



2014 S.L. Gimbel Foundation Fund Grant Application

Internal Use Only:
Grant: <u>20140332</u>

\$25,000

Organization / Agency Information

Organization/Agency Name: Casa Youth Shelter		
Physical Address: 10911 Reagan Street		City/State/Zip: Los Alamitos, CA 90720
Mailing Address: (SAME)		City/State/Zip:
CEO or Director: Robin Sinclair		Title: Executive Director
Phone: 562.594.6825	Fax: 562.594.9185	Email: robinsinclair@casayouthshelter.org
Contact Person: Robin Sinclair		Title: Executive Director
Phone: 562.594.6825	Fax: 562.594.9185	Email: robinsinclair@casayouthshelter.org
Web Site Address: WWW.casayouthshelter.org		Tax ID: 95-3218061

Program / Grant Information

Interest Area: Health Environment Animal Protection Education Human Dignity

Program / Project Name: Residential Shelter Care Program		
Amount of Grant Requested: <u>\$25,000</u>	Total Organization Budget: \$1,113,977	Percentage of Organization's Total Budget used for Administration: 16%
Purpose of Grant Request (one sentence): If awarded, generous funding from The Gimbel Foundation would be used in support of our multi-faceted Residential Shelter Care Program, aiding in the execution of Casa Youth Shelter's commitment to provide 12 licensed shelter beds and related care, along with 1,000 hours of individual counseling and 6,000 hours of group counseling and educational services annually to approximately <u>220</u> youth in crisis.		
Gimbel Grants Received: List Year(s) and Award Amount(s) None.		

Signatures

Board President / Chair: (Print name and Title)	Signature:	Date:
<i>[Signature]</i>	Michael R. McCrory	MARCH 27, 2014
Executive Director/President: (Print name and Title)	Signature:	Date:
<i>[Signature]</i>	Robin Sinclair	3/27/14

Gimbel Foundation Fund Application Narrative

I. Organization Background/Target Population

Casa Youth Shelter (CYS) was founded in 1978 by the late Myldred E. Jones who, at the age of 69, wanted to provide a safe place for runaways and abandoned youth. She worked with then-Governor Ronald Reagan conducting a study of issues affecting youth in crisis. Through her work, Myldred saw the need for a youth shelter in Southern California. In 1977, she sold her home and used the proceeds to purchase two adjacent lots in Los Alamitos. On April 7, 1978, the shelter welcomed its first troubled youth through its doors.

Since that first day, CYS has never been closed and no child has ever been turned away for lack of funding. During the past 36 years, CYS has provided shelter care and counseling to over 11,000 youth and impacted the lives of over 44,000 family members. In that time, we have served more than 1 million meals and snacks and have kept our residents off the streets and out of harm's way for more than 91,000 bed-nights.

Since our founding, CYS's mission has remained constant – to provide a safe place to call home for runaway, throwaway and abandoned youth in crisis, enabling them to come through the crisis with increased personal strength and a sense of renewal while in a supportive environment. The goals and objectives of CYS programs are always being reviewed and refined in order to meet the ever-mutable needs of our clients. For example, since 2011 we have greatly expanded our Outreach Program in order to increase both the depth and breadth of our community impact. As a result, we have seen an increase in our shelter census – from 183 in 2011 to 242 in 2013.

We focus on providing outreach programs and direct services to areas where we may be most needed to help alleviate issues of youth in crisis, including homelessness. Our primary catchment areas include cities throughout Riverside, San Bernardino, Los Angeles and Orange Counties where poverty and homelessness are prevalent. A majority of CYS's residents are members of historically underserved minority groups. In 2013, 74% of youth who received our shelter care were Hispanic, African-American, Asian, Native American or of mixed race/ethnicity. The average family income of a Casa resident was \$30,822 with an average family size of 4.6, only just above the Federal poverty level of \$23,050 for a smaller size family of 4. We serve the needs of this population with our Residential Shelter Care and Outreach Programs.

