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

Internal Use Only:
Grant: 20180965

Organization / Agency Information

Organization/Agency Name: Food Bank for Monterey County		
Physical Address: 353 West Rossi Street		City/State/Zip Salinas, CA 93907
Mailing Address: 353 West Rossi Street		City/State/Zip: Salinas, CA 93907
CEO or Director: Melissa Kendrick		Title: Executive Director
Phone: 831-753-1523	Fax: 831-758-5925	Email: mkendrick@food4hungry.org
Contact Person: Melissa Kendrick		Title: Executive Director
Phone: 831-758-1523	Fax: 831-758-5925	Email: mkendrick@food4hungry.org
Web Site Address: www.foodbankformontereycounty.org		Tax ID: 77-0270228

Program / Grant Information

Program/Project Name: Holiday Food and Fund Drive			Amount of Grant Requested: \$10,000
Total Organization Budget: \$12,239,173	Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 94%	Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100): 4.5%	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 5.9%
Purpose of Grant Request (one sentence): We engage the community in raising funds and collecting food for Monterey County residents in need during this holiday season.			
Gimbel Holiday Grants Received: List Year(s) and Award Amount(s): 2016-\$10,000; 2017: \$10,000			

Signatures

Board President / Chair: (Print name and Title)	Signature:	Date:
Susan Spiegel, Board President		11/13/2018
Executive Director/President: (Print name and Title)	Signature:	Date:
MELISSA KENDRICK/EXECUTIVE DIRECTOR		11/13/2018

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?

Our mission is “to lead community efforts in the awareness and elimination of hunger in Monterey County.” and we provide nearly 10 million pounds annually via direct distribution programs and our agency network. We strive to not only relieve hunger but to address nutritional concerns as well. We serve over 20% of county residents, or 100,000 annually. EFAP (Emergency Food Assistance Program), our largest-direct distribution program, provides bags of staple foods monthly at 26 countywide sites. Family Market provides exclusively fresh produce at 10 sites. Agency Clearinghouse is a network of over 150 local nonprofits who rely on us for food to stock their emergency pantries. Senior Produce Market, Youth Family Market, and Farmworker Mobile Produce Pantry provide weekly fresh produce directly to these vulnerable client demographics at convenient easily accessible sites. Kids N.O.W. provides food to children to take home over weekends, ensuring consistent nutrition at a time when risk of hunger is highest. We have 27 full time staff and over 500 volunteers per month.

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?

We distribute throughout the 3200 square miles that comprise Monterey County, including schools, senior centers, farm fields, and other sites convenient to where residents live and work. Our county ranks highest among 58 CA counties in food insecurity, child poverty and incidence of chronic illnesses such as Type 2 diabetes that are caused by insufficient nutrition. 34% of County residents suffer food insecurity. Half of all adults are classified as pre-diabetic, with 1/3 of that group to develop full-blown diabetes. 30.3% of children live in poverty and in areas we serve through Kids NOW, 90% of the children live in poverty and 33% are classified as homeless. Residents face considerable barriers to access-remote locations, food deserts, transportation challenges, prohibitively high costs of available foods, little/no availability of healthful item-and our programs assure them stable quality nutrition, especially foods containing vital nutrients required to maintain health.

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

Our food distributions occur on a weekly or monthly basis, depending on program, and we also supply food to local nonprofits who operate emergency pantries and serve hot meals. Hours of operation vary by agency. We target our food programs to high poverty areas and school districts, food deserts, low-income and senior housing, and we have expanded and/or created programs in response to high levels of need reported by clients and those who serve our shared demographic, such as teachers, youth programs, senior groups, homeless advocates, and other human service workers who provide for critical basic needs. Residents are required to sign a document verifying their income eligibility. We turn no one in need away. We measure progress by our ability to sustain current levels of food distribution, acquire more produce, and serve our most vulnerable demographics-children, seniors, and farmworkers.

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.

We serve over 1 in 5 residents and 1 in 4 children in Monterey County. Half the 100,000 individuals we serve annually are children under 18. We maximize our resources in the service of hunger relief and devote our funds and efforts toward maintaining our regular distributions, expanding food access, and sourcing high quantities of a variety of produce and nutritious perishables. Food Bank staff and volunteers measure progress and outcomes. Food distribution logs tally and total the amount of food/produce distributed and households served. The impact of our programs is also verified by the amount of food provided, the number of distribution sites, and ease of access for residents in need.

