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

Internal Use Only:
Grant: <u>20180967</u>

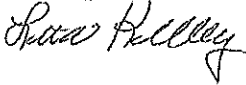
Organization / Agency Information

<i>Organization/Agency Name:</i> Food Finders Food Bank, Inc.		
<i>Physical Address:</i> 1204 Greenbush St.		<i>City/State/Zip</i> Lafayette, IN 47904
<i>Mailing Address:</i> same		<i>City/State/Zip</i>
<i>CEO or Director:</i> Katy Bunder		<i>Title:</i> President/CEO
<i>Phone:</i> 765.471.0062	<i>Fax:</i> 765.471.1101	<i>Email:</i> kbunder@food-finders.org
<i>Contact Person:</i> Jenny McVeigh		<i>Title:</i> Associate Director Annual Funds
<i>Phone:</i> 765.471.0062 x221	<i>Fax:</i> 765.471.1101	<i>Email:</i> jmcveigh@food-finders.org
<i>Web Site Address:</i> www.food-finders.org		<i>Tax ID:</i> 31-1020198

Program / Grant Information

<i>Program/Project Name:</i> Dairy for the Pantry			<i>Amount of Grant Requested:</i> \$15,000
<i>Total Organization Budget:</i> \$3,538,209	<i>Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100):</i> 93.9%	<i>Per 990, Percentage of Management & General Expenses Only (Column C/ Column A x 100):</i> 3.2%	<i>Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100):</i> 6.1%
<i>Purpose of Grant Request (one sentence):</i> This grant will give individuals on a restricted budget access to calcium-rich dairy products through our programs in North Central Indiana.			
<i>Gimbel Holiday Grants Received: List Year(s) and Award Amount(s)</i> 2017 - \$10,000			

Signatures

<i>Board President / Chair: (Print name and Title)</i>	<i>Signature:</i>	<i>Date:</i>
Leta Kelley, Board Chairperson		10/24/18

Executive Director/President: (Print name and Title)

Signature:

Date:

Katy O'Malley Bunder, President/CEO

Katy O'Malley Bunder

10/24/18

2018 S.L. Gimbel Foundation Fund Holiday Grant Application

- 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?

Food Finders Food Bank collaborates with other organizations to provide food for those in need and to educate, advocate, and address food insecurity in North Central Indiana. Food Finders fulfills this mission by providing hunger relief services in 16 counties through direct service programs: Agency Partner, BackPack, Education & Resource Coordination, Food Pantry and Mobile Pantry. Food Finders was established in 1981 as a hunger relief organization. A group of dedicated citizens formed partnerships with local labor unions, churches, and other non-profit organizations. Together they devised a process to rescue food that was being discarded and distributed it to local non-profits that could feed people in need. In the first year of operation, Food Finders distributed 27,000 pounds. Within three years, Food Finders had grown and moved to a new facility, where they operated for 19 years. In 2000, the food bank moved to a new location, where we distributed more than 7.4 million pounds annually. In 2017, Food Finders distributed more than 9 million pounds of food to people facing hunger. After a successful capital campaign, Food Finders was able to purchase and renovate current facilities including the Food Resource & Education Center which hosts our education programs and pantry which serves people in need five days a week and the warehouse which is equipped to distribute over 12 million pounds annually. Food Finders serves the nearly 78,000 food insecure residents of North Central Indiana. Food Finders Food Bank volunteers donated more than 25,000 hours, the equivalent of 12 full-time staff. Food Finders has 29 full-time staff members.

- 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?

FFFB will distribute dairy primarily through our J.P. Lisack Community Food Pantry. Dairy will also be available for pick up through our Agency Partner Program which includes meal programs, soup kitchens, and pantries across our 16-county service area. According to Feeding America's *Map the Meal Gap* study, there are more than 77,000 people struggling with hunger in North Central Indiana, and more than 23,000 of them are children. Many of these people live in rural areas with limited access to emergency food programs. FFFB distributes food to those low-income residents in rural areas through our Agency Partner Program. Clients often request items we do not carry such as milk for cooking, baking, and supplementing the cereal, pasta, or other foods they receive at the pantry. Milk and other dairy products provide phosphorous, calcium, and vitamins B2, A, and D. All of these vitamins are an essential part of a balanced diet and an important source of protein. People who are food insecure often have a low protein diet. A diet rich in protein from dairy products helps keep people healthy. Dairy is beneficial for children developing healthy teeth and bones. Calcium in milk and other dairy products will help prevent osteoporosis in the people we serve. Integral to FFFB's mission is providing nutrient-rich foods to promote and sustain a well-balanced diet.

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

FFFB uses an income guideline chart using household size and income, and anyone at 185% of the Federal Poverty Guidelines qualifies as a person in need. The J.P. Lisack Community Food Pantry is open 23 hours a week to serve people facing hunger in Tippecanoe County. The pantry sees up to 400 people each day and offers fresh produce, protein, shelf-stable items, and bread. FFFB tracks the number of clients served at Mobile Pantry distributions and through our onsite food pantry.

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.

