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**2018 S.L. Gimbel  
Foundation Fund Holiday  
Food Program Grant  
Application**

Internal Use Only:  
Grant: 20180958

**Organization / Agency Information**

<b>Organization/Agency Name:</b> Central Illinois Foodbank		
<b>Physical Address:</b> 1937 E Cook Street		<b>City/State/Zip</b> Springfield, IL 62703
<b>Mailing Address:</b> PO Box 8228		<b>City/State/Zip</b> Springfield, IL 62791
<b>CEO or Director:</b> Pam Molitoris		<b>Title:</b> Executive Director
<b>Phone:</b> 217-522-4022	<b>Fax:</b> 217-522-6418	<b>Email:</b> pmolitoris@centralilfoodbank.org
<b>Contact Person:</b> Heather Austwick		<b>Title:</b> Compliance Manager
<b>Phone:</b> 217-522-4022	<b>Fax:</b> 217-522-6418	<b>Email:</b> haustwick@centralilfoodbank.org
<b>Web Site Address:</b> www.centralilfoodbank.org		<b>Tax ID:</b> 37-1106465

**Program / Grant Information**

<b>Program/Project Name:</b> Healthy Foods Distribution			<b>Amount of Grant Requested:</b> \$15,000.00
<b>Total Organization Budget:</b> \$2,911,198	<b>Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100):</b> 98%	<b>Per 990, Percentage of Management &amp; General Expenses Only (Column C / Column A x 100):</b> 1.1%	<b>Per 990, Percentage of Management &amp; General Expenses and Fundraising (Column C+D / Column A x 100):</b> 2.3%
<b>Purpose of Grant Request (one sentence):</b> The purpose of this grant is to purchase much needed lean protein and fresh fruit and vegetables to be distributed through Central Illinois Foodbank's Healthy Foods Distribution program.			
<b>Gimbel Holiday Grants Received: List Year(s) and Award Amount(s)</b> 2011- \$6,612 2012- \$10,000 2013- \$10,000 2013- \$10,000 2014- \$10,000 2017- \$10,000			

**Signatures**

<b>Board President / Chair: (Print name and Title)</b> Matthew Sharpe, Board President	<b>Signature:</b> 	<b>Date:</b> 6/13/18
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*Executive Director/President: (Print name and Title)*

*Signature:*

*Date:*

*Pam Molitoris, Executive Director*

*Pam Molitoris*

*11/14/18*

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## 2018 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?

Central Illinois Foodbank's mission is to provide food, and develop awareness of and creative solutions for food insecurity. Since opening its doors 36 years ago, its purpose remains essential: to collect and distribute food to charitable organizations serving people in need. The Foodbank works with 160 partner agencies in its 21-county region. In its first year of operation, the Foodbank distributed 65,000 pounds of food per month. Last year, 9 million pounds were distributed to more than 100,000 individuals.

The Kids Cafe/Summer Feeding program provides over 51,000 warm, nutritious meals to children ages 2-17 each year. Last year, the Healthy Foods Distribution program distributed nearly 375,000 pounds of food to more than 17,000 individuals.

The Foodbank employs 12 full-time staff and approximately 2,400 volunteers that provide 12,000 hours of valuable service.

**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?

The goal of the Healthy Foods Distribution program is three-fold: provide greater access to food for those who are dealing with food insecurity, provide healthy options to address nutrition needs related to health conditions of many who access pantries and provide nutrition education and safe food handling and preparation skills necessary to utilize the produce.

Healthy Foods Distributions (HFD) are based on a relatively simple concept. Food is delivered to the site on a refrigerated truck, volunteers set up food in farmers' market style and clients select the items they would like, without the need to stand in a long line. Each distribution provides approximately 16,000 pounds of fresh produce, dairy, protein and items low in sodium. Distributions are held throughout the 21-county service area, which spans more than 12,000 miles in rural central and southern Illinois, with a food insecurity rate of 12.6%.

How do you identify/qualify those in need? How often is the food distribution offered?

Healthy Food Distributions are provided as sponsorships and/or grants become available, usually between March and November. Last year, 38 distributions were held throughout the service area. When grant funds are available, and a location has not been specified, the Foodbank utilizes the Meals per Person in Need (MPIN) report to determine areas with the greatest need. Counties with lower MPIN percentages are more likely to be targeted for a distribution.

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.

The number of people receiving food from a Healthy Foods Distribution ranges from about 300 individuals to upwards of 1,000 individuals per distribution, one-half of which are typically children and seniors. The numbers are tracked by sign-in sheets where those receiving assistance attest to the number of individuals in their family or household, including the number of children and seniors.

