

\$25,000

Organization / Agency Information

Organization/Agency Name: Child Guidance Center, Inc.		
Physical Address: 525 Cabrillo Park Drive, # 300		City/State/Zip Santa Ana, CA 92701
Mailing Address: 525 Cabrillo Park Drive, # 300		City/State/Zip Santa Ana, CA 92701
CEO or Director: Lori M. Pack, LCSW		Title: Chief Executive Officer
Phone: (714) 953-4455 x 617	Fax: (714) 547-8855	Email: lpack@cginc.org
Contact Person: Marta Shinn, Ph.D.		Title: Lead Research Scientist
Phone: (714) 953-4455 x 665	Fax: (714) 547-8855	Email: mshinn@cginc.org
Web Site Address: www.childguidancecenter.com		Tax ID: 95-2546170

Program / Grant Information

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

Program/Project Name: Family Mealtime Coaching and Active Play to Treat Pediatric Obesity			Amount of Grant Requested: \$25,0000
Total Organization Budget: \$6,035,482	Per 990, Percentage of Program Service Expenses (Column B/Column A x 100): 87.3%	Per 990, Percentage of Management & General Expenses Only (Column C/Column A x 100): 11.5%	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D/Column A x 100): 12.7%
Purpose of Grant Request (one sentence): This project aims to reduce rates of pediatric obesity in Santa Ana and neighboring cities by engaging families in live mealtime coaching and active play at a community based clinic(s) serving at-risk youth.			
Program Start Date (Month and Year): 07/01/2017		Program End Date (Month and Year): 06/30/2018	
Gimbel Grants Received: List Year(s) and Award Amount(s) N/A			

Signatures

Board President / Chair: (Print name and Title) H. Kent Falk Board Chair	Signature: <i>H. Kent Falk</i>	Date: 06/09/17
Executive Director/President: (Print name and Title) Lori M. Pack, LCSW Chief Executive Officer	Signature: <i>Lori Pack</i>	Date: 6/9/17

2017 S.L. Gimbel Foundation Fund APPLICATION Narrative

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?

Child Guidance Center (CGC) was founded in 1967 as a 501©3 nonprofit by concerned parents and mental health professionals. Our mission is to provide quality outpatient mental health & trauma treatment, empower families to reach their potential, and provide education.

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

Recently CGC has undergone significant growth and expansion. In 2016 our Orange County Health Care Agency (HCA) Medi-Cal contract was awarded for the 43rd consecutive year since 1973. The contract expansion permitted us to grow our clinical staff and serve more families. In 2015 CGC and a group of community agencies launched the Strong Families Strong Children program to provide behavioral health and resource navigation services to the children/families of active service or veteran military members. We secured new grants from the Women's Philanthropy Fund to award active play scholarships to youth. In 2014 we received a multi-year grant from the Orange County United Way totaling \$250,000 for the Family Mealtime Coaching Program. Our annual fundraising event, Holiday Tree Fantasy, steadily increased in attendance and monies raised – last year exceeding \$140,000. Our Board of Directors consists of long-term members dedicated to non-profit service and ensuring the financial stability of the agency.

C) What are your key programs and activities? Describe the communities you serve.

Include populations, geographic locations served, and relevant statistics.

CGC's multidisciplinary staff of 60+ clinicians serve over 1000 at-risk children weekly to achieve balance through evidence-based counseling at 3 clinics (Buena Park, Fullerton, Santa Ana), 3 Family Resource Center (FRC) locations (Anaheim, Santa Ana), in-home, and at school. 60% of our staff are bicultural/bilingual and provide services in threshold languages, including American Sign Language. Organizational stability is supported by county, state, federal, and private funding. CGC provides evidence-based counseling including Parent-Child Interaction Therapy, Trauma-Focused treatment, PEERS, UCLA's Families Overcoming Under Stress - a military family resiliency program, and Family Mealtime Coaching- addressing pediatric obesity. Over 80% of families show statistically significant improvement at post treatment.

II. Project Information: A) Statement of Need 1. Specify the community need you want to address and are seeking funds for.

Our objective is to support families in decreasing childhood obesity and inactivity in Orange County's most at risk child residents. Fifty percent (50.3%) of Santa Ana's fifth graders are overweight or obese, only 17.9% of them meet recommended fitness standards, about 5% (birth to 17) are uninsured thus limiting access to healthcare services, and Latino's are disproportionately (42.3%) affected. These data highlight the need for obesity treatment programs that engage caregivers and teach improved food selection and physical activity. This project will target at-risk children with BMI above the 85th percentile.