II. Project Information

In 2011, the California Homeless Youth Project conducted a survey to assess resources available for unaccompanied homeless youth, reporting that almost two-thirds of the state's 58 counties provide no services at all for unaccompanied homeless youth. Of only 1,018 shelter beds dedicated to homeless youth, only 55% of these were located at emergency temporary shelters. What's more, between 2011 and 2013, 47 year round emergency shelter beds, 37 seasonal emergency shelter beds and 412 transitional housing beds were removed from the housing inventory count.

CYS's Residential Shelter Care Program provides full shelter amenities with 12 licensed beds, counseling and education services to youth ages 12 - 17. The goal of our Residential Shelter Care Program is to help residents stabilize their lives in order to reunify them with their families and instill the necessary skills to become active contributors to their communities. The Residential Shelter Care Program provides immediate protection to youth who are homeless, abused or otherwise in need of a family cooling off period; the stability of the shelter environment allows residents to maximize the impact of personalized counseling.

During residents' stay at the shelter, we provide three nutritious meals a day with snacks and other basic needs. However, we believe that beds and other immediate necessities are just the tip of the proverbial iceberg when it comes to meeting the needs of homeless and other "at risk" youth in our community. In that light, Casa Youth Shelter's Residential Shelter Care Program also provides a comprehensive array of on-site professional counseling to our shelter residents and their families - clients who have historically lacked access to clinical mental health services.

In 2013, 242 youth were directly impacted by the Residential Shelter Care Program; on average nearly another 1,000 family members are the ancillary beneficiaries of program activities annually. Upon arrival at the shelter, each client receives an individual case plan. With full participation from the residents, counselors prescribe a specific plan of one-on-one individual, teen group, family and aftercare counseling. Each resident receives the following: individual counseling approximately 2 to 3 times per week, family counseling approximately twice per week, adapted education services approximately 2 to 3 times per day, and aftercare counseling approximately once per week. Each resident also receives teen group counseling approximately twice per day covering an array of topics.

Residential Shelter Care Program activities are guided by three primary objectives: 1) To provide residents with approximately 1,000 hours of individual counseling and 6,000 hours of group counseling and educational services annually; 3) To maintain a minimum 85% "Successful or Satisfactory" exit disposition rate based on client survey responses; 4) To maintain a minimum 75% success rate in reunifying residents with their families.

While there are myriad services in our community designed to help families in various ways, Casa Youth Shelter is unique in that we are a 24/7, *youth-specific* emergency shelter. We work in concert with organizations as varying as Second Harvest Food Bank and The Department of Homeland Security. Additionally, we harness the power of our community volunteers; our committed volunteer base of over 300 individuals collectively contribute more than 22,000 hours of community service on an annual basis.

To evaluate programmatic development and outcomes, CYS employs a customized electronic data management program to compile statistics and measure results year after year. Upon arriving at Casa Youth Shelter, a client's relevant background and demographic data is collected by staff and entered in the database. In addition, each youth's individual case plan serves as an important tool to track personal as well as programmatic goals and progress. All actions taken on behalf of each client are logged including intake and exit interview information. On a weekly basis, the CYS Clinical Supervisor meets with each counselor a minimum of 5

hours to review recorded client information. The Clinical Director and the Clinical Supervisor meet weekly to review day to day progress. They also meet weekly with the Executive Director to report on key milestones and evaluate program effectiveness. Exit surveys are collected for every resident to establish exit disposition and destination (among other data) and follow-up surveys are sent to former clients via both conventional and electronic media in order to track longer term success rates.

If awarded, generous funding from the S.L. Gimbel Foundation Fund would be used in support of our multi-faceted Residential Shelter Care Program. Specifically, the requested \$25,000 will be distributed among project budget line items in order to help fund food, supplies and personnel. These three components are the most mission critical – providing the shelter and its residents with the most vital services.

III. Project Future

Casa Youth Shelter is committed to financial sustainability with a combination of grants and special events. As a longstanding organization in the community, we are proud to have the consistent support of organizations such as the Doheny Foundation, Hoag Family Foundation, Dwight Stuart Youth Fund, and The Crail-Johnson Foundation, among many others. Such private sector support provides approximately 80% of our annual operating budget. This year we are also proud to establish new partners in the community with organizations such as Taco Bell Foundation and The Samueli Foundation. A smaller portion of our operating budget also comes from public funding via our Federal Basic Center Grant. Our dedicated Development Department has targeted an expanded range of both private and corporate potential funders to team with in the coming fiscal year.

