

GRANTEE ID: 18914
\$74,460

Organization/Agency Information



Organization/Agency Name: Child Advocates of San Bernardino County		
Physical Address: 851 South Mt. Vernon Avenue, Suite 7A City/State/Zip Colton, CA 92324		
Mailing Address: PO Box 519 City/State/Zip Rialto, CA. 92377		
CEO or Director: Cesar Navarrete Title: Executive Director		
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Contact Person: Cesar Navarrete Title: Executive Director		
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Program/Grant Information

Interest Area: ☐ Animal Protection ☐ Education ☐ Environment ☐ Health ☒ Human Dignity

Program/Project Name: Connecting More Abused Children in San Bernardino County to the C.A.S.A. Program			Amount of Grant Requested: \$74,460
Total Organization Budget: \$634,573	Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 82.5%	Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100): 12.0%	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 17.5%
Purpose of Grant Request (one sentence): To expand program capacity to serve 100 more at-risk foster youth with a C.A.S.A. volunteer that mentors them and advocates for them.			
Program Start Date (Month and Year): 1/1/2017		Program End Date (Month and Year): 12/31/2017	
Gimbel Grants Received: List Year(s) and Award Amount(s): N/A			

Signatures

Board President / Chair: (Print name and Title) Date: Kent Paxton, Board Chair	Signature: 
Executive Director/President: (Print name and Title) Date: Cesar Navarrete, Executive Director	Signature: 

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I. Organization Background:

A) What are the history, mission and/or purpose of your organization? How long has the organization been providing programs and services to the community?

Developed in 1977 out of concern that the best interests of youth in foster care were being overlooked during court permanency proceedings, a Seattle Washington Judge created the advocate concept based on the use of specially trained and sworn volunteers. In 1984, Juvenile Court Judge Patrick Morris established Child Advocates of San Bernardino County to serve abused and neglected children in the San Bernardino County child welfare system under the Court Appointed Special Advocate (C.A.S.A.) national model. Today, over 76,000 Court Appointed Special Advocate volunteers across the country assure the legal, educational, and health-related rights of children in foster care.

The Child Advocates of San Bernardino County mission is to improve the quality of life for foster youth and youth on probation with stable and consistent advocacy and mentoring provided through trained community volunteers. The purpose of the organization is to recruit, screen, train, appoint, and supervise volunteers known as Court Appointed Special Advocates or C.A.S.A.s, who mentor, support, and advocate for child welfare youth safety, permanency, health, and educational equity.

B) What are some of your past organizational accomplishments (last three years)?

- C.A.S.A. has met/exceeded recruitment goals for the past 8 years.
- C.A.S.A. recently opened a satellite office in Apple Valley to better-serve the increasingly high numbers of youth being placed in the High Desert region with a local C.A.S.A.
- C.A.S.A.'s unique access to the Juvenile Court database expedites new volunteer appointments and facilitates Family Search and Engagement efforts.
- Among the first of national C.A.S.A. affiliates to do so, C.A.S.A. partners with Claremont Graduate School to measure and evaluate long-term former C.A.S.A. youth outcomes.
- C.A.S.A. partners with CSUSB Schools of Social Work, Psychology, and Child Development and the University of Redlands to expand the pool of potential volunteers and provide students with advocacy training; C.A.S.A.'s offices and program also serves as an intern site for CSUSB School of Social Work 2nd year MSW students.
- C.A.S.A. and other child-serving organizations are spearheading a County-wide mentoring initiative to recruit volunteers to serve as mentors for underserved youth.

C) What are your key programs and activities? Describe the communities you serve. Include populations, geographic locations served, and relevant statistics.

Headquartered in the City of Colton with a satellite office in Apple Valley, C.A.S.A. serves youth living in the 20,000 square-mile San Bernardino County. Key activities include community outreach, the implementation of Information Sessions to increase program awareness and invite potential volunteers to join the program; rigorous volunteer background screenings; pre-service training workshops that prepare volunteers for their advocacy work; swearing-in ceremonies with the Juvenile Court; continuing education workshops to assure current C.A.S.A.s stay informed of best practices and new legislation affecting foster youth;

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C.A.S.A./youth appointments; C.A.S.A. volunteer supervision and case management; wait list youth assessment and monitoring; and youth events.

The C.A.S.A. program serves children and youth aged 5 - 21 with an open dependency or delinquency case in the county of San Bernardino. In 2015, C.A.S.A. served 353 youth with 282 C.A.S.A.'s who provided 7,915 hours of advocacy for their children.

