



2016 S.L. Gimbel Foundation Fund Grant Application

Internal Use Only:
Grant No: 20160273

GRANTEE I.D.: 20822
AWARD: \$35,000

Organization / Agency Information

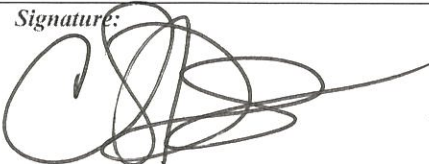

Organization/Agency Name: Center for Employment Opportunities		
Physical Address: 1630 South E Street, Suite A City/State/Zip: San Bernardino, CA 92408		
Mailing Address: 50 Broadway, Suite 1604 City/State/Zip: New York, NY 10004		
CEO or Director: Samuel Schaeffer		Title: Chief Executive Officer and Executive Director
Phone: 212-612-5100	Fax: 212-422-4855	Email: sschaeffer@ceoworks.org
Contact Person: Sarah Glenn-Leistikow		Title: San Bernardino Area Director
Phone: 909-380-8823	Fax: 909-543-0843	Email: sglenn@ceoworks.org
Web Site Address: http://ceoworks.org		Tax ID: 13-3843322

Program / Grant Information

Interest Area: Animal Protection Education Environment Health Human Dignity

Program/Project Name: Advancing Human Dignity through Employment Reentry Services for the Formerly Incarcerated			Amount of Grant Requested: \$35,000
Total Organization Budget: \$27,174,350	Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 82%	Per 990, Percentage of Management & General Expenses Only (Column C/ Column A x 100): 16%	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 18%
Purpose of Grant Request (one sentence): To support vocational services offered to formerly incarcerated men and women returning home from prison to San Bernardino County, the site of CEO's tenth program site, launched in July 2013.			
Gimbel Grants Received: List Year(s) and Award Amount(s) 2014 - \$17,630			

Signatures

Board Representative: (Print name and Title) Cristine Soto DeBerry Chief of Staff, San Francisco District Attorney George Gascon Member, CEO Board of Trustees	Signature: 	Date: 2.17.16
Executive Director/President: (Print name and Title) Samuel J. Schaeffer, Chief Executive Officer / Executive Director	Signature: 	Date: 2/18/16

2016 S.L. Gimbel Foundation Fund APPLICATION Narrative

I. Organization Background; Target Population:

(A) *History, mission and purpose; length of services:* The Center for Employment Opportunities (CEO) offers immediate, effective and comprehensive employment services exclusively to formerly incarcerated individuals. We help people gain the workplace skills and confidence needed for a successful transition back into the community. In over twenty years of service, CEO has made more than 20,000 placements with hundreds of businesses across the country. CEO San Bernardino (CEO SB) launched in August, 2013, as the 10th office in the enterprise.

(B) *Past organizational accomplishments:* CEO's program has been proven to break the cycle of reincarceration through a three-year random assignment evaluation conducted by the independent research firm MDRC, which showed that CEO drove down reconvictions by 22% and reduced violent convictions by upwards of 60%. The program not only improves community safety, it also ensures that individuals coming home from prison have a chance to rebuild their lives with honest work. The study also found that the program saves taxpayers \$3.30 for every \$1.00 spent.

Since CEO SB opened in August, 2013, it has delivered the CEO program model with fidelity, including generating job placements in economically distressed locations. CEO SB has maintained placement and retention rates among the highest in the enterprise, as well as enhancing CEO's standard services through advanced training opportunities, financial literacy and more. Beginning in the fall of 2014, CEO SB's partner, San Bernardino Community College District (SBCCD) began providing coveted advanced trainings to CEO SB participants, free of cost (approximate cost of \$25,000+ per cohort at market rate). SBCCD offers the trainings that labor market analysis and employer outreach has determined are valued by local businesses, including industry-recognized certification in forklift, welding, and industrial mechanical maintenance, with 55 participants certified, program to date and 11 currently enrolled in a welding class.