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**2018 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
Lean Protein- Ground Turkey	5040- 1lb. chubs @ \$1.49/lb.	\$7,500.00
Fresh Produce	30,000 lbs. @ .25/lb.	\$7,500.00
<b>TOTAL:</b>		\$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
\$191,720	\$18,256,991	1.1%

**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 8b, 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	196,727.	42,137.	112,453.	42,137.
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	468,978.	436,930.	17,442.	14,606.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	141,536.	111,828.	20,323.	9,385.
10 Payroll taxes	51,294.	36,913.	10,009.	4,372.
11 Fees for services (non-employees):				
a Management				
b Legal	90.		90.	
c Accounting	11,400.		11,400.	
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.)	148,676.	144,371.	4,305.	
12 Advertising and promotion	5,965.	5,965.		
13 Office expenses	199,777.	35,558.	4,895.	159,324.
14 Information technology				
15 Royalties				
16 Occupancy	98,085.	93,181.	4,904.	
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	158,071.	158,071.		
23 Insurance	52,814.	51,739.	1,075.	
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 Contributed Food Distib	15,598,487.	15,598,487.		
b Product Costs	785,347.	785,347.		
c Freight	119,595.	119,595.		
d Repairs & Maintenance	105,995.	104,068.	1,927.	
e All other expenses	114,154.	111,257.	2,897.	
25 Total functional expenses. Add lines 1 through 24e	18,256,991.	17,835,447.	191,720.	229,824.
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 <input type="checkbox"/> if following SOP 08-2 (ASC 958-720)				

FY 2019  
Budget

**Income Statement - Summary**

**Revenue**

Shared Contribution	937,395
Donations	1,434,200
United Way	40,000
Grants	140,000
Government Agencies	348,103
Interest Income	5,500
Misc Income	6,000
Insurance Proceeds	
<b>Total Revenue</b>	<b>2,911,198</b>

**Expenses**

Salaries	820,958
Benefits	129,783
Payroll Taxes	50,628
Insurance	59,902
Utilities	101,200
Communications	13,000
Postage	55,000
Printing	115,000
Telephone fundraising	10,000
Supplies	23,000
Rental Fees	0
Maintenance Fees	139,250
Fuel	36,000
Vehicle Lease	28,690
Special Events	12,000
Business Interruption Exp	0
Training, Meetings, Agency Monitoring	15,000
Food Acquisition	942,286
Freight	122,000
Professional Fees	36,000
Other Misc Expenses	38,000
Bad Debt	1,500
Interest Expense	0
Depreciation	162,000

**Total Expenses** 2,911,198

**Net Income (Loss)** 0

Submitted  
6/28/18

## S.L. Gimbel Holiday Food Grant Final Evaluation Report

### Questions 1-16 are required and must be completed

1. Name of your organization. Central Illinois Foodbank, Inc.
2. Grant # 20170891
3. Grant Period: December 12, 2017 – June 12, 2018
4. Location of your organization (City and State): Springfield, IL
5. Name and Title of person completing evaluation: Kristy Gilmore
6. Phone Number: 217-522-4022
7. Email address: kgilmore@centralilfoodbank.org
8. Total number of clients served through this grant funding: 21,852
9. Approximate volume of food purchased with grant funds? (i.e 10 lbs of fresh produce; 1000 boxes; 10 cases, etc): 7284 one pound chubs of lean ground turkey.
10. Describe the project's key outcomes and results based on your goals and objectives: The key outcomes of this project was to provide lean protein to families through Healthy Food Distributions.
11. Please describe any challenges/obstacles the organization encountered (if any) in attaining stated goals & Objectives. Central Illinois Foodbank did not encounter any challenges in this project.
12. How did you overcome and/or address the challenges and obstacles?  
Central Illinois Foodbank did not encounter any challenges in this project.
13. Describe any unintended positive outcomes as a result of the efforts supported by this grant.
14. Briefly describe the impact this grant has had on your organization. Lean protein is one of the most difficult items to procure through donations. This grant allowed the Foodbank to provide one of the most requested items to those who are food insecure.
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.

Central Illinois purchased 607 cases of ground turkey for a total of \$10,015.55. See attached for invoices.

16. Please relate a success story.

Many families at the Healthy Foods Distributions stated they couldn't always afford meat, so they were so excited to receive such a great product. Many others indicated their doctors instructed them to eat lean meats, but they couldn't always afford to purchase them.

**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.**

Central Illinois Foodbank does not collect demographic information on clients served through Healthy Foods Distributions.

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

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

20. What is your organizations primary Program Area of Interest?

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

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

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

24. Approximate percentage of clients served in Economic Group

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