



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

Internal Use Only: Grant _____

Organization / Agency Information

<i>Organization/Agency Name:</i> Missoula Food Bank & Community Center			
<i>Physical Address:</i> 1720 Wyoming Street		<i>City/State/Zip:</i> Missoula, MT 59801	
<i>Mailing Address:</i> 1720 Wyoming Street		<i>City/State/Zip:</i> Missoula, MT 59802	
<i>CEO or Director:</i> Aaron Brock		<i>Title:</i> Executive Director	
<i>Phone:</i> 406-549-0543	<i>Fax:</i>	<i>Email:</i> aaron@missoulafoodbank.org	
<i>Contact Person:</i> Jessica Allred		<i>Title:</i> Director of Development & Advocacy	
<i>Phone:</i> 406-549-0543	<i>Fax:</i>	<i>Email:</i> jessica@Missoulafoodbank.org	
<i>Web Site Address:</i> www.missoulafoodbank.org		<i>Tax ID:</i> 81-0414143	

Program / Grant Information

<i>Program/Project Name:</i> Emergency Food Pantry			<i>Amount of Grant Requested:</i> \$15,000
<i>Total Organization Budget:</i> 4,825,669.13	<i>Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100):</i> 92%	<i>Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100):</i> 6%	<i>Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100):</i> 8%
<i>Purpose of Grant Request (one sentence):</i> We hope to purchase fresh milk and feminine hygiene products for MFB&CC's Store program, an emergency food pantry serving more than 3,000 families each month.			
<i>Gimbel Holiday Grants Received: List Year(s) and Award Amount(s):</i> 2018, \$10,000; 2017, \$11,000 2015, \$10,000; 2014, \$10,000; 2013, \$10,000			

Signatures

<i>Board President / Chair: (Print name and Title)</i> Jody Verity, Board Chair	<i>Signature:</i> 	<i>Date:</i> 11/9/18
<i>Executive Director/President: (Print name and Title)</i> Aaron Brock, Executive Director	<i>Signature:</i> 	<i>Date:</i> 11/9/2018

2018 S.L. Gimbel Foundation Fund Holiday Grant Application

Organization Background: The mission of MFB&CC is to lead the movement to end hunger in our community through activism, volunteerism, and healthy food for all. We pursue this mission through a suite of direct nutrition programs including the Store, our emergency food pantry; Kids EmPower Pack, Kids Table After School, and Kids Table Summer, programs that provide nutritious meals to children at risk of hunger during out-of-school times; and ROOTS, a monthly home delivery connecting with aging adults who experience physical barriers to food access.

Established in 1982, our programs have always operated with the help incredible volunteers. In 2017, 4,420 volunteers who donate 30,000 hours of service each year. Our staff is comprised of 15 full-time members, 12 of which are front-line direct service positions, and three positions include administrative, development, and executive leadership.

In 2017, MFB&CC served 25,344 unduplicated people for a total of 240,617 services through all programs.

Project Information: Missoula County has a population of 117,000 people, with 73,000 living within the urban City of Missoula, and 44,000 residing in outlying rural communities. Missoula County is considered a high-poverty county by the State of Montana's Department of Commerce, with 17.0% of individuals living at or below poverty, while many more are living in food insecurity due to a critical shortage of affordable housing and lack of living-wage jobs in a service-based economy.

The Store is a choice-model emergency food pantry; families can visit two times per calendar month for a 5-7 day supply of food for every person in the household. Visitors to our Store are given a "shopping list" which coincides with the number of people that live in their home, and are able to select from the foods we have available. As an example, if a family prefers chicken noodle soup to tomato, they are able to make that choice.

The S.L. Gimbel Holiday Grant will purchase milk, one of the only perishable items we purchase regularly. Because of a specific need for calcium and vitamin D in children and older adults, MFB&CC commits to every family leaving our food bank with at least a half-gallon. 35% of our customers are children and 16% are seniors. With more than half of our population being at risk and in particular need of the specific nutrients easily gained from milk, this grant will impact our neighbors struggling with hunger in a particularly important way.