II. Project Information:

A) Statement of Need

1. Specify the community need you want to address and are seeking funds for.

In San Bernardino County, an estimated 5,700 youth are currently in the child welfare system – a 17% increase since 2014. C.A.S.A.'s comprehensive county-wide volunteer outreach plan assures volunteers are continually recruited, screened, and trained to advocate for foster youths' education, health, and permanency needs - but the need for C.A.S.A. volunteers remains great. C.A.S.A. is seeking funding to provide services to more of these youth in care; such services address their typically low education attainment (high school and college), poor long-term life outcomes including poverty and high incarceration rates, placement difficulties, the physical, mental, and emotional consequences of abuse, and the challenged foster family environments in which the majority live.

Only 49% of foster youth complete high school or receive their GED. Approximately 75% of foster youth perform below grade level standards; by third grade, 80% have had to repeat a grade. With each school change, foster youth fall further behind academically - losing an average of 4 to 6 months of educational attainment each time they change schools. School difficulties are reflected in placement problems and have been shown to be a frequent factor in placement breakdown (Francis, 2000). Conversely, instability of placement is a major obstacle to academic achievement for most children in care.

Foster students also have lower enrollment rates in California community college, and have lower rates of persistence for a second year in community college than other disadvantaged students.

In one study, median earnings among employed former foster youth were 59% of their peers' income. Foster youth are also several times more likely to rely on public assistance; adults who previously spent time in the foster care system are incarcerated at disproportionately higher levels in California State Penitentiaries (In School and On Track: The Attorney General's 2014 Report on the California Elementary School Truancy & Absenteeism Crisis).

Abused and/or neglected children often have undiagnosed learning and physical disabilities resulting from the abuse and/or neglect they have suffered.

"Just 56 percent of foster parents have a high school education and almost half of foster parents are unmarried. Foster families have more children than typical homes, with a high proportion of homes having five or more children. In other words, abused and neglected children live in foster homes with adults who have less education, less disposable income, and a higher child-to-adult

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ratio than most American families" (U.S. Foster Care: A Flawed Solution that Leads to More Long-Term Problems?, Deb Stone, May 12, 2014).

B) Project Description

1. Describe your project. How does your project meet the community need? What is unique and innovative about this project?

C.A.S.A. implements the following strategies to recruit, train, screen, and activate volunteers:

Volunteer Recruitment:

Consistent, on-going community outreach that includes attending community resource fairs, presentations to service clubs, chambers of commerce, schools, universities, colleges, and faith-based and community-based organizations to promote the C.A.S.A. program and develop interest in supporting the organization.

Information Sessions:

Information sessions are hour-long planned presentations to audiences of approximately 5-10 people that detail the organization, its mission, program, structure, and outcomes to elicit interest in attending the C.A.S.A. pre-service training.

C.A.S.A. Pre-Service Training:

C.A.S.A. of San Bernardino County utilizes the California C.A.S.A. Association training curriculum which is a 30-hour comprehensive training program that covers youth advocacy in-depth - from the principles and concepts that guide C.A.S.A. volunteer advocacy, to volunteer responsibilities, organizational structure, the child welfare system, the court process, mandated reporting, cultural competence, child development, emotional and psychological issues, the impact of abuse and neglect, permanency planning, and the core responsibilities for effective C.A.S.A. advocacy.

Screening Process:

All prospective volunteers must pass full Department of Justice, the FBI, and the California Child Abuse Index background screenings and Live Scan screening before moving on to the next step in the process.

One-On-One Interview:

Prospective volunteers must also participate in an in-person interview with two C.A.S.A. staff - including the Community Outreach Manager and frequently, the Executive Director to insure that C.A.S.A. is a good match.

Volunteers are Sworn-In:

Trained and screened volunteers participate in the swearing-in ceremony held at the San Bernardino County Dependency Court in the City of San Bernardino; all volunteers read and sign their C.A.S.A. oath.

Advocate Assignment/Appointment/Activation:

The Community Outreach Coordinator and an Advocate Supervisor work together to coordinate the process of transitioning new advocates to their new court appointed role which includes

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youth selection by volunteers, appointment notification to the court; Advocate Supervisor assignment; and volunteer and youth initial introduction. C.A.S.A.s serve their youth for 10-15 hours a month during their 18-month commitment by attending every court hearing, making recommendations, and submitting court reports; assessing youth placement by evaluating their living environment; tracking academic progress; working with teachers, schools, and foster parents; providing connections to other resources like the Independent Living Program; and conducting Family Search & Engagement.

C.A.S.A.'s pre-service training promotes a rights-based approach to advocacy by using the law to secure what child welfare youth are entitled to or need; for example, C.A.S.A.s uphold legislation like:

1. Assembly Bill 490 - protects foster youth from education inequities by addressing the barriers to equal educational opportunity.
2. Assembly Bill 167 - exempts pupils in foster care from school district graduation requirements that exceed state graduation requirements if the 11th or 12th grade pupil transfers to the district or a high school within a district, and would not be reasonably able to complete the additional district requirements (California Department of Education).
3. The 2012 Uninterrupted Scholars Act - a national law that permits the release of school records by educational institutions to a social worker or Education Rights Holder/C.A.S.A.

