



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

Internal Use Only:
Grant _____

Organization / Agency Information

<i>Organization/Agency Name:</i> Chattanooga Area Food Bank		
<i>Physical Address:</i> 2009 Curtain Pole Road		<i>City/State/Zip:</i> Chattanooga, TN 37406
<i>Mailing Address:</i> 2009 Curtain Pole Road		<i>City/State/Zip:</i> Chattanooga, TN 37406
<i>CEO or Director:</i> Gina Crumbliss		<i>Title:</i> President & CEO
<i>Phone:</i> 423-622-1800	<i>Fax:</i> N/A	<i>Email:</i> gcrumbliss@chattfoodbank.org
<i>Contact Person:</i> Sarah Aligo		<i>Title:</i> Development Manager
<i>Phone:</i> 913-575-4368	<i>Fax:</i> N/A	<i>Email:</i> saligo@chattfoodbank.org
<i>Web Site Address:</i> www.chattfoodbank.org		<i>Tax ID:</i> 62-0867645

Program / Grant Information

<i>Program/Project Name:</i> Summer Sack Program			<i>Amount of Grant Requested:</i> \$14,993.30
<i>Total Organization Budget:</i> \$5,294,812	<i>Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100):</i> 96.1%	<i>Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100):</i> 1.75%	<i>Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100):</i> 3.9%
<i>Purpose of Grant Request (one sentence):</i> Grant funds will be used to purchase food items to support our Summer Sack program in Southeast Tennessee and Northwest Georgia.			
<i>Gimbel Holiday Grants Received: List Year(s) and Award Amount(s)</i> 2018 - \$15,000			

Signatures

<i>Board President / Chair:</i> Jim Cafanzaro, Jr.	<i>Signature:</i>	<i>Date:</i> 11/05/19
<i>Executive Director/President:</i> Gina Crumbliss, President & CEO	<i>Signature:</i>	<i>Date:</i> 11/05/19

S.L. Gimbel Foundation Fund Holiday Grant Application

Please provide the following information for items I. through III. by answering all questions in ONE PAGE-12 Font. Please be thorough, clear, specific, and concise.

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

Founded in 1972, the Chattanooga Area Food Bank has evolved to serve a 20-county region in Southeast Tennessee and Northwest Georgia. Our mission is to lead a network of partners in eliminating hunger and promoting better nutrition in our region. We envision a region where access to healthy food helps people move toward healthier lifestyles and greater self-sufficiency. We operate several programs to combat local hunger: emergency food boxes; weekly sack packs that provide weekend food for school children; mobile pantries that give greater quantities of healthier food to target populations (families with children or seniors); quarterly commodity distributions that provide food for low-income Americans; and nutrition education through most programs by way of recipe cards and food demonstrations. We also provide food product for member agencies that rely on our services to stock their pantries and feeding programs. We employ 40 full time and two part-time employees. Working with more than 280 partner agencies and 3,350 volunteers annually, we feed approximately 25,000 people during any given week.

II. Project Information: Describe your food distribution program. **ANSWER ALL QUESTIONS.** Explain the community need including demographics, geographic characteristics of the area or community to be served, community conditions and income level. What are the specific activities of the food program?

We are requesting funds from the S.L. Gimbel Foundation to purchase staple items to support our Summer Sacks program. Summer Sacks supplement ongoing programs, such as feeding sites sponsored by the USDA's Summer Food Service Program (SFSP), that only provide weekday meals. Through Summer Sacks, we reduce weekend hunger for the food-insecure families with children in our region by distributing 8 lb. sacks of food (5 lbs. of fresh fruits and vegetables and 3 lbs. of staple items) to each child for seven weeks during the summer. In 2020, we will distribute Summer Sacks in nine high-need counties: Hamilton, Rhea, Meigs, Marion and Grundy in TN, and Catoosa, Chattooga, Fannin, and Murray in GA. In Hamilton, our families live in disadvantaged, predominantly minority urban neighborhoods with an average child poverty rate of 47.5%, more than double the national rate of 20.3%. The remaining counties and the remote part of Hamilton are highly rural with an average child poverty rate of 26.3%. Moreover, 19 census tracts in this region are USDA-designated food deserts, contributing to a 21.2% child food-insecurity rate (or 1 in 5).