Part of these funds will also fund feminine hygiene products, which will be purchased in bulk and repackaged into smaller supplies for women utilizing food bank services. In Montana, the gender wage gap is one of the widest in the nation, with women earning \$0.74 for every \$1.00. Women in Montana are 35% more likely to live in poverty than men. This gift will help with a basic necessity for women who are struggling.

MFB&CC is our community's primary resource for emergency food assistance. Every household that visits the food bank completes a one-page intake form declaring income information, housing costs, any resources they may be connected with, and demographic information like ages of household members, whether a Veteran lives in the home, and if there is a custodial grandparent in the home. While the Store has no qualification thresholds, 92% of families fall at or below the Low Income qualification as determined by HUD. Of the 25,344 different people who utilized food bank services in 2017, 43% visited only 1-3 times; our services are a temporary safety net for many of the families that need our help. 20%, many of whom are seniors and those living with chronic disabilities, visit six or more times during the year.

In April of 2018, we expanded food distribution hours in response to the growing need for services in our community, increasing our Store operations from 22 hours per week to 36. We are open Monday through Friday, and have three evening shifts per week.

This grant will provide milk for 7,488 ½ gallons of milk to 3,750 households, benefitting 10,700 individuals in the 48 weeks this grant will supply. 35% (3,745) are children; 16% 1,712 are seniors; 12% 1,285 are Veterans.

**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
Fresh Milk 48 weeks for emergency food pantry	2,880 ½ gal. units whole milk @ 1.79 3,456 ½ gal units 2% milk @ 1.69 1,152 ½ gal units 1% milk @ 1.59	12,776.00
Feminine Hygiene Products: Tampons	18 cases of 500 count tampons @ \$62.34 per case	1,112.00
Feminine Hygiene Products: Pads	20 cases of 250 count regular maxipads @ 55.62 per case	1,112.00
TOTAL:		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
239,919	3,906,997	6%

Gimbel 2017 Grant Assessment

1. Name of your organization.

Missoula Food Bank & Community Center

Question Title

*2. Grant

20170913

Question Title

*3. Grant Period

Dec 12, 2017 - June 12, 2018

Question Title

*4. Location of your organization

City Missoula

State MT

Question Title

*5. Name and Title of person completing evaluation.

Jessica Allred, Director of Development & Advocacy

Question Title

*6. Phone Number:

406-549-0543

Question Title

*7. Email address.

jessica@missoulafoodbank.org

Question Title

*8. Total number of clients served through this grant funding:

13,675

Question Title

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

19,560 cans of soup

10. Describe the project's key outcomes and results based on your goals and objectives:

The primary objective of the S.L. Gimbel Holiday grant is to provide emergency food assistance to those facing hunger in Missoula County.

By providing funding to bulk-purchase canned soup, this grant allows us to stock our choice-model pantry with foods that are easy to prepare. This is important, because many of our customers are aging adults, who sometimes struggle with mobility, and many of our child customers must prepare meals without the assistance of an adult.

From December 12, 2017 - June 12, 2018, MFB&CC was able to distribute the 19,750 cans of soup to families that represent 13,672 different people. The breakdown of demographics of these individuals are included later in this report.

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

The challenge that we face as an organization is the continued increase in need for emergency food assistance in Missoula County.

During the grant period, we experienced a significant increase in visitors to our emergency food pantry, averaging 27% more visitors per month when compared with the same time frame of the previous year.

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

As more individuals seek services, MFB&CC works to respond in ways that align with our mission's values and vision. In April, 2018 (during the grant period), we extended our operating hours by 12 hours per week. Previously, our hours of operation were Monday-Friday 10am-1pm, and Monday, Tuesday, and Thursday evenings from 5-7pm. As of April, our operating hours are Monday, Tuesday, and Thursday from 10am-7pm and Wednesday and Friday from 10am-1pm, eliminating the break in serving on the days we operate during the evenings. This has helped to serve more people and keep wait times reasonable. It has required more staffing, and additional volunteer support to keep the emergency food pantry open for 12 additional hours each week.

