

#38



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

| |
|--------------------|
| Internal Use Only: |
| Grant : 20180978 |

Organization / Agency Information

| | | |
|--|-------------|--|
| <i>Organization/Agency Name:</i> Northampton Survival Center | | |
| <i>Physical Address:</i> 265 Prospect St. , Northampton, MA 01060 | | <i>City/State/Zip</i> |
| <i>Mailing Address:</i> 265 Prospect St. , Northampton, MA 01060 | | <i>City/State/Zip</i> |
| <i>CEO or Director:</i> Heidi Nortonsmith, Executive Director | | <i>Title:</i> |
| <i>Phone:</i> 413-586-6564 | <i>Fax:</i> | <i>Email:</i> Heidi@NorthamptonSurvival.org |
| <i>Contact Person:</i> Amy Marsters, Donor Relations Coordinator | | <i>Title:</i> |
| <i>Phone:</i> 413-586-6564 | <i>Fax:</i> | <i>Email:</i> Amy@NorthamptonSurvival.org |
| <i>Web Site Address:</i> www.NorthamptonSurvival.org | | <i>Tax ID:</i> 04-2774166 |

Program / Grant Information

| | | | |
|--|---|--|---|
| <i>Program/Project Name:</i> Basic Nutritional Needs Program | | | <i>Amount of Grant Requested:</i> \$15,000.00 |
| <i>Total Organization Budget:</i> \$736,300.00 | <i>Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100):</i> 90% | <i>Per 990, Percentage of Management & General Expenses Only (Column C/ Column A x 100):</i> 4% | <i>Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100):</i> 10% |
| <i>Purpose of Grant Request (one sentence):</i> We are requesting a grant of \$15,000, which would secure approximately 17,000 pounds of food (no tuna) and buy \$1,000 worth of diapers. | | | |
| <i>Gimbel Holiday Grants Received: List Year(s) and Award Amount(s)</i> We received \$10,000.00 in 2014, 2015, 2016, and 2017 | | | |

Signatures

| | | |
|--|-----------------------|--------------------------|
| <i>Board President / Chair: (Print name and Title)</i> Mark Sullivan, President | <i>Signature:</i> | <i>Date:</i> 11/15/18 |
| <i>Executive Director/President: (Print name and Title)</i> Heidi Nortonsmith, Ex. Dir. | <i>Signature:</i> | <i>Date:</i> 11/15/18 |

**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?

In operation since 1979, the Northampton Survival Center is dedicated to improving the quality of life for low-income individuals and families throughout Hampshire County by providing nutritious food and other resources in an atmosphere of dignity and respect. The Center meets a crucial need for approximately 4,100 low-income residents annually by offering a stable and reliable source of free, healthy food all year long. We serve almost 900 new clients every year. We are a tax-exempt charitable 501(c)(3) organization with 6 full time and 2 part time employees. Our dedicated team of volunteers, which numbers 350 annually, plays an integral role in the day-to-day success of the Center.

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 serve 18 communities in Hampshire County - Chesterfield, Cummington, Easthampton, Florence, Goshen, Hadley, Hatfield, Haydenville, Huntington, Leeds, Middlefield, Northampton, Plainfield, South Hadley, Southampton, Westhampton, Williamsburg, Worthington. Hampshire County is home to over 30,000 food insecure individuals. All of our clients are low-income under guidelines set by the USDA. Of our adult clients, about 70% are unemployed, and about 30% are disabled and 10% of our clients are seniors. Approximately 62% of our clients are White, 22% Latino/a, 7% African American, 2% Asian, and 8% are Multi-ethnic or Other. The clientele is diverse, including the homeless; folks who are unemployed and waiting for food stamp assistance, or whose benefits have run out; families in crisis after the death or disability of a primary wage-earner; those struggling to reintegrate after serving in the military; and others for whom unexpected life events left them hungry and without a safety net. The children we help feed are growing up not just hungry, but in families that may be isolated, maybe with a parent fleeing abuse, or new to this country and just beginning to learn English. Our pantry is open for 3 hours a day, every weekday all year long. Through our Basic Nutritional Needs Program we offer a healthy 7-day supply of food for each member of every household that comes to us each month. Clients can also return weekly for an abundance of fresh produce through our "Fresh First" Program, named a "Local Hero" by a local agriculture support organization. Our renowned Kids' Summer Food Program bridges the summer nutrition gap by providing supplemental groceries to children who rely on subsidized school breakfast and lunch programs during the school year. The Kids' Program serves tens of thousands of pounds of food to approximately 500 children who would otherwise be hungry or under-nourished during the summer months.