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

We target students who receive Sack Packs and/or participate in school mobile pantry distributions during the academic year, as this population is most at-risk of summer hunger. We train our agency partners, who lead the sites and organize distributions, to determine eligibility, which is based on income using current Poverty Guidelines or proof of participation in a government-regulated assistance program, such as SNAP or SSI. In 2020, we will distribute Summer Sacks once per week for seven weeks in June and July.

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.

We will distribute Summer Sacks to 2,365 families with children each week for 7 weeks. Because each child receives one sack, we can track the number of children served by the number of sacks distributed. Most sites serve the same families each week.

**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 requested amount is \$15,000** or 25% of your operating budget, whichever is less. You can request for less than \$15,000. You may delineate your line items requests per examples below:

- 85% of total request for the purchase of food items only. (Ex. Total request of \$15,000; 85% is \$12,750 for food)
- 15% of total request for female hygiene products and/or diapers. (Ex. Total request of \$15,000; 15% is \$2,250 for diapers and female hygiene products)
- 100% of total request for the purchase of food items
- Canned tuna will not be funded.

Food items must be delineated (i.e. canned vegetables, soup, pasta, dried beans, rice, etc.). For each food item, indicate the cost per unit (pound, carton, case, etc.) and the quantity. See attached example.

Line Item	Line Item Description	Requested Amount
Vegetarian Chili	79 cases x \$6.95/case (12 units/case yields 948 units @ approx. \$0.58/unit)	\$549.05
Black Beans – low sodium	118 cases x \$11.90/case (24 units/case yields 2832 units @ approx. \$0.50/unit)	\$1,404.20
Brown Rice	79 cases x \$10.90/case (24 units/case yields 1896 units @ approx. \$0.45/unit)	\$861.10
Applesauce - unsweetened	79 cases x \$18.75/case (24 units/case yields 1896 units @ approx. \$0.78/unit)	\$1,481.25
Chunk Chicken	79 cases x \$15.95/case (24 units/case yields 1896 units @ approx. \$0.66/unit)	\$1,260.05
Cut Corn – no salt added	79 cases x \$14.95/case (24 units/case yields 1896 units @ approx. \$0.62/unit)	\$1,181.05
Dry Pinto Beans	40 cases x \$12.55/case (24 units/case yields 960 units @ approx. \$0.52/unit)	\$502.00
Instant Oatmeal – apple cinnamon	5 cases x \$33.90/case (200 units/case yields 1000 units @ approx. \$0.17/unit)	\$169.50
Spaghetti Sauce – low sodium	79 cases x \$10.95/case (24 units/case yields 1896 units @ approx. \$0.46/unit)	\$865.05
Macaroni & Cheese	236 cases x \$7.80/case (24 units/case yields 5664 units @ approx. \$0.33/unit)	\$1,840.80
Peanut Butter	158 cases x \$14.50/case (12 units/case yields 1896 units @ approx. \$1.21/unit)	\$2,291.00
Quick Oats	79 cases x \$9.25/case (12 units/case yields 948 units @ approx. \$0.77/unit)	\$730.75
Strawberry Jelly	79 cases x \$12.75/case (12 units/case yields 948 units @ approx. \$1.06/unit)	\$1,007.25

Whole Wheat Spaghetti	95 cases x \$8.95/case (20 units/case yields 1900 units @ approx. \$0.45/unit)	\$850.25
TOTAL:		\$14,993.30

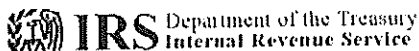
IV. Administrative Expenses Percentage

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
\$486,219	\$27,706,570	1.75%