Food Finders Food Bank will serve approximately 10,000 people through this grant. We track pantry visitors through an online database called Link2Feed. We track the number of people who attend our Mobile Pantry Program distributions by having them sign in and list their zip codes.

**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
Food – Dairy, Milk	6,667 half-gallon 2% white milk at approx. \$1.50/each	\$10,000
Food – Dairy, Cheese	2,500 8 oz cheese pkgs. at approx. \$2.00/each	\$5,000
TOTAL:		\$15,000

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
\$ 397,823	\$ 13,961,904	6.1 %

V. Supplemental Documents Checklist: Submit the following as attachments

Internal Revenue Service

Department of the Treasury

**P. O. Box 2508
Cincinnati, OH 45201**

Date: May 3, 2002

Food Finders Food Bank, Inc.
50 Olympia Ct.
Lafayette, IN 47909-5182

Person to Contact:

Richard E. Owens 31-00913
Customer Service Representative

Toll Free Telephone Number:

8:00 a.m. to 6:30 p.m. EST
877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

31-1020198

Dear Sir or Madam:

This letter is in response to your request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in December 1981, granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Food Finders Food Bank, Inc.
31-1020198

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

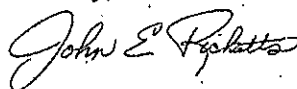
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,



John E. Ricketts, Director, TE/GE
Customer Account Services

FOOD FINDERS FOOD BANK, INC. - BOARD OF DIRECTORS: 2017						
Name/Company/Position	Joined	Term	Current EXP	3rd EXP	Address	Phone/Fax/ Email
Apple, Clayton ADM Grain, Manager	1/1/2017		12/31/2018	12/31/2022	Home: 2231 Canyon Creek Dr. Lafayette, IN 47909 Work: 105 E Harrison St. Attica, IN 47918	Work: (765) 762-6763 Cell: (765) 744-5112 apple@adm.com
Members: Development						
Betty, Jan Purdue Retiree Member: BJB	1/1/2018		12/31/2019	12/31/2023	Home: 4540 US Highway 52 W West Lafayette, IN 47906	Cell: (765) 465-2324 jbetty@purdue.edu
Bunker, Katy Food Finders Food Bank, Inc. CEO/President	Aug-08				Work: 1204 Greenbush St. Lafayette, IN 47904 Home: 701 North Chauncey Avenue West Lafayette, IN 47906	Work: (765) 471-0062 Cell: (765) 404-7422 kbunker@food-finders.org
Elkins, Jonathan Alliance Bank, Commercial Loan Officer Board Treasurer	1/1/2015	2nd	12/31/2018	12/31/2020	Work: 400 Main Street Lafayette, IN 47901 Home: 1808 Canyon Creek Dr. Lafayette, IN 47909	Work: (765) 807-7521 Cell: (765) 714-0743 jelkins@alliancebank.com
Chair: Finance						
Kelley, Leah Community Volunteer Board Chairperson Chair: Executive Committee Member: Development, Governance	1/1/2015	2nd	12/31/2018	12/31/2020	Home: 1425 Ravenna Rd. West Lafayette, IN 47906	Home: (765) 463-9690 Cell: (765) 426-9331 lets@kgsjck.com
Kilgus, Kyla Huth Thompson, LLC, Certified Public Accountant	1/1/2017	1st	12/31/2018	12/31/2022	Home: 3924 Shana Jane Dr. Lafayette, IN 47905 Work: 415 Columbia St. #2000 Lafayette, IN 47901	Work: (765) 428-5080 Cell: (765) 413-5423 kckilgus@huththompson.com
Member: Finance						
Layton, Jennifer LTHC Homeless Services, Executive Director Chair: Governance Member: Compensation	1/1/2014	3rd	12/31/2019	12/31/2019	Work: 615 N 18th St #102 Home: 8628 Teahawatawa Drive Battle Ground, IN 47920	Work: (765) 423-4880 JLayton@lthc.org
Lisack, Susan Minister, Purdue faculty (ret) Board Secretary Member: Finance, Development	1/27/2016	2nd	12/13/2019	12/31/2021	Home: 3513 Cedar Lane Lafayette, IN 47905	Cell: (765) 532-1013 slisack@yahoo.com
McBride, John Ball Eggeston, PC, Attorney	1/1/2017	1st	1/1/2019	12/31/2022	Work: 201 Main St., Suite 810 Lafayette, IN 47901 Home: 515 S 7th St. Lafayette, IN 47901	Work: (765) 742-9046 Home: (765) 742-6896 jmcbride@ball-law.com
Member: Governance, Finance						
Monger, James Cargill, Grain Merchandising Leader Board Vice Chairman Member: Finance, Strategic Plan, Compensation	1/1/2015	2nd	12/31/2018	12/31/2020	Work: 250 Main St. Lafayette, IN 47901 Home: 908 N. Admirals Pointe Drive Lafayette, IN 47909	Work: (765) 420-1077 Home: (765) 474-0613 Cell: (513) 403-7928 Fax: (765) 420-1033 James_Monger@cargill.com
Reed, Dorothy Purdue University, Assistant Dean, College of Education Member: Strategic Plan, Compensation	1/1/2013	3rd	12/31/2016	12/31/2018	Work: Boering Hall, Purdue University Home: 5786 Augusta Blvd West Lafayette, IN 47906	Work: (765) 494-5572 Cell: (317) 230-2446 Home: (765) 463-6097 reed7@purdue.edu
Sturges, John Monsanto, Eastern Regional Process Engineer Member: Strategic Plan, Development	1/27/2016	2nd	12/31/2019	12/31/2021	Work: 15849 S US Hwy 231 Remington, IN 47977 Home: PO Box 2009 West Lafayette, IN 47996	Work: (219) 261-4104 Cell: (219) 869-0871 john.sturges@monsanto.com