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

Upon a clients' first visit a brief application is filled out where they self-declare their household's sources of income, and we regularly verify their household income. Our pantry is open for 3 hours a day, every weekday all year long.

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.

26% of our clients are children under the age of 18, 9% of our clients are seniors and 64% are adults between the ages of 18-64. Clients need to bring with them proof of their current residence and proof of their children living with them to every visit to the pantry. Individual and household data about clients is routinely collected during confidential, face-to-face intake sessions during every monthly service visit.

**2018 S.L. Gimbel Foundation Fund
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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 |
|---------------------|----------------------------------|--------------------|
| Canned corn/peas | 12/case, \$5.88/case, 90 cases | \$529.20 |
| Canned pea | 12/case, \$5.88/case, 100 | \$588.00 |
| Fruit cocktail | 12/case, \$11.88/case, 80 cases | \$950.40 |
| Canned Peaches | 12/case, \$8.59/case, 50 cases | \$429.50 |
| Apple Sauce | 12/case, \$7.00/case, 50 cases | \$350.00 |
| Mandarin oranges | 12/case, \$9.48/case, 100 cases | \$948.00 |
| Canned Pineapple | 12/case, \$11.40/case, 100 cases | \$1,140.00 |
| Brown Rice | 30/case, \$38.70/case, 15 cases | \$580.50 |
| Corn chex/Rice chex | 10/case, \$17.90/case, 30 cases | \$537.00 |
| Crispy oats | 10/case, \$17.90/case, 20 cases | \$358.00 |
| Raisin Bran | 10/case, \$21.90/case, 30 cases | \$657.00 |
| Saltine crackers | 24/case, \$42.00/case, 25 cases | \$1050.00 |
| Canned chicken | 12/case, \$23.89/case, 20 cases | \$477.80 |
| Eggs | 15/case, \$26.25/case, 100 cases | \$2,625.00 |
| Chili with beans | 24/case, \$21.50/case, 50 cases | \$1,075.00 |
| Beef Ravioli | 24/case, \$19.48/case, 50 cases | \$974.00 |
| Beef stew | 24/case, \$21.22/case, 50 cases | \$1,061.00 |
| Veggie burgers | 24/case, \$66.96/case, 10 cases | \$669.60 |
| 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 |
|---|----------------------------|-----------------------------|
| \$94,690.00 | \$2,170,919.00 | 4% |

V. Supplemental Documents Checklist: Submit the following as attachments

- Your current 501(c) (3) final determination letter from the IRS
- List of your Board members and their affiliations
- Your most recent, filed 990 report.
- Part IX only of the 990 form, Statement of Functional Expenses (one page)
- Your 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

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 27 2007

NORTHAMPTON SURVIVAL CENTER INC
265 PROSPECT ST
NORTHAMPTON, MA 01060

Employer Identification Number:
04-2774166
DLN:
17053258705017
Contact Person:
THOMAS C KOESTER ID# 31116
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated APRIL 1983, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)

