350
Annual Major Donor Campaign	\$ 50,000
Other/general	\$ -
United Way - Gulf Coast (CFC)	\$ 6,700
SECC	\$ 50,000
Unsolicited	\$ 70,000
Organizations	\$ 18,000
Revenue Growth	\$ 52,025
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
Satisfaction of Prior Year Restrictions	
Net Assets Releases from Restrictions	\$ 162,856
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
Government grants/contracts	
Brazos County	\$ 8,500
Feeding Texas - HHSC	\$ 86,500
Feeding Texas - HHSC Gen Match	\$ 2,352
Feeding Texas - HHSC Snap Ed	\$ 87,900
FEMA	\$ 10,000
	\$ -
	\$ -
	\$ -
	\$ -
Other revenue	
Program revenues (Shared Maint)	\$ 381,570
FOC	\$ 44,000
Help End Hunger	\$ 14,000
Empty Bowls	\$ 10,000
Mingle 4 Meals	\$ 101,000
Souper Bowl of Caring	\$ 28,000

Aggies Can	\$ 1,000
Direct Mail (BC)	\$ 332,868
Email (BC)	\$ 14,987
Newsletter (BC)	\$ 35,834
Digital Media (BC)	\$ 4,146
Summer Event	\$ 75,000
Summer Hunger Campaign	\$ 50,000
Food For Families	\$ 145,000
Interest	\$ 2,500
Other	\$ 66,436
Total Revenue by Program/Function	\$ 2,661,657
EXPENSES	
Personnel:	
<i>Full Time</i>	
Salaries/Wages	\$ 836,116
Fringe	\$ 214,882
<i>Part Time</i>	
Salaries/Wages	\$ 73,407
Fringe	\$ 5,726
Total Personnel	\$ 1,130,131
Other Than Personal Service (OTPS):	
Direct Expenses	
Total Direct OTPS	\$ 1,174,426
Shared Expenses	
Total Shared OTPS	\$ 312,810
Total Expenses by Program/Function	\$ 2,617,367
Revenues Less Expenses	\$ 44,190

S.L. Gimbel Foundation Holiday Food Grant Final Evaluation Report Questions

Questions 1-16 are required and must be completed

1. Name of Organization
 - Brazos Valley Food Bank, Inc.
2. Grant #
 - 20160741
3. Grant Period
 - December 1, 2016 to June 30, 2017
4. Location of your Organization (City and State)
 - Bryan, TX
5. Name and Title of person completing evaluation
 - Samantha Gaster, Resource Development Officer
6. Phone Number
 - 979-779-3663
7. Email Address
 - samanthag@bvfb.org
8. Total number of clients served through this grant funding
 - 951 total people served
 - i. 925 through diapers
 - ii. 26 through S&I boxes
9. Approximate volume of food purchased with grant funds? (ie: 10lbs. of fresh produce; 1000 boxes; 10 cases, etc.)
 - 40 cases of size 4 diapers
 - 85 cases of canned peaches = 2,295 lbs.
 - 203 cases of canned peaches = 1,523 lbs.
 - 16 cases of canned corn = 432 lbs.
 - 100 cases of applesauce = 2,700 lbs.
 - 85 cases of low-sodium pinto beans = 2,380 lbs.
 - 150 cases of whole wheat spaghetti = 2,280 lbs.
 - 100 cases of peanut butter = 1,600 lbs.
 - i. Total volume: 13,180 lbs. plus 10 cases of size 4 diapers
10. Describe the project's key outcomes and results based on your goals and objectives
 - The goal of the Food Insecurity Screen & Intervene Program (S&I) is to identify food insecure individuals and families through non-traditional partnerships and help connect them to additional resources for a more comprehensive approach to health and hunger. BVFB's Program partners with Health for All (free health clinic) and the Prenatal Clinic to use the Children's Health Watch Hunger Vital Signs, a 2-question screening tool suitable for community outreach use, to identify patients at risk for food insecurity. If a patient is screened for food insecurity, health staff note this in the medical record and flag the individuals for 1) a case management referral and 2) a one-time food allotment. Trusted service providers, like medical staff, play a critical role in connecting eligible people with benefits and services.