Rights-based advocacy is different from typical service-based strategies which assess each youth's strengths and needs to determine what resources should be secured. Because of their court sanctioned role, C.A.S.A.s have legal access to a child's court, academic, and healthcare records, and because of their 18-month time commitment, they can make greater impacts on their youth's long-term education/training, employment, housing and financial stability outcomes.

Continuing Education Workshops:

Continuing education workshops facilitated by subject-matter experts help current C.A.S.A.s stay informed on best practices and new legislation affecting foster youth.

C) Project Goal, Objectives, Activities and Expected Outcomes

The goal of the C.A.S.A. program is to appoint a C.A.S.A. volunteer to every youth currently on the C.A.S.A. wait list.

Objective I: Increase the number of county-wide C.A.S.A. program Information Sessions held from 20 to 30.

Activities:

1. Hire one additional full-time Community Outreach Coordinator (COC).
2. Create the county-wide Outreach Plan and Information Session schedule.
3. Assign COC's to their regions.
4. COC's implement regional outreach plans.
5. COC's implement 30 Information Sessions.

Expected Outcomes:

1. 300 prospective volunteers attend Information Sessions.

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Objective II: Increase the number of prospective volunteers attending the nine scheduled C.A.S.A. pre-service training workshops from an average of 10 attendees to 15 attendees.

Activities:

1. Community Outreach Manager schedules monthly pre-service trainings.
2. Prospective volunteers are scheduled for one of nine trainings.
3. Venue and subject-matter experts are scheduled; and materials are prepared.

Expected Outcomes:

1. 100 new volunteers complete the pre-service C.A.S.A. training.

Objective III: Reduce the number of youth on the C.A.S.A. wait list by 100 youth.

Activities:

1. Hire a new full-time Advocate Supervisor responsible for supporting 30 C.A.S.A.s.
2. 100 new C.A.S.A. volunteers are screened, sworn-in and appointed to a youth on the wait list.

Expected Outcomes:

1. Children's education rights are protected.
2. Children advance to the next grade level.
3. High school seniors in the C.A.S.A. program graduate high school.
4. Children experience speedy and consistent school enrollment.
5. Children attend school regularly.
6. Children receive support to prevent serious behavior problems at school.
7. Children receive quality services for special education needs.
8. Youth receive financial aid, scholarships, and housing support to complete college.
9. Children have opportunities for their overall social development.
10. Learning disabilities are identified.

D) Timeline - Provide a timeline for implementing the project. State the start date and ending date of the project, include timeframes for specific activities, as appropriate.

Month:	Activity/Activities:	Due date:	Output:
1/2017	Hire FT COC & FT AS	2/2017	Qualified staff are oriented & trained
2/2017	Develop county-wide outreach plan & Info Session schedule	2/2017	Community Outreach staff are assigned to regions
2/2017 to 12/31/17	COC staff implement outreach plans & Information Sessions	12/31/17	30 Information Sessions are implemented; 300 prospects attend
1/2017 to 12/31/17	Implement 9 C.A.S.A. pre-service trainings	12/31/17	100 individuals have completed pre-service training
1/2017 to 12/31/17	Screen 100 new volunteers	12/31/17	100 volunteers pass background screening
1/2017 to 12/31/17	Implement 9 C.A.S.A. swearing in ceremonies	12/31/17	100 C.A.S.A.s are sworn-in
1/2017 to 12/31/17	C.A.S.A.s & AS's work together on youth appointment	12/31/17	100 C.A.S.A.s are matched to 100 youth on wait list; Advocate Supervisors support assigned

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			C.A.S.A.s
1/2017 to 12/31/17	Implement 10 continuing education workshops	12/31/17	As a result of increased attendance, 200 (100 new) C.A.S.A.s attend continuing education workshops
1/2017 to 12/31/17	Case manage 100 new and 120 current volunteers	12/31/17	220 C.A.S.A.s receive support
1/2017/12/31/17	Assess 200 youth on the C.A.S.A. wait list	12/31/17	200 youth are evaluated & prioritized for C.A.S.A. appointment

E) Target Population - Who will this grant serve? How many people will be impacted? Provide a breakdown: Number of Children, Youth, Adults, Seniors, Animals.

This grant will serve the 100 foster youth currently on the C.A.S.A. wait list; 100 appointed youth; 100 current C.A.S.A. volunteers; and a projected 100 new C.A.S.A. volunteers.

The typical C.A.S.A.-assisted youth is age 12 and older who is particularly at-risk for poor long-term outcomes due to uncertain family reunification; lack of familial relationships or significant life-long connections; youth are pregnant and/or parenting; high risk for juvenile delinquency; medically fragile; on psychotropic medication; and at or near child welfare system emancipation (exit). The program particularly focuses on foster youth who are academically behind; academically failing; and/or not on track to graduate high school as a result of described barriers.