**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
Pinto beans	24/1# case, 420 cases	\$5,350.00
Rice	24/1/#case, 420 cases	\$4,650.00
TOTAL:		\$10,000.00

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
\$597,252	\$13,176,984	4.5%

V. Supplemental Documents Checklist: Submit the following as attachments

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
2 CUPANIA CIRCLE
MONTEREY PARK, CA 91755-7406

DEPARTMENT OF THE TREASURY

Date: FEB 20 1996

FOOD BANK FOR MONTEREY COUNTY
815 W MARKET ST STE 5
SALINAS, CA 93901

Employer Identification Number:
77-0270228
Case Number:
956039020
Contact Person:
TYRONE THOMAS
Contact Telephone Number:
(213) 894-2289
Our Letter Dated:
April 1991
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

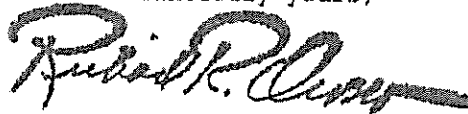
Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



Richard R. Orosco
District Director

Letter 1050 (DO/CG)

FOOD BANK FOR MONTEREY COUNTY
2018 BOARD OF DIRECTORS

Board Leadership

Susan Spiegel, President
Realtor
Keller Williams Realty
Carmel, CA

Debbie Winick, Vice-President
Retired Banking Executive
Carmel, CA

Bill Kirmil, Treasurer
Food Industry Consultant
Monterey, CA

Members-at-Large

Michele Alegre
Speech Pathologist
CHOMP
Carmel, CA

Molly McGee
Realtor
Keller Williams Realty
Pacific Grove, CA

Joseph D. Splane, III
Consultant
Financial Management & Administration
Salinas, CA

Margaret D'Arrigo
Ag Consultant
Salinas, CA

Alejandra Sanchez
Sustainability Manager
Taylor Farms
Salinas, CA

Laura Bowling
Branding Consultant
Carmel, CA

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.	216,895.	17,352.	197,287.	2,256.
6 Compensation not included above, to disqualified persons (as defined under section 4958(b)(1)) and persons described in section 4958(c)(3)(B).	0.	0.	0.	0.
7 Other salaries and wages.	897,375.	717,453.	133,193.	46,729.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions).	16,222.	12,491.	2,634.	1,097.
9 Other employee benefits.	267,458.	200,518.	59,751.	7,189.
10 Payroll taxes.	80,147.	54,517.	21,967.	3,663.
11 Fees for services (non-employees):				
a Management.				
b Legal.				
c Accounting.	11,000.		11,000.	
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 Schedule O.)	38,601.	571.	37,980.	50.
12 Advertising and promotion.				
13 Office expenses.	141,184.	92,437.	42,126.	6,621.
14 Information technology.				
15 Royalties.				
16 Occupancy.	422,078.	318,114.	69,644.	34,320.
17 Travel.	1,234.	-3,732.	3,165.	1,801.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials.				
19 Conferences, conventions, and meetings.	25,043.	7,301.	8,083.	9,659.
20 Interest.				
21 Payments to affiliates.				
22 Depreciation, depletion, and amortization.	143,756.	136,568.	4,313.	2,875.
23 Insurance.				
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	9,142,912.	9,142,912.		
b USDA COMMODITIES	950,990.	950,990.		
c FOOD COSTS	582,813.	582,015.	798.	
d VEHICLE EXPENSES	139,595.	142,850.	-3,455.	200.
e All other expenses.	99,681.	27,404.	8,766.	63,511.
25 Total functional expenses. Add lines 1 through 24e.	13,176,984.	12,399,761.	597,252.	179,971.
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 98-2 (ASC 958-720).				

FOOD BANK for MONTEREY COUNTY
Annual Operating Budget
Fiscal Year 2018 - 2019

	2018 - 2019
Revenues:	
Contributions	\$ 1,375,000.00
Church, Corp, & Service Club	289,000.00
Special Events	285,130.00
Shared Maintenance/Food Fees	287,000.00
Government Grants	303,000.00
Foundation Grants	300,000.00
United Way	-
In-Kind Personnel	350,000.00
In-Kind Food	6,500,000.00
USDA Commodities	1,000,000.00
Capital Reserve, Interest & Misc.	1,550,043.55
Total:	\$ 12,239,173.55
Total Revenues:	\$ 12,239,173.55
(Total Revenues less In-Kind)	\$ 4,389,173.55
Expenses:	
Salaries	1,193,700.00
Payroll Taxes & Benefits	384,973.55
In-Kind Personnel	350,000.00
Professional Services	65,000.00
Printing & Advertising	55,000.00
Postage	35,000.00
Membership Dues/Subscriptions	10,000.00
Supplies	40,000.00
Telephone	10,000.00
Occupancy	350,000.00
Computer Expense	15,000.00
Equipment Expense	15,000.00
Vehicle Expense	50,000.00
Meetings, Training & Travel	12,500.00
Freight	38,000.00
Food Costs	550,000.00
In-Kind Food	6,500,000.00
USDA Commodities	1,000,000.00
Capital & Misc. Expense	1,335,000.00
Depreciation	230,000.00
Total Expenses	\$ 12,239,173.55
(Total Expenses less In-Kind)	\$ 4,389,173.55