V. Supplemental Documents Checklist: Submit the following as attachments

- Your current 501(c) (3) final determination letter from the IRS
 - List of your Board members and their affiliations
 - Your most recent, filed 990 report.
 - Part IX only of the 990 form, Statement of Functional Expenses (one page)
 - Your current operating budget (Current calendar or fiscal year)
 - 2018 Holiday Food Program Grantees: Include your evaluation report
 - Other past Holiday Food Program Grantees: Include your **most recent** evaluation report
-



OGDEN UT 84201-0029

In reply refer to: 4077591934
Nov. 21, 2014 LTR 4168C 0
62-0867645 000000 00
00034138
BODC: TE

CHATTANOOGA AREA FOOD BANK INC
2009 CURTAIN POLE RD
CHATTANOOGA TN 37406-2306



022462

Employer Identification Number: 62-0867645
Person to Contact: Ms. Wiles
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your July 14, 2014, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in February 1973.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your 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.

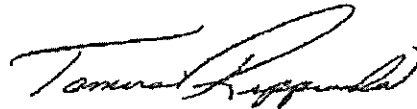
Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077591934
Nov. 21, 2014 LTR 4168C 0
62-0867645 000000 00
00034139

CHATTANOOGA AREA FOOD BANK INC
2009 CURTAIN POLE RD
CHATTANOOGA TN 37406-2306

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

Sincerely yours,



Tamera Ripperda
Director, Exempt Organizations



Fiscal Year 2020 | Board of Directors
(as of 11/07/2019)

James L. "Jim" Catanzaro, Jr., Chair
Chambliss, Bahner & Stophel, P.C.

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Taylor Hamon
Coyote Logistics

Jere Young
Civic Leader

Phil Harris, Treasurer
Kelly Auto Group

Morgan Hopkins
Tennessee Valley Authority (TVA)

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	17,350.	17,350.		
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	239,388.	203,480.	23,939.	11,969.
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	1,354,202.	839,958.	236,921.	277,323.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	19,017.	16,164.	1,902.	951.
9 Other employee benefits	155,567.	132,232.	15,557.	7,778.
10 Payroll taxes	127,558.	86,620.	19,111.	21,827.
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	29,304.		29,304.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17	221,434.			221,434.
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	57,256.		15,256.	42,000.
12 Advertising and promotion	825.	310.		515.
13 Office expenses	57,173.	45,546.	10,294.	1,333.
14 Information technology				
15 Royalties				
16 Occupancy	99,345.	74,509.	24,836.	
17 Travel	49,891.	37,907.	9,477.	2,507.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	5,535.	5,535.		
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	285,972.	214,479.	71,493.	
23 Insurance	62,487.	46,865.	15,622.	
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 COST OF FOOD DISTRIBUTE	24,610,633.	24,610,633.		
b WAREHOUSE SUPPLIES & EX	114,249.	114,249.		
c VEHICLE EXPENSE	88,847.	88,847.		
d DUES & SUBSCRIPTIONS	53,298.	45,303.	5,330.	2,665.
e All other expenses	57,239.	46,030.	7,177.	4,032.
25 Total functional expenses. Add lines 1 through 24e	27,706,570.	26,626,017.	486,219.	594,334.
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)

Chattanooga Area Food Bank
Statement of Activities
FY20 Budget

	<u>FY 20 Budget</u>
Pounds	16,316,180
% Increase	
Income/SMIF	1,627,336
Development Income	3,662,976
Other Income	4,500
Total Revenue	<u>5,294,812</u>
Cost of Events	28,550
Warehouse Operations	1,002,844
Agencies	269,401
Warehouse Expense	150,435
Vehicle Expense	109,010
Utilities	83,098
COGS	1,729,562
Administrative	604,650
Office Expense	76,043
Professional Fees	65,705
Other Expenses	92,350
Development Expenses	368,796
Programs	7,010
Insurance	332,310
Interest	9,942
Travel & Entertainment	33,350
Total Expense	<u>4,963,055</u>
EBITDA	<u>331,757</u>
Depreciation	331,209
Surplus/(Deficit)	<u>548</u>