The secondary target population are adult men and women aged 21 and older, representing a broad spectrum of professions, backgrounds, and experiences who have made a commitment to support foster youth as part of a holistic approach to enrich youth quality of life, self-sufficiency, and achievement of their highest potential. The most successful C.A.S.A.s are passionate about helping multi-risk children; have strong communication and listening skills and a willingness to learn; and enjoy using research/investigation skills.

F) Projects in the Community - How does this project relate to other existing projects in the community? Who else in the community is providing this service or has a similar project? Who are your community partners (if any)? How are you utilizing volunteers?

There are over 30 “mentoring” programs providing services in San Bernardino County (4/2/14 Children’s Network Mentor and Resources Directory). Mentoring programs listed include after school athletic, religious, bereavement, leadership, and tutoring programs. However, C.A.S.A. is the only mentoring program offering one-on-one legal advocacy support provided by sworn officers of the court who are able to access children’s school, legal, and health records. Such access increases their mentoring and advocacy effectiveness and assures youth receive the services and support they are entitled to/need.

C.A.S.A.’s Executive Director is the current Co-Chair of the San Bernardino County Mentoring Task Force. C.A.S.A. works closely with Big Brothers and Big Sisters of the Inland Empire (BBBSIE) – recently partnering to apply for two Federal grants: 1.) A mentoring grant in

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partnership with Inland Empire United Way, Mentoring Action Network, and Voices for Children; and 2.) Support for victims of trafficking in partnership with Family Assistance Program. C.A.S.A.'s partnership with San Bernardino County Children and Family Services and the office of the San Bernardino County Superintendent of Schools, assures C.A.S.A.s have access to their child's school records and meet with teachers, counselors, and Principals on behalf of their appointed child. C.A.S.A. also works with the San Bernardino County Probation Department, San Bernardino County Juvenile Court, the Children's Network, Department of Behavioral Health, and the San Bernardino County Public Defender's Office.

The success of the C.A.S.A. program depends on volunteers who provide the direct one-on-one services – without volunteers, there would not be a C.A.S.A. program.

F) Evaluation - How will progress towards the objectives be tracked and outcomes measured? C.A.S.A. uses C.A.S.A. Tracker to facilitate continuous data collection for all grants and programs. C.A.S.A. measures program progress by the number of:

1. Community Information Sessions completed.
2. Individuals attending the community Information Sessions.
3. 30-hour training workshops implemented.
4. Individuals completing the 30-hour training program.
5. Newly trained volunteers sworn-in by the court.
6. C.A.S.A.s appointed to a child/youth.
7. Hours C.A.S.A.s serve their youth.
8. Youth on the C.A.S.A. wait list.
9. Continuing education workshops implemented.
10. Volunteers attending continuing education workshops.
11. Cases closed.
12. Volunteer Impact Surveys completed for each child.
13. C.A.S.A. youth who advance to the next grade level.
14. C.A.S.A. youth who enter post-secondary education/training.
15. C.A.S.A. high school seniors who graduate high school.

Tracking results and annual and quarterly project goals and objectives are discussed, evaluated, and reported at regular monthly staff meetings, and reported to funders at required reporting periods. Any off-target outcomes are addressed by detailing concrete plans that assure goals and objectives are achieved by the end of each fiscal year.

Volunteer Impact Surveys measure youth qualitative progress during their time in the program. The initial survey identifies each youth's challenges and capacities and helps C.A.S.A.s determine the interventions the youth requires. Surveys are completed a minimum of 3 times during a youth's time in the program and are designed to measure a youth's progress across several dimensions including: physical and mental health, well-being, education, visitations and connections, permanency planning, life and social skills development, access to resources, and their progress on identified post-emancipation life goals.

G) Use of Grant Funds - How will you use the grant funds?

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S.L. Gimbel Foundation funds will be used to increase organization capacity to serve more youth (100) on the C.A.S.A. wait list. Funds will support one additional full-time Community Outreach Coordinator responsible for expanding community outreach activities and for implementing additional Information Sessions to recruit more C.A.S.A. volunteers. Funds will also support 50% of the costs for a full-time Advocate Supervisor to supervise new C.A.S.A.s entering the program. An additional Advocate Supervisor will support 30 volunteers at any given time; with 200 foster youth currently on the C.A.S.A. wait list – additional volunteers and the staff to support them are urgently needed.

III. Project Future:

A) Sustainability - Explain how you will support this project after the grant performance period. Include plans for fundraising or increasing financial support designated for the project.

C.A.S.A. will support this project via proven strategies like individual contributions; contracts, sponsorships, corporate and foundation grants; and annual fund raising events. Kicking off next month, a new donor development plan that secures 300 recurring monthly donors is expected to raise an additional \$100,000 per year.