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

MFB&CC was able to leverage this \$10,000 Gimbel award to help secure a \$44,560 grant from Missoula County.

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

The funding landscape for basic needs and consumable costs has changed drastically over the past several years. Many funders that have previously supported the purchase of food are shifting their priorities to durable goods, leaving Missoula Food Bank & Community Center and other anti-hunger organizations like us in a challenging position to continue to provide quality services.

Help from the S.L. Gimbel Holiday grant allows us to continue to meet the rising need for nutrition assistance in our community. In 2017, MFB&CC's emergency food pantry served 25,344 unduplicated people - or 1 in 5 people who call Missoula County home - for a total of 94,. 42% of families visit only 1 to 3 times, when a temporary crisis interrupts a family's ability to make ends meet. Still, there are others

in our community who need our help more regularly. The aging population, individuals aged 60+, have been our most growing demographic for the past five years. We continue to see many families with young children, particularly single-income households, as the cost of child care, diapers, and sometime formula, takes up an increasing percentage of a family's budget.

This grant allows us to keep pace, and help our neighbors with the basics. This grant has made a substantial difference in our food purchase budget, and kept soup on our shelves during the grant period.

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

100% of funds were used to purchase soup in case quantity. We were able to purchase nearly 20,000 cans of soup with the grant.

16. Please relate a success story:

This is a story directly from a program participant:

My name is Elisha, and I am a single mother of two boys, ages 14 and 5 who are my heroes.

Just this last May, after three years of hard work and tears, I graduated with my bachelor's degree in social work. When I started working on this degree, I saw it as a solution. A solution to my struggle to provide a safe, comfortable home for my kids, and a solution to my daily fight to survive while living in poverty.

However, around a year before graduation it became very clear to me that the income I could expect to earn as a woman, with a bachelor's degree, in the state of Montana (about \$15/hour) suggested my academic endeavors may not be the solution I expected it to be. Today, I know that to be true.

I make just over \$13/hour. After taxes I bring home right around \$1590 every month.

1590 my income

-900 average monthly rent on a 2 bedroom in Missoula

-576 USDA recommended low-cost food plan for my family

-100 average gas/electric bill

14

Looking at this, I am sure you see there are several expenses I haven't even touched, like childcare, gas and insurance for my car, internet and phone bills or clothes for my kids. I can forget about ever paying off debt or putting money into savings for the inevitable emergency.

This is why resources like the Missoula Food Bank are absolutely needed by families like mine.

I am lucky, and when I say lucky, I don't mean I won the lottery lucky, I mean I worked hard lucky, to get, and stay, connected with resources so I don't have to fight as hard to provide the life by boys deserve. Without these things, including the food bank, I can't imagine where my boys and I would be.

17. Please relate a success story here:

This is a story directly from a program participant:

On August 27th of 2015, I conceived my daughter Eden. My morning sickness made it so I was unable to perform my normal work duties. I lost my job and my apartment. I stayed with a friend until I was able to get into low-income housing. I moved several times staying with friends and relatives. The YWCA helped me get an apartment through their rapid rehousing program for one year. By the time that year was up, I realized I wasn't going to be able to afford to renew my lease. Eden and I stayed at Union Gospel Mission while homeless and waiting to get into another low-income apartment.

I am a low-income, single mother who battles anxiety and the heartache of being abandoned in my greatest time of need. Before my pregnancy, I had never been on government assistance. I made the choice to seek out every resource possible in order to do what was best for our little family. From the moment I chose life for my daughter, I was walking down the road of adversity. In choosing to put the safety of my child first, I wasn't allowed the additional support, including TANF and Best Beginnings.

I have been unemployed and also worked jobs where I could take Eden with me.

Some thing was said to me a while back that hurt me to my core. I was told that my daughter should be taken from me because I'm on government assistance.