- Key project outcomes have consisted of
 - i. Getting on the same page with our Screen & Intervene Partners. The Healthcare field and the food distribution fields are very different “worlds”.
 - ii. Adjusting our approach to suit the population served by the clinics, and serve their patients in the most meaningful and impactful way.

11. Please describe any challenges/obstacles the organization encountered (if any) in attaining stated goals and objectives

- We distributed significantly less boxes than we expected, and served significantly less people than expected. According to our funding application, we anticipated 714 food boxes to be distributed. Between December 1, 2016 and June 30, 2017, our partners have distributed only 26 food boxes.
- Since the food is distributed to clients through partners, these partnerships drive the success of the project. Both partners experienced site level difficulties in implementing the program, and for each partnership it was challenging to get feedback regarding their obstacles. One partner put a great deal of effort into problem solving at the site level, but that process took almost the entire duration of the grant period. The other partner seemed a little overwhelmed and perplexed at the obstacles, and little effort was made to identify or overcome barriers.
- There has been unexpected staffing changes at one of our partner clinics.
- Volunteer support is low in the summer months, which halted distribution.
- Boxes have proven to be heavy/cumbersome for patients and need to investigate other methods to carry S&I food items home, such as tote bags with handles.

12. How did you overcome and/or address the challenges and obstacles?

- We are currently in the process of re-evaluating and adjusting the approach to implementation of S&I at the clinics, taking into consideration the specific population they serve. This is due to our partners being overwhelmed with the obstacles and difficulties that they have been facing with implementation, with less volunteer assistance over the summer months.

13. Describe any unintended positive outcomes as a result of the efforts supported by this grant

- We have served over 950 individuals with diapers and/or through this project funding.
- We have established many challenges and obstacles to this program and start proactively fixing them as we move forward. Patient surveys are being completed now until September 2017 to see if receiving a box at every visit would be helpful to partner’s diabetic patients and gauge their receptiveness.
- Volunteer training at the clinics has been very successful and have proven to be instrumental in getting boxes out to patients.

14. Briefly describe the impact this grant had on your organization

- The mission of Screen & Intervene is to identify food insecure families and individuals through non-traditional partnerships, and help connect the food insecure with available resources; preventing them from “falling through the cracks”. Although we have seen a significant decrease in the number of food boxes and resources distributed, the 26 individuals that were served have been provided with food and nutrition services that

can help move them toward food security and possible reduction of chronic illnesses, such as diabetes.

- Two of the Brazos Valley Food Bank's core values is inspiring community involvement and understanding of hunger, and that is a large part of the S&I Program. We asked local clinics to take on this project and they agreed, understanding the value of working to give the food insecure patients that they see a box of nutritious food and additional resources for a more comprehensive approach to health and hunger. Although our partners were only able to distribute food boxes to 26 individuals, the understanding of the correlation between health and hunger, the involvement with our community clinic partners, and the funding from the S.L. Gimbel Foundation that has allowed us to get this far, has had a huge impact on our organization.

15. **Please provide a brief narrative on how the funds were used to fulfill grant objectives.** Support documents (receipts or expense reports) can be emailed to klampert@thecommunityfoundation.net or faxed to 951-684-1911

- The grant of \$10,989.25 from the S.L. Gimbel foundation was used to purchase diapers, and canned fruits, vegetables, beans, whole wheat spaghetti, and peanut butter for those screened as food insecure at two community clinics in the Brazos Valley. We were able to distribute all of the diapers and only 26 of 714 food boxes to the partner's patients. This was due to implementation obstacles and difficulties faced by our two clinics.

January 2020 Update: Gimbel Foundation funds of \$10,989.25 were used to purchase the food items mentioned above. When the food items were received, they were entered into the Brazos Valley Food Bank's (BVFB) computerized inventory as "On Hold" as to not be used for other programs or regular partner agencies.

