



**2016 S.L. Gimbel
Foundation Fund
Grant Application
Riverside & San Bernardino**

Internal Use Only:
Grant: 20160675

GRANTEE ID: 6321
\$50,000

10/25

Organization / Agency Information

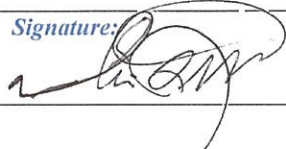
<i>Organization/Agency Name:</i> Desert Manna		
<i>Physical Address:</i> 201 North 1 st Ave, Suite B		<i>City/State/Zip</i> Barstow, CA 92311
<i>Mailing Address:</i> 201 North 1 st Ave, Suite B		<i>City/State/Zip</i> Barstow, CA 92311
<i>CEO or Director:</i> Darrin Fikstad		<i>Title:</i> President & CEO
<i>Phone:</i> 760-256-7797	<i>Fax:</i> 760-256-4043	<i>Email:</i> topchefone@gmail.com
<i>Contact Person:</i> Ambrosia Pease		<i>Title:</i> Admin Assistant/Programs
<i>Phone:</i> 760-256-7797	<i>Fax:</i> 760-256-4043	<i>Email:</i> staff@desertmanna.org
<i>Web Site Address:</i> www.desertmanna.org		<i>Tax ID</i> 33-0264040

Program / Grant Information

Interest Area: Animal Protection Education Environment Health Human Dignity

<i>Program/Project Name:</i> Alleviating Hunger and Poverty with Nutritious Food			<i>Amount of Grant Requested:</i> \$50,000
<i>Total Organization Budget:</i> \$1,551,320	<i>Per 990, Percentage of Program Service Expenses (Column B / Column A x 100):</i> 92%	<i>Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100):</i> 8%	<i>Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100):</i> 8%
<i>Purpose of Grant Request (one sentence):</i> The purpose of this grant request is to help Desert Manna expand our efforts of providing homeless and low to moderate income men, women, and children with the basic yet vital necessity of healthy and nutritious food.			
<i>Program Start Date (Month and Year):</i> November 2016		<i>Program End Date (Month and Year):</i> October 2017	
<i>Gimbel Grants Received: List Year(s) and Award Amount(s)</i> None.			

Signatures

<i>Board President / Chair: (Print name and Title)</i> Darrin Fikstad, President & CEO	<i>Signature:</i> 	<i>Date:</i> July 19, 2016
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Narrative

Please provide the following information by answering **ALL** questions (I to IV) in **Eight (8) typed pages maximum, 12 Font, One Inch Margins**. Use the format below (I to IV). Type the questions. Answer the questions accordingly. Please be thorough, clear, specific, and concise.

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?

Desert Manna's mission as a 501(c)3 non-profit organization is to eradicate hunger and homelessness in the greater Barstow, California area. Our vision is a community providing all residents a safe, affordable place to live and enough healthy food on their tables to feed their families adequately.

Opening in 1989, we were the first shelter in San Bernardino County funded under The 1987 McKinney Act. We have grown to provide emergency shelter, transitional housing, case management, job training, meals, showers, utility assistance, food, referrals, and other services necessary to assist low to moderate income individuals in becoming self-sufficient.

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

Desert Manna has had tremendous strides in helping our homeless clients become successful in overcoming homelessness. Through our affordable housing, collaboration with other non-profits who share similar missions, and strong case management; we were able to place 174 into housing in 2015. Our affordable housing complex houses several former homeless Desert Manna clients. These clients continue to receive follow-up care and resources, such as food, during their stay. The complex also accepts non-Desert Manna residents who are seeking a residence they can afford and avoid homelessness. Through regular case management meetings, our Housing Coordinator works on intake to provide new clients with the resources suitable for their unique situation. Our Housing Coordinator works closely with transitional and permanent housing programs (such as Life Community Development in Adelanto), resources to pay for move-in and/or rental costs (KEYS, Inland Temporary Homes), and reuniting families.

In addition to shelter, food is a basic yet vital need that homeless, low-income, and moderate-income populations lack. In 2014, Desert Manna redistributed approximately 250,000 pounds of surplus food to other non-profits who serve the public through their own food programs, such as soup kitchens and food pantries. In 2015, we increased this amount to 600,000 pounds. Since then, we have expanded our food programs to include salvage produce. We use our refrigerated truck to travel to Food Forward in Los Angeles. We transport farm fresh produce that may have otherwise gone to the dump to needy High Desert populations. We drop off in the Victor Valley region and then supply food to our Barstow and rural surrounding non-profits. Food that is not utilized is given to a local pig farmer, assuring that all salvaged food is used and does not reach landfills. Desert Manna is well prepared for California's push to increase recycling (AB 341) and reduce food in landfills (AB 32, AB 1826).

