



# 2015 S.L. Gimbel Foundation Fund Grant Application

Internal Use Only:  
Grant: 20150821

## Organization / Agency Information

<b>Organization/Agency Name:</b> 1736 Family Crisis Center		
<b>Physical Address:</b> 2116 Arlington Avenue, Suite 200, Los Angeles, CA 90018		<b>City/State/Zip</b>
<b>Mailing Address:</b> 2116 Arlington Avenue, Suite 200, Los Angeles, CA 90018		<b>City/State/Zip</b>
<b>CEO or Director:</b> Carol A. Adelkoff		<b>Title:</b> CEO & Executive Director
<b>Phone:</b> (323) 737-3900 ext 300	<b>Fax:</b> (323) 737-3993	<b>Email:</b> carol.adelkoff@gmail.com
<b>Contact Person:</b> Ryan Macy-Hurley		<b>Title:</b> Director of Resource Development & Program Planning
<b>Phone:</b> (323) 737-3900 ext 206	<b>Fax:</b> (323) 737-3993	<b>Email:</b> rhurley@1736fcc.org
<b>Web Site Address:</b> www.1736fcc.org		<b>Tax ID:</b> 95-3989251-

## Program / Grant Information

**Interest Area:**  Animal Protection  Education  Environment  Health  Human Dignity

<b>Program/Project Name:</b> Veterans Families Program			<b>Amount of Grant Requested:</b> \$25,000
<b>Total Organization Budget:</b> \$9,239,816	<b>Per 990, Percentage of Program Service Expenses (Column B / Column A x 100):</b> 84.5%	<b>Per 990, Percentage of Management &amp; General Expenses Only (Column C / Column A x 100):</b> 14.4%	<b>Per 990, Percentage of Management &amp; General Expenses and Fundraising (Column C+D / Column A x 100):</b> 15.4%
<b>Purpose of Grant Request (one sentence):</b> Our request to the Gimbel Foundation will allow us to expand our Veterans Families Program to serve more low-income, many times homeless, Veterans and their family members through supportive services including housing assistance and job development.			
<b>Gimbel Grants Received: List Year(s) and Award Amount(s)</b> We have not previously received a grant from the Gimbel Foundation			

## Signatures

<b>Board President / Chair: (Print name and Title)</b> Robert E. Smith, Board President.....	<b>Signature:</b> 	<b>Date:</b> May 1, 2015
<b>Executive Director/President: (Print name and Title)</b> Carol A. Adelkoff, CEO and Executive Director.....	<b>Signature:</b> 	<b>Date:</b> May 1, 2015

## **2015 S.L. Gimbel Foundation Fund APPLICATION Narrative**

### **I. Organization Background; Target Population:**

1736 Family Crisis Center (1736 FCC) has been a leading regional provider of life-saving services for low-income and/or in-crisis children, youth, families, and veterans since its establishment in 1972. Our mission is to comprehensively help children, women, men and families through crisis circumstances, including domestic violence, homelessness, abuse, neglect, poverty, substance use, post-traumatic stress disorder, and distress, and to improve their prospects for long-term housing, safety, survival, financial stability, and success.

In June 2013, the City of LA's Community Action Board recognized 1736 FCC's Domestic Violence Shelter Program and FamilySource Center (youth academic programs, family self-sufficiency services) as top performers, with both receiving 4 out of 4 stars; we were the only agency to receive two awards. In 2013-14, the U.S. Dept of Veteran Affairs designated our Director of Veteran Programs as a "Program Mentor" – 1 of only 3 designees in California – and collaborated with him to provide capacity building technical assistance to other programs serving homeless veterans. Last year, the Everychild Foundation awarded 1736 FCC its one-and-only 2014 grant (\$1 million) for a capital project benefitting homeless, abused minors.

1736 FCC operates four confidentially-located shelters for domestic violence survivors and their children, a Veteran Families Program, an emergency youth shelter, a Legal Services Department, a Self-Sufficiency Program, a Mental Health Program, five 24-hour crisis and suicide hotlines, and four Community Service Centers that serve low-income individuals, children and families. Services are offered free of charge to clients in Los Angeles and Orange counties. Last year, our programs served 5,051 individuals (2,051 children/youth and 3,000 adults) and reached an additional 20,000 community members through community outreach and education activities.

### **II. Project Information:**

#### *A) Statement of Need*

The goal of ending veteran homelessness has been prioritized at both the national and local levels. In Los Angeles and Orange counties, there were more than 7,000 homeless veterans identified in 2013, the most recent year for available data. Combined, the two-county region has more homeless veterans than any other region of the country (Los Angeles Homeless Services Authority, OC Partnership/211 OC). The United Way of Greater Los Angeles projects that 33,000 veterans will experience homelessness in the next 2.5 years unless there are targeted prevention efforts to keep them stably housed (Home for Good Report, July 2013).