Over the past 2 ½ years I have fought for what I think every mother should have the right to. I have fought for a decent home, to put food on our table, to raise my child like every mother deserves. Spending nearly two years alone, pushed to every limit possible, I have to say that it's been exhausting. I'm not sure the Food Bank staff noticed each day I came into EmPower Place, I had reached my breaking point. Eden would eat and I'd have a cup of coffee while she played. I could not have gotten through without their support.

18. Please relate a success story here:

This is a review left for our Food Bank on Facebook:

I'm sure I've left a five-star review of the Food Bank's general awesomeness, but I have a new, specific reason to be thankful for the things that you do.

The Food Bank just made me cry.

I've been wanting so badly to go to First Night. New Year's is my favorite holiday, and the town I grew up in dropped the festivities years ago. The only problem was the price of admission buttons; we didn't know if we could afford \$30 extra for something that isn't necessary. I've been so torn. Would it be so bad to start the year with a couple of weeks of ramen? Which bills had generous late payment policies?

During check-in, I saw the stack of Festival Guides, and was going to ask for one once we were all set. She finished the intake, picked up a guide, and asked if we were interested. Her speech bubble hadn't even finished fading when I responded that we were VERY interested. She handed me the guide...

...and two admission buttons. Just typing this has me choking up and getting misty-eyed again. I think she could tell how much it meant to me.

Thank you Missoula Food Bank. We're going to First Night!

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

Basic Need Services

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

Food Bank

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

African American 4

Asian/Pacific Islander

Caucasian 78

Native American 12

Hispanic Latino

All Ethnicities

Other 10

Unknown

Question Title

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

Children Birth-05 years of age 15

Children ages 06-12 years of age 12

Youth ages 13-18 8

Young Adults (18-24) 18

Adults 31

Senior Citizens 16

Question Title

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

No clients served with disabilities unknown

Physically Disabled

Blind & Vision Impaired

Deaf & Hearing Impaired

Mentally/Emotionally Disabled

Learning Disabled

Speech Impaired
Other Disability

Question Title

24. Approximate percentage of clients served in Economic Group

At/Below Poverty Level 70

Homeless/Indigent 1

Migrant Worker

Working Poor 42

Other

Question Title

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

Single Adults 20

Families 22

Single Parent Families 25

Disabled unknown

Ethnic Minority 20

LGBTG unknown

Abused Women/Children unknown

Homeless/Indigent 1

Immigrants unknown

Military 12% Veterans

Parolees unknown

Students 8

Elderly 16

Children/Youth (those not included in Family) 4

Missoula Food Bank & Community Center, Inc.
Food Purchases -- Gimbel
December 12, 2017 through June 18, 2018

Date	Num	Name	Amount
600 · Food Purchases			
610 · Food Purchased			
01/25/2018	11744 1	Montana Food Bank Network	1,439.99
02/06/2018	11831 1	Montana Food Bank Network	600.00
02/12/2018	11832 1	Montana Food Bank Network	540.00
05/07/2018	12800 1	Montana Food Bank Network	3,216.60
06/06/2018	13134 1	Montana Food Bank Network	1,444.80
06/18/2018	12788 1	Montana Food Bank Network	2,880.01
Total 610 · Food Purchased			10,121.40
Total 600 · Food Purchases			10,121.40
TOTAL			<u>10,121.40</u>

Internal Revenue Service
District Director

Department of the Treasury

Date: APR 06 1984

EP/EO-II(EB)
Employer Identification Number:

81-0414143
Accounting Period Ending:

December 31
Form 990 Required: Yes No

▷ Missoula Food Bank, Inc.
~~401 West Railroad~~ 219 S. 3rd Street West
Missoula, MT 59801

Person to Contact:

Ellen Oliver
Contact Telephone Number:
(206) 442-5106

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(1) & 170(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your 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.

The box checked in the heading of this letter shows whether you must file Form 990, Return of Organization Exempt from Income Tax. If Yes is checked, you are required to file Form 990 only if your 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 your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, when a return is filed late, unless there is reasonable cause for the delay.