CHATTANOOGA AREA
FOOD BANK

S.L. Gimbel Foundation Final Report

Submitted: 10/15/19

1. **Name of Organization:** Chattanooga Area Food Bank
2. **Grant #:** 20180960
3. **Grant Period:** January 1, 2019 – September 30, 2019
4. **Location of Organization:**
 - a. City: Chattanooga
 - b. State: TN
5. **Name and Title of Person Completing Evaluation:**
Sarah Aligo
Development Manager
6. **Phone Number:** 913-575-4368
7. **Email:** saligo@chattfoodbank.org
8. **Total number of clients served through this grant funding:**

1728
9. **Approximate volume of food purchased with grant funds (i.e., 10 lbs. of fresh produce; 1000 boxes; 10 cases, etc)**

43,378 lbs. of healthy staple products

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

In Summer 2019, we provided Summer Sacks, consisting of 5 lbs. of fresh fruits and vegetables and 3 lbs. of nutritious shelf-stable products to 1,728 food-insecure families with children in five counties in Southeast Tennessee – 83% more than our projected goal of 944 families. Part of this success was that while we projected to serve only four counties in TN (Rhea, Meigs, Marion, and Hamilton), we were actually able to expand our program to serve a fifth county: Grundy, which has the greatest need in our service area, with a child food insecurity rate of 25.9%. We also provided Summer Sacks in three Northwest Georgia counties: Catoosa, Chattooga, and Fannin, serving an additional 680 food-insecure families with children. In total this summer, we provided 117,320 lbs. of nutritious food, or 97,767 meals, to 2,408 families with children across 19 summer

feeding sites. Funds from the S.L. Gimbel Foundation Fund Holiday Grant were used to purchase nutritious shelf-stable products for the Summer Sacks.

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

Communication and logistics with site coordinators in our rural counties were challenging due to the small window of time for summer programs, change in schedules over the summer months (vacation, different work hours, etc.), and distance of our program sites to our main warehouse in Chattanooga, making delivery and site monitoring a very time consuming process. We had challenges in a few sites where food was distributed from a central drop off location. In some cases, these sites struggled with the volume of food and the number of regular volunteers needed to distribute throughout their communities.

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

While communication and logistics were challenging, our agency relations and operations teams worked diligently to modify delivery schedules and rearrange summer bag numbers in a way that made more sense for the site. At the end of the 2019 Summer Program term, we received mostly positive feedback that the Summer Bags went smoothly and sites want to participate again next summer (2020).

Our partnership with volunteers is vital for the implementation and sustainability of our summer feeding program. Approximately 140 community volunteers contributed 810 hours for our 2019 summer feeding program by assembling and delivering Summer Sacks, staffing distribution sites, and leading outreach and marketing efforts within their communities.

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

With the help of the Governor's Foundation for Health and Wellness, we gained contacts within Grundy County to expand our summer bag program, allowing us to serve 300 new families. This foundation also connected us with a health and community development council to leverage for future programs. As a result, this partnership is helping us expand our summer feeding efforts in a way that is impactful and sustainable.

Additionally, we were able to develop a new partnership in Hamilton County (TN) this summer with the Boys and Girls Club. In total, we were able to distribute 1,170 bags for children to take home from the Boys and Girls Club's summer programs.

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

In order to support the continuation and growth of the 2020 Summer Feeding Program, the Agency Team is continuing to identify opportunities of expansion and partnerships. We are also in the process of hiring a full-time VISTA to build the capacity of the Nutrition and Program Coordinator and the nutrition program.

Pairing Summer Sack distributions with existing summer feeding efforts allows us to maximize our impact with the limited funds available each year. Partner agencies and the volunteers they recruit keep overhead costs low and help us promote and fundraise for our summer feeding programs.

15. Please provide a narrative on how the funds were used to fulfill grant objectives.

Explain what was purchased and how funds were utilized based upon the budget that was submitted. Support documents (receipts or expense reports) can be emailed to grant-info@thecommunityfoundation.net or faxed to 951-684-1911.