#### *B) Project Goal, Objectives and Methodology*

Our project goal is to expand our Veteran Families Program's capacity to serve 375 veteran households achieve, or return to, housing stability and self-sufficiency. The program currently assists approximately 300 veterans and their families annually. The program provides individualized services to homeless veterans with the goal of helping them obtain permanent housing as quickly as possible (i.e., rapid re-housing), and then assisting them transition back to stability. In addition, the program provides homelessness prevention services to veterans and their families who are experiencing crises (e.g., sudden layoff, health issue, domestic violence, etc.) and are at risk of losing their permanent housing. Approximately 70% of households served

annually are literally homeless. Services are offered free of charge and provided through offices in Santa Ana, Wilmington, and Los Angeles.

The Veteran Families Program seeks to fill critical gaps in community care for vulnerable veteran households by providing services that typically are not offered by other veteran programs in the region and that have been identified by homeless veterans themselves in needs surveys as priorities. For example, the program provides flexible, temporary financial assistance to help struggling veteran families overcome obstacles to housing stability, such as obtaining affordable child care, repairing a broken car necessary to maintain one's employment, and paying security and utility deposits on new rental units. Furthermore, unlike traditional VA programs, which are restricted to the veteran herself/himself and are still largely designed for, and focused on the needs of, single male veterans, 1736 Family Crisis Center's program provides services to female veterans as well as a veteran's entire family, including the children and spouses of veterans.

Specific objectives for the proposed grant period of 12 months are provided below. Our project timeline for this program begins on July 1, 2015 and ends on June 30, 2016.

Objective I: Serve 375 veteran households who are homeless or at imminent risk.

Activities: Hire 2 additional case managers who, along with existing staff, will provide street and community outreach, needs assessments, linkages with VA healthcare and other benefits, and individualized services, including budgeting, employment development, child care and school placements, allowing for expanded services to benefit an additional 75 households.

Objective II: 85% of homeless veteran families will be assisted in obtaining and maintaining permanent housing

Activities: New case managers will assist homeless veteran families to search for apartments, negotiate lease agreements, and overcome credit problems and other housing barriers.

Objective III: 90% of veteran families who are at risk of homelessness will receive assistance in resolving their housing crises and regain stability

Activities: New case managers will assist at-risk veterans to negotiate back-rent payments with landlords, respond to eviction notices, and receive legal representation (in-house) as needed.

The program targets services to very low-income veterans who are at greatest risk of remaining homeless long-term or becoming homeless without assistance. Specifically, services are targeted to four high-risk groups: Households with incomes below 30% of Area Median Income, veterans with minor children, post-9/11 veterans, and chronically homeless veterans. More than 130 children and 400 adults will be served. Approximately 70% will benefit from homelessness intervention activities and 30% will benefit from homelessness prevention services.

There is one other organization in Orange County providing similar services under a federal SSVF grant, and we are one of two grantees in LA County that focuses on the South Bay/Service Planning Area 8 (Wilmington/San Pedro to El Segundo/Inglewood, including beach cities) 1736 FCC intentionally co-locates its program with complementary service providers in order to provide a coordinated, integrated continuum of services to veterans in need and reduce common barriers to accessing care. In Orange County, we co-locate at the VA's Community Resource and Referral Center, which is designed as a low barrier, one-stop, storefront operation for homeless veterans who might otherwise not access VA services. In Los Angeles, we co-locate at the VA's

West L.A. Medical Center which offers physical and behavioral healthcare, legal, employment and housing assistance under one roof. Community partners include the VA, employment agencies, landlords and management companies, PATH, Mental Health America, Harbor Interfaith Services, Children's Institute, Children's Clinic, and area hospitals. Volunteers assist in a number of ways such as finding household goods, moving, and tax preparation.

### *C) Project Outcomes and Evaluation*

The key outcomes for every enrollee are housing and financial stability and a path toward a stable, productive, and fulfilling life. We know we have achieved the expected outcomes when we have helped a veteran family obtain or retain permanent housing, and they are able to exit the program with newfound stability through increased income, improved life skills (e.g., money management), and access to vital resources (e.g., healthcare) for ongoing support. We measure program performance through systematic data collection and analysis. Each household's individual progress is tracked by case managers and recorded daily in an electronic database. Additional program input is received through voluntary, anonymous client satisfaction surveys. Performance on all outcomes is monitored over time by the Veterans Services Director and Director of Contracts and Quality Assurance.

### *D) How will you use the grant funds?*

Grant funds from the S. L. Gimbel Foundation will be used to expand our Veteran Families Program and increase community impact through the hire of two additional case managers.