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

A) Governance - Describe your board of directors and the role it plays in the organization. What committees exist within your board of directors? How does the board of directors make decisions?

C.A.S.A. is provided strategic oversight by a non-compensated Board of Directors; most have been members of the C.A.S.A. board for two years or more. Meeting 6 times/year, members represent the legal, child-serving, justice, education, and county government sectors.

Committees: Executive, Recruitment, Community Outreach, Finance, and Fundraising. The Board has always been supportive of the organization's staff, programs, fundraising events/campaigns and Strategic Planning.

B) Management - Describe the qualifications of key personnel/staff responsible for the project. Maggie Harris, Community Outreach Manager, B.A. Behavioral Sciences; M.A. Marriage and Family Therapy – Maggie recruits, screens and trains volunteers to mentor/advocate for foster youth; administers community development and recruitment plans; supervises staff and Outreach & Marketing team; maintains volunteer training manual and marketing materials/strategies. Maggie will be responsible for developing and monitoring the regional outreach plans and the initial orientation and training of the new Community Outreach Coordinator.

Trisha Hendricksen, Program Manager, B.A. Criminal Justice; M.A. Criminal Justice – Trisha manages the program team and supervises all Advocate Supervisors; maintains quarterly continuing education and agency event calendar; coordinates and executes events, collects and analyzes all data, and develops and maintains collaborative relationships. Trisha will be responsible for hiring, training, and supervising the new Advocate Supervisor.

Cesar Navarrete, Executive Director, B.A. Criminal Justice; MPA – is responsible for organizational oversight, sustaining the organization; and for directing the strategic vision developed by the Board of Directors.

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V. Project Budget and Narrative

A) **Budget Table:** Provide a detailed line-item budget for your **entire** project by completing the table below.

Requested line items should be limited to Ten (10) line items. The less the better.

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)

VI) Line items on Salaries/Personnel included in budget (contribution or in-kind) but NOT requested from the Gimbel Foundation must be broken down per number 2) above: Provide rate of pay per hour and number of hours.

Line Item Request	Line Item Explanation	Support From Your Agency	Support From Other Funders	Requested Amount From Gimbel/TCF	Line Item Total of Project
(1FTE) Community Outreach Coordinator	\$16/hr. x 40 hrs./wk. x 52 weeks			\$33,280	\$33,280
(1 FTE) Advocate Supervisor	\$16/hr. x 40 hrs./wk. x 52 weeks		\$16,640	\$16,640	\$33,280
100 Volunteers (in-kind contribution)	100 volunteers x 15/hrs./month x \$26.87 (Independent Sector Value of Volunteer Hour in State of California, 2014)	\$40,305			
Volunteer background checks/screenings	100 vols. X \$75/screening			\$7,500	\$7,500
Marketing & Outreach materials & paid advertising				\$7,000	\$7,000
Youth events	\$21.00/youth x 20 youth = \$420 x 12 activities/year			\$5,040	\$5,040
Volunteer incentives/recognition	200 gas cards x \$25.00/card			\$5,000	\$5,000
TOTALS:		\$40,305	\$16,640	\$74,460	\$91,100

B) **Narrative:** The budget narrative is the justification of “how” and/or “why” a line item helps to meet the project deliverables. Provide a description for each line item request as necessary. Explain how the line item relates to the project. If you are requesting funds to pay for staff, list the specific duties of each position. See attached SAMPLE Project Budget and Budget Narrative

Com. Outreach Coordinator - Coordinates and conducts presentations at appropriate community civic organizations; actively seeks creative ways to raise community awareness about C.A.S.A. program; recruits volunteers; conducts monthly C.A.S.A. Information Sessions; conducts nine 30-hour trainings throughout the year; and facilitates the new volunteer application, screening, and training process; \$16/hr. x 40 hrs./wk. x 52 weeks = \$33,280.

Advocate Supervisor - Provides professional support to volunteer advocates ensuring that children involved with the C.A.S.A. program receive sound advocacy and permanency planning; collaborates with Outreach Coordinator in transitioning volunteers from training to case appointment; coordinates the process of assigning volunteer advocates to cases (including scheduling case file review appointments, submitting appointment paperwork to

court);serves as a liaison between the courts, social workers, lawyers, and other health providers, conducts new referral assessments; facilitates continuing education workshops; and coordinates youth events:. \$16/hr. x 40 hrs./wk. x 52 weeks x .50 = \$16,640.

Volunteer background checks/screenings – To screen 100 new volunteers via FBI, DOJ, CACCI, DMV, Social Security, and National Sex Offender Registry databases: 100 vols. X \$75/screening = \$7,500.

Marketing – Total = \$7,000

Billboard ads to promote volunteer opportunities (one on the 15 freeway in High Desert Region; one on the 10 freeway): \$2,000.

Newspaper ads placed in local newspapers: \$1,000.

Radio ads (6 months of broadcast marketing for program promotion): \$3,000.