As we have described in other places on this report, the Screen & Intervene (S&I) program at this time was facing several obstacles. Health partners were not distributing boxes nor requesting them. From December 1, 2016 to June 30, 2017, a total of 49 Screen & Intervene Food Boxes were distributed to patients through two different partners. Regretfully, none of these food boxes were assembled with food purchased with funds from the Gimbel Foundation. Instead, these boxes were assembled mid-2016 from product purchased with other funds (all trackable within our computerized inventory system).

In fact, none of the food purchased with Gimbel Foundation funds was used for the S&I program, despite us previously reporting so in this report. Detailed distribution of product (by cases) is in our computerized inventory system by the purchase receipt. When we first completed this report, we could see in the system that 26 S&I boxes went out, but we did not accurately trace those boxes back to the Gimbel receipt (it was just assumed).

This is what we have determined happened: BVFB's Distribution Manager was let go at the beginning of May 2017 and all of the institutional knowledge about this product – what it was, where it was in the warehouse and that it was placed on hold for the S&I Program left with her.

Over the course of doing physical inventory counts, the new Distribution Manager would find purchased food in the warehouse that was not moving (i.e. not being ordered by partner agencies, and not designated for any particular program effort). He was new enough in the position to not really understand why. But, what he did physically find in the warehouse, he would release the hold on.

To be specific:

- All of the Corn ordered with Gimbel Foundation funds was distributed. Four cases went out through BVFB's Mobile Food Pantries and 12 cases were distributed through Partner Agencies.
- All of the Applesauce ordered with Gimbel Foundation funds was distributed. Four cases actually made it into Fall 2018 S&I Food Boxes that were distributed. The rest of the cases (96) were ordered by partner agencies.
- All of the Peanut Butter ordered with Gimbel Foundation funds was distributed. One case went to a partner agency. The other (158 cases) went out in Blessing in Bags distributions (these are bags of food that go to food insecure households with either seniors or children over holidays breaks, when access to school and home-delivered meals is no longer an option).

While very little of this food was used for the S&I Program, all of it was distributed to food insecure households in the Brazos Valley.

Additional research on the reviewers' questions (which we are actually grateful for), led us to discover that some of the food ordered with Gimbel Foundation funds is still in BVFB's warehouse.

- 41 cases of 85 of Low Sodium Pinto Beans purchased with Gimbel Foundation funds remain. The Pinto Beans were discovered still on hold in BVFB's computerized inventory during our end of year Full Physical Inventory completed by our newest Distribution Managers (started in August).
 1. Thirty-eight cases went to partner agencies, 1 case went to a school-based food pantry, 15 cases were used for BVFB's Children's Backpack Food Program.
- 62 of 85 cases of Peaches (1 case went to a partner agency and 22 cases were mis-pulled by Warehouse Staff for a food order/s and this was never correctly updated in computerized inventory)
- 24 cases of 203 of Canned Chicken remaining (107 cases went to partner agencies, 1 case to School Food Pantry, 15 cases through the Children's Backpack Program and 80 were mis-pulled by Warehouse Staff for a food order/s and this was never correctly updated in the computerized inventory system)
- 83 of 150 cases of Whole Wheat Spaghetti remaining (68 cases were mis-pulled by Warehouse Staff for a food order/s and this was never correctly updated in the computerized inventory).

While this information is less than ideal, BVFB staff now have a handle what items from the Gimbel Foundation are in the warehouse – none of it is still on hold and none of it is

expired. All of what is left can still be distributed through partner agencies and nourish food insecure individuals and families in the Brazos Valley.

The contributing factors to BVFB not utilizing the funds and food as originally requested are many – obstacles with medical partners within the S&I program, institutional knowledge leaving with staff turnover, new staff not having all of the information regarding items “found” in the warehouse during physical inventory or when pulling orders and an Executive Director eager to try a new program with additional funding before BVFB was ready.

We are happy to say that our current Management Team unraveled these Gimbel Foundation food details because collectively, they have a better understanding of the importance of communication with each other, and inventory is being done more thoroughly. The Team is committed to learning from these mistakes and to implementing process, procedures and training to avoid these issues from happening again (putting product On Hold, pulling program product for agencies, etc.).