To date, CEO SB has provided life skills education to 235 individuals, engaged 218 participants in transitional work, and made 108 unique placements in employment outside of CEO. In addition to the 108 unique individuals placed, CEO SB made 77 additional "replacements." Replacements are needed when a participant loses a job or wants or needs to take a different or better job. These replacements are vital in helping participants improve their prospects and remain attached to the labor force. Between unique placements and replacements, there have been 185 total placements. Of those placed, program to date, 56% were still employed after 180 days, and 53.1% were employed after 365 days.

(C) *Key programs, activities, and communities served:* CEO's program model consists of four distinct phases. The first phase is Life Skills Education, a one-week course training participants in the skills needed to successfully transition to the workplace while overcoming the stigma of conviction. Following LSE, participants are immediately assigned to a Transitional Job, which serves as a bridge to permanent employment and provides a daily paycheck. CEO SB continues to operate two transitional work crews through a contract with Caltrans. While working on crews up to four days a week, participants meet with members of CEO's Vocational Services team to assess progress, refine their resumes and interview skills, and apply for full-time job placements when ready. After placement, CEO provides every participant with 12 months of Retention Services, which includes monthly incentives (e.g. gift cards) for checking in with CEO and providing a current pay stub. In total participants can earn up to \$500 through the *Rapid Rewards* program, which has the added benefit of enabling CEO staff to remain in communication with participants after job placement.

CEO SB serves individuals over the age of 18 who are on parole in San Bernardino County. We open our doors to the hardest-to-employ of the reentry community and do not screen for skills, education or attitude. CEO's client demographics reflect those of the criminal justice population in San Bernardino: people of color, many young, with extremely low levels of education, facing significant institutional and structural barriers including housing and health care.

II. Project Information:

(A) Statement of Need: In San Bernardino County, there are around 4,000 individuals on parole for whom existing services are extremely limited. As a community facing high levels of poverty broadly, the challenge of securing employment for those recently released from prison can seem almost insurmountable. It is this high risk, high need subset of the reentry population that CEO engages. Given the dearth of targeted reentry services within the county, CEO’s program and access to immediate employment couldn’t be more needed.

(B) Project Goal, Objectives and Methodology:

Goals: Enroll 120 formerly incarcerated people in LSE; Prepare 110 to enter the competitive labor market over 12 months by providing all aspects of the CEO model, providing a subset of 15 with advanced training; Make 85 total job placements. The goal is to meet the immediate employment needs of this large, underserved, unemployed population and promote economic development in the communities to which they return.

Objective	Activity	Metric	Timeline	Staff
Conduct Life Skills Education training for 120 participants, including safety training specific to Caltrans work crews	1) Presentations, training guides, lectures and one-on-one coaching, on critical skills for success in the workplace, including navigating stigma around convictions.	120 participants enrolled	Months 1-12	LSE Instructor/ Job Coach
Provide vocational services to 110 formerly incarcerated SB County residents to enter the competitive labor market; Enroll 15 participants in advanced trainings to increase their job prospects	1) Employ all LSE graduates on a Caltrans work crew to earn a daily paycheck. 2) Provide all participants with weekly one-on-one job coaching and job development meetings to build interview skills and prepare for the workforce 3) Recruit, screen and prepare for advanced trainings offered through partnership with SBCCD	110 participants engaged in transitional work and receiving vocational services; 15 participants enrolled in advanced training	Months 1-12	Job Coach Business Account Manager
Create 85 job placements, including replacements for participants	1) Assist participants in obtaining jobs through job search, resume creation, job applications and interviews. 2) Build relationships with businesses to create opportunities for hire	85 total placements made, including replacements	Months 1-12	Business Account Manager

Participants at CEO SB have fallen between the ages of 18 and 71, with 49% age 35 or younger. Approximately 31% are African American, 39% are Latino, and 91% are men. 100% of CEO participants are unemployed, and over 75% have had to rely on public assistance to subsist. CEO SB anticipates continuing to serve a similar profile of participants.

There are currently no other organizations in the County providing employment services exclusively to those on parole and probation. CEO is partnered in this project with SBCCD, who provides tremendous opportunities for advanced job training, and with CSRI, who provides comprehensive wrap around social services. These partnerships provide our participants with a full spectrum of services from housing, food, cognitive behavioral therapy and continuing education, among others. Additionally, CEO SB’s internship program continues, engaging volunteers in a 12- 15 week intensive to work on every facet of the program.