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

Child Guidance Center's Family Mealtime Coaching (FMC) is a unique obesity intervention program developed to support affected families with guided rehearsal of healthy eating habits and movement-oriented play. Many obesity treatment programs provide nutrition education and promote physical activity, however few offer real-time support in applying the recommended health practices. FMC involves live mealtime and active play coaching. The parent wears an earpiece and through it hears live guidance. The coach is in an adjoining room observing from a one-way mirror, speaking through a headset coaching the parent on what to say to encourage healthy eating and movement. This style of delivering parent training was pioneered by the Parent-Child Interaction Therapy model and is effective at improving parenting skill.

We recognize that seeking obesity treatment can be stigmatizing for families – therefore, we developed a multi-level BMI screening process. We screen children's BMI at partner-sponsored community events (e.g. health fairs, parks) and at or our own monthly Family Fun Day (FFD). Our Active Play Coach teaches families fundamental movement skills to do together in the park and at home. This teaches caregivers strategies to get their children moving, and introduces them to FMC staff in a non-threatening setting to facilitate FMC referral. In partnership with the Orange County Department of Education School Nurses, FMC staff screen children's BMI at local elementary schools. Parents of children with elevated BMI are then referred to FMC. Once in treatment, families participate in a baseline observation, receive behavior and nutrition education, and then receive 4 live mealtime coaching sessions. They also engage in active play that is modeled by the FMC coach to the family. The modules include: 1) dancing along to a play in place move along song; 2) playing ball with various tossing implements; 3) balancing and twisting on spots; and 4) tossing balloons and popping bubbles. The space used to conduct active play is about 5"x10." Children wear waist pedometers to count the number of steps taken. FMC has excellent outcomes. In our recent open-trial evaluation we found that children who entered treatment with BMI above the 97th percentile had statistically significant reductions in BMI. We also found significant increases in active play (avg. pre: 400 steps, post: 8000 steps).

C) Project Goal, Objectives, Activities and Expected Outcomes

Note: Objective, Outcomes and Evaluation must all be based on the same quantifiable criteria.

- 1. State ONE project goal. The Goal should be an aspirational statement, a broad statement of purpose for the project.**

This project aims to reduce rates of pediatric obesity in Santa Ana and neighboring cities by engaging families in live mealtime coaching and active play at a community based clinic serving at-risk youth.

- 2. State at ONE objective. Statements intended to guide your organization's activities toward achieving the goal.**

By 7/31/18: **a)** 200 children's BMI will be assessed & half (100) will participate in Active Play when venue space is available; **b)** 50 caregivers of children with average BMI (<85th percentile) will receive prevention education on nutrition and mealtime behavioral principles; **c)** 40 persons (20 children with >85th percentile BMI & 20 caregivers) will participate in 8 sessions of FMC.

Specify the activities you will undertake to meet the objective and number of participants for each activity.

Through program implementation, research (2 randomized controlled trials; 1 open trial program evaluation), and community feedback, CGC learned that successful childhood obesity programs require meaningful engagement to effect change. The program needs to be welcoming, recommended by a trusted community member (e.g. neighbor), and instill parents with the courage needed to seek help. In this spirit, we offer sensitive care using positive psychology approaches to treatment. To meet our objectives, we: 1) Meet families at elementary schools. Partner with school nurses to identify children with elevated BMI; 2) Network with child providers to refer to FMC; 3) Collaborate with universities (UCI, CSUF) and organizations (e.g. Family Resource Centers) to screen BMI and provide nutrition education; 4) Teach Active Play at community events and offer caregivers opportunities to practice movement-based play with their children; 5) Provide obesity treatment in our FMC program.

Expected outcomes are the individual, organizational or community-level changes that can reasonably occur during the grant period as a result of the proposed activities or services.

What are the key anticipated outcomes of the project and impact on participants?

We expect that families who participate in FMC will have improved health habits including physical activity, food selection, and weight status. We intend to screen 200 children's BMI to identify those in need of intervention (> 85 percentile BMI) and prevention (<85 percentile BMI); provide 100 children with active play; conduct 50 prevention nutrition education workshops to parents of children with healthy BMI to increase caregiver knowledge on mealtime behavioral principles; and provide 40 persons with FMC & Active Play services at the clinic.

Evaluation: How will progress towards the objectives be tracked & outcomes measured?

Provide specific information on how you will collect relevant data & statistics that meet your objective & validate your expected outcomes as you describe your evaluation process.