## **III. Project Future**

Long-term strategies for program sustainability include maintaining current public contracts, and continuing to build the number of individuals, corporations, foundations, and community groups (e.g., Service Clubs) supporting the program. Our development team uses outreach, donor cultivation, and special events to actively identify and engage prospective funders and donors whose giving priorities align with our goal of ending veteran homelessness. In 2013, we purchased a building in Wilmington that is now the headquarters for the program.

## **IV. Governance, Executive Leadership and Key Personnel/Staff Qualifications**

Our volunteer board of directors (BOD) provides leadership, governance, and strategic planning to ensure the most effective implementation of the agency's policies, procedures, finances, and programs. Board responsibilities and activities support the agency in accomplishing its mission of providing comprehensive supportive services for homeless youth, domestic violence survivors, and other vulnerable and/or in-crisis community members in order to promote their safety and self-sufficiency. Six BOD committees exist; Finance, Personnel, Development/ Nominating, Fundraising, Executive Review & Compensation, and Audit. When conducting meetings, which occur quarterly, the BOD follows Robert's Rule of Order. Decisions are made by a majority vote which can only occur when a quorum (majority) of members are present.

Program staff have more than a decade of combined experience operating veteran specific programs at 1736 FCC and prior agencies. Veteran Services Director Ed Gonzalez has 15 years of program management experience, and is supervised by our Senior Directors, licensed Marriage and Family Therapists, who have worked at the agency for 20 and 13 years, respectively. The program employs veterans as part of its commitment to cultural competency.

**Organization: 1736 Family Crisis Center**

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**V. Project Budget**

Provide a detailed line-item budget for your project by completing the table below.

NOTE: The below information reflects only that portion of the project budget that relates to the funding request from the Gimbel Foundation. The balance of the budget – existing costs and those associated with the proposed program expansion – were reflected on a separate sheet previously submitted by 1736 Family Crisis Center. The grant request represents 2% of the project budget.

<b>Line Item Description</b>	<b>Line Item Explanation</b>	<b>Support From Your Agency</b>	<b>Support From Other Funders</b>	<b>Requested Amount From TCF</b>	<b>Line Item Total of Project</b>
Case Manager Salary	\$19.23/hr x 40 hours/week x 52 weeks/year		\$27,500	\$12,500	\$40,000
Case Manager Salary	\$19.23/hr x 40 hours/week x 52 weeks/year		\$27,500	\$12,500	\$40,000
Fringe Benefits (2 staff)	\$80,000 x 39% (federally approved rate – U.S. Dept of HUD – breakdown below)		\$31,200		\$31,200
<b>TOTALS:</b>			\$86,200	\$25,000	\$111,200

**NOTE:** Composition of Fringe Rate:

- FICA 7.65%
- SUI 3.85%
- WC 5.00%
- MEDICAL 8.50%
- RETIREMENT 9.00%
- COMPENSATED 5.00%
- ABSENCE

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**VI. Sources of Funding:** Please list your current sources of funding and amounts.

We have listed Sources of Grant Funding for our Veteran Families Program below, excluding individual contributions. If the Foundation desires a complete agency list of sources of funding, we would be happy to provide this.

*Secured/Awarded*

Name of Funder: Foundation, Corporation, Government	Amount
US Department of Veterans Affairs – SSVF Grant Program	\$2,000,000
US Department Of Justice Office of Violence Against Women	\$100,000
Emergency Food and Shelter Program	\$8,000
Other Government Contracts (LA County DPSS and DMH)	\$355,262
W.M. Keck Foundation	\$30,000
Louis & Harold Price Foundation	\$5,000
Blue Shield of California Foundation	\$15,000
Union Pacific Foundation	\$5,000
McMaster Carr Supply	\$8,500
Western Digital Foundation	\$7,500
Northrop Grumman ECHO	\$2,500
Glen & Dorothy Stillwell Charitable Trust	\$10,000

*Pending*

Name of Funder: Foundation, Corporation, Government	Amount	Decision Date
Fluor Corporation Foundation	\$7,500	Summer 2015
Roy E. Crummer Foundation	\$5,000	Dec 2015
Union Bank Foundation	\$10,000	Sept 2015
Broadcom Foundation	\$2,500	July 2015
Sidney Stern Memorial Trust	\$10,000	June 2015
Mazda Foundation	\$10,000	Oct 2015
Allergan Foundation	\$5,000	Sept 2015
Sundt Foundation	\$7,500	Sept 2015

**Diversity of Funding Sources:** A financially healthy organization should have a diverse mix of funding sources. Complete those categories that apply to your organization using figures from your most recent fiscal year.