Volunteers are also sought out to engage in mock interviews with participants.

(C) Project Outcomes and Evaluation.

Primary Outcome: 85 job placements for CEO participants. CEO will track this outcome by independently verifying every placement through paystubs and the central follow-up unit, who speaks directly with employers to confirm placements. To ensure that CEO achieves these outcomes, intermediate employment-related objectives will be monitored, specifically: job leads, opportunities, interviews and placements. This data will be entered and tracked in real-time through Salesforce.com, CEO's web-based performance management system.

(D) How will you use the grant funds. A majority of grant funds will be used to cover a sizeable portion of costs for CEO SB's Life Skills Education and Job Coaching services as well as Employment Services, including 38.5% of the Life Skills Education Instructor/Job Coach's salary and 34% of one of the Business Account Manager's salary. These roles are critical in helping participants successfully transition from the point of release to their first paid transitional job, and from there into positions with employers outside of CEO.

III. Project Future

CEO has a record of strong program outcomes that has compelled funders within local communities to invest in program sustainability. By cultivating partners in state and local government, and by forging new relationships with private philanthropy, CEO will continue to tap new revenue streams in support of its vocational services. New philanthropic and government sources have been developed since last year and more are being prospected. Potential new sources include, Community Development Block Grants in the City of San Bernardino, as well as Parole and Probation Departments. Existing philanthropy and government grants as well as earned income from CEO's transitional work crew operation will also be leveraged and reapplied for.

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

(A) Board of Directors: CEO's Board of Directors consists of twelve members spanning the legal, financial service, philanthropy and education sectors. Decisions are made by the resolution of the majority, provided a quorum of at least one quarter (3) Board members or by Executive Committee between meetings. The Board meets on a quarterly basis to review program performance, fiscal health and progress to strategic plan objectives. The Board is governed by a set of by-laws that includes detailed election procedures. There are currently two Board committees in operation: an Audit Committee and the Executive Committee.

(B) Key Personnel/Staff Responsible For The Project:

Life Skills Education Instructor/Job Coach, Rose Rayfield, an experienced facilitator and reentry specialist, with experience teaching classes to people under criminal justice supervision, teaches the Life Skills Education Course and provides job coaching to all participants.

San Bernardino County Director, Sarah Glenn-Leistikow, an experienced reentry service provider, and attorney, manages the day-to-day operations of the project, ensuring outcomes are met and that there is strong communication on progress with partners. All program staff report directly to Ms. Glenn-Leistikow.

Business Account Manager, Carol McDonald, a two-year CEO SB veteran, with a track record of high performance, matches participants with unsubsidized job opportunities at local businesses with whom she has established a relationship. She also conducts Job Start Readiness (JSR) assessments to determine when participants are ready to apply and interview for jobs in the community.

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V. Project Budget

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

A breakdown of specific line item requests and attendant costs should include:

- 1) Line item requests for materials, supplies, equipment and others:
 - a. Identify and list the type of materials, supplies, equipment, etc.
 - b. Specify the unit cost, number of units, and total cost
 - c. Use a formula/equation as applicable. (i.e. 40 books @ \$100 each = \$4000)
- 2) Line item requests for staff, compensation, benefits: **Do not use FTE percentages.**
 - a. Identify the position; for each position request, **specify the hourly rate and the number of hours** (i.e. \$20/hr x 20 hours/week x 20 weeks = \$8,000)
 - b. For benefits, provide the formula and calculation (i.e. \$8,000 x 25% = \$2,000)

Line Item Description	Line Item Explanation	Support From Your Agency	Support From Other Funders	Requested Amount From TCF	Line Item Total of Project
Salary: Life Skills Educator/Job Coach	\$21.50/hr x 35 hours/week x 52 weeks = \$39,130		\$24,080	\$15,050	\$39,130
Salary: Business Account Manager	\$24.90/hr x 35 hours/week x 52 weeks = \$45,318		\$29,918	\$15,400	\$45,318
Benefits: Life Skills Educator/Job Coach	\$39,130 x 11% = \$4,304		\$2,104	\$2,200	\$4,304
Benefits: Employment Specialist	\$45,318 x 11% = \$4,985		\$2,635	\$2,350	\$4,985
TOTALS:			\$58,737	\$35,000	\$93,737