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

CYS has a 28 member board of directors that meets monthly, and provides guidance and oversight to the agency. Committees include Executive, Marketing, Shelter, Finance and Long Term Sustainability. The Executive Committee meets prior to each general meeting where decisions are made and then shared with the greater Board.

Casa Youth Shelter prioritizes the hiring and retention of experienced staff. Key personnel include: 1) Robin Sinclair, the Executive Director, who has over 21 years of experience in nonprofit management. Ms. Sinclair is responsible for all Casa Youth Shelter operations and management functions; 2) Gary Zager, M.S., LMFT, has been with CYS since 1991 and is the Clinical Director. He is responsible for the overall clinical programs at the shelter as well as training and supervision of the counseling staff and interns. He holds a Master of Science degree in Counseling and is a Licensed Marriage and Family Therapist (LMFT); 3) Pamela Sepulveda, MSW, LMFT, leads our Community Outreach Program. She brings to this position over 15 years of experience working with young adults and families. She has her LCSW Degree as well as a Master's Degree in Social Work.

2014 S.L. Gimbel Foundation APPLICATION

V. Project Budget

A) Please provide a detailed line-item budget for your project by completing the table below.
Include all sources of funding for the proposed project.

Line Item Description	Line Item Explanation (Formula/equation used as applicable. Example: 40 books @ \$100 each = \$4000)	Support From Your Agency	Support From Other Funders	Requested Amount From TCF	Line Item Total of Project
Salaries and Wages		\$112,018	\$600,742	\$5,000	\$717,760
	Assistant Staff/Extended Placement Coordinator (100%)				
	Clinical Director (100%)				
	Clinical Supervisor (100%)				
	Community Educator (80%)				
	MFT Trainees/Counselors (100%)				
	Director of Community Outreach (20%)				
	Executive Director (30%)				
	Food Coordinator (100%)				
	MFT Trainets (100%)				
	MFT Interns – Stipend (100%)				
	MSW Interns – Stipend (50%)				
	Parenting Instructor (100%)				
	Program Management Director (50%)				
	Recreational Coordinator (100%)				
	Senior Youth Supervisor (100%)				
	Staff Coordinator (100%)				
Food	24-Hour Youth Supervisors (100%)		\$15,000	\$5,000	\$20,000
Resident Activities	For residents annually		\$1,500		\$1,500
Program Supplies	Recreation/Therapy		\$7,000	\$5,000	\$12,000
Telephone/Cable	Household items, administrative supplies		\$3,000	\$5,000	\$8,000
Transportation	Utilities for Shelter		\$5,000	\$5,000	\$10,000
TOTALS:	Van Insurance/Gas/Maintenance	\$112,018	\$632,242	\$25,000	\$768,259

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

Secured/Awarded

Name of Funder: Foundation, Corporation, Government	Amount
Run Seal Beach	\$1,000
Edison International	\$5,000
Mock Endowment Fund	\$5,000
The TJX Foundation	\$5,000
The Frome Family Foundation	\$2,000
Pacific Life Foundation	\$7,500
EGK Family Foundation	\$10,000
Frank M. and Gertrude R. Doyle Foundation	\$25,000
Crail-Johnson Foundation	\$10,000
Sundt Foundation	\$1,000
The William Gillespie Foundation	\$5,000
The Samueli Foundation	\$10,000
The Community Desert Foundation	\$30,000
The Taco Bell Foundation	\$5,000
The Dhont Family Foundation	\$1,500
The In and Out Foundation	\$7,500
Las Damas Club of Sunset Beach	\$2,400
OCCF Volunteer Recognition	\$2,500
United Way of Orange County	\$33,026
Carrie Estelle Doheny Foundation	\$30,000
The California Wellness Foundation	\$50,000
Nordstrom, Inc.	\$7,500

Pending

Name of Funder: Foundation, Corporation, Government	Amount	Decision Date
The Croul Family Foundation	\$50,000	TBA
Sisters of Charity	\$50,000	TBA
Decorative Arts Society	\$25,000	TBA
The Ueberroth Family Foundation	\$25,000	TBA
The Foster Family Foundation	\$75,000	TBA
The Gogain Foundation	\$15,000	TBA

VII. Financial Analysis

Agency Name: Casa Youth Shelter

Most Current Fiscal Year (Dates): From: July 2012 To: June 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!