Northampton Survival Center
Board of Directors – Affiliations
 November, 2018

| Name and Address | Affiliation | First Year | Term Expires |
|--|--|------------|--------------|
| Debin Bruce – Vice President Northampton, MA 01060 | Human Performance Investigator National Transportation Safety Board | 2013 | 2019 |
| Carla Costa -- Clerk Hadley, MA 01035 | Program Director, Careers in Arts & Communication, Amherst College | 2015 | 2019 |
| Ellen Frank Florence, MA 01062 | Executive Director, Lander-Grinspoon Academy | 2018 | 2020 |
| María José Giménez Easthampton, MA 01027 | Translator and Copy Editor; Center Mgr, Easthampton Co.Lab; At-Large Board member, Am. Literacy Translators' Assn. | 2015 | 2019 |
| Mikala Hammonds Northampton, MA 01060 | Owner, Thelō Home and Modern Wellness; Board of Directors, Northampton dna | 2018 | 2020 |
| Tim Jones Northampton, MA 01060 | Administrative Law Judge | 2012 | 2019 |
| Margaret Miller Florence, MA 01062 | Psychologist; Beit Ahavah social justice committee | 2013 | 2019 |
| Celia Overby Holyoke, MA 01040 | Program Manager - Dept. of Youth Services, Commonwealth Corporation | 2015 | 2019 |
| Michael Skillicorn – Treasurer Florence, MA 01062 | Director of Programs, Grow Food Northampton | 2018 | 2020 |
| Jeff Steblea Greenfield, MA 01301 | Senior Account Executive & Data Strategist, Silvertech | 2015 | 2019 |
| Mark Sullivan – President Northampton, MA 01060 | Principal, D. A. Sullivan & Sons, construction firm | 2012 | 2020 |
| Cher Willems Northampton, MA 01060 | CFO of the Mo Willems Studio, Inc. | 2017 | 2019 |

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 | 92,152. | 18,321. | 23,450. | 50,381. |
| 6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) | 205,391. | 142,574. | 20,505. | 42,312. |
| 7 Other salaries and wages | | | | |
| 8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions) | 5,320. | 2,877. | 786. | 1,657. |
| 9 Other employee benefits | 20,535. | 11,104. | 3,033. | 6,398. |
| 10 Payroll taxes | 25,074. | 13,702. | 3,799. | 7,573. |
| 11 Fees for services (non-employees): | | | | |
| a Management | | | | |
| b Legal | | | | |
| c Accounting | 11,600. | | 11,600. | |
| 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.) | 13,220. | | 7,000. | 6,220. |
| 12 Advertising and promotion | 428. | | 428. | |
| 13 Office expenses | 41,081. | 15,237. | 4,283. | 21,561. |
| 14 Information technology | 4,165. | | 4,165. | |
| 15 Royalties | | | | |
| 16 Occupancy | 21,500. | 11,536. | 3,205. | 6,759. |
| 17 Travel | 2,762. | 2,093. | 669. | |
| 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 | 51,147. | 43,591. | 7,556. | |
| 23 Insurance | 11,621. | 9,904. | 1,717. | |
| 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 | 1,389,669. | 1,389,669. | | |
| b PURCHASED FOOD | 184,276. | 183,769. | | 507. |
| c REPAIRS AND MAINTENANCE | 12,364. | 10,538. | 1,826. | |
| d FUNDRAISING EVENTS | 9,441. | | | 9,441. |
| e All other expenses | 18,287. | 10,873. | 4,939. | 2,475. |
| 25 Total functional expenses. Add lines 1 through 24e | 2,120,033. | 1,865,788. | 98,961. | 155,284. |
| 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)