Blue Shading indicates Eberle Series Attendee

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	87,578		43,789	43,789
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	869,592	631,594	129,772	108,226
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	39,046	25,765	7,080	6,201
9 Other employee benefits	108,180	71,384	16,302	20,494
10 Payroll taxes	70,734	46,674	12,826	11,234
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	12,600		12,600	
d Lobbying				
e Professional fundraising services. See Part IV, line 17	105,502			105,502
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.)	37,390	13,926	23,464	
12 Advertising and promotion				
13 Office expenses	20,307	10,927	4,355	5,025
14 Information technology				
15 Royalties				
16 Occupancy	129,269	116,648	12,621	
17 Travel	146,340	146,340		
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	52,248	27,938	17,027	7,283
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	185,241	163,347	21,894	
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 distributed	8,583,240	8,583,240		
b Purchased food sold	927,495	927,495		
c Supplies	163,021	105,661	40,821	16,539
d Miscellaneous	32,520		32,520	
e All other expenses	19,480	13,177	6,303	
25 Total functional expenses. Add lines 1 through 24e	11,589,783	10,884,116	381,374	324,293
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 Finders
Food Bank, Inc.
fighting hunger. giving hope
FEEDING
AMERICA

Operating Budget

October 2018 - September 2019

Revenues

Contributions:		
Individuals/Businesses/Foundations	\$	387,521
Mail Soliciting - Net	\$	266,800
Restricted Donations for Programs	\$	561,500
Net Fundraising Events	\$	314,430
United Ways	\$	231,500
Grants:		
Government	\$	199,043
All Other	\$	399,000
Program Service Revenues	\$	103,100
Purchased Product Income	\$	324,347
Interest Income	\$	2,450
In Kind Contributions	\$	70,000
Miscellaneous Income	\$	2,000
		<hr/>
	TOTAL	\$ 2,861,691

Expenses

Payroll Expense	\$	1,229,116
Employee Benefits	\$	208,500
General & Administrative Expenses	\$	91,200
Operating Expenses	\$	340,155
Program Expenses	\$	503,100
Network Dues	\$	15,870
Bad Debt Expense	\$	-
Cost of Food:		
Purchased Product	\$	300,000
Fees and Repackaging Costs	\$	173,500
Miscellaneous Expenses	\$	250
		<hr/>
	TOTAL	\$ 2,861,691

S.L. Gimbel Holiday Food Grant Final Evaluation Report

1. Name of your organization. **Food Finders Food Bank, Inc.**
2. Grant # **20170903**
3. Grant Period **December 12, 2017 – June 12, 2018**
4. Location of your organization (City and State) **Lafayette, Indiana**
5. Name and Title of person completing evaluation. **Amanda Estes, Grant & Communication Coordinator**
6. Phone Number: **765.471.0062**
7. Email address. **aestes@food-finders.org**
8. Total number of clients served through this grant funding: **4546**
9. Approximate volume of food purchased with grant funds? (i.e 10 lbs of fresh produce; 1000 boxes; 10 cases, etc) **4546 half gallons of milk**
10. Describe the project's key outcomes and results based on your goals and objectives: **With the granted funds, Food Finders Food Bank was able to increase the food insecurity of our most vulnerable populations. Families, children, seniors and veterans had access to vitamin and mineral-rich milk as a result of the granted funds from The S.L. Gimbel Foundation.**
11. Please describe any challenges/obstacles the organization encountered (if any) in attaining stated goals & Objectives. **People we serve are always happy to receive milk. The only problems we face are when funds for milk run out and people request it.**
12. How did you overcome and/or address the challenges and obstacles? **Food Finders Food Bank provides milk when we can through grants such as the one we received from The S.L. Gimbel Foundation and other granters in our community.**
13. Describe any unintended positive outcomes as a result of the efforts supported by this grant. **Senior citizens who visit our pantry had access to calcium-rich milk that helped improve their health.**
14. Briefly describe the impact this grant has had on your organization. **Food Finders Food Bank was able to provide more milk this year to people facing hunger than we ever have before thanks to the granted funds. Children had milk for their cereal and families had it to use in recipes.**
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**.

Food Finders Food Bank purchased half gallons of milk to distribute to people struggling with hunger in our 16-county service area that spans 6,500 square miles.

16. Please relate a success story.

After Food Finders Food Bank ran out of milk from a local grocery store cause marketing campaign, the grant came in from The S.L. Gimbel Foundation and we were able to purchase and distribute milk again. Our clients are very grateful for the milk to use in recipes and for cereal for their children.