Program to Total Expenses Ratio: Percentage of expenses used to support programming versus how much is spent for general management and fundraising. A general rule is that at least 75 percent of total expenses should be used to support programs – the higher the percentage the better.

Program Expenses	/Total Operating Expenses	= Program Expense Ratio
\$ 875,694	\$ 180,191 <u>1,064,828</u>	82 %
990: Part IX, Column B, Line 25	990: Part IX, Column A, Line 25	

Administrative Expense (100%-Program Expense ratio) per 990 above	Percentage of Organization’s Current Total Budget used for Administration (from cover page)	Differential
18 %	16 %	2 %

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

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
\$ 435,889	\$ 10,160	\$ 64,838	6.88 %

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$ 180,050	\$ 152

Notes:

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	\$130,482	11.16%	Program Fees	\$112,018	9.58%
Fundraising/Special Events	\$230,340	19.70%	Interest Income	\$	
Corp/Foundation Grants	\$499,898	42.75%	Other: In-Kind	\$14,500	1.24%
Government Grants	\$178,204	15.24%	Other:	\$3,798	0.325%

Notes:

CASA YOUTH SHELTER
Helping Kids and Families Build Better Futures
 10911 Reagan Street, Los Alamitos, CA 90720
 Tel (562) 594-6825 | Fax (562) 594-9185 | Crisis Line (800) 914-CASA
www.casayouthshelter.org
 FEIN 95-3218061

BOARD OF DIRECTORS
 – ROSTER –

Name	Position	Term
Chief Michael McCrary (ret.) Los Alamitos Police Department	President	07/99 – 07/14
Sandra McElroy Community Volunteer	Vice President	07/07 – 07/14
Tom Timmons (ret.) (husband of Jan Timmons) Southern California Edison	Treasurer	07/00 – 07/14
Karen Klabouch (daughter of Judy Klabouch) Designer, Green Street Interiors	Secretary	07/99 – 07/15
Emil Jorge CEO, Cardraising, Inc.	Imm. Past President	07/02 – 07/14
Judy Klabouch CEO, Green Street Interiors	Past President	07/89 – 07/14
David Basok Legal Markets -Product Specialist, Wolterskluwer Law & Business		03/13 – 03/16
Kevin Boylan Consultant, Business Management		01/10 – 05/14
Kenny Brandyberry Investor / Business Owner		07/93 – 07/14
Gina Cappannelli Owner, Hotel Villa Portofino		04/12 – 04/15
Troy Edgar Councilmember, City of Los Alamitos CEO, Global Conductor, Inc.		01/10 – 05/14
Stephen Ellis Partner, Rutan and Tucker, LLP		06/99 – 07/14
Gary Howard, CPA CEO, G.L. Howard		01/07 – 01/15
James Howe, CPA Partner (ret.), Windes & McClaughry Accountancy Corporation		07/03 – 07/14
Rose Keller CEO, Gold Trotters, Inc.		07/94 – 07/15
Sharon Kerbow Sergeant, Los Alamitos Police Department		01/10 – 01/14
Tricia Lange Community Volunteer		07/02 – 07/14
Chief Todd Mattern Chief, Los Alamitos Police Department		01/10 – 01/14

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Honorable David T. McEachen Judge, Orange County Superior Court		09/04 – 07/14
Scott Meyer, CPA CEO, Marina Accountancy Corporation		05/02 – 07/14
Kathryn Partis Consultant, Broadcast Media		01/10 – 07/14
Scott Rifkin COO, Los Alamitos Medical Center		01/07 – 01/15
Nesi Stewart Owner, Printmasters		01/10 – 07/14
Nasir Tejani, MD Neonatology/Pediatrics		11/10 – 11/15
Wally Telep CEO, Telep Construction		01/02 – 07/14
Jan Timmons (ret.) Southern California Edison		07/97 – 07/14
Mick Woodbury President, Ripley-Woodbury Marketing Communications		07/97 – 07/14
Luciann Maulhardt (ret.) Community Volunteer	Director Emeritus	07/12 – 07/15