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

Secured/Awarded

Name of Funder: Foundation, Corporation, Government	Amount
San Bernardino County: Government	50,000
California State Workforce Investment Board-AB 2060: Government	82,500*
California Wellness Foundation	75,000*
Annenberg Foundation	75,000*
California State Workforce Investment Board-Accelerator: Government	150,000
CalTrans: Government	580,000
REDF: Private	84,000*

**Awards referenced span multiple fiscal years. Amounts shown represent only funds put toward FY 2016.*

Pending

Name of Funder: Foundation, Corporation, Government	Amount	Decision Date
<i>City of San Bernardino CDBG</i>	<i>\$50,000</i>	<i>4/2016</i>
<i>NBC Universal Foundation</i>	<i>\$100,000</i>	<i>3/2016</i>

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	\$80,000	1%	Program Fees	\$	
Fundraising/Special Events	\$		Interest Income	\$	
Corp/Foundation Grants	\$8,836,812	32%	Other: Earned Income	\$7,013,500	25%
Government Grants	\$11,456,138	42%	Other:	\$	

Notes:

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VII. Financial Analysis

Agency Name: Center for Employment Opportunities

Most Current Fiscal Year (Dates): From 7/1/2013 To: 6/30/2014

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
\$21,513,434 ✓	\$17,656,378 ✓	\$3,415,147 ✓	\$441,909 ✓

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%	82% ✓	16% ✓	2% ✓

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 Current Total Budget used for Administration	Column C, Management & general expenses per 990 above	Differential
17%	16%	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
\$707,558	\$5,265,809	\$3,953,441	1.5

*Figures from the 2014 audited financials, as the 990 was also from 2014, though 2015 audited financials are included for reference in packet

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$267,113	\$998,035

Notes:

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		
For past grantees, a copy of your most recent final report.		



BOARD OF TRUSTEES

Emary Aronson

Managing Director
The Robin Hood Foundation

Joel D. Hornstein, Audit Committee Chair

Managing Director
American Dream Fund

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Partner
Sheppard Mullin Richter & Hampton LLP

Jonathan D. Miller

Principal
Miller Ryan LLC

Cristine Soto DeBerry

Chief of Staff
San Francisco District Attorney George Gascon

David Moskowitz, Chair

Chief Executive
Accenture Federal Services

Steven Fishner, Treasurer

Director of Forensic Practice
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Court of Claims Judge and Acting Justice of the
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Partner
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Andrew van der Vord

Vice Chairman, Retail & Consumer Products
Credit Suisse Securities USA LLC

EXECUTIVE COMMITTEE

- David Moskowitz, Chair
- Steven Fishner, Treasurer
- O. Peter Sherwood, Secretary