Gimbel Foundation funds were applied to the following purchases, in alignment with the budget that was submitted. Receipts were emailed on October 15, 2019.

4% Brown rice – 165 cases * 10.90/case = \$1,798.50
Unsweetened applesauce – 185 cases * 18.75/case = \$3,468.75
Low sodium black beans – 75 cases * 11.90/case = \$892.50
Low sodium corn kernels – 120 cases * 14.95/case = \$1,794.00
Low sodium green beans – 188 cases * 9.90/case = \$1,861.20
Dry pinto beans – 103 cases * 12.55/case = \$1,292.65
Instant oatmeal packs (apple cinnamon) – 70 cases * 33.90/case = \$2,373.00
Mac-n-cheese – 160 cases * 7.80/case = \$1,248.00
Peanut butter – 170 cases * 14.50/case = \$2,465.00
Quick oats – 170 cases * 9.25/case = \$1,572.50
Spaghetti sauce – 200 cases * 10.95/case = \$2,190.00
Strawberry jelly – 195 cases * 12.75/case = \$2,486.25
Whole wheat spaghetti – 235 cases * 8.95/case = \$2,103.25

16. Please relate a success story.

The following is a testimonial from DeAnna Prather, who volunteers at St John United Methodist Church in Chattanooga, TN where we provided 75 summer sacks per week for 7 weeks. Drawings they received from a family they served were emailed with the receipts. They are a wonderful example of what the food received, thanks to the S.L. Gimbel Foundation's generosity, meant to the families with children who received it.

“We do a summer reading program where we help the neighborhood children with the assigned summer reading. We send these bags home with the children so they can have meals when they aren't getting them in school. This year we also had volunteers deliver

food to children in the neighborhood who did not attend our reading club. This makes a huge impact on the children that receive food. One family drew a picture and gave it to us the next time we visited that said 'thank you for the food, thank you for thinking of us.' We even ran into a child who comes to our summer programming at a school festival that remembered us as 'the people that gave them food.'

There have been a few new families starting to see us for [emergency food box] vouchers that said they were too afraid to ask before. Giving away the bags opened up the door for families to feel more comfortable coming to us for food.

We are grateful to receive those summer bags. We would do way more if we could, but our funds are not available. Those summer bags are such a huge help to people in the neighborhoods."

17. Optional secondary success story or testimonial

N/A

18. Optional third success story or testimonial

N/A

19. Which category best describes your organization: Basic Needs Support

20. What is your organization's primary Program Area of Interest: Food Bank

21. Percentage of clients served through grant in each ethnic group category. Total must equal 100%.

- a. African American
- b. Asian/Pacific Islander
- c. Caucasian
- d. Native American
- e. Hispanic Latino
- f. All Ethnicities: 100%
- g. Other
- h. Unknown

22. Approximate percentage of clients served from grant funds in each age category:

- a. Children birth-5: 25%
- b. Children 6-12: 50%
- c. Youth 13-18: 25%
- d. Young adults 18-24: 0
- e. Adults: 0
- f. Senior Citizens: 0

23. Approximate percentage of clients served with disabilities from grant funds

- a. No clients served with disabilities: 100%
- b. Physically disabled
- c. Blind & vision impaired
- d. Deaf & hearing impaired
- e. Mentally/emotionally disabled
- f. Learning disabled
- g. Speech impaired
- h. Other disability

24. Approximate percentage of clients served in economic group

- a. At/below poverty: 100%
- b. Homeless/indigent
- c. Migrant worker
- d. Working poor
- e. Other

25. Approximate percentage of clients from grant funds in each population category

- a. Single adults
- b. Families: 100%
- c. Single parent families
- d. Disabled
- e. Ethnic minority
- f. LGBTQ
- g. Abused women/children
- h. Homeless/Indigent
- i. Immigrants
- j. Military
- k. Parolees
- l. Students:
- m. Elderly
- n. Children/Youth (not included in Family)