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 FEIN 95-3218061

BOARD OF TRUSTEES
 - ROSTER -

Name	Position	Term
Virginia Wilson Community Volunteer	Chair	07/04 – 07/15
Don Bedard, PhD College Hospital (ret.)		07/04 – 07/15
Stephen Dedola COO, Dedola Global Logistics		07/03 – 07/14
Brenda Gorman Re/Max College Park Realty		07/04 – 07/15
Richard Kichline Professor, California State University, Long Beach		07/04 – 07/15
John Lang National Manager, Toyota Motor Sales		07/04 – 07/15
Mary Beth Mashburn Community Volunteer		07/09 – 07/15
Janice Merriweather Community Volunteer		03/02 – 07/15
Candice Stacy Community Volunteer		07/04 – 07/15
Harry Strohmeyer (Husband of Johnnie Strohmeyer) H.A. Strohmeyer, D.D.S. Inc.		07/04 – 07/15
Johnnie Strohmeyer Community Volunteer		07/04 – 07/15
Debbie Tavlin Community Volunteer		02/05 – 07/15
Lewis Webb President, LewMar Enterprises		07/04 – 07/15
Johanna Zinter Community Volunteer		07/04 – 07/15

CASA YOUTH SHELTER

Annual Operating Budget Fiscal Year 2013-2014

INCOME

Contributions Income	
Contributions - Individuals	\$150,000.00
Contributions-Corporations	\$65,000.00
Contributions-Foundations	\$250,000.00
Contributions-Organizations	\$20,000.00
Total Contributions Income	\$485,000.00

Revenue

Auxiliaries	\$15,000.00
Casa Connection	\$12,000.00
YLP	\$500.00
Board Events	\$285,000.00
Client Fees	\$30,000.00
United Way	\$85,000.00
Federal Funds-Grant	\$178,000.00
Dept Soc. Services Client Fees	\$25,000.00
Total Income	\$1,115,500.00

EXPENSES

Salaries and Benefits

Salaries & Wages	\$677,494.00
Payroll Taxes	\$57,453.00
Medical Insurance	\$38,944.00
Worker's Comp. Insurance	\$50,836.00
Total	\$824,727.00

2012/2013 Actual Expenditures

Outside Services	\$4,000.00	4,175
Accounting & Audit	\$25,000.00	23,400
Activities-Residents	\$3,000.00	3,589
Auxiliaries Expenses	\$750.00	1,112
Casa Connection Expenses	\$4,000.00	4,704
Bank Charges	\$200.00	219
Board Events Expenses	\$110,000.00	125,038
Board Programs	\$5,000.00	6,371
Employee Training	\$2,000.00	1,783
Food	\$20,000.00	18,438
Insurance	\$18,000.00	16,947
Merchant Fee	\$9,000.00	9,027
Marketing Newsletter	\$8,000.00	13,911
Office Expenses	\$7,000.00	8,660
Office Supplies	\$7,000.00	5,361
Program Supplies	\$10,000.00	21,582
Property Tax	\$1,300.00	1,640
Postage	\$3,000.00	2,887
Professional Fees	\$500.00	0
Repairs & Maintenance	\$10,000.00	22,648
Storage	\$3,000.00	3,000
Taxes, Licenses, & Dues	\$12,000.00	12,148
Telephone/Cable	\$6,000.00	5,983
Utilities	\$12,000.00	13,111
Van Insurance/Gas/Maintenance	\$8,000.00	9,400
Misc. Expenses	\$500.00	0
Total Expenses	\$1,113,977.00	