Funding Source	Amount	% of Total Revenue	Funding Source	Amount	% of Total Revenue
Contributions	\$173,060	2%	Program Fees	\$0	0%
Fundraising/Special Events	\$80,010	1%	Interest Income	\$952	0%
Corp/Foundation Grants	\$176,665	2%	Other: In-kind	\$639,494	8%
Government Grants	\$7,382,070	87%	Other:	\$	

**Notes:**

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### VII. Financial Analysis

Agency Name: 1736 Family Crisis Center  
 Most Current Fiscal Year (Dates): From 7/1/2012 To: 6/30/2013

This section presents an overview of an applicant organization's financial health and will be reviewed along with the grant proposal. Provide all the information requested on your **entire organization**. Include any notes that may explain any extraordinary circumstances. Information should be taken from your most recent 990 and audit. **Double check your figures!**

#### Form 990, Part IX: Statement of Functional Expenses

**1) Transfer the totals for each of the columns, Line 25- Total functional expenses (page 10)**

(A) Total Expenses	(B) Program service expenses	(C) Management & general expenses	(D) Fundraising expenses
\$6,845,013	\$5,786,388	\$986,261	\$72,364

**2) Calculate the percentages of Columns B, C, and D, over A (per totals above)**

- Program services (B) – A general rule is that at least 75% of total expenses should be used to support programs
- Management & general administration (C) – A general rule is that no more than 15% of total expenses should be used for management & general expenses
- Fundraising (D) – A general rule is that no more than 10% of total expenses should be used for fundraising

(A) Total Expenses	(B) Program service expenses	(C) Management & general expenses	(D) Fundraising expenses
	Columns B / A x 100	Columns C / A x 100	Columns D / A x 100
Must equal 100%	85%	14%	1%

**3) Calculate the difference between your CURRENT year budget for management & general expenses and your previous management & general expenses per your 990 (Column C)**

Percentage of Organization's <u>Current</u> Total Budget used for Administration	Column C, Management & general expenses per 990 above	<b>Differential</b>
15 %	14 %	1 %

If the differential is above (+) or below (-) 10%, provide an explanation:

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**Quick Ratio:** Measures the level of liquidity and measures only current assets that can be quickly turned to cash. A generally standard Quick Ratio equals 1 or more.

Cash	+ Accounts Receivables	/Current Liabilities	= Quick Ratio
\$2,284,708	\$1,297,969	1,547,039	2.3

### Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$46,926	\$4,359

**Notes:** Our FY 2013-14 Form 990 will be submitted to the IRS this month. We can provide a copy to the foundation as needed upon request.

### VIII. Application submission check list:

√	<u>Submit FOUR (4) Copies: 1 ORIGINAL (WITH ORIGINAL SIGNATURES) and 3 copies, collated and stapled together of the following:</u>	√	<u>Submit ONE (1) Copy:</u>
√	Completed Grant Application Form (cover sheet, narrative (3 pages maximum), budget and sources of funding, financial analysis page	√	A copy of your current 501(c)(3) letter from the IRS
√	A list of your Board members and their affiliations	√	A copy of your most recent year-end financial statements (audited if available; double-sided)
√	Your current operating budget and the previous year's actual expenses	√	A copy of your most recent 990 ( double-sided)
√	Part IX only of the 990 form, Statement of Functional Expenses (one page). If you completed a 990-EZ, fill out the attached Part IX, Functional Expenses of the 990 form using figures from your 990-EZ		
N/A	For past grantees, a copy of your most recent final report.		



**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 to any question 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 governments and organizations in the United States. See Part IV, line 21				
2 Grants and other assistance to individuals in the United States. See Part IV, line 22				
3 Grants and other assistance to governments, organizations, and individuals outside the United States. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	508,001.	198,900.	309,101.	
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	2,908,359.	2,749,130.	136,145.	23,084.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	217,985.	200,889.	15,414.	1,682.
9 Other employee benefits	760,131.	667,069.	87,743.	5,319.
10 Payroll taxes	293,763.	255,092.	36,660.	2,011.
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	48,027.	30,257.	13,448.	4,322.
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.)	446,136.	303,633.	133,992.	8,511.
12 Advertising and promotion				
13 Office expenses	272,100.	212,347.	43,859.	15,894.
14 Information technology				
15 Royalties				
16 Occupancy	713,638.	606,588.	98,036.	9,014.
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	13,531.	5,859.	7,147.	525.
20 Interest	64,796.		64,796.	
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	56,069.	48,689.	6,996.	384.
23 Insurance	88,474.	76,827.	11,041.	606.
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 <b>SUPPLIES FOR PROGRAMS</b>	214,697.	214,697.		
b <b>NONCASH CONTRIBUTIONS</b>	147,080.	147,080.		
c <b>EQUIPMENT</b>	72,990.	65,270.	6,750.	970.
d <b>FEES, TAXES &amp; LICENSES</b>	19,236.	4,061.	15,133.	42.
e All other expenses				
25 Total functional expenses. Add lines 1 through 24e	6,845,013.	5,786,388.	986,261.	72,364.
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)

## Celia Cudiamat

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**From:** Celia Cudiamat  
**Sent:** Thursday, July 16, 2015 1:31 PM  
**To:** Ryan Macy-Hurley (Rhurley@1736fcc.org); 'carol.adelkoff@gmail.com'  
**Subject:** Gimbel Foundation Application  
**Attachments:** Project Budget Page.docx

**Importance:** High

Thank you for submitting an application to the Gimbel Foundation.