CGC has conducted extensive research on FMC. The process involved development of a research design that could be implemented in a community setting and submission to the HCA Institutional Review Board. Following approval, we implemented FMC clinical services. Participant's data were compared to a control group (Harvard = treatment as usual group; United Way = nutrition education only control). We also conducted an open trial analysis of the pre-post data, which revealed statistically significant reductions BMI for children with >97th percentile BMI, parent feeding practices, and increases in child active play. CGC will conduct similar program assessment for the Gimbel grant. Listed are the 3 evaluation methods for the above outcomes: 1) Report # of child BMI's screened. Report # of children with healthy and high BMI (< 85 & >85 percentile; 2) Report # of parent attendees to prevention education (< 85 percentile BMI); 3) Report # of attendees to the FMC clinic-based program and pre - post program BMI.

To address potential recidivism from program participation we have implemented the use of weekly incentive strategies (e.g. \$10 grocery cards, child party-favor sized prizes); reduced barriers to attendance such as transportation by providing \$15 gas cards and bus passes as needed for each visit; and offered preferred appointment times (e.g. after school, early in the day for pre-school age children).

Additionally, because health status is assessed weekly in the FMC program (i.e. calculating BMI, coding of food, coding of parent statements, and caregiver rating of child behavior), even when families only complete a portion of the coaching sessions, we still have outcome data to assess their progress. To evaluate for post program recidivism, we conduct a one month and then a 3 month follow up. During the follow up visit the child's BMI is assessed and the caregiver completes a child behavior rating. Depending on maintenance of progress, the coach conducts a booster coaching session. The booster session is like the standard intervention coaching session with additional tailoring to address the ongoing areas of concern.

Use the following format for your objectives, respective activities and expected outcomes:

GOAL #1: By 7/31/18: Identify children with unhealthy BMI (> 85th percentile) and offer them an introductory active play opportunity at the screening event; provide obesity prevention education to caregivers of screened youth with average BMI (<85th percentile); and provide FMC intervention (live mealtime coaching & active play) to 2-10 year-old children.

Objective: Assess 200 children's BMI in the clinic and at community locations and engage at least half (100) in one hour of active play when space is available at the venue; provide 50 caregivers of children with average BMI with a one-hour prevention education class; and provide 40 persons (20 children & 20 caregivers) with 8, one hour sessions of FMC.

Activities: Collaborate with school nurses, universities, community practitioners, and partners to screen children's BMI; offer active play at events – led by the FMC Active Play Coach; FMC educators will provide one hour of nutrition instruction to parents of children with healthy BMI; and provide obesity treatment in our clinic-based FMC program (8 one hour sessions). Employ family engagement and retention/recidivism prevention strategies (e.g. \$10 grocery cards, \$15 gas cards, child party-favor sized prizes, reminder calls, preferred/evening appointment times).

Expected Outcomes: Screen 200 children's BMI & engage 100 of these children in one hour of active play; provide prevention nutrition education workshops (one hour each) to 50 caregivers; and measure child BMI & parent feeding behaviors to assess health change of 40 FMC recipients (8 visits, one hour each).

Evaluation: Generate a report of the 200 children's BMI's screened and their corresponding health status (< 85, >85 percentile); track number of parent attendees to prevention education workshops (< 85% BMI); and assess FMC intervention success by evaluating program utilization (number of participants served) and assessing pre and post BMI of child participants as indicators of improvement.

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.

Start Date: 8/1/17 – Launch grant program, conduct BMI screening, lead active play.

Quarter 1: 10/31/17 – Schedule families for in-clinic services – report quarter 1 data.

Quarter 2: 1/31/18 – Continue screening & providing FMC services – quarter 2 report.

Quarter 3: 4/30/18 – Continue screening & providing FMC services, quarter 3 report.

Quarter 4: 7/31/18 - Continue screening & providing FMC services, quarter 4 report.

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 390 persons including children, adolescents and their caregivers. 200 children/teen's BMI will be assessed; 100 children/teens will engage in movement-based play at community screening events; 50 adult caregivers will receive prevention nutrition education; 20 children aged 2-10 and their 20 caregivers will receive Family Mealtime Coaching treatment.