C.A.S.A. brochures: 7500 x .133 each = \$1,000.

Youth events – To implement monthly social activities for up to 20 youth (i.e., movie nights, game nights, plays, concerts, theme parks, and other recreational activities): \$21.00/youth x 20 youth = \$420 x 12 = \$5,040.

Volunteer incentives/recognition – To purchase 200 \$25.00 gas cards for those volunteers travelling over 50 miles a month in the performance of their advocacy duties: 200 x \$25.00 = \$5,000.

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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
Children & Family Services, Government	\$176,000
San Bernardino Juvenile Court, Government	\$72,000
Judicial Council of CA, Government	\$50,000
Ceres FD, Foundation	\$100,000
San Manuel Band of Mission Indians, Foundation	\$25,000
Inland Empire United Way, Foundation	\$25,000
In-N-Out Burger FD, Foundation	\$20,000
Inland Empire United Way Desert Communities Region	\$15,000
Ontario Community Foundation	\$7,500
Bank of America	\$7,500

Pending

Name of Funder: Foundation, Corporation, Government	Amount	Decision Date
Northrop Grumman, Corporation	\$5,000	1/1/2017
Walmart, Foundation	\$67,650	1/1/2017
Union Bank, Foundation	\$5,000	1/1/2017
US Bank, Corporation	\$5,000	1/1/2017
BNSF, Corporation	\$5,000	1/1/2017
Arrowhead United Way	\$20,000	9/1/2017
S.L. Gimbel Foundation	\$74,460	10/2017

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	\$2,000	.4%	Program Fees	\$0	
Fundraising/Special Events	\$45,000	7.6%	Interest Income	\$0	
Corp/Foundation Grants	\$244,500	41%	Other:	\$	
Government Grants	\$303,147	51%	Other:	\$	

Notes:

Total: \$595,147

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VII. Financial Analysis

Agency Name: Child Advocates of San Bernardino County

Most Current Fiscal Year (Dates): From 7/1/2014 to: 6/30/2015

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
\$623,952	\$514,945	\$74,601	\$34,408

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
\$623,952	Columns B / A x 100	Columns C / A x 100	Columns D / A x 100
Must equal 100%	82.5%	12.0%	5.5%

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

Percentage of Organization's <u>Current</u> Total Budget used for Administration	Column C, Management & general expenses per 990 above	Differential
19.0 %	12.0%	7.0 %

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

2016 S.L. Gimbel Foundation APPLICATION

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
\$30,560	\$18,600	\$20,656	2.37

Excess or Deficit for the Year:

Excess or (Deficit)	Excess or (Deficit)
Most recent fiscal year end	Prior fiscal year end
\$15,000.00	\$2,313.00

Notes:

III. 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), budget page and budget narrative (see sample) 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 (see sample Budget Comparison)	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.	



CHILD ADVOCATES OF SAN BERNARDINO COUNTY

851 S. Mt. Vernon Ave. Suite 7
Colton CA. 92324
909.881.6760 F: 909.881.6764
www.casaofsb.org

2016 BOARD OF DIRECTORS ROSTER

Kent Paxton- President Office of 5 th District Supervisor Josie Gonzalez 385 N. Arrowhead Ave 5 th Floor San Bernardino, CA 92415-0110 Phone: 909-387-4565 Fax: 909-387-5392 Kpaxton5000@gmail.com 2011	Monique Hernandez- Vice President Human Services Administration County of San Bernardino 1554 Barton Rd. PMB 281 Redlands, CA. 92373 Tel: 909-388-0172 Cell: 909-913-0248 E:hernandezmm@hss.sbcounty.gov 2014	Candace Hadley- Treasurer Retired 1121 W. Highland Ave Redlands, CA 92373 P: 909.792.8888 C: 530.518.1268 cahadley@aol.com 2012
Phyllis Morris San Bernardino County Public Defender C: 760-486-3839 E: pmorris@pd.sbcounty.gov 2015	Michelle Gilleece Freidman, Gebbe, Cazares & Gilleece- Partner 4532 Mission Ave. Riverside, CA 92501 P: 951.255.5267 F: 909.884.4643 mhgilleece@gmail.com 2012	Susan Porter University of Redlands Associate Professor 36 N. Buena Vista Redlands, CA. 92373 P: 916-206-1059 E: susan_porter@redlands.edu 2015
Karen Bell Deputy District Attorney- retired PO Box 519 Rialto, CA 92377 P: 909.855.7383 E: klbell909@yahoo.com 2013	Cathy Cimbalo Director- Children and Family Services- retired PO Box 519 Rialto, CA 92377 P: 909.855.7108/909-985-4903 E: cimbalo111@msn.com 2014	
Judge Annemarie Pace Advising Board Member Presiding Juvenile Court Judge P: (909) 269-8921. E: Apace@sb-court.org		