In order to move your application through the review process, please provide the following:

- 1) V. Project Budget, line item Program Expansion Salaries: What is the hourly rate and number of hours per case manager that total \$25,000?

Use the attached and email back to me by July 31, 2015.

### Celia Cudiamat | Executive Vice President of Programs The Community Foundation

**CORPORATE OFFICE:** 3700 Sixth Street, Suite 200 | Riverside, CA 92501  
**OFFICE:** 951.241.7777 x 114 | **FAX:** 951.684.1911

**COACHELLA VALLEY OFFICE:** 777 E. Tahquitz Canyon Way, Suite 200-48 | Palm Springs, CA 92262  
**OFFICE:** 760.969.5027 | **FAX:** 760.969.5028

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*Strengthening Inland Southern California through philanthropy.*



*Confirmed in Compliance with National Standards for U.S. Community Foundations*

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### V. Project Budget

We have provided a program expansion project budget below to include direct program expenses related to existing and program expansion salaries, benefits, non-personnel costs, direct client expenses and in-kind supplies and volunteer services. This budget excludes agency administrative and overhead costs.

Line Item Description	Line Item Explanation	Support From Your Agency	Support From Other Funders	Requested Amount From TCF	Line Item Total of Project
Existing Program Salaries	Includes Program Director, Program Manager, Case Managers, Outreach Coordinators, Employment and Housing Specialists		\$981,271		\$981,271
Existing Employee Benefits	Employee and Fringe Benefits -- \$981,271 x 39% = \$382,697		\$382,697		\$382,697
Program Expansion Salaries	Case Managers – 2FTE at \$40,000 each per year		\$55,000	\$25,000	\$80,000
Program Expansion Non-Personnel Costs		\$12,510	\$13,630		\$26,140
Program Expansion Employee Benefits	Employee and Fringe Benefits – 80,000 x 39% = \$31,200		\$31,200		\$31,200
Direct Client Expenses	Client Supplies and Transportation		\$25,000		\$25,000
In-kind Supplies and Volunteer Services	Supplies and Materials received through in-kind contributions, Volunteer donation of time	\$75,000			\$75,000
Client Financial Assistance	Security deposits, rent assistance, etc.		\$850,000		\$850,000
<b>TOTALS:</b>		<b>\$87,510</b>	<b>\$2,338,798</b>	<b>\$25,000</b>	<b>2,451,308</b>

**1736 FAMILY CRISIS CENTER  
BOARD OF DIRECTORS & AFFILIATIONS LIST**

<b>PRESIDENT</b>	<b>Robert E. Smith</b> R.E. Smith & Associates, Owner United States Air Force, 14-year Veteran Savings & Loan, Former Sr. Branch Manager, LA County Branch Coordinator, Corp. Vice Pres. Westchester/LAX Chamber of Commerce, Board of Directors, Past President, Honorary Mayor Westchester Vitalization Corporation (WVC), Treasurer, Board of Directors, Past President Westchester Association, Executive Director, Secretary/Treasurer, Board of Directors Rotary Club of Westchester, President Westchester Rotary Foundation, Chairman, Board of Trustees Westchester Streetscape Improvement Association, Accountant Westchester Business Improvement Association, Accountant Panorama City Parking Association, Former Board of Directors Westside Veterans Memorial Committee, Vice President Flight Path Learning Center of Southern California, Charter Member and Corporate Secretary, Board of Directors City of Hawthorne, California, Planning Commission, Former Chairman
<b>FIRST VICE PRESIDENT and SECRETARY</b>	<b>Terry Eddy</b> Retired, International Code Council, Senior Vice President, Human Resources
<b>SECOND VICE PRESIDENT and ASST. SECRETARY</b>	<b>Alex Steinberg</b> Steinberg and Foster, Attorneys at Law YMCA of Metropolitan Los Angeles, Former Chairman of Board of Managers, Former Board Member Airport Marina Counseling Services, Former President and Board Member
<b>CHIEF FINANCIAL OFFICER</b>	<b>Cozette Vergari</b> Vergari & Associates, Attorneys at Law NCWPDR (Neighborhood Council Westchester Playa del Rey, City of Los Angeles Neighborhood Councils) LAX Coastal Area Chamber of Commerce, Board of Directors University of West Los Angeles School of Law, Board of Trustees Airport Marina Counseling Services, Board of Directors Rotary Club of Westchester, Past President Westchester Rotary Foundation, Vice-Chair Rotary International District 5280
<b>MEMBER</b>	<b>Christine Bonn</b> Actress My Monkey House, Producer/Director of Documentaries
<b>MEMBER</b>	<b>Ernestine Frazier</b> Retired, Los Angeles Unified School District, Special Education Teacher
<b>MEMBER</b>	<b>Renate Hild</b> Westchester Vitalization Corporation (WVC), Past President, Board of Directors Westchester/LAX Chamber of Commerce, Past President and Honorary Mayor
<b>MEMBER</b>	<b>Ronald C. Troupe</b> 1736 Family Crisis Center, President Emeritus University of Redlands, Board of Trustees University of Redlands, Chair of President's Leadership Circle Retired, Los Angeles Branch Manager, Unisys Corporation Sierra Manors Board of Directors, Former President Boy Scout & Cub Scout Troop 860, Hermosa Beach, Former Chairman
<b>MEMBER</b>	<b>Wendell Barner</b> Realtor, Berkshire Hathaway Real Estate Investor & Owner/General Contractor University of Redlands, Board of Trustees Neighborhood Youth Association (NYA), President Board of Trustees
<b>CHIEF EXECUTIVE OFFICER and EXECUTIVE DIRECTOR</b>	<b>Carol A. Adelfkoff</b> 1736 Family Crisis Center, CEO and Executive Director Children – Our Ultimate Investment, Board of Directors

