

Organization / Agency Information

<i>Organization/Agency Name:</i> Central Pennsylvania Food Bank		
<i>Physical Address:</i> 3908 Corey Road, Harrisburg, PA 17109		<i>City/State/Zip</i>
<i>Mailing Address:</i> 3908 Corey Road, Harrisburg, PA 17109		<i>City/State/Zip</i>
<i>CEO or Director:</i> Mr. Joe Arthur, Executive Director		<i>Title:</i>
<i>Phone:</i> (717) 564-1700	<i>Fax:</i>	<i>Email:</i>
<i>Contact Person:</i> Miss Lauren Jacobs, Grant Writer		<i>Title:</i>
<i>Phone:</i>	<i>Fax:</i>	<i>Email:</i> ljacobs@centralpafoodbank.org
<i>Web Site Address:</i> http://www.centralpafoodbank.org		<i>Tax ID:</i> 23-2202250

Program / Grant Information

<i>Program/Project Name:</i> Food Security Network		<i>Amount of Grant Requested:</i> \$10000	
<i>Total Organization Budget:</i> \$15,909,712	<i>Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100):</i> 96.5%	<i>Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100):</i> 1.4%	<i>Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100):</i> 3.4%
<i>Purpose of Grant Request (one sentence):</i> To address hunger in the community, the Food Bank will utilize funds to purchase fresh produce for the Food Security Network.			
<i>Gimbel Grants Received: List Year(s) and Award Amount(s)</i> 2016-\$10,000			

Holiday Grant Application

- V. **Organization/Agency Background:** State your mission, vision, purpose, and provide a brief history. What are your core programs and activities? How many people do you serve? How many paid staff, full time and part-time? How many volunteers?

Mission Statement: "Fighting hunger, improving lives, and strengthening communities."

Vision: The Food Bank's vision is that no one should be hungry. We are aware there is a major difference between the number of people who are food insecure and the amount of meals that are provided. The problem is that the number of meals is not enough for the number of people who are struggling with hunger. As a result of this meal gap, the Food Bank has implemented a 10-year strategic plan; The Bold Goal, which states by 2025, our collaborative network of over 1,000 partner agencies will provide access to enough nutritious food for everyone struggling with hunger in each of the 27 counties we serve in central Pennsylvania.

Purpose: The Food Bank solicits, purchases and distributes millions of pounds of healthy food, including grocery products to our neighbors struggling with hunger.

History: The Food Bank began as a one-day demonstration project on World Food Day in 1981 and now is the largest non-profit charitable food distribution organization in central Pennsylvania covering 27 counties. The Food Bank is affiliated with Feeding America, the nation's largest non-profit hunger fighting organization. The Food Bank has received Charity Navigator's top rating of four stars for "exceptional" financial performance that "exceeds industry standards" and was honored as one of the top notch 10 charities in the nation.

Programs & Activities: The Food Bank's core service, known as the Food Security Network, involves the solicitation, procurement, processing and distribution of food to food insecure individuals in the service area. The Food Bank manages the following hunger relief programs: Fresh Express, Kids Café, Backpack programs, Summer Feeding, School Pantries, MilitaryShare and ElderShare.

People Served: 400,000 food insecure individuals, which 30% are children.

Staff: 88 full-time employees and 10 part-time employees.

Volunteers: 5,000 community members.

II. **Project Information:** Describe your food distribution program. Explain the community need including demographics, geographic characteristics of the area or community to be served, community conditions and income level. What are the specific activities of the food program? How do you identify/qualify those in need? How often is the food distribution offered? How many people will be served by the food distribution program (children, youth, adults, seniors)? Please explain how you keep track of number of people served.

Food Program Description: To address the issue of food insecurity in the 27 central Pennsylvania counties we serve, the Food Bank manages a robust Food Security Network to alleviate hunger in the community. This program is a vital link to ensure individuals, families, children, seniors, and veterans have access to healthy, fresh, and nutritious food. The Food Bank partners with over 1,000 partner agencies to distribute food to our neighbors struggling with hunger.