CASA of San Bernardino County Operating Budget	15-16	16-17 Projections
Income		
Individual Contributions	\$10,000.00	\$20,000.00
Corporate/Foundation Grants	\$248,500.00	\$335,000.00
Govenrment Grants	\$303,147.00	\$350,000.00
Fundraisers/Events	\$45,000.00	\$50,000.00
Total	\$606,647.00	\$755,000.00
Payroll Expenses (Salary, Taxes and Processing)	\$374,800.00	\$435,261.60
ED	\$69,452.00	\$69,452.00
Program Manager	\$52,000.00	\$52,000.00
Community Outreach Manager	\$57,062.00	\$42,993.60
Community Outreach Coordinator	\$33,446.00	\$35,672.00
COC High Desert	\$15,600.00	\$17,680.00
COC (Gimbel Foundation)		\$33,280.00
Advocate Supervisor	\$42,744.00	\$42,744.00
AS	\$37,936.00	\$41,600.00
AS X 2	\$66,560.00	\$66,560.00
Advocate Supervisor (Gimbel Foundation)		\$33,280.00
Americorps member		\$10,000.00
Health Benefits	\$36,000.00	\$36,000.00
Rent	\$35,000.00	\$35,000.00
Computer Expense (Supplies, Labor,)	\$24,000.00	\$24,000.00
Utilities (phone, internet, elec)	\$13,000.00	\$13,000.00
Membership	\$750.00	\$1,000.00
Youth Events	\$2,500.00	\$7,500.00
Meetings	\$500.00	\$1,000.00
Volunteer Retention (mileage, appreciation event)	\$7,500.00	\$12,500.00
Agency Events	\$3,000.00	\$5,000.00
Staff Training/Prof Dev.	\$2,000.00	\$2,000.00
Volunteer Training Mat. (incl food and fingerprints)	\$12,000.00	\$19,500.00
Agency Insurance	\$18,840.00	\$18,840.00
Prof Services (Auditor, PH Intern, Dev, Consult.)		
Grant Writer	\$12,000.00	\$12,000.00
Volunteer Impact Study analysis	\$2,500.00	\$2,500.00
Audit	\$7,650.00	\$7,650.00
Consultant		\$10,000.00
Office (postage, supplies, equip. leases, mtg. exp)	\$12,000.00	\$17,000.00
Travel (Hotel, Meal, Registration, Transportation for National CASA Conference)	\$3,000.00	\$3,000.00
Mileage	\$10,800.00	\$10,800.00
Marktg/Outreach Material	\$14,000.00	\$21,000.00
Agency Savings/Investments		
Total	\$591,840.00	\$704,551.60
Revenue Less Expenditure	\$14,807.00	\$50,448.40

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.				
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.	67,697.	57,542.	8,124.	2,031.
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.	320,906.	276,085.	33,908.	10,913.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions).				
9 Other employee benefits.	44,630.	40,167.	4,017.	446.
10 Payroll taxes.	39,096.	35,186.	3,519.	391.
11 Fees for services (non-employees):				
a Management.				
b Legal.				
c Accounting.	9,072.		9,072.	
d Lobbying.				
e Professional fundraising services. See Part IV, line 17.	12,678.			12,678.
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.)	8,121.	5,522.	1,381.	1,218.
12 Advertising and promotion.	16,007.	12,486.	2,721.	800.
13 Office expenses.	11,063.	9,956.	996.	111.
14 Information technology.				
15 Royalties.				
16 Occupancy.	40,604.	36,543.	3,654.	407.
17 Travel.	915.	622.	156.	137.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials.				
19 Conferences, conventions, and meetings.	1,930.	1,718.	212.	
20 Interest.				
21 Payments to affiliates.				
22 Depreciation, depletion, and amortization.	13,887.	9,443.	2,361.	2,083.
23 Insurance.	10,932.	9,839.	984.	109.
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 Staff & volunteer appreciation	10,659.	7,248.	1,812.	1,599.
b Equipment rental	9,903.	6,734.	1,684.	1,485.
c Program expenses	4,076.	4,076.		
d Children services	1,776.	1,776.		
e All other expenses				
25 Total functional expenses. Add lines 1 through 24e.	623,952.	514,943.	74,601.	34,408.
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).				

 **IRS** Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248156166
Dec. 24, 2014 LTR 4168C 0
33-0362613 000000 00
00023000
BODC: TE

CHILD ADVOCATES OF SAN BERNARDINO
COUNTY
PO BOX 519
RIALTO CA 92377



006449

Employer Identification Number: 33-0362613
Person to Contact: Mr. Galluppi
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Dec. 15, 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 1994.

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.