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.....	95,000.	76,000.	14,250.	4,750.
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B).....	0.	0.	0.	0.
7 Other salaries and wages.....	568,710.	503,419.	23,581.	41,710.
8 Pension plan accruals and contributions (include section 401(k) and section 403(b) employer contributions).....				
9 Other employee benefits.....	44,570.	38,910.	2,540.	3,120.
10 Payroll taxes.....	62,216.	54,315.	3,546.	4,355.
11 Fees for services (non-employees):				
a Management.....				
b Legal.....				
c Accounting.....	23,400.		23,400.	
d Lobbying.....				
e Professional fundraising services. See Part IV, line 17...				
f Investment management fees.....	8,943.		8,943.	
g Other. (If line 11g amt exceeds 10% of line 25, column (A) amt, list line 11g expenses on Sch O).....	14,178.		14,178.	
12 Advertising and promotion.....				
13 Office expenses.....	14,022.	9,815.	4,207.	
14 Information technology.....				
15 Royalties.....				
16 Occupancy.....				
17 Travel.....				
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...	31,818.	28,102.	3,716.	
23 Insurance.....	15,845.	14,260.	1,585.	
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 <u>WORKER'S COMPENSATION</u>	34,327.	29,967.	1,956.	2,404.
b <u>REPAIRS & MAINTENANCE</u>	22,648.	22,648.		
c <u>PROGRAM SUPPLIES</u>	22,361.	22,361.		
d <u>FOOD</u>	18,438.	18,438.		
e All other expenses.....	88,352.	57,459.	29,333.	1,560.
25 Total functional expenses. Add lines 1 through 24e. ...	1,064,828.	875,694.	131,235.	57,899.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720).....				

Internal Revenue Service

Date: March 8, 2005

CASA YOUTH SHELTER
10911 REAGAN ST
LOS ALAMITOS CA 90720-2434

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Richard E. Owens 31-07974
Customer Service Representative
Toll Free Telephone Number:
8:30 a.m. to 5:30 p.m. ET
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
95-3218061

Dear Sir or Madam:

This is in response to your request of February 7, 2005, regarding your organization's tax-exempt status.

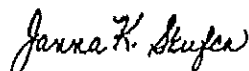
In July 1982 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

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

Sincerely,



Janna K. Skufca, Director, TE/GE
Customer Account Services



The
Community
Foundation

Serving the Counties of Riverside and San Bernardino

S. L. Gimbel Foundation Fund

BOARD OF DIRECTORS

June 12, 2014

James Cuevas
Chair of the Board

Philip Savage IV
Vice Chair of the Board

Pat Spafford, CPA
Chief Financial Officer

Sean Varner
Secretary of the Board

Glenda Bayless

Sergio Bohon

Rabbi Hillel Cohn

Andrea Dutton

Robert Fey

Paul Granillo

Stanley Grube

Kirk Harns

Dr. Albert Karnig

D. Matthew Pim

Patrick O'Reilly

Rose Salgado

Beverly Stephenson

Grover Trask
Immediate Past Board Chair

Dr. Jonathan Lorenzo Yorba
President and CEO

Ms. Robin Sinclair
Executive Director
Casa Youth Shelter
10911 Reagan St.
Los Alamitos, CA 90720

Dear Ms. Sinclair:

Congratulations! A grant has been approved for **Casa Youth Shelter** in the amount of **\$25,000** from the S.L. Gimbel Foundation. The **performance period for this grant is July 1, 2014 to June 30, 2015**. Additional funding beyond the performance period is not guaranteed. It is highly recommended that alternative funding sources be sought accordingly. The grant is to support the following as specified in your proposal:

Residential Shelter Care Program: Provide 12 licensed shelter beds and related care with 1,000 hrs of counseling to 220 youth in crisis.

This grant is subject to the terms outlined in the enclosed Grant Agreement. After you have reviewed the terms and conditions of the Grant Agreement, please sign and date the enclosed copy and return the original copy to The Community Foundation within the next two weeks. Please retain a copy of the signed agreement for your records. Funds will be released upon receipt of the signed Grant Agreement.

A condition of this grant is that you agree to submit the Grant Evaluation Form which includes a narrative report and fiscal report. The **Grant Evaluation is due on July 15, 2015** and a copy will be available online at www.thecommunityfoundation.net under Grants/Forms.