Community Need/Qualifications: The Food Bank provides charitable food assistance to individuals who live at or below 150% of the defined poverty level of \$36,900 annually for a family of four. It is estimated that a family of four in central Pennsylvania needs an income of \$55,461 for sufficiency; whereas most of our Food Bank clients are living at or below the threshold of \$36,375. According to Feeding America's Hunger Study of the Food Bank; 69% live at or below 150% of the defined federal poverty level, 4% have no income, 41% have an annual income of \$1 to \$10,000 and 29% have an annual income of \$10,001 to \$20,000.

Specific activities of the food program: The Food Bank implemented this program to distribute food directly to partner agencies where residents lack access to food or reliable food assistance programs. By bringing food to residents, this helps combat the transportation and geographical barriers that make it difficult for low-income people to access the adequate nutrition.

How often is the food distributed: Year round

People served by this program: Children/Youth: 120,540; Adults-353,939

Metrics: The program metrics are tracked from two sources. The Food Bank has procurement software for agencies to order food that tracks the orders by date, product category and weight. Secondly, each of our program partners tracks the number of clients, age, and number of pounds distributed.

**2017 S.L. Gimbel Foundation Fund
Holiday Grant Application**

III. Project Budget

Please provide a detailed line-item budget for your project by completing the budget form below. The maximum amount requested is \$10,000. One hundred percent of the request should be for the purchase of food items only. Canned tuna will not be funded. Food items must be delineated (i.e. canned vegetables, soup, pasta, dried beans, rice, etc.). For each food item, indicate the cost per unit (pound, carton, case, etc.) and the quantity.

Line Item	Line Item Description	Requested Amount
500 Cases of Hams	500 Cases of 6 lb. Hams at 4 to a case. Cost per pound; \$1.02 or \$6.12 per ham. Total cost:	\$10,000
TOTAL:	\$12,240	\$10,000

IV. Administrative Expenses Percentage

This section calculates how much the organization spent for general management, overhead, indirect items as a percentage of the organization's total expenses. The figures are based on your most current 990 form that you submitted, Part IX Statement of Functional Expenses.

Management & general expenses (Column C only)	/Total expenses (Column A)	= Administrative Percentage
341,592	15,822,974	3%

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21	60,887,726.	60,887,726.		
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	288,552.	56,953.	144,274.	87,325.
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	3,551,407.	2,752,387.	373,658.	425,362.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	224,261.	165,945.	43,850.	14,466.
9 Other employee benefits	611,039.	522,836.	56,219.	31,984.
10 Payroll taxes	332,409.	276,401.	33,257.	22,751.
11 Fees for services (non-employees):				
a Management				
b Legal	1,262.		1,262.	
c Accounting	27,000.		27,000.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees	76,770.		76,770.	
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	148,228.	66,387.	56,260.	25,581.
12 Advertising and promotion	116,542.	45,383.	448.	70,711.
13 Office expenses	1,011,549.	336,775.	787.	673,987.
14 Information technology	82,106.	9,565.	58,797.	13,744.
15 Royalties				
16 Occupancy	514,981.	514,981.		
17 Travel	84,368.	64,893.	13,165.	6,310.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	47,716.	36,620.	560.	10,536.
20 Interest	46,696.	46,696.		
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	697,840.	697,840.		
23 Insurance	118,179.	75,141.	42,407.	631.
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 FREIGHT COSTS	466,146.	466,146.		
b AGENCY ASSISTANCE	258,463.	258,463.		
c MISCELLANEOUS	148,569.	97,812.	50,050.	707.
d DUES	80,740.	40,035.	37,618.	3,087.
e All other expenses	45,033.	33,633.	6,162.	5,238.
25 Total functional expenses. Add lines 1 through 24e	69,867,582.	67,452,618.	1,022,544.	1,392,420.
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)

S.L. Gimbel Holiday Food Grant Final Evaluation Report

Name of your organization: Central Pennsylvania Food Bank

Grant #20160717

Grant Period: December 1, 2016 to June 30, 2017

Location of your organization (City and State): Harrisburg, PA

Name and Title of person completing evaluation: Lauren Jacobs, Grant Writer

Phone Number: 717-564-1700

Email address: ljacobs@centralpafoodbank.org

Total number of clients served through this grant funding: 400,000

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

- 55,555 lbs of food (including dairy, dry goods, and produce)