AUDIT COMMITTEE

- Joel Hornstein, Chair
- Jonathan Miller
- Andrew van der Vord

Center for Employment Opportunities
Organizational Budget FY 2016

Revenue					Total
Government Contracts					18,469,638
Contributions					8,916,812
<u>Total Revenue</u>					<u>27,386,450</u>
Expense	NYC	National	Central	Total	
Personnel					
Staff Salaries	4,389,100	3,723,141	2,942,424	11,054,665	
Staff Fringe	1,091,571	1,144,813	660,716	2,897,100	
Participant Wages	2,233,929	3,307,292	0	5,541,221	
Participant Fringe	496,852	831,595	0	1,328,447	
Stipends	0	0	6,300	6,300	
Temporary Help	0	0	6,500	6,500	
<u>Total Personnel</u>	<u>8,211,452</u>	<u>9,006,841</u>	<u>3,615,940</u>	<u>20,834,233</u>	
OTPS					
Participant Expenses	294,060	202,937	0	496,997	
Incentives	139,992	238,263	0	378,255	
Occupancy	646,200	736,154	562,616	1,944,970	
Equipment and Furniture	39,235	54,195	202,217	295,647	
Vehicles	221,406	372,369	0	593,775	
Computer and Telephone	180,930	193,784	150,606	525,320	
Office Expenses	223,194	291,446	186,446	701,086	
Professional Services/Sub Contracts	56,000	7,000	266,625	329,625	
Travel and Meetings	143,720	221,233	107,200	472,153	
Fees and Charges	73,950	106,117	264,600	444,667	
Other	36,723	43,189	77,710	157,622	
<u>Total OTPS</u>	<u>2,055,410</u>	<u>2,466,687</u>	<u>1,818,020</u>	<u>6,340,117</u>	
<u>Total Expense</u>	<u>10,266,862</u>	<u>11,473,528</u>	<u>5,433,960</u>	<u>27,174,350</u>	

**Center for Employment Opportunities
FY 2015 Budget to Actual as of 9/25/15 - Unaudited**

	Actual	Budget	Variance
Revenue			
Government Grants	19,869,591	16,677,516	3,192,075
Contributions	6,059,687	8,349,089	(2,289,402)
Total Revenue	25,929,278	25,026,605	902,673
Expenses			
Program Services	21,051,784	19,760,518	1,291,266
Management, General & Administrative	4,060,171	4,220,250	(160,079)
Fundraising	366,359	479,759	(113,400)
Total Expenses	25,478,314	24,460,527	1,017,787
Surplus/(Deficit)	450,964	566,078	(115,114)

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 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	326,849.	91,899.	187,860.	47,090.
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	12,266,061.	10,767,662.	1,228,520.	269,879.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	143,405.	123,180.	17,500.	2,725.
9 Other employee benefits	1,796,539.	1,543,176.	219,230.	34,133.
10 Payroll taxes	1,256,439.	1,079,245.	153,323.	23,871.
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amt exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O)	79,057.		79,057.	
12 Advertising and promotion				
13 Office expenses	294,325.	180,982.	103,808.	9,535.
14 Information technology				
15 Royalties				
16 Occupancy	1,580,204.	1,169,973.	370,249.	39,982.
17 Travel	551,456.	508,394.	42,117.	945.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	6,523.	3,003.	3,520.	
20 Interest	58,048.		58,048.	
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	117,649.		117,649.	
23 Insurance	521,667.	431,816.	85,822.	4,029.
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 Equipment purchases and rental	614,550.	509,428.	100,216.	4,906.
b Consultants	543,018.	166,906.	376,039.	73.
c Telephone	317,199.	203,348.	110,813.	3,038.
d Participant activities/supplies	290,346.	290,346.		
e All other expenses	750,099.	587,020.	161,376.	1,703.
25 Total functional expenses. Add lines 1 through 24e	21,513,434.	17,656,378.	3,415,147.	441,909.
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
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

MAY 11 2000

CENTER FOR EMPLOYMENT OPPORTUNITIES
C/O BRAD DUDGING
32 BROADWAY
NEW YORK, NY 10004

Employer Identification Number:
13-3843322

DLN:
17053092829020

Contact Person:
FAYE NG

ID# 31290

Contact Telephone Number:
(877) 829-5500

Our Letter Dated:
FEBRUARY 1996

Addendum Applies:
NO

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

Steven T. Miller

Steven T. Miller
Director, Exempt Organizations



Strengthening Inland Southern California through Philanthropy



BOARD OF DIRECTORS June 1, 2016

Philip Savage IV
Chair of the Board

Mr. Samuel Schaeffer
CEO and Executive Director

Sean Varner
Vice Chair of the Board

Center for Employment Opportunities
50 Broadway, Suite 1604

Pat Spafford, CPA
Chief Financial Officer

New York, NY 10004

Sergio Bohon
Secretary of the Board

Dear Mr. Schaeffer:

Glenda Bayless

Congratulations! A grant has been approved for **Center for Employment Opportunities** in the amount of \$35,000 from the S.L. Gimbel Foundation. **The performance period for this grant is May 16, 2016 to May 16, 2017.** 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:

Dr. Paulette Brown-Hinds

Rabbi Hillel Cohn

James Cuevas
Immediate Past Board Chair

Paul Granillo

To support employment re-entry services for the formerly incarcerated.