**MISSOULA FOOD BANK & COMMUNITY CENTER
BOARD OF DIRECTORS**

2018



Jody Verity, President/Chair
Director Of Human Resources,
Montana Rail Link
3200 Jack Drive, Missoula, Mt
59803
Mobile: 406-360-6212
Email: jverity0920@gmail.com
Committees: Chair: Leadership;
Governance & Human Resource
Start Of Board Service: 2014



Paige Judnich, Vice Chair
Owner, Resumecritiques.Com
106 Broadview Place
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Mobile: 406-360-1020
Email: paigepatricia@gmail.com
Committees: Chair: Governance &
Human Resource
Start Of Service: 2016



Pamela Cutler, M.D., Secretary
President, Western Montana
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Missoula, MT 59801
Mobile: 505-250-9285
Email: pamcut@mac.com
pcutler@wmclinic.com
Committees: TBD
Start of Board Service: 2017



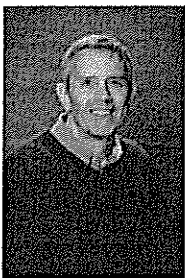
Rebecca Dettmann, Treasurer
CPA, Boyle, Deveny & Meyer
4000 Mullan Road, Apt. F327
Missoula, MT 59808
Mobile: 414-303-5425
Email: rebecca@bdmcpa.com
Committees: Finance
Start of Board Service: 2017



Brett Calahan
VP of Commercial Construction,
First Interstate Bank
P.O. Box 5506
Missoula, MT 59806
Mobile: 523-4436
Email: Brett.calahan@fib.com
Committees: Finance
Start of Board Service: 2018



Hope Capon
Project Manager/Architect-in-
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3251 Trails End Rd.
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Mobile: 370-0614 (cell)
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Hope@encompassv2.com
Committees: Facility &
Neighborhood
Start of Board Service: 2018



Tim Edwards
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241 Keith Ave
Missoula, Mt 59801
Mobile: 406-728-0127
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Committees: Finance
Start Of Board Service: 2015



Patty Guiberson
Retired, State Of Montana, Public
Assistance Bureau
5031 Jordan Court, Missoula, Mt
59803
Mobile: 406-560-4413
Email: guiby68@bresnan.net
Committees: Governance & Human
Resources
Start Of Board Service: 2015



Stacy Houge
 Clinical Director, Mountain
 Home Montana
 826 Dixon Ave
 Missoula, MT 59801
 Mobile: 543-0690
 Email:
 stacy@mountainhomemt.org
 Committees: Advocacy &
 Education
 Start of Board Service: 2018



Tessa Keller
 Attorney, Garlington, Lohn &
 Robinson
 111 Ben Hogan Drive
 Missoula, MT 59803
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 Email: tessa.a.keller@gmail.com
 Committees: Governance & Human
 Resources
 Start of Board Service: 2017



Gay Peterson
 MFB Volunteer
 2984 Big Flat Rd.
 Missoula, Mt 59804
 Mobile: 406-531-2944
 Email: gepmrp@gmail.com
 Committees: Finance
 Start Of Board Service: 2015



Dan Seman
 CFO/Treasurer, American
 Trucking and Transportation
 Insurance Co.
 1562 Cornerstone Dr.
 Missoula, MT 59802
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 Email: dsemanmt@msn.com or
 dseman@atticrrg.com
 Committees: Finance
 Start of Board Service: 2018



Kari Schauss
 HR/Workforce Diversity &
 Inclusion, AT&T
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 Committees:
 Start of Board Service: 2018