Northampton Survival Center

| FY19 Budget | | |
|----------------------|---------------------------------|---------------------|
| Income | | |
| | United Way Revenue | \$40,495.00 |
| | Comm. Devel. Block Grant - MA | \$27,000.00 |
| | Grants and Special Donations | \$58,000.00 |
| | Misc. Income | \$500.00 |
| | Donations | |
| | In-Kind Donation | \$4,100.00 |
| | General Individual | \$512,000.00 |
| | Other Fundraising Events | \$27,000.00 |
| | House Parties | \$5,250.00 |
| | Gift Card Donated | \$500.00 |
| | Religious Organizations | \$11,250.00 |
| | Business Donations | \$44,750.00 |
| | Civic Organizations | \$4,500.00 |
| | School Donations | \$480.00 |
| | Interest Income | \$475.00 |
| Total Income | | \$736,300.00 |
| | | |
| Expense | | |
| | Salaries and Assoc. Taxes | \$376,000.00 |
| | Workers Comp. Insurance | \$3,300.00 |
| | Employee Benefits | \$34,700.00 |
| | Professional Fees | \$19,500.00 |
| | Administrative/Office | \$27,300.00 |
| | Communications | \$6,000.00 |
| | Insurance Costs | \$10,300.00 |
| | Utilities | \$12,500.00 |
| | Repairs and Maintenance | \$6,300.00 |
| | Public Relations and Marketing | \$14,000.00 |
| | Program Costs | \$200,300.00 |
| | Fundraising Expenses | \$24,600.00 |
| | Volunteer Appreciation Expenses | \$1,000.00 |
| | Misc. Expenses | \$500.00 |
| Total Expense | | \$736,300.00 |

S. L. Gimbel Foundation Fund Holiday Food Grant

#155

COMPLETE

Collector: Gimbel Holiday Food Grant (Web Link)
Started: Monday, July 03, 2017 8:56:25 AM
Last Modified: Friday, July 14, 2017 9:25:13 AM
Time Spent: Over a week
IP Address: 50.199.216.109

Page 1: Organizational Information

Q1 Name of your organization.

Northampton Survival Center

Q2 Grant #

20160710

Q3 Grant Period

12/1/16-6/30/17

Q4 Location of your organization

| | |
|-------|---------------|
| City | Northampton |
| State | Massachusetts |

Q5 Name and Title of person completing evaluation.

Heidi Nortonsmith

Q6 Phone Number:

413-586-6564

Q7 Email address.

Heidi@NorthamptonSurvival.org

Q8 Total number of clients served through this grant funding:

Approximately 1,500 per month (about 4,300 annually)

S. L. Gimbel Foundation Fund Holiday Food Grant

Q9 Approximate volume of food purchased with grant funds? (i.e 10 lbs of fresh produce; 1000 boxes; 10 cases, etc)

We purchased 6,683 pounds of fruit & vegetables; 2,808 pounds of grains; and 11,231 pounds of protein for a total of 20,704 pounds of food. (see inventory list emailed separately).

Page 2: Key Outcomes and Results

Q10 Describe the project's key outcomes and results based on your goals and objectives:

This grant enabled us to purchase over 20,000 pounds of food for over 4,300 low-income clients struggling through the difficult Winter season in western Massachusetts. By providing this nutritious food, we were successful in helping our neighbors advance along a continuum from crisis to stability to self-sufficiency. For a few clients in extreme need we were able to supply them with a second or third 7-day supply within the same month. We were able to maintain a steady and reliable supply of healthy food for all in our region who sought our services.

Our clientele is diverse, including the homeless; folks who are unemployed or underemployed; individuals living with mental or physical illness or disability; families in crisis after the death or disability of a primary wage earner; women and children fleeing domestic violence; individuals and families whose lives have been shattered by the raging opioid epidemic; those struggling to reintegrate after serving in the military; refugees escaping war-torn countries; and others for whom unexpected life events left them hungry and without a safety net. Our mission includes serving clients with dignity and respect, and this grant allowed us to provide a wide variety of nutritious foods which nourished and supported our clients in keeping with our mission.

Q11 Please describe any challenges/obstacles the organization encountered (if any) in attaining stated goals & Objectives.

None at all.

Q12 How did you overcome and/or address the challenges and obstacles?