Stanley Grube

Kirk Harns

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 agreement and return with original signature to The Community Foundation by Friday, June 17, 2016.** Be sure to copy the signed agreement for your records. Funds will be released upon receipt of the signed Grant Agreement.

Dr. Fred Jandt

Andrew Jaramillo

Dr. Albert Karnig

D. Matthew Pim

Teresa Rhyne

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 by June 15, 2017** and a copy will be available online.

Kathleen Sawa

Dr. Henry Shannon

Tamara Sipos

We wish you great success and look forward to working with you during the grant performance period. If you have any questions, please call me at 951-241-7777, ext. 114, or email me at ccudiamat@thecommunityfoundation.net.

Beverly Stephenson

Randall Tagami

Diane Valenzuela

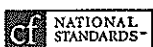
Sincerely,

Celia Cudiamat
Executive Vice President of Programs

Dr. Jonathan Lorenzo Yorba
President and CEO

20822 Center for Employment Opportunities

2016073 GIMB1



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

3700 Sixth Street, Suite 200 ~ Riverside, California 92501
P: 951.241.7777 ~ F: 951.684.1911 ~ www.thecommunityfoundation.net

**2016 S.L. Gimbel Foundation Fund
Grant Agreement**

Organization: Center for Employment Opportunities
Grant Amount: \$35,000 **Grant Number:** 20160273
Grant Period: May 16, 2016 through May 16, 2017
Purpose: Employment Re-Entry Services for the Formerly Incarcerated

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.

Email our Marketing & Communications Officer, Charee Gillins, at cgillins@thecommunityfoundation.net with any publicity questions as well as any copies of any printed or publicity materials that highlight the grant.

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.



Signature

6/7/16

Date

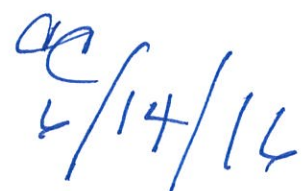
Sam Schaeffer

Printed Name

CEO / ED

Title

Organization: 20822 Center for Employment Opportunities
Grant Number: 20160273





Strengthening Inland Southern California through Philanthropy



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Diane Valenzuela

Dr. Jonathan Lorenzo Yorba
President and CEO

June 21, 2016

S. L. Gimbel Foundation Fund

Mr. Samuel Schaeffer
Chief Executive Officer
Center for Employment Opportunities
50 Broadway, Suite 1604
New York, NY 10004

Dear Mr. Schaeffer:

The Community Foundation is pleased to enclose a grant check for \$35,000 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 June 15, 2017** 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 Advancing Human Dignity through Employment Re-Entry 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.

Please feel free to contact me at 951-241-7777, ext. 114, if you have any questions.

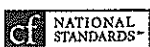
Sincerely,

Celia Cudiamat
Executive Vice President of Programs

20160273

40973

GIMB1



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



Strengthening Inland Southern California through Philanthropy
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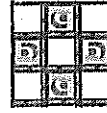
DATE

AMOUNT

06/16/2016

\$ ****35,000.00

Center For Employment Opportunities
1630 South E. Street, Suite A
San Bernardino, CA 92408



Calia Andriant
AUTHORIZED SIGNATURE

Security features. Details on back.

⑈040973⑈ ⑆122234149⑆ 244124437⑈

The Community Foundation

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20822	Center For Employment Opportunities	06/16/2016	040973	
20160273	05/31/2016 Vocational services for formerly incarcerated men			35,000.00
GIMB	S.L. Gimbel Foundation Advised Fund			35,000.00

CHECK TOTAL: \$ ****35,000.00

The Community Foundation

40973

20822	Center For Employment Opportunities	06/16/2016	040973	
20160273	05/31/2016 Vocational services for formerly incarcerated men			35,000.00
GIMB	S.L. Gimbel Foundation Advised Fund			35,000.00

CHECK TOTAL: \$ ****35,000.00