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	2,938,041.	2,938,041.		
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	101,095.	80,876.	18,197.	2,022.
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	415,730.	334,854.	72,788.	8,088.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	20,957.	15,718.	4,611.	628.
10 Payroll taxes	49,064.	39,467.	8,638.	959.
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	41,016.		28,711.	12,305.
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.)	28,575.		20,003.	8,572.
12 Advertising and promotion	11,701.	2,925.		8,776.
13 Office expenses	39,402.	24,626.	6,297.	8,479.
14 Information technology				
15 Royalties				
16 Occupancy	114,829.	60,931.	50,195.	3,703.
17 Travel	12,496.	12,169.	327.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	2,660.		2,660.	
20 Interest	2,990.	1,047.	1,794.	149.
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	23,744.	21,370.	2,374.	
23 Insurance	11,360.	10,224.	1,136.	
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 SUPPLIES	33,372.	26,766.	6,606.	
b MISCELLANEOUS	21,519.	6,543.		14,976.
c BANK AND INVESTMENT FEE	15,452.		15,452.	
d REPAIRS AND MAINTENANCE	14,582.	14,582.		
e All other expenses	8,412.	8,282.	130.	
25 Total functional expenses. Add lines 1 through 24e	3,906,997.	3,598,421.	239,919.	68,657.
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)

Missoula Food Bank & Community Center, Inc.
 2018.19 Organizational Budget
 DRAFT - June 2018

	2017.18 Budget	Actuals Jul 17 - May 18	2017.18 Forecast	2018.19 Budget
Ordinary Income/Expense				
Income				
400 - Contributions				
401 - Appeals	104,500.00	111,566.03	113,286.00	115,000.00
402 - Combined Federal Campaign	0.00	4,678.92	4,678.92	0.00
403 - Unsolicited Support	49,000.00	67,207.22	67,182.22	57,000.00
404 - Major Donors	146,200.00	164,850.00	164,850.00	169,000.00
405 - Newsletter Donations	66,000.00	56,874.25	60,220.00	60,000.00
406 - Securities Donated	15,000.00	22,524.33	22,524.33	20,000.00
407 - UW Donor Designated Dollars	12,000.00	11,022.38	11,022.38	8,300.00
Total 400 - Contributions	392,700.00	438,723.13	443,763.85	429,300.00
410 - Corporate Income	160,000.00	134,923.82	137,889.06	166,500.00
420 - Foundation Income	214,046.00	197,650.07	220,806.00	273,500.00
430 - Fundraiser Income				
432 - Community Drives	65,000.00	34,489.84	48,719.84	68,500.00
434 - Holiday Drive	225,000.00	232,909.70	232,909.00	250,000.00
436 - Special Events	47,000.00	28,662.24	32,134.19	131,000.00
Total 430 - Fundraiser Income	337,000.00	296,061.78	313,763.03	449,500.00
440 - Governmental Income				
442 - City-County Income				
442-M - Missoula County	45,000.00	66,661.28	66,661.28	47,500.00
Total 442 - City-County Income	45,000.00	66,661.28	66,661.28	47,500.00
444 - Federal Gov't Income				
444-E - EFSP Grant	10,000.00	12,008.00	12,008.00	12,000.00
444-K1 - KY - CACFP Grant	116,011.00	122,664.28	158,164.28	128,000.00
444-K2 - KT - SFSP Grant	49,310.00	49,498.68	49,498.68	54,000.00
Total 444 - Federal Gov't Income	175,321.00	184,170.96	219,670.96	194,000.00
446 - State Income				
446-R - Roots (CSFP)	18,900.00	23,731.10	27,900.00	20,000.00
Total 446 - State Income	18,900.00	23,731.10	27,900.00	20,000.00
Total 440 - Governmental Income	239,221.00	274,563.34	314,232.24	261,500.00
450 - Legacies & Bequests	22,000.00	26,860.12	26,860.12	0.00
460 - Miscellaneous Income	0.00	16,420.00	16,420.00	0.00
470 - Religious Organizations	32,000.00	17,290.06	27,292.60	20,000.00
Total Income	1,396,967.00	1,402,492.32	1,501,026.90	1,600,300.00
Gross Profit	1,396,967.00	1,402,492.32	1,501,026.90	1,600,300.00
Expense				
500 - Payroll Expenses				
510 - Gross Wages & Salaries	459,638.40	460,609.62	510,069.00	550,897.13
520 - Other Wages	54,000.00	25,500.00	25,500.00	0.00
530 - Project Recognition	3,000.00	1,840.76	2,656.37	4,000.00
540 - Holiday Bonuses	5,000.00	4,805.00	4,805.00	7,000.00
545 - Health & Life Insurance	0.00	24,155.90	29,274.00	75,000.00
550 - Flex & HSA Employer Contrib.	5,625.00	7,912.87	7,746.38	7,500.00
570 - Pension Plan - ER Contr	19,318.57	23,228.74	23,228.76	21,000.00
580 - Payroll Taxes & Work Comp Ins.	56,839.05	55,378.28	55,762.01	66,014.00
580 - Vista/Americorps	4,775.00	13,539.36	13,539.38	5,300.00
Total 500 - Payroll Expenses	608,196.82	617,170.55	672,580.90	778,711.13
600 - Food Purchases				
610 - Food Purchased	542,616.00	452,491.45	552,900.93	538,500.00
Total 600 - Food Purchases	542,616.00	452,491.45	552,900.93	538,500.00
710 - Bank & Investment Fees	15,000.00	16,110.14	16,489.41	18,000.00
720 - Building Repair & Maintenance				
721 - Cleaning Expense	18,000.00	16,665.00	18,000.00	18,000.00
722 - Landscaping & Snow Removal	5,000.00	4,760.09	4,760.09	6,000.00
723 - Other Building Mnce & Repair	17,000.00	4,004.02	4,004.02	17,665.00