2017 S.L. Gimbel Foundation Holiday Food Grant Evaluation Form

Organization: Food Bank for Monterey County
Primary Contact: Melissa Kendrick, Executive Director
Phone: 831-758-1523
Email: mkendrick@food4hungry.org

Grant #: 2017_0969_GIMB

Grant Period:

Number of People Served

100,000

Approximate volume of food purchased with grant funds? (i.e 10 lbs of fresh produce; 1000 boxes; 10 cases, etc

420 cases of rice and 420 cases of pinto beans

Describe the project's key outcomes and results based on your goals and objectives. Provide the number of clients served and other relevant statistics.

Our goals were to provide emergency supplemental food to all Monterey County residents in need this holiday season and to raise funds and awareness about community hunger during our Holiday Food and Fund Drive. We serve over one in five County residents, or 100,000 individuals annually. Half of them are children. We provide over 10 million pounds of food annually. The Holiday Food and Fund Drive was successful in mobilizing the community-schools, faith communities, businesses, local government employees, civic/social groups, and others-in holding food drives, hosting special events, and collecting funds to support our food programs. The Holiday Food and Fund Drive brought in \$448,911.17 from 2010 donors during the grant period.

What were the challenges and obstacles you encountered (if any) in attaining your goals and objectives?

The most disheartening challenge has been the sheer number of residents in need, especially during the winter months. Monterey County ranks among the highest of 58 counties in child poverty, food insecurity, and incidence of chronic illnesses such as Type 2 diabetes that are caused by insufficient nutrition. 34% of residents suffer food insecurity. The official child poverty rate in our county is 30.3% and at the schools where we operate our child weekend nutrition program, 90% of the children are living in poverty and 33% are classified as homeless. Monterey County's economy is largely comprised of the ag and hospitality industries where jobs with low pay, inconsistent hours, and seasonal layoffs make it difficult for struggling residents to cover high basic costs of living. Food insecurity is at its highest during the winter months and our Holiday Food and Fund Drive is an effective means of not only raising awareness but of engaging the wider community in supporting our work. This event is our single greatest source of food and funds to get us through not only the holiday months but the entire year and we have learned to draw on our community partnerships to organize food drives, company volunteer days, and special fundraising events. One of our most significant challenges is the limitations of our current facility, which poses serious capacity, infrastructure, and safety concerns. In addition to inadequate storage, we also contend with obsolete

equipment which breaks down constantly, requiring frequent costly repairs and we also lack a freezer. We have been forced to turn down donated food due to lack of space.

How did you overcome and/or address the challenges and obstacles? What were the lessons learned?

We utilize the help of over 500 volunteers per month to assist in sorting, packing, delivering, and distributing food to residents in need in our warehouse and at our sites, resulting in a labor savings of over \$400,000 annually. We collaborate with local ag on joint reclamation efforts to divert good produce from going into landfills and put it in the hands of residents in need, saving over a million pounds of fruits and vegetables from going to waste. Though the high levels of need exceed our current facility's ability to accommodate the food acquisition and program growth required to address it, we implement creative strategies and workarounds and utilize limited resources as to derive the greatest benefit for the clients we serve. We are preparing to move into a new facility with the capacity, cold storage, infrastructure, and flexibility needed to scale up our operations to meet record unabated need. In addition, we also serve as sole food supplies to over 150 local nonprofits who rely on us for items they need to stock emergency pantries and serve hot meals. These human service agencies operate in high need areas and serve our most vulnerable populations-children, farmworkers, seniors-and they are often the sole resource for struggling residents in remote areas with the highest barriers to food access. By utilizing community partners such as local agencies as well as faith communities, businesses, local ag, civic/social groups, and others, we have been able to increase food access, especially in remote areas, identify need, create and/or modify programs in response to the particular needs of specific client demographics such as children or seniors, and draw from a diverse pool of volunteers with unique skills, talents, and time to devote toward helping our hungry friends and neighbors.