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

The Central Pennsylvania Food Bank is grateful to the S.L Gimbel Foundation for aligning with our mission of fighting hunger, improving lives, and strengthening communities through the Food Security Network. The gift of \$10,000 from your Foundation afforded the Food Bank the opportunity to purchase over 55,000 pounds of fresh, healthy, and nutritious food including, dry goods, produce, and dairy) to distribute to 400,000 individuals. The support of the S.L Gimbel Foundation ensures our hungry neighbors, including children, have access to the healthiest, nutritious products available, including fresh fruits and vegetables. The grant from S.L. Gimbel Foundation has helped the Central Pennsylvania Food Bank achieve our goal of providing fresh food choices to our neighbors in need. In FY 2017, the Central Pennsylvania Food set audacious goals to distribute over 41 million pounds of fresh, healthy nutritious food. The support from the Foundation enabled the Food Bank to exceed our goal by 5 million pounds. This would have not been possible without the support from the S.L Gimbel Foundation.

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

The Central Pennsylvania Food Bank did not experience any challenges or obstacles.

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

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

The Central Pennsylvania Food Bank's Food Security Network is the backbone of our organization. The Food Security Network allows our 950 partner agencies to have access to wholesome and nutritious food to distribute to their clients. The Food Bank noticed a 5% increase in our overall distribution this year to our partner agencies. The Food Bank's Agency Relations Department, made a conscience effort to include healthy recipes that complemented the produce being distributed to the clients. In addition, the Food Bank provided on-site nutrition education to partner agencies and their clients to demonstrate how to shop for healthy food on a budget. Fresh produce and fluid milk are among the most requested items from our partner agencies.

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

The Food Security Network is a critical link to ensure our neighbors in need have access to wholesome and nutritious food. Having access to fresh food items will result in improved nutrition and healthier lifestyles for our food insecure residents, including children to prevent obesity, stunted growth, anemia, and learning and behavioral issues. Additionally, the Central Pennsylvania Food Bank is able to support food insecure individuals by strengthening individual households and the community as a whole by providing healthful foods from the Food Security Network. This program helps to reduce the incidence of hunger and alleviate the burden that would otherwise be placed on the community to provide healthy food options to our neighbors in need. Families are able to use the food, including milk, as cost savings to strengthen household finances for other expenses other than food and milk purchases and focus on the needs of the family rather than worrying about finding food to feed their children.

Please provide a brief narrative on how the funds were used to fulfill grant objectives. Support documents (receipts or expense reports) can be emailed to klampert@thecommunityfoundation.net or faxed to 951-684-1911.

The Central Pennsylvania Food Bank allocated the funds to purchase over 55,000 pounds of fresh, healthy, and nutritious food to be distributed to throughout our network of 950 partner agencies in the 27 counties we serve.

Please relate a success story.

Michelle is visiting a pantry for the first time ever. She called the food hotline first and they directed her to Harrisburg Brethren in Christ.

Michelle has a steady work record and has been employed full-time by her employer for the past seven years. Two weeks ago she was told that they would have to reduce her hours to part-time – due to downsizing. Today she was informed that in two weeks she would be laid off.

Michelle is single and has four children. It has always been a struggle on one income, but by working hard and trying to make the right decisions, she has managed. Now she is wondering how she is going to provide for her family. She will begin looking for employment right away, but she is concerned about the job market and already thinking about the fact that her home is heated with fuel oil and what the costs will be in just a few months.

Michelle says that she never thought she'd be in the position to come to a food pantry for help, but her shopping today is a big help and will help her stretch the little income she has left.