N/A

Q13 Describe any unintended positive outcomes as a result of the efforts supported by this grant.

A nice snapshot of the positive outcomes is provided by Deb, a volunteer chef who comes and prepares food tastings for our clients, and explains how the pantry surpasses expectations:

"My first visit to the Northampton Survival Center shattered my expectations for a food pantry. I had imagined clients who were entirely dependent on processed food, stuck with poor eating habits and without the resources to cook fresh foods. What I found were people who were there to pick up fresh produce (seasonal and often from local farms), meat and dry goods, which they were quite adept at preparing. It was not a room of sullen strangers who kept to themselves, I found both the clients and staff to be a community who smiled and exchanged news, who greeted friends and shared stories. As I have gotten to know several of them, we discuss recipes and dietary restrictions, their cultural backgrounds and favorite dishes. People who rely on the Survival Center have an amazing selection of food to meet their needs, along with a warm sense of community created by the staff, volunteers and each other."

S. L. Gimbel Foundation Fund Holiday Food Grant

Q14 Briefly describe the impact this grant has had on your organization.

Valued as a steady and reliable source of nutritious food for those in need in our community, this grant helped us bridge the season between fundraising events and made it possible for us to continue to meet the high demand, without having to cut back in our offerings or experience any food shortages or a lack of variety or nutrient-rich foods. Because of this support, our clients were able to select from an abundant choice of foods, allowing their family's dietary needs, cultural preferences, and tastes to be accommodated.

Page 3: Budget

Q15 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.

We used the funds to purchase 20,704 pounds of nutritious food for low-income clients of our emergency food pantry at the Northampton Survival Center. An inventory list was emailed separately.

Page 4: Success Stories

Q16 Please relate a success story:

"The Center saved my life" says Geneva, who depends on our programs to help in raising her two kids and two grandkids. She credits the Center with sustaining her on her journey from homelessness to recovery to veteran's services and finally, to affordable housing, and she particularly appreciates that the food choices are health-conscious. Geneva makes smoothies with fresh produce they pick up every week, and the kids love the whole-grain snacks and nuts provided through the Kids' Summer Food Program. Son Solomon enjoys cooking banana pancakes from the "Good and Cheap" cookbook they got here, using flour, eggs, milk, and oil from the pantry. In Geneva's experience, "many pantries can only send you home with a small pre-packed box, but not this place – there are so many choices, I can stretch these groceries all month!"

Q17 Please relate a success story here:

"This place is so helpful in stretching my budget when things are tight. I don't know what I would do without this place."

Q18 Please relate a success story here:

"I was able to pay my electric bill today because of the groceries I am receiving from the Survival Center."

Page 5: Demographic Information

Q19 Which category best describes your organization. **Basic Needs Support**
Please choose only one.

Q20 What is your organizations primary Program Area of Interest? **Food Bank**

S. L. Gimbel Foundation Fund Holiday Food Grant

| | | |
|--|----------------------------------|-----|
| Q21 Percentage of clients served through grant in each Ethnic Group Category. Total must equal 100% | African American | 6 |
| | Asian/Pacific Islander | 2 |
| | Caucasian | 65 |
| | Native American | 1 |
| | Hispanic Latino | 20 |
| | Other | 6 |
| Q22 Approximate percentage of clients served from grant funds in each age category. | Children ages 06-12 years of age | 5 |
| | Youth ages 13-18 | 5 |
| | Young Adults (18-24) | 16 |
| | Adults | 65 |
| | Senior Citizens | 9 |
| Q23 Approximate percentage of clients served with disabilities from grant funds. | Respondent skipped this question | |
| Q24 Approximate percentage of clients served in Economic Group | At/Below Poverty Level | 100 |
| | Homeless/Indigent | 6 |
| | Working Poor | 50 |
| Q25 Approximate percentage of clients served from grant funds in each population category. | Homeless/Indigent | 6 |
| | Elderly | 9 |