Describe any unintended positive outcomes as a result of the efforts supported by this grant. Our Holiday Food and Fund Drive draws in the most new donors of all of our year-round fundraising efforts and these are the donors we are most likely to retain. The visibility we enjoy during this time, as well as the media coverage, is an effective means of raising community awareness and reaching residents who are not familiar with our work. Many of our volunteers first got involved in our work through a food drive or special event being hosted during the holidays and most of them have become longstanding year-round supporters. Several of our local food donors first partnered with us during a Holiday Drive event and have established an ongoing relationship with our organization, donating food year-round and sponsoring employee volunteer events. Community members who support causes dedicated to helping seniors, children, farmworkers, or cancer survivors have learned about our programs-Senior Produce Market, Kids N.O.W. ("Nutrition On Weekends"), Youth Family Market, Farmworker Mobile Produce Pantry, and Breast Cancer Patient Food Assistance Program-that address these demographics' unique nutritional requirements and barriers to food access that they contend with. Many have started donating to fund these particular programs.

Describe the impact this grant has had on your organization:

This grant has allowed us to capitalize on the increased visibility and elevated community profile we enjoy during the Holiday Food and Fund Drive to bring in the donations of food and funds that

support our programs. We have been able to provide more food through our programs, especially produce and also to expand programs and add distribution sites. We have also been able to increase the amounts of food we provide to the over 150 member nonprofits of our Agency Clearinghouse Program who rely on us for the food they need to stock their emergency pantries and serve hot meals. We have also been able to draw attention to our Capital Campaign and encourage holiday donors to contribute toward the building of our new facility. The Holiday Food and Fund Drive and its sheer size and scope testifies to the prevalence of hunger in our community and we can utilize the opportunities we have for outreach and publicity to mention the critical role of our new facility in increasing our ability to expand programs and food acquisition efforts so that we can reach more residents in need with greater quantities and varieties and wider availability of food.

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 grant-info@thecommunityfoundation.net or faxed to 951-684-1911:

Your grant of \$10,000 was used to purchase 420 cases of pinto beans for \$5,407.30 and 420 cases of rice for \$4,705.40. The remaining amount of \$112.70 that exceeded the grant amount was covered by other donations.

Tell us a few success stories that made an impact on your organization and/or community as a result of this grant.

“Due to complications related to an injury, I was forced to retire from my job and am now on a fixed income. After paying rent, paying my utilities, and buying the medications I rely on to function daily, there is very little money. My grandson moved in with me around Thanksgiving and it is a daily struggle to ensure he has the food he needs. It is harder during the holiday season because we are without food and without family and feel left out. My doctor told me about the Food Bank’s programs for seniors and children and that has been an immense relief. They have given us healthful foods and I also received a turkey for Christmas dinner. I felt much less alone knowing they cared enough to give us a little something special to look forward to in addition to everything else. Seeing the smile on my grandson’s face was the best present I ever could have asked for.”-Richard, guardian of one

“It was hard enough knowing I couldn’t afford presents for my children but being able to afford food for them was unthinkable. Even if I skipped meals, there wasn’t enough. My elderly mother also lives with us and is on a special diet. I work in hospitality and my hours are cut back on during the holiday season and temp jobs aren’t enough to make up for the lost income so I struggle hardest in the winter. I had to turn to the Food Bank for help and it was hard and I was ashamed but they were so kind to me. I received a nice variety of food and also a lot of produce, which I was very happy about since I can’t afford it mostly. I haven’t had to skip a meal since I started going there each month and I can enjoy meals with my family and know they are getting their nutritional needs met.” –Lisa, mother of two

“I was recently widowed after nursing my husband through a long illness which used up our savings. Right now I am living on a fixed income. After I pay my rent and utilities and buy my medications, I have very little left to cover other basic needs. I often cut back on groceries because I have no other

choice. This holiday was especially hard because it was the first without my husband. I started going to the senior center now that I no longer have to be at home caring for him and I learned that each week the Food Bank provides a free bag of produce to seniors in need. This helps immensely, as I cannot afford these items but get very sick when my budget limits me to only processed foods, which are cheap and easy to stretch. Though I had no one to make a holiday meal for, it still made me sad that I couldn't do anything special to celebrate. But when I went to the Food Bank, they not only gave me a variety of healthy items I could make a nice meal out of, they also gave me a turkey which I made for Christmas Day. I was missing my husband but the nice meal reminded me that I wasn't alone and that I would never have to go hungry." -Julie

Demographics:

Ethnicity Impacted by Grant Proposal

Asian	5%	5,000
Black	4%	4,000
Hispanic	67%	67,000
White	24%	24,000

Age Demographics:

Birth-5: 14%
6-12: 20%
13-18: 16%
18-24: 15%
24-64: 25%
65+: 10%

- 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 2018 operating budget (Current calendar or fiscal year)
 - 2017 Holiday Food Program Grantees: Include your evaluation report
 - Other past Holiday Food Program Grantees: Include your most recent evaluation report
-