Total 720 - Building Repair & Maintenance	40,000.00	25,429.11	26,764.11	41,665.00
730 - Charitable Contributions	0.00	500.00	500.00	0.00
735 - Classified Advertising	100.00	0.00	0.00	0.00
740 - Contract Services	3,000.00	0.00	0.00	0.00
745 - Dues, Subscriptions & Library	1,000.00	2,110.02	2,329.93	2,180.00
750 - Entertainment & Meals	2,000.00	2,640.93	2,640.93	2,000.00
760 - Equipment - Furniture Expense				
761 - Computer R&M	500.00	150.00	150.00	500.00
763 - Repair & Maintenance	2,000.00	1,722.55	1,722.55	1,700.00
765 - Purchases	2,500.00	15,670.04	15,670.04	3,000.00
Total 760 - Equipment - Furniture Expense	5,000.00	17,542.59	17,542.59	5,200.00
770 - Gifts Expense				
771 - Board of Directors	200.00	28.86	60.00	200.00
773 - General Gifts	500.00	337.62	287.18	500.00
775 - Volunteer Recognition	7,500.00	5,505.27	5,505.27	13,500.00
Total 770 - Gifts Expense	8,200.00	5,871.75	5,852.45	14,200.00
780 - Insurance Expense				
781 - Business Insurance	7,000.00	11,029.00	11,029.00	11,500.00
783 - Directors & Officers Ins	1,500.00	1,789.66	1,789.66	1,850.00
785 - Volunteer Insurance	400.00	367.50	387.50	400.00
Total 780 - Insurance Expense	8,900.00	13,206.16	13,206.16	13,750.00
800 - Marketing Expenses				
802 - Advertising & Comm Relations	7,500.00	19,291.90	19,291.90	12,500.00
805 - Fundraising Expense	5,000.00	13,966.20	13,966.20	10,000.00
Total 800 - Marketing Expenses	12,500.00	33,258.10	33,258.10	22,500.00
812 - Parking Expense	50.00	66.00	66.00	75.00
815 - Postage & Delivery Expense	9,000.00	10,550.41	10,550.41	12,350.00
820 - Printing & Photocopies Expense	20,500.00	30,456.95	30,456.95	25,900.00
825 - Professional Development	3,000.00	3,257.95	3,625.00	5,000.00
830 - Professional Fees				
831 - Audit - CPA Consulting	11,000.00	11,207.90	11,207.90	11,500.00
832 - Bookkeeping	24,500.00	23,184.20	25,000.00	26,000.00
834 - Other Professional Fees	2,000.00	100.00	200.00	200.00
Total 830 - Professional Fees	37,500.00	34,492.10	36,407.90	37,700.00
850 - Rent Expense				
852 - Equipment Rent	1,250.00	2,219.76	2,267.68	1,200.00
Total 850 - Rent Expense	1,250.00	2,219.76	2,267.68	1,200.00
860 - Supplies Expense				
861 - Computer Supplies	100.00	118.50	2,118.50	120.00
864 - Office Supplies	5,000.00	4,407.95	5,027.94	5,000.00
865 - Shop & Program Supplies	35,700.00	37,900.16	39,691.71	38,550.00
868 - Software	1,000.00	3,287.02	3,287.02	4,060.00
Total 860 - Supplies Expense	41,800.00	45,713.63	50,125.17	47,730.00
870 - Taxes Expense				
872 - License Fees	200.00	238.72	250.00	250.00
874 - Property Taxes	3,000.00	693.80	693.80	500.00
876 - Sewer Fees	250.00	686.77	686.77	500.00
Total 870 - Taxes Expense	3,450.00	1,619.29	1,630.57	1,250.00
880 - Telephone & Internet Expense	4,260.00	3,340.63	3,600.00	4,030.00
890 - Travel Expenses				
892 - Lodging & Transport	2,500.00	7,643.12	7,774.15	6,000.00
894 - Meals & Per Diem	1,000.00	1,016.21	1,016.21	1,300.00
896 - Mileage	1,000.00	1,475.01	1,475.01	1,600.00
Total 890 - Travel Expenses	4,500.00	10,134.34	10,265.37	8,900.00
900 - Utilities Expense				
902 - Electricity Expense	30,000.00	21,329.19	25,000.00	25,000.00
904 - Garbage Expense	5,700.00	4,858.95	5,600.00	5,700.00
906 - Natural Gas	6,000.00	4,744.04	5,500.00	6,000.00
908 - Water	2,000.00	1,937.75	2,300.00	2,200.00
Total 900 - Utilities Expense	43,700.00	32,869.93	38,400.00	38,900.00
910 - Vehicle Expenses				
912 - Fuel Expense	1,000.00	268.42	275.00	450.00