Our programs would not be such a success without the assistance of our volunteers. Desert Manna has a strong job training program, providing CalWorks (low-income families) with opportunities for hands-on experience in logistics, warehousing, customer service, food service, office administration, and retail. We also work with paid work experience programs such as the Career Institute, which provides up to 200 hours of paid job training to youth ages 18 – 24. Many of our CalWorks recipients have utilized their skills and experienced obtained at Desert Manna to secure stable employment, a key in overcoming poverty.

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

Our key programs are homeless services (emergency shelter, case management, job referrals, program referrals, three meals a day, showers, Greyhound bus tickets, and city bus tickets to employment), food programs (free public lunch daily, monthly USDA commodities distribution, emergency food baskets, farmer's markets, Summer Sack Lunch Program for youth, and food redistribution to area non-profits with food programs), job training, free clothing closet, and Edison utility assistance.

Our target population is homeless and low-to-moderate income individuals including Veterans. We serve the communities of Barstow and surrounding rural areas such as Daggett, Hinkley, Newberry Springs, and Yermo. Barstow has a poverty rate of 30.2%, and an unemployment rate of 10.1% compared to the national rate of 6.3% unemployment. Over half the students in the Barstow Unified School District qualify for free/reduced meals.

We have also made strong efforts to expand our outreach of food into the Victor Valley region by collaborating with non-profits established in this area. As of 2013, poverty levels for Victorville, Apple Valley, Adelanto, and Hesperia were 22.9%, 20.2%, 32%, and 25.3% respectively. In addition to high unemployment rates, the jobs available tend to be service jobs which provide low wages and often do not provide benefits. The Victor Valley region receives about 20% of our surplus food. In 2014, 11% of our homeless residents were accepted from the Victor Valley.

Many of the people we serve are families, mainly single mother or single father households. We also serve Veterans (25% of our total clients throughout our many programs are Veterans), single individuals, and the elderly.

II. Project Information:

A) Statement of Need

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

Since 2008, we have had a dramatic increase of demand of our services in the High Desert. This project will help us increase the number of people served by our food program in the Greater Barstow, CA area by 20% and in the Victor Valley by 25%. These low-income households are at a high risk of being unable to have healthy food in enough quantities for their families. Per the USDA, food insecurity can be responsible for chronic health issues, higher levels of aggression and anxiety, and poor performance in school. Meeting the nutritious needs of our target populations is critical to combat obesity and diabetes.

The nearest food bank is 170 miles roundtrip, creating another hardship for those already in need. Desert Manna has a refrigerated truck to secure surplus food for low and moderate income households, and the non-profits who serve them. We are seeking funding for a Logistics Driver, Warehouse Manager, Receiving Clerk, Program Staff, and fuel for our refrigerated truck to secure food from our partners. A logistics Driver is needed to operate our vehicles, mainly our large refrigerated truck, to secure food. They are also needed to drop off pallets of food to our Victor Valley partners. The warehouse manager is responsible for coordinating pickups between Desert Manna and other agencies, food deliveries, and scheduling. A receiving clerk is vital to oversee inventory, surplus food redistribution, data entry, monitoring. Program staff are vital to offer support in assisting with inventory, unloading and loading secured food, administering paperwork, and help with food events. There are no other agencies doing what we do. Because of the size of the County and the isolation of the communities, this area is underserved.

B) Project Description

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

Here at Desert Manna we believe we are at the forefront of food rescue. Assembly Bill 1826 requires businesses to recycle their organic waste on and after April 1st 2016. Since 2015, Desert Manna has been securing produce that would traditionally go to waste and instead has utilized it to supply farmers markets, local non-profits like soup kitchens and pantries, and local farmers.

We are the only Food Bank & Distribution Center in the High Desert area with a refrigerated truck. One of our food sources is Food Forward in Los Angeles. This is our largest source of fresh produce, items that tend to be expensive or unavailable in the High Desert. We assure that acquired food does not reach landfills. Up to 40% of all food in the United States ends up in landfills, and California disposes of approximately 30 million tons of waste in landfills each year. 30 percent of what California wastes can contribute to recycling, renewable energy and fuel. The decomposition of organic waste contributes directly to climate change According to CalRecycle.com, mandatory recycling of organic waste, including food, is the next step toward achieving California's aggressive recycling and greenhouse gas emission goals.