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 several community organizations in Orange County that are our partners and treat obesity. UCI's school-based education program the *Green Project*; UCI, Pediatric Exercise and Genomics Research Center conducts pediatric obesity research; Latino Health Access provides services to the Latino community through an adult mentor program (i.e. promotora model); several pediatricians run pediatric practices treating childhood obesity through nutrition counsel, medical follow-up, and exercise. CGC and these organizations are members of the OC United Way Health Coalition that meets monthly to strategize joint community efforts to combat obesity. Additional partners include the Orange County Department of Education; The Children and Families Commission of Orange County; California State University, Fullerton; The Families and Communities Together (FaCT) Family Resource Centers; University of California, Davis; and The Children's Bureau. CGC has a strong volunteer program consisting of 4 graduate students who provide clinical care; 6 research assistants that screen BMI and provide nutrition education; 10 CSUF child development students that screen BMI at community events; and 6 UCI medical students that provide nutrition education.

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

Children are seen for FMC through the following funding sources: 1) Orange County United Way (OCUW), 2). Health Care Agency Medi-Cal (HCA) behavioral health contract. The OCUW has provided \$250,000 to the FMC and is slated for renewal \$100,000 in September 2017. The HCA program allows leveraged capacity by covering behavioral health services to treat obesity in children with mental health diagnoses. CGC has successfully held this contract providing quality behavioral health care to families since 1973. The Gimbel Community Foundation Grant will support expansion of pediatric obesity services (FMC) to families who need assistance, but do not qualify for Medi-Cal coverage. The grant would help fund a part-time FMC coach, Lead Research Assistant to coordinate volunteers, and support program administrative oversight.

III. Project Future

A) Sustainability: Explain how you will support this project after the grant period.

Include plans for fundraising or increasing financial support designated for the project. CGC launched FMC in 2009 and leveraged its development through the HCA program. Funding was first secured from a Harvard Institute of Coaching grant that allowed us to conduct research and build a program infrastructure. The purchased audio visual equipment for the 4 coaching suites are used to facilitate live coaching and record sessions for clinical review. However, the grant did not allow for paying of staff time – leaving us to run FMC solely by leveraging our HCA Medi-Cal contract. We sought funding from the Orange County United Way to pay

program staffing including a part-time intake coordinator, active play coach, research assistant, and program manager. Our future sustainability efforts for the FMC program include: 1. applying for grants to cover more FMC coach time; 2. providing FMC to Medi-Cal behavioral health clients; 3. expanding to other health insurance; and 4. starting to train outside clinicians in the model to establish a revenue stream from registration fees.

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

A) Governance: Describe your board of directors & the role it plays in the organization.

What committees exist within your board of directors? How does the board of directors make decisions?

The Board of Directors (BOD) provides organizational oversight and evaluation, policy development, community relations, fiscal accountability, Board development, and appointment of the CEO. Each board member participates in at least one committee (e.g. Finance, Fund Development, Board Development, Business Development and Executive Committees). Committees present action decisions and recommendations that are vetted by the BOD. Policy-making authority for the standing committees enables the full board to focus on more strategic issues. Occasionally, the Chair may define new committees to meet strategic goals.

B) Management: Describe the qualifications of key personnel responsible for the project.

1. Tay Sandoz, Psy.D., Program Director: Oversees the Santa Ana Medi-Cal program & FMC.
2. Marta Shinn, Ph.D., Program Manager: Coordinates FMC program staff & research.
3. Masters Level Clinician, FMC Coach: Coach families during FMC clinic visits.
4. Masters Level Physical Activity Specialist/Active Play Coach: Leads community active play.
5. Bachelor Level, Lead Research Assistant: Leads data collection & volunteer student training.