## 1736 Family Crisis Center Budget Comparison

	Actuals	Budget	Variance
	Most Recently Completed Year	Projections Current Year	
	2014	2015	
<b>Income</b>			
Individual Contributions	155,323	150,000	(5,323)
Corporate Contributions	51,462	60,000	8,538
Foundation Grants	142,042	150,000	7,958
Government Contributions	7,382,070	8,651,724	1,269,654
Other Earned Income	80,910	54,000	(26,910)
Other Unearned Income	-	1,100,000	1,100,000
Interest & Dividend Income	952.00	1,000	48
<b>Total Income</b>	<b>7,812,759</b>	<b>- 10,166,724</b>	<b>2,353,965</b>
<b>Expenditures</b>			
<b>Personnel</b>			
Salaries	3,834,953	4,669,154	834,201
Payroll Taxes	310,059	377,504	67,446
Insurance - Workers' Comp	73,708	89,742	16,033
Insurance - Health	409,086	498,072	88,987
Retirement	285,685	347,828	62,144
Compensated Absence	421,379	513,040	91,661
<b>Total Personnel</b>	<b>5,334,869</b>	<b>6,495,341</b>	<b>1,160,471</b>
<b>General Program/Administrative</b>			
Participant Needs	254,217	204,576	(49,641)
Temporary Financial Assistance	399,842	602,144	202,302
Professional Fees	360,964	326,775	(34,189)
Supplies	164,479	97,500	(66,979)
Telephone & Telecommunications	109,611	91,000	(18,611)
Postage & Shipping	9,778	8,400	(1,378)
Printing & Copying	14,531	13,500	(1,031)
Books, Subscriptions, References	658	600	(58)
Rent	479,432	518,330	38,898
Utilities	43,892	52,750	8,858
Real Estate Taxes	16,067	17,960	1,893
Repair & Maintenance	107,085	240,500	133,415
Deprec & Amort	18,661	17,500	(1,161)
Software Maintenance	13,000	13,685	685
Travel & Parking	120,930	110,750	(10,180)
Conferences, Conventions, Meetings	20,886	3,500	(17,386)
Insurance	97,445	94,890	(2,555)
Memberships	5,684	5,850	166
Fees, Taxes & Licenses	30,206	2,400	(27,806)
Staff Development	15,050	5,650	(9,400)
Equipment Lease/Rental	63,907	74,124	10,217
Outside computer services	40,623	24,000	(16,623)
Interest Expense	44,015	45,000	985
<b>Total General Program/Administrative</b>	<b>2,430,963</b>	<b>2,571,383</b>	<b>140,420</b>
<b>Total Expenditures</b>	<b>7,765,833</b>	<b>- 9,066,724</b>	<b>1,300,892</b>
<b>Revenue Less Expense</b>	<b>46,926</b>	<b>- 1,100,000</b>	<b>1,053,073</b>

## 2015 S.L. Gimbel Foundation Fund

### Grant Agreement

**Organization:** 1736 Family Crisis

**Grant Amount:** \$ 25,000                      **Grant Number:** 20150821

**Grant Period:** November 15, 2015 through October 15, 2016

**Purpose:** **Veterans Families Program: Expand Veterans Families Program to serve low-income, homeless, Veterans and their family members through supportive services.**

#### 1. Use of Grant Funds

Grant funds must be expended within the grant period, for the purpose and objectives described in your grant proposal. Grant funds may not be expended for any other purpose without prior written approval by The Community Foundation. If there are significant difficulties in making use of the funds as specified in your proposal, or if the grant funds cannot be spent within the grant period, notify us in writing promptly.