C) Project Goal, Objectives, Activities and Expected Outcomes

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

To alleviate hunger and diet related health issues in the High Desert regions of Barstow, Yermo, Daggett, Newberry Springs, Hinkley, Victorville, Adelanto, Hesperia, and Apple Valley with nutritious and healthy food.

2. State **One to Three objectives**. Objectives should be specific, measurable, action-oriented, realistic, and time-specific (SMART) statements intended to guide your organization's activities toward achieving the goal.

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

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?

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

Objective I: Increase our inventory of available food within the project year.

Activities: Increase our refrigerated truck runs to our partners and those we have MOUs with. We will make more runs to Food Forward in Los Angeles for fresh produce.

Expected Outcomes: We will be able to increase the quantity of food redistributed to non-profits who provide food to our target populations. This will increase the amount of local food sources available to the public.

Objective II: Increase the amount of fresh produce we provide directly to our target population by 20%.

Activities: With our emergency food, monthly USDA commodities program, public lunch, three meals a day to shelter clients, and surplus food dropped off to our Affordable Housing residents; we will be able to offer a greater variety of fresh produce.

Expected Outcomes: Lower the food expenses of needy households, reduce the number of people in our community who go without food, and help contribute to the improved health of our communities. Greater outreach to homeless and low to moderate income households in the Victor Valley.

Objective III: Increase our food redistribution in the Victor Valley by 25%.

Activities: With additional funding for fuel, we will be able to make more detours to our partners in the Victor Valley on our way back from our runs to Los Angeles and San Bernardino.

Expected Outcomes: Greater outreach to homeless and low to moderate income households in the Victor Valley.

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.

This project will run from November 2016 to October 2016. Our programs will include the following:

- Emergency Food: This program will be offered every Saturday, once every 45 days per household; however, those who are in need are able to pick up food during the week. We serve an average of 300 Barstow area households with this program.
- Food Redistribution: We will provide approximately 50,000 pounds of food to non-profits who pick up on a weekly basis. With this project, we will be able to increase the amount of food our partners can pick up.
- Desert Manna Kitchen: Between three meals a day for our emergency shelter residents, daily public lunch, and preparing three meals a day for up to 20 Veterans in our local US Veterans Bridge Program; Desert Manna will offer more produce and at a greater variety with our meals.

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 homeless and low to moderate income individuals. We expect to serve approximately 7,500 people. Of those people, we expect the makeup to be:

27% children (0-17)
23% adults (18-59)
50% Seniors (60+)
25% Veterans

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?

Desert Manna works with 25+ area non-profits who have food pantries and feeding kitchens. Of our partners, we are the only organization in the High Desert with a refrigerated truck. Our partners include Salvation Army, local churches, Senior Centers, Samaritan's Helping Hand, High Desert Outreach, Meals on Wheels, the Barstow and Victorville foster care offices of Greater Hope, and a growing list as our outreach grows.

Desert Manna works with several programs which provide community service volunteers and paid job experience. Not only do these programs provide volunteers who are important to the success of our programs, it also provides inexperienced and low to moderate income families the training, skills, and for youth age 18 – 24 paid work experience, in order to acquire the tools to become more self-sufficient in their own lives. With this project our volunteers will have more opportunities for experience in warehousing, logistics, cooking, customer service, and data entry.

G) Evaluation

How will progress towards the objectives be tracked and outcomes measured?

For our public food programs, Desert Manna tracks our clients and their success through several forms of documentation. Our food source partners, Community Action Partnership of San Bernardino, Second Harvest/Feeding America, and Feed the Children require their own client sign-in forms. The clients provide their address (we can track which of our target locations they are from), their household size, and how many household members are a particular age range (children, adults, seniors). Desert Manna also has several forms catered to our programs for emergency food, non-profit food redistribution, and public meals. Our partner non-profits also track their outreach with similar forms; therefore, we are able to accurately report how many households our redistribution program serves.

Every month, this information is consolidated to produce reports presented to the Board of Directors. Our dedicated Board reviews this program and offers recommendations and oversight to assure success of our staff and clients.