If you have any questions, please call me at 951-684-4192 ext. 114 or email me at cudiamat@thecommunityfoundation.net.

Sincerely,

Celia Cudiamat
Executive Vice President

Casa Youth Shelter 20140332 GIMB2



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



Serving the Counties of Riverside and San Bernardino

3700 Sixth Street, Suite 200
Riverside, CA 92501
v) 951-684-4194 f) 951-684-1911
www.thecommunityfoundation.net

2014 S.L. Gimbel Foundation Fund

Grant Agreement

Organization: Casa Youth Shelter
Grant Amount: \$ 25,000 **Grant Number:** 20140332
Grant Period: July 1, 2014 through June 30, 2015 (Final report due by July 15, 2015)
Purpose: Residential Shelter Care Program: Provide 12 licensed shelter beds and related care with 1,000 hrs of counseling to 220 youth in crisis.

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

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.

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.

Don Suelin
Signature

June 16, 2014
Date

Robin Sinclair
Printed Name

Executive Director
Title

Organization: 2082J Casa Youth Shelter
Grant Number: 20140332

ds
6/15/14



Serving the Counties of Riverside and San Bernardino

S. L. Gimbel Foundation Fund

BOARD OF DIRECTORS

James Cuevas June 27, 2014
Chair of the Board

Philip Savage IV Ms. Robin Sinclair
Vice Chair of the Board Executive Director
Casa Youth Shelter
Pat Spafford, CPA 10911 Reagan St.
Chief Financial Officer Los Alamitos, CA 90720

Sean Varner
Secretary of the Board

Glenda Bayless

Sergio Bohon The Community Foundation is pleased to enclose a grant check for **\$25,000** from the S.
Rabbi Hillel Cohn L. Gimbel Foundation, a component fund at The Community Foundation. By cashing the
Andrea Dutton grant check, you are agreeing to the conditions stated under the *Terms of Grant* which
Robert Fey you have signed and returned. The completed Grant Evaluation form is due by July 15,
Paul Granillo 2015 and will be available online on The Community Foundations website under
Stanley Grube 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.

Kirk Harns We greatly appreciate any help you can give us in publicizing the grant. Please use the
Dr. Albert Karnig following credit in any grant announcements or materials funded by the grant: "The
D. Matthew Pim (name of project/program) is supported by a grant from The S. L. Gimbel
Patrick O'Reilly **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.

Rose Salgado If you have any questions, please contact me at 951-684-4194.

Beverly Stephenson

Grover Trask
Immediate Past Board Chair

Dr. Jonathan Lorenzo Yorba
President and CEO

Sincerely,

Celia Cudiamat
Executive Vice President

20140332

37530

GIMB2



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

VOID TO LIGHT TO VIEW WATERMARK IN PAPER HEAT SENSITIVE RED IMAGE DISAPPEARS WITH HEAT DETECTION CIRCLE REVEALS A LOCK WITH KEYHOLE

37530

The Community Foundation

3700 SIXTH STREET, SUITE 200
RIVERSIDE, CA 92501
951-241-7777 / FAX 951-684-1911

CITIZENS BUSINESS BANK
A Financial Services Company
3695 Main Street, Riverside, CA 92501
90-3414-1222

Check Fraud Protection for Business

PAY * Twenty-Five Thousand and no/100 *

TO THE ORDER OF

Casa Youth Shelter
10911 Reagan St.
Los Alamitos, CA 90720

DATE 06/19/2014 AMOUNT \$****25,000.00



Celia Andramat
Jonathan Lorenzo Yorda
AUTHORIZED SIGNATURE

Security features. Details on back.

⑈037530⑈ ⑆122234149⑆ 244124437⑈

The Community Foundation			37530
20821 Casa Youth Shelter		06/19/2014 037530	
20140332 06/12/2014 Residential Shelter Care Program			25,000.00
GIMB S.L. Gimbel Foundation Advised Fund		25,000.00	

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

The Community Foundation			37530
20821 Casa Youth Shelter		06/19/2014 037530	
20140332 06/12/2014 Residential Shelter Care Program			25,000.00
GIMB S.L. Gimbel Foundation Advised Fund		25,000.00	

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