2017 S.L. Gimbel Foundation APPLICATION

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)
- 3) 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
Program Director	10hrs. monthly x \$80 x 12mo = \$9,600		7.5 hrs. monthly x \$80 x 12mo = \$7,200	2.5 hrs. monthly x \$80 x 12mo = \$2,400	\$9,600
Program Manager	18.4 hrs. monthly x \$75 x 12mo = \$16,380		14 hrs. monthly x \$75 x 12mo = \$12,600	4.20 hrs. monthly x \$75 x 12mo = \$3,780	\$16,380
Active Play Coach	13 hrs. monthly x \$100 x 12mo = \$15,600	6.33 hrs. monthly x \$100 x 12mo = \$7,600	4.67 hrs. monthly x \$100 x 12mo = \$5,600	2 hrs. monthly x \$100 x 12mo = \$2,400	\$15,600
FMC Coach	144 hrs. monthly x \$25 x 12mo = \$43,200	38.34 hrs. monthly x \$25 x 12mo = \$11,500	78.66 hrs. monthly x \$25 x 12mo = \$23,600	27 hrs. monthly x \$25 x 12mo = \$8,100	\$43,200
Lead Research Assistant (LRA)	247 hrs. per month x \$17.50 x 12mo = \$51,870	160 hrs. per month x \$17.50 x 12mo = \$33,600	78 hrs. per month x \$17.50 x 12mo = \$16,380	9 hrs. per month x \$17.50 x 12mo = \$1,890	\$51,870
Benefits	Payroll taxes, W.C., 401K, group medical - 13.54%	Total Salaries \$52,700 x 0.1354 = \$7,135	Total Salaries \$65,380 x 0.1444 = \$9,440	Total Salaries \$18,570 x 0.1354 = \$2,514	\$19,089
Direct Client Expense	Pedometers, stickers, water, snacks, grocery gift cards, bus passes, \$330 per	Pedometers, stickers, water, snacks, grocery gift cards, bus passes, gas	Pedometers, stickers, water, snacks, grocery gift cards, bus	Pedometers, stickers, water, snacks, grocery gift cards, bus passes, gas	\$3,960

	month x 12mo = \$3,960	cards. \$83.33per month x 12mo = \$1,000	passes, gas cards. \$166.67 per month x 12mo = \$2,000	cards. \$80 per month x 12mo = \$960	
Office Space	Prorated rent and maintenance allocated to the RA offices = \$2.04sqf x 410sqf x 12 month = \$10,036		Prorated rent and maintenance allocated to the RA offices = \$2.04sqf x 332.55sqf x 12 month = \$8,140	Prorated rent and maintenance allocated to the RA offices = \$2.04sqf x 77.45sqf x 12 month = \$1,896	\$10,036
Program Supplies/Expens es	Expenses include allocated cost of Telephone, Data, Insurance, Mileage, Office Supplies - \$500 per month x 12 = \$6,000	Expenses include allocated cost of Telephone, Data, Insurance, Mileage, Office Supplies - \$158.33 per month x 12 = \$1,900	Expenses include allocated cost of Telephone, Data, Insurance, Mileage, Office Supplies - \$253.33 per month x 12 = \$3,040	Expenses include allocated cost of Telephone, Data, Insurance, Mileage, Office Supplies - \$88.33 per month x 12 = \$1,060	\$6,000
Indirect Expenses			\$12,000		\$12,000
TOTALS:		\$62,735	\$100,000	\$25,000	\$187,735

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

1. Personnel – Salaries and benefits needed to run the program.

Program Director: Oversees the Santa Ana Medi-Cal program and FMC. 10hrs. monthly x \$80 x 12mo = \$9,600

Program Manager: Coordinates FMC program staff and research processes. 18.4 hrs. monthly x \$75 x 12mo = \$16,380

Active Play Coach: Leads active play in the park and other community events. 13 hrs. monthly x \$100 x 12mo = \$15,600

FMC Coach: Coach families during mealtime coaching and active play modules. 144 hrs. monthly x \$25 x 12mo = \$43,200

Lead Research Assistant: Leads data collection through volunteer student training. 247 hrs. per month x \$17.50 x 12mo = \$51,870

2. Direct Client Expense

To address potential recidivism from program participation we have implemented the use of weekly incentive strategies (e.g. \$10 grocery cards, child party-favor sized prizes); reduced barriers to attendance such as transportation by providing \$15 gas cards and bus passes as needed for each visit)

150 grocery cards x \$10ea = \$1,500

100 gas cards x \$15ea = \$1,500

50 bus passes \$4.50ea = \$225

Water/Healthy snacks - 200 units x \$2 = \$400

Pedometers/Beach Balls/Stickers – 67 x \$5 = \$335

3. Office Space cost to use PCIT rooms, intake offices, classrooms.

Prorated rent and maintenance allocated to FMC = $\$2.04\text{sqf} \times 410\text{sqf} \times 12 \text{ month} = \$10,036$

4. Program Supplies/Expenses needed to run the program, including allocated cost of Telephone, Data, Professional & Liability Insurance, Mileage, Office Supplies - \$500 per month x 12 = \$6,000

5. Indirect/Overhead Expenses:

Child Guidance Center, Inc. is allocating indirect costs to our various programs following the methods contained in 2 CFR Part 230 (formerly OMB Circular No. A-122).

Allocable costs consist of Agency wide services and expenses that benefit all CGC programs. They include: Executive Leadership (CEO, COO, CFO) Human Resources, Accounting, Data Management, and Program Administration, Services and Supplies and Annual Audit Fees.