Internal Revenue Service

Department of the Treasury

**P. O. Box 2508
Cincinnati, OH 45201**

Date: April 13, 2002

Person to Contact:
Katherine C. Protzman 31-01264
Customer Service Specialist

Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500

Fax Number:
513-263-3756

Federal Identification Number:
23-2202250

Central Pennsylvania Food Bank
3908 Corey Rd.
Harrisburg, PA 17109-5929

Dear Sir or Madam:

This letter is in response to your request of March 18, 2002, for a copy of your organization's determination letter. We have updated our records to list your name and address as shown above. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in May 1982, granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in section 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Central Pennsylvania Food Bank
23-2202250

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

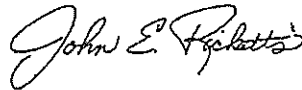
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

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

This letter affirms your organization's exempt status.

Sincerely,



John E. Ricketts, Director, TE/GE
Customer Account Services

CENTRAL PENNSYLVANIA FOOD BANK
BOARD OF DIRECTORS
January 2017 (revised May 2017)

Gladys Brown
Pennsylvania Public Utility Commission

Tammie Lowry
UGI

Milzy Carrasco
San Juan Bautista Church

John MacDonald (P)
Ahold

Linda Costa
PA State Association of Boroughs

David Manbeck (T)
Boyer & Ritter

Scott Esworthy
Brown Shultz Sheridan & Fritz

Ed O'Gorman
River Wealth Advisors, LLC

Deb Ferreira
Deloitte Consulting

Rebecca Raley
Partnership for Better Health

Tipton Ford
Penn State Health

Daniel Reisteter (S)
Pennsylvania Bankers Association

Ron Frick
United Way of Lycoming County

Eric Saunders
New Hope Ministries

Sabina Grant-Spencer

David Swartz
Penn State University

Susan Hubley (VP)
Capital BlueCross

Patty Wong
Capital BlueCross

Janice Kopelman
Retired

Central Pennsylvania Food Bank
2017-18 Budget

	Proposed 2017-18 Budget
REVENUES	
1 Individual Donations	\$ 3,625,000
2 Corporate Donations	1,400,000
3 Organizational Donations	525,000
4 Bequests/Estate Gifts	50,000
5 Foundation Gifts	1,350,000
6 Total Public Support	\$ 6,950,000
7 Shared Maintenance Fees	\$ 1,882,524
8 Purchased Product Revenue	4,155,655
9 Kids Cafe - CACFP & SFSP Reimbursement	885,774
10 TEFAP Reimbursement	45,000
11 Senior Programs - CSFP Reimbursement	328,678
12 Other Contract Reimbursements	150,000
13 Miscellaneous Income	145,400
14 Total Program/Other Income	\$ 7,593,031
15 Investment Income - Endowment Fund	\$ 435,700
16 Investment Income - Other Funds	180,000
17 Total Investment Income	\$ 615,700
18 Total Support & Revenue	\$ 15,158,731
EXPENSES	
19 Salaries	\$ 4,626,542
20 Payroll Taxes	409,674
21 Employee Benefits	1,184,234
22 Professional Fees	358,380
23 Investment Fees	52,600
24 Other Fees & Services	110,500
25 Purchased Product Expense	3,709,002
26 Transportation	537,179
27 Building Occupancy	454,387
28 Warehouse Supplies & Equipment	155,000
29 Depreciation	872,579
30 Direct Mail Expense	671,592
31 Printing Expense	138,850
32 Postage	80,000
33 Supplies & Equipment	190,995
34 Marketing (PR & Awards)	130,300
35 Dues	67,803
36 Meeting & Event Expense	145,200
37 Staff Development	28,675
38 Travel Expense	63,590
39 Miscellaneous Expense	32,525
40 Interest Expense	54,150
41 Food Purchases - Kids Cafe (CACFP & SFSP)	911,933
42 Agency Capacity Building & Support	152,000
43 Total Expenses	\$ 15,137,690
44 Net Surplus/(Deficit) from Operations	\$ 21,041
OTHER ITEMS	
45 Capital Campaign Contributions	\$ -
46 PASS Statewide Revenue	772,022
47 PASS Statewide Expenses	(772,022)
48 Value of Donated Food Received	68,965,314
49 Value of Donated Food Distributed	(68,965,314)
50 Unrealized Gains/(Losses) - Endowment Fund	-
51 Unrealized Gains/(Losses) - Other Funds	-
52 Net Surplus/(Deficit)	\$ 21,041