Formal requests for extensions or variances must be submitted to the Foundation's Board of Directors for approval a minimum of 60 days before the end of the grant period.

Requests for variances or extensions are reviewed on a case-by-case basis and approved by the Board of Directors. If a request is denied, unused funds must be immediately refunded to the Foundation.

#### 2. Payment of Grant Funds

The grant funds will be paid in full by the Foundation upon receipt of the signed Grant Agreement. Challenge grant funds will be paid in full upon receipt of the signed Grant Agreement and upon receipt of documentation providing evidence that condition(s) of the challenge grant has/have been met.

#### 3. Certification and Maintenance of Exempt Organization Status

This grant is specifically conditioned upon Grantee's status as an eligible grantee of The Community Foundation. The Foundation has obtained a copy of the Grantee's IRS determination letter. Grantee confirms that it has not had any change in its tax-exempt status, and shall notify the Foundation immediately of any such change.

#### 4. Final Report and Records

The Grantee will submit the Grant Evaluation report per the deadline set forth in the award letter. This report includes a narrative on outcomes based on goals and objectives set forth in the grant proposal and an expenditure report documenting use of grant funds. If equipment was purchased, copies of receipts need to be included.

#### 5. Grantee's Financial Responsibilities

Grantee will keep records of receipts and expenditures of grant funds and other supporting documentation related to the grant at least four (4) years after completion of the grant and will make such records of receipts, expenditures and supporting documentation available to the Foundation upon request.

#### 6. Publicity

The Community Foundation recommends publicity for the grant and acknowledging The Community Foundation in internal correspondence, brochures as appropriate; newsletters, annual reports and email blasts or e-newsletters.

The credit line of "Made possible in part by a grant from the **"S.L. Gimbel Foundation Advised Fund at The Community Foundation – Inland Southern California"** is suggested. When your donors are listed in printed materials, include the S.L. Gimbel Foundation Advised Fund at The Community Foundation in the appropriate contribution size category. When

## 2015 S.L. Gimbel Foundation Fund

### Grant Agreement

**Organization:** 1736 Family Crisis  
**Grant Amount:** \$ 25,000 **Grant Number:** 20150821  
**Grant Period:** November 15, 2015 through October 15, 2016  
**Purpose:** Veterans Families Program: Expand Veterans Families Program to serve low-income, homeless, Veterans and their family members through supportive services.

#### 1. Use of Grant Funds

Grant funds must be expended within the grant period, for the purpose and objectives described in your grant proposal. Grant funds may not be expended for any other purpose without prior written approval by The Community Foundation. If there are significant difficulties in making use of the funds as specified in your proposal, or if the grant funds cannot be spent within the grant period, notify us in writing promptly.

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publishing our name, please note the "The" at the beginning of our name is a legal part of our name. It should always be used and capitalized. Attaching our logo is also appreciated. Our logo can be downloaded from our website at [www.thecommunityfoundation.net](http://www.thecommunityfoundation.net).

### 7. Indemnification

In the event that a claim of any kind is asserted against the Grantee or the Foundation related to or arising from the project funded by the Grant and a proceeding is brought against the Foundation by reason of such claim, the Grantee, upon written notice from the Foundation, shall, at the Grantee's expense, resist or defend such action or proceeding, at no cost to the Foundation, by counsel approved by the Foundation in writing.

Grantee hereby agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless the Foundation, its offices, directors, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees) directly, indirectly, wholly, or partially arising from or in connection with any act or omission by Grantee, its employees, or agents in applying for or accepting the Grant, in expending or applying the Grant funds or in carrying out any project or program supported by the Grant, except to the extent that such claims, liabilities, losses, and expenses arise from or in connection with any bad faith act or omission by the Foundation, its officers, directors, employees, or agent.

### 8. Termination

The Community Foundation may terminate this agreement, withhold payments, or both at any time, if, in the Community Foundation's judgment: a) The Community Foundation is not satisfied with the quality of the Grantee's progress toward achieving the project goals and objectives; b) the Grantee dissolves or fails to operate; c) the Grantee fails to comply with the terms and conditions of this agreement.

### 9. Limitation of Support

This Agreement contains the entire agreement between the parties with respect to the Grant and supersedes any previous oral or written understandings or agreements.

\*\*\*\*\*

I have read and agree to the terms and conditions of the Grant Agreement.