2017 S.L. Gimbel Foundation APPLICATION

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

Secured/Awarded

Name of Funder: Foundation, Corporation, Government	Amount
Orange County Health Care Agency	\$6,974,558
Orange County Social Services Agency	\$325,089
UC Davis/PCIT Training	\$54,600
Orange County United Way	\$175,000
Children & Families Commission of Orange County	\$125,000
Orange County Community Foundation	\$85,000
Swayne Foundation	\$20,000
Weingart Foundation	\$25,000
Samueli Foundation	\$10,000
Pacific Life Foundation	\$7,500
Crean Foundation	\$5,000
Bolton & Co Foundation	\$5,000

Pending

Name of Funder: Foundation, Corporation, Government	Amount	Decision Date
Kaiser Permanente	\$30,000	06/30/2017
Angels Baseball Foundation	\$10,000	06/30/2017
Orange County United Way	\$100,000	08/31/2017
Walmart Foundation	\$2,500	06/30/2017

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
Donations	\$23,500	0.30	Social Enterprise	\$54,600	0.70
Fundraising/Special Events	\$169,000	2.10	Program Fees	\$5,760	0.10
Corp/Foundation Grants	\$457,500	5.70	Interest Income	\$7,542	0.10
Government Grants	\$7,299,647	91.00	Other:	\$0	0.00

Notes:

2017 S.L. Gimbel Foundation APPLICATION

VII. Financial Analysis

Agency Name: Child Guidance Center, Inc.

Most Current Fiscal Year (Dates): From 07/01/2015 To: 06/30/2016

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
\$6,035,482	\$5,267,377	\$696,244	\$71,861

2) Calculate the percentages of Columns B, C, and D, over A (per totals above)

- Program services (B) – A general rule is that at least 75% of total expenses should be used to support programs
- Management & general administration (C) – A general rule is that no more than 15% of total expenses should be used for management & general expenses
- Fundraising (D) – A general rule is that no more than 10% of total expenses should be used for fundraising

(A) Total Expenses	(B) Program service expenses	(C) Management & general expenses	(D) Fundraising expenses
	Columns B / A x 100	Columns C / A x 100	Columns D / A x 100
Must equal 100%	87.3%	11.5%	1.2%

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

Percentage of Organization's <u>Current</u> Total Budget used for Administration	Column C, Management & general expenses per 990 above	Differential
13 %	11.5%	1.5 %

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

When fully staffed CGC overhead expenses run 13% of overall agency budget.

The Fundraising Income (on line 11 Other Revenue on Form 990) was reported as a net of Fundraising Expense.

The Revenue was \$149,830 and Expense was \$71,861= Net of \$77,969.

2017 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
\$580,743	\$543,211	545,216	2.06

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$148,177	\$(115,834)

Notes:

VIII. Application submission check list:

<u>Submit FOUR (4) Copies: 1 ORIGINAL (WITH ORIGINAL SIGNATURES) and 3 copies, collated and stapled together of the following:</u>	<u>Submit ONE (1) Copy:</u>
Completed Grant Application Form (cover sheet, narrative), 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
Your current operating budget and the previous year's actual expenses (see sample Budget Comparison)	A copy of your most recent year-end financial statements (audited if available; 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	A copy of your most recent 990 (double-sided)
For past grantees, a copy of your most recent final report.	A list of your Board members and their affiliations

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.	121,820.	0.	121,820.	0.
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.	3,246,970.	2,918,450.	328,520.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions).	36,730.	29,915.	6,815.	
9 Other employee benefits.	337,085.	294,496.	42,589.	
10 Payroll taxes.	270,447.	235,747.	34,700.	
11 Fees for services (non-employees):				
a Management.				
b Legal.				
c Accounting.				
d Lobbying.				
e Professional fundraising services. See Part IV, line 17.				
f Investment management fees.				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)				
12 Advertising and promotion.				
13 Office expenses.				
14 Information technology.				
15 Royalties.				
16 Occupancy.	468,929.	390,674.	78,255.	
17 Travel.	25,884.	14,886.	10,998.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials.				
19 Conferences, conventions, and meetings.				
20 Interest.	7,191.		7,191.	
21 Payments to affiliates.				
22 Depreciation, depletion, and amortization.	19,579.	2,199.	17,380.	
23 Insurance.				
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 PROFESSIONAL CONSULTANTS	725,043.	694,992.	30,051.	
b OFFICE	206,294.	190,900.	15,394.	
c WORKERS COMPENSATION INSURANCE	124,619.	113,060.	11,559.	
d MAINTENANCE & UTILITIES	122,934.	102,016.	20,918.	
e All other expenses.	321,957.	280,042.	41,915.	
25 Total functional expenses. Add lines 1 through 24e.	6,035,482.	5,267,377.	768,105.	0.
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).				