914 - Maintenance & Repair	5,000.00	5,926.64	13,340.65	5,750.00
916 - Registration	40.00	170.34	183.74	200.00
Total 910 - Vehicle Expenses	5,040.00	6,373.40	13,799.39	6,408.00
Total Expense	1,421,762.82	1,367,425.19	1,545,280.15	1,624,119.13
Net Ordinary Income	-24,795.82	35,067.13	-44,253.25	-23,819.13
Other Income/Expense				
Other Income				
960 - Interest & Dividends Income	25,000.00	46,518.71	46,518.71	25,000.00
970 - In-Kind Income				
971 - Donated Food	2,176,000.00	2,306,956.88	2,311,973.46	2,390,000.00
972 - Government Food	440,000.00	458,835.62	611,780.83	450,000.00
973 - Services & Supplies Donated	327,150.00	370,561.38	370,064.78	361,550.00
Total 970 - In-Kind Income	2,943,150.00	3,136,353.88	3,293,819.09	3,201,550.00
Total Other Income	2,968,150.00	3,182,872.59	3,340,337.80	3,226,550.00
Other Expense				
980 - In-Kind Expenses				
981 - Donated Food Expensed	2,176,000.00	2,269,280.28	2,274,290.88	2,349,700.00
982 - Donated Food - Recip Agencies	0.00	37,676.60	37,676.60	40,300.00
983 - Government Food Expensed	440,000.00	458,835.62	611,780.83	450,000.00
984 - Services & Supplies Expensed	327,150.00	370,561.38	370,064.78	361,550.00
Total 980 - In-Kind Expenses	2,943,150.00	3,136,353.88	3,293,820.09	3,201,550.00
Total Other Expense	2,943,150.00	3,136,353.88	3,293,820.09	3,201,550.00
Net Other Income	25,000.00	46,518.71	46,517.71	25,000.00
Net Income	204.18	81,585.84	2,264.46	1,180.87
Capital Outlay	15,000.00			
Total Budgeted Cash Flow	-14,795.82			
962 Gains & Losses on Investments		7,040.67		