Strengthening Inland Southern California through Philanthropy



BOARD OF DIRECTORS

September 23, 2016

S. L. Gimbel Foundation Fund

Philip Savage IV
Chair of the Board

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Vice Chair of the Board

Pat Spafford, CPA
Chief Financial Officer

Sergio Bohon
Secretary of the Board

Dr. Paulette Brown-Hinds

Rabbi Hillel Cohn

James Cuevas
Immediate Past Board Chair

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Kirk Harns

Dr. Fred Jandt

Andrew Jaramillo

Dr. Albert Karnig

D. Matthew Pim

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Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

Dr. Jonathan Lorenzo Yorba
President and CEO

Mr. Cesar Navarrete

Executive Director

Child Advocates Of San Bernardino County

851 South Mt. Vernon Avenue, Suite 7A

Colton, CA 92324

Dear Mr. Navarrete:

Congratulations! A grant has been approved for Child Advocates Of San Bernardino County in the amount of \$74,460.00 from the S.L. Gimbel Foundation. The performance period for this grant is October 1, 2016 to September 30, 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:

To support the C.A.S.A. program to serve 100 at-risk foster youth.

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, October 7, 2016.** Be sure to copy 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 by October 15, 2017** and a copy will be available online.

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.

Sincerely,

Celia Cudiamat

Executive Vice President of Programs

10914 Child Advocates Of San Bernardino County 20160629

GIMB-2R





Strengthening Inland Southern California through Philanthropy

3700 Sixth Street, Suite 200
Riverside, CA 92501
P: 951-241-7777 F: 951-684-1911
www.thecommunityfoundation.net

2016 S.L. Gimbel Foundation Fund Grant Agreement

Organization: Child Advocates Of San Bernardino County
Grant Amount: \$74,460 **Grant Number:** 20160629
Grant Period: October 1, 2016 to September 30, 2017
Purpose: To support the C.A.S.A. program to serve 100 at-risk foster youth.

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

Cesar Navarrete

Printed Name

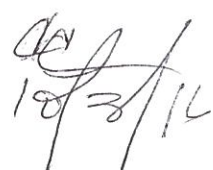
9-26-16

Date

Executive Director

Title

Organization: 10914 Child Advocates Of San Bernardino County
Grant Number: 20160629





Strengthening Inland Southern California through Philanthropy



BOARD OF DIRECTORS October 7, 2016

Philip Savage IV
Chair of the Board

Sean Varner
Vice Chair of the Board

Pat Spafford, CPA
Chief Financial Officer

Sergio Bohon
Secretary of the Board

Dr. Paulette Brown-Hinds

Rabbi Hillel Cohn

James Cuevas
Immediate Past Board Chair

Paul Granillo

Stanley Grube

Kirk Harns

Dr. Fred Jandt

Andrew Jaramillo

Dr. Albert Karnig

D. Matthew Pim

Teresa Rhyne

Kathleen Sawa

Dr. Henry Shannon

Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

Dr. Jonathan Lorenzo Yorba
President and CEO

Mr. Cesar Navarrete
Executive Director
Child Advocates Of San Bernardino County
851 South Mt. Vernon Avenue, Suite 7A
Colton, CA 92324

Dear Mr. Navarrete:


The Community Foundation is pleased to enclose a grant check for \$74,460 from the S. L. Gimbel Foundation, a component fund at The Community Foundation. By cashing the grant check, you are agreeing to the conditions stated under the *Terms of Grant* which you have signed and returned.

The completed Grant Evaluation form is due by October 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 (name of project/program) is supported by a grant from The S. L. Gimbel Foundation." You may send copies of articles printed in local papers, stories in your agency newsletter, annual report, press releases, and other publications for our files.

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

20160629

41425

GIMB75



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



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



A Financial Services Company
3695 Main Street, Riverside, CA 92501
90-3414/1222

EMV® Check Fraud
Protection for Business

41425

PAY * Seventy-Four Thousand Four Hundred Sixty and no/100 *

TO THE
ORDER OF

DATE

AMOUNT

10/05/2016

\$ ****74,460.00

Child Advocates Of San Bernardino County
851 S. Mt. Vernon Ave., Suite 7A
Colton, CA 92324



Jonathan Lorenzo Flores
Chris Indrianto
AUTHORIZED SIGNATURE

Security features. Details on back.

⑈041425⑈ ⑆122234149⑆ 244124437⑈

The Community Foundation

41425

10914 Child Advocates Of San Bernardino County

10/05/2016 041425

20160629	08/08/2016	C.A.S.A. program to serve 100 at-risk foster youth	74,460.00
GIMB	S.L. Gimbel Foundation Advised Fund		74,460.00

CHECK TOTAL: \$ ****74,460.00

The Community Foundation

41425

10914 Child Advocates Of San Bernardino County

10/05/2016 041425

20160629	08/08/2016	C.A.S.A. program to serve 100 at-risk foster youth	74,460.00
GIMB	S.L. Gimbel Foundation Advised Fund		74,460.00

CHECK TOTAL: \$ ****74,460.00