Child Guidance Center, Inc. Budget Comparison

	Actuals Most Recently Audit Year End 06/30/2016	Projected Current Budget Year End 06/30/2017	Variance
Revenue			
GOVERNMENT CONTRACTS	5,442,210	7,299,647	1,857,437
FOUNDATIONS	570,823	457,500	(113,323)
FUNDRAISING	149,830	169,000	19,170
SOCIAL ENTERPRISE	44,480	54,600	10,120
FEE FOR SERVICE	5,579	5,760	181
DONATIONS	33,096	23,500	(9,596)
INTEREST/DIVIDENDS	4,766	7,542	2,776
NET REALIZED/UNREALIZED LOSS	4,736	-	(4,736)
TOTAL REVENUE	6,255,520.00	8,017,549.00	1,762,029.00
Expense			
SALARIES	3,368,790	4,590,035	1,221,245
BENEFITS	768,881	1,186,303	417,422
PROFESSIONAL CONSULTANTS	725,043	756,534	31,491
RENT	468,929	582,969	114,040
BUILDING MAINTENANCE & REPAIRS	122,934	102,699	(20,235)
OFFICE EXPENSE	121,754	114,283	(7,471)
FUNDRAISING	71,861	80,000	8,139
CONTINUING EDUCATION	6,715	9,880	3,165
E H R LICENSE FEES	41,832	56,857	15,025
EQUIPMENT LEASED/SERVICE AGREEMENTS	42,202	41,884	(318)
TELEPHONE/DATA	73,363	111,790	38,427
INSURANCE	39,956	49,424	9,468
TRAVEL/MILEAGE	25,884	33,579	7,695
DIRECT CLIENT EXPENSE	51,790	23,085	(28,705)
DEPRECIATION	19,579	21,000	1,421
PROGRAM SUPPLIES	93,555	66,658	(26,897)
MARKETING/COMMUNICATIONS	13,575	25,000	11,425
PRINTING	11,896	25,781	13,885
STIPENDS	12,422	14,500	2,078
RECRUITING	3,072	6,321	3,249
SUBSCRIPTIONS, LICENSE, DUES	5,209	3,969	(1,240)
MISCELLANEOUS	18,101	48,241	30,140
TOTAL EXPENSES	6,107,343	7,950,792	1,843,449
NET INCOME	148,177	66,757	(81,420)



Strengthening Inland Southern California through Philanthropy

BOARD OF DIRECTORS

Sean Varner
Chair of the Board

J. Sergio Bohon
Vice Chair of the Board

Pat Spafford, CPA
Chief Financial Officer

Dr. Paulette Brown-Hinds
Secretary of the Board

Rabbi Hillel Cohn

Paul Granillo

Stanley Grube

Dr. Fred Jandt

Andrew Jaramillo

Nefertiti Long

Kirtland Mahlum

Brian McDonald

Meredyth "Charlie" Meredith

Susan Ovitt

Teresa Rhyne

Kathleen Sawa

Philip Savage IV
Immediate Past Board Chair

Dr. Henry Shannon

Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

Paula Myles
Interim President and CEO

July 21, 2017

S. L. Gimbel Foundation Fund

Ms. Lori M. Pack LCSW
Chief Executive Officer
Child Guidance Center, Inc.
525 Cabrillo Park Drive, Suite 300
Santa Ana, CA 92701

Dear Ms. Pack:

Congratulations! A grant has been approved for **Child Guidance Center, Inc.** in the amount of **\$25,000.00** from the S.L. Gimbel Foundation. **The performance period for this grant is August 1, 2017 to July 31, 2018.** 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:

Reduce rates of pediatric obesity in Santa Ana and neighboring cities

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, August 25, 2017.** Be sure 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 August 15, 2018** 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 feel free to contact me at 951-241-7777.

Sincerely,

Celia Cudiamat
Executive Vice President of Programs

23471 Child Guidance Center, Inc.

20170375 GIMB





Strengthening Inland Southern California through Philanthropy

3700 Sixth Street, Suite 200

Riverside, CA 92501

P: 951-684-4194

F: 951-684-1911

www.thecommunityfoundation.net

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

Organization: Child Guidance Center, Inc.
Grant Amount: \$25,000.00 **Grant Number:** 20170375
Grant Period: August 1, 2017 to July 31, 2018 (*Evaluation Due: August 15, 2018*)
Purpose: Reduce rates of pediatric obesity in Santa Ana and neighboring cities

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.