BVFB is also happy to report that the S&I Program is doing very well - 183 boxes S&I boxes were distributed through from 7/1/18-6/30/19. The program has a staff person dedicated to it, as well as other health promotion activities at BVFB, and health partners total more than 10.

And, please note: BVFB has an established track record (for years now) with other foundations (some local Trusts through Wells Fargo, but also the Beaumont Foundation of America) of purchasing food for partner agencies, it being distributed through partner agencies and all funds and product accounted for for the funders. **BVFB is confident that it can deliver on what it has requested this go around with Gimbel.**

16. Please relate a success story.

- Although we cannot relay a client success story at this time, we do feel that our success with this program so far deals with our partner clinics, who primarily focus on health issues. They were willing to take on another project, and consider the intersection of hunger with the work that they do with their patients. Each partner, in their own way, has come to the conclusion that addressing how hunger and health intersect is more complicated than simply offering a list of food pantries in their area. From this conclusion, we are now able to move forward with a closer look at how to meaningfully impact their clients with this program. As is often the case when starting new projects, new partnerships gain depth over time, as context is layered through experience. Our partner clinics have the best and most nuanced knowledge of the population they serve and the steps we have taken this far is part of learning. It is a success story in how the approaches to this program have kept being re-calibrated, rather than just given up on.

Questions 17-25 are optional questions and relate to demographic information on clients served. This helps us provide a broader picture of your organization and populations being served.

(Q17-18 - optional space to relate additional success stories)

19. Which category best describes your organization? Please choose only one.

Choose from: Animal Services, Arts & Art Support, **Basic Needs Support**, Cultural, College/University, Educational Institution, Senior Citizen Support, Shelter, Service Organization, Women & Children, Youth Development, Educational Support, Environmental, Faith-Based Organization, Humanitarian, Medical/Health/Public Agency, Residential/Recovery, Other:

20. What is your organization's primary program area of interest?

Choose from: Arts & Culture, Animal Welfare, Children & Families, Civic & Public Benefit, Education, Elder Care, Emergency Preparedness, Environment/Environmental, **Food Bank**, Disabled/Access, Health & Human Services, Homeless, Housing for Special Populations, Legal Aid, Military Support, Other, Religion, Youth

21. Percentage of clients Served through grant in each Ethnic Group Category. Total must equal 100%:

	Diapers	S&I Boxes	Total
African American	390	7	397 (41.7%)
Asian/Pacific Islander	0	1	1 (0.1%)
Caucasian	123	7	130 (13.7%)
Native American	0	1	1 (0.1%)
Hispanic/Latino	382	7	389 (40.9%)
All Ethnicities			
Other	30	3	33 (3.5%)
Unknown			

22. Approximate percentage of clients served from grant funds in each age category.

	Diapers	S&I Boxes	Total
Children – Birth-5 Years	246	0	246 (25.9%)
Children – 6-12 years	189	0	189 (19.9%)
Youth – 13-18 years	98	0	98 (10.3%)
Young Adults – 18-24 years			
Adults (19-64 years old)	368	26	394 (41.4%)
Senior Citizens (65+)	24	0	24 (2.5%)

23. Approximate percentage of clients served with disabilities from grant funds.

No clients served with disabilities	
Physically disabled	

Blind and Vision impaired	
Deaf and Hearing impaired	
Mentally/emotionally disabled	
Learning disabled	
Speech Impaired	
Other Disability	

24. Approximate percentage of clients served in Economic Group.

At/Below Poverty Level (@ 185% of FPIL)	100%
Homeless/Indigent	
Migrant Worker	
Working Poor	
Other	

25. Approximate percentage of clients served from grant funds in each population category.

Single Adults	
Families	
Single Parent Families	
Disabled	
Ethnic Minority	
LGBT	
Abused Women/Children	
Homeless/Indigent	
Immigrants	
Military	
Parolees	
Students	
Elderly	
Children/Youth – those not included in Family	