Carol A. Adelskoff  
Signature

November 20, 2015  
Date

Carol A. Adelskoff  
Printed Name

CEO and Executive Director  
Title

Organization: 21918 1736 Family Crisis Center  
Grant Number: 20150821

CA  
11/24/15



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Grantee hereby agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless the Foundation, its offices, directors, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees) directly, indirectly, wholly, or partially arising from or in connection with any act or omission by Grantee, its employees, or agents in applying for or accepting the Grant, in expending or applying the Grant funds or in carrying out any project or program supported by the Grant, except to the extent that such claims, liabilities, losses, and expenses arise from or in connection with any bad faith act or omission by the Foundation, its officers, directors, employees, or agent.

**8. Termination**

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\*\*\*\*\*

**I have read and agree to the terms and conditions of the Grant Agreement.**

Carol A. Adelskoff  
Signature

November 20, 2015  
Date

Carol A. Adelskoff  
Printed Name

CEO and Executive Director  
Title

Organization: 21918 1736 Family Crisis Center  
Grant Number: 20150821

CA  
11/24/15



Strengthening Inland Southern California through Philanthropy

*S. L. Gimbel Foundation Fund*

BOARD OF DIRECTORS November 24, 2015

Philip Savage IV  
*Chair of the Board*

Sean Varner  
*Vice Chair of the Board*

Pat Spafford, CPA  
*Chief Financial Officer*

Sergio Bohon  
*Secretary of the Board*

Glenda Bayless

Dr. Paulette Brown-Hinds

Rabbi Hillel Cohn

James Cuevas  
*Immediate Past Board Chair*

Paul Granillo

Stanley Grube

Kirk Harns

Dr. Fred Jandt

Andrew Jaramillo

Dr. Albert Karnig

D. Matthew Pim

Teresa Rhyne

Dr. Henry Shannon

Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

Carol Adelkoff  
Executive Director  
1736 Family Crisis Center  
2116 Arlington Avenue  
Suite 200  
Los Angeles, CA 90018

Dear Ms. Adelkoff:

The Community Foundation is pleased to enclose a grant check for **\$25,000** from the S. L. Gimbel Foundation, a component fund at The Community Foundation. By cashing the grant check, you are agreeing to the conditions stated under the *Terms of Grant* which you have signed and returned. The completed Grant Evaluation form is due by **October 31, 2016** and will be available online on The Community Foundations website under Grants/Forms. Please note that any grant variances or extensions must be requested in writing and in advance. Any remaining grant funds must be returned to The Community Foundation at the end of the grant period.

We greatly appreciate any help you can give us in publicizing the grant. **Please use the following credit in any grant announcements or materials funded by the grant: "The (name of project/program) is supported by a grant from The S. L. Gimbel Foundation."** You may send copies of articles printed in local papers, stories in your agency newsletter, annual report, press releases, and other publications for our files.

If you have any questions, please contact me at 951-241-7777.

Sincerely,

Celia Cudiamat  
Executive Vice President of Programs

20150821

40047

GIMB5

Dr. Jonathan Lorenzo Yorba  
President and CEO



Confirmed in Compliance  
with National Standards for  
U.S. Community Foundations

**The Community Foundation**  
 Strengthening Inland Southern California through Philanthropy  
 3700 SIXTH STREET, SUITE 200  
 RIVERSIDE, CA 92501  
 951-241-7777 / FAX 951-684-1911

**CITIZENS BUSINESS BANK**  
 A Financial Services Company  
 3696 Main Street, Riverside, CA 92501  
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EZCheck™ Check Fraud Protection for Business

40047

PAY \* Twenty-Five Thousand and no/100 \*

TO THE ORDER OF

DATE

AMOUNT

11/06/2015

\$ \*\*\*\*25,000.00

1736 Family Crisis Center  
 2116 Arlington Avenue, Suite 200  
 Los Angeles, CA 90018



*Celia Anderson*  
*Jonathan Lorenz Goble*  
 AUTHORIZED SIGNATURE

Security features. Details on back.

⑈040047⑈ ⑆122234649⑆ 244624437⑈

The Community Foundation

40047

21918 1736 Family Crisis Center

11/06/2015 040047

20150821 10/28/2015 Expand the Veterans Families Program  
 GIMB S.L. Gimbel Foundation Advised Fund

25,000.00 25,000.00

CHECK TOTAL: \$ \*\*\*\*25,000.00

The Community Foundation

40047

21918 1736 Family Crisis Center

11/06/2015 040047

20150821 10/28/2015 Expand the Veterans Families Program  
 GIMB S.L. Gimbel Foundation Advised Fund

25,000.00 25,000.00

CHECK TOTAL: \$ \*\*\*\*25,000.00