Grant funds will not be expended for any political or lobbying activity or for any purpose other than one specified in section 170(c)(2)(b) of the Code.

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 legal or 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, for the purpose of conducting financial audits, making verifications, and investigations as deemed necessary concerning the grant.

6. Publicity

The Community Foundation appreciates publicity for the grant in all relevant published materials, such as brochures, newsletters and annual reports. The credit line of "Made possible in part by a grant from **The Community Foundation, Strengthening Inland Southern California through Philanthropy**" is suggested. The Grantee will allow the Foundation to review and approve the content of any proposed publicity concerning the grant prior to its release, upon request. When your donors are listed in printed materials, include the Foundation in the appropriate contribution size category. Sending a brief press release to your local paper is appreciated. Please email Charee Gillens, our Marketing & Communications Officer, at cgillens@thecommunityfoundation.net with copies of any printed or publicity materials that highlight the grant. 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 a logo is also appreciated. Our logo can be downloaded on our website at www.thecommunityfoundation.net.

Grantee agrees to allow the Foundation to include information about this grant in the Foundation's periodic public report, newsletter, news releases, social media postings, and on the Foundation's website. This includes the amount and purpose of the grant, any photographs you have provided, your logo or trademark, and other information and materials about your organization and its activities.

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, modify or withhold payments under this grant award, require a total or partial refund of any grant funds, or all 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; d) the Grantee fails to comply with the requirements of any law or regulation applicable to you, the Foundation, or this grant.

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.

Lori Pack

Signature

7/27/17

Date

Lori M. Pack, LCSW

Printed Name

Chief Executive Officer

Title

Organization: Child Guidance Center, Inc.

Grant Number: 20170375

dc 8/4/17



Strengthening Inland Southern California through Philanthropy

BOARD OF DIRECTORS August 9, 2017

S. L. Gimbel Foundation Fund

Sean Varner
Chair of the Board

J. Sergio Bohon
Vice Chair of the Board

Pat Spafford, CPA
Chief Financial Officer

Dr. Paulette Brown-Hinds
Secretary of the Board

Rabbi Hillel Cohn

Paul Granillo

Stanley Grube

Dr. Fred Jandt

Andrew Jaramillo

Nefertiti Long

Kirtland Mahlum

Brian McDonald

Meredyth "Charlie" Meredith

Susan Ovit

Teresa Rhyne

Kathleen Sawa

Philip Savage IV
Immediate Past Board Chair

Dr. Henry Shannon

Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

Paula Myles
Interim President and CEO

Ms. Lori M. Pack LCSW
Chief Executive Officer
Child Guidance Center, Inc.
525 Cabrillo Park Drive, Suite 300
Santa Ana, CA 92701

Dear Ms. Pack:

The Community Foundation is pleased to enclose a grant check for \$25,000.00 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 August 15, 2018** 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: ***"Child Guidance Center, Inc. is supported by a grant from The S. L. Gimbel Foundation."*** You may send us 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 should you have any questions.

Sincerely,

Celia Cudiamat
Executive Vice President of Programs

20170375

42711

GIMB2



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

CITIZENS BUSINESS BANK
A Financial Services Company
3696 Main Street, Riverside, CA 92501
90-3414/1222

Check Fraud
Protection for Business

42711

PAY * Twenty-Five Thousand and no/100 *

TO THE
ORDER OF

DATE

08/08/2017

AMOUNT

\$ ****25,000.00

Child Guidance Center, Inc.
525 Cabrillo Park Drive, Suite 300
Santa Ana, CA 92701

[Signature]
AUTHORIZED SIGNATURE

⑈042711⑈ ⑆122234149⑆ 244124437⑈

The Community Foundation

42711

23471 Child Guidance Center, Inc.

08/08/2017 042711

20170375	07/20/2017	Reduce rates of pediatric obesity in Santa Ana and	25,000.00
GIMB	S.L. Gimbel Foundation Advised Fund		25,000.00

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

The Community Foundation

42711

23471 Child Guidance Center, Inc.

08/08/2017 042711

20170375	07/20/2017	Reduce rates of pediatric obesity in Santa Ana and	25,000.00
GIMB	S.L. Gimbel Foundation Advised Fund		25,000.00

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