H) Use of Grant Funds

How will you use the grant funds?

We are requesting funding for a Logistics Driver, warehouse manager, receiving clerk, program staff, and fuel for our refrigerated truck to secure more food from our sources by making additional runs to the greater Los Angeles area. The driver will also be able to make additional stops in the Victor Valley to supply our partners in the area with surplus food. A logistics Driver is needed to operate our vehicles, mainly our large refrigerated truck, to secure food. They are also needed to drop off pallets of food to our Victor Valley partners. The warehouse manager is responsible for coordinating pickups between Desert Manna and other agencies, food deliveries, and scheduling. A receiving clerk is vital to oversee inventory and surplus food redistribution. Program staff are vital to offer support in assisting with inventory, unloading and loading secured food, administering paperwork, and help with food events.

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.

We will sustain this program through contributions, corporate sponsorship, foundation grant funding, public and private partnerships, and quarterly mailing campaigns. Our Board of Directors and staff are committed to seeking and utilizing new sources of support. Our local non-profit partners also provide financial donations as well.

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?

Our Board's strong leadership is the foundation of the success of our staff and volunteers. Our Board of Directors supports our mission and staff by engaging in hands-on volunteer work and fundraising. Our President and CEO oversees key staff in their daily operations. While our Treasurer volunteers her accounting skills, she also interacts with key staff and volunteers in their day-to-day operations and offers her knowledge and support, such as assisting the Administrative Assistant in her growing role in grant writing. Our other Board members offer their skills and

services as well, such as driving our refrigerated truck to secure surplus food and helping make connections with other non-profits. Our key staff report to the Board regularly for guidance, support, and efficiency. The Board meets monthly to review our programs, upcoming goals, and to work on obtaining additional funding sources. Committees include a Governance Committee and a Finance Committee. The Finance Committee engages in strategic planning and setting policy and procedure.

B) Management

Describe the qualifications of key personnel/staff responsible for the project.

Ambrosia Pease, Administrative Assistant/Programs: Ms. Pease began volunteering her computer and administrative skills at Desert Manna in 2013. As a staff member of 3 years, she has overseen and administered a growing number of programs. She oversees our yearly Summer Sack Lunch Program for youth 18 and under, office staff, our job training programs and volunteers, monthly paperwork due to our partners, Board of Directors reports, the Homeless Information Management System for Desert Manna's clients, mailing campaigns, and grant writing. Her role in this project will be needed to assure that volunteers are trained and available, schedules are arranged, that proper paperwork is complete, and that reports for the Board is available for review to assure that our project is successful.

Marla Becerra, Housing Coordinator and Supervisor: Ms. Becerra began her time at Desert Manna on the CalWorks paid work experience known as W.E.X. Due to her hard work and management skills, she was hired by Desert Manna full-time. She oversees client intake at our emergency shelter, supervises volunteers in the shelter programs (such as our public lunch and US Veterans Bridge Meals program), assists with shelter related paperwork, steps into other food programs as needed, and secures the success of our homeless clients with case management. Her management skills, knowledge of our current programs, case management experience, and current oversight of several of our food programs makes her key to the success of this project.

Lauren Davis, Homeless Management Information System (HMIS) volunteer: Ms. Davis is our current W.E.X individual. She assists Ms. Becerra in inputting our client information, including case management notes, into the HMIS system for in-house and countywide tracking.

Bishop Campbell, volunteer Truck Driver: Mr. Campbell is a retired bus driver. He enjoys driving our refrigerated truck to secure surplus food. He is key in the transportation of product.

Volunteers: Desert Manna has on average of 12 volunteers available. For food related events, local non-profits also supply volunteers, making our available number of volunteers increase to up to 25. Our volunteers are well-trained and dedicated to helping run our programs. Those on our paid work experience programs undertake more responsibility in participating in our programs. They help with unloading trucks, assembling bags to distribute, doing client paperwork, and filing documents.

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V. Project Budget and Narrative

Line Item Request	Line Item Explanation	Support From Your Agency	Support From Other Funders	Requested Amount From Gimbel/TCF	Line Item Total of Project
Salaries & Wages					
1. Warehouse Manager	40 hours/week x \$12/hour x 52 weeks = 24,960	\$3,744	\$9,216	\$12,000	\$24,960
2. Receiving Clerk	40 hours/week x \$10.50/hour x 52 weeks = 21,840	\$3,076	\$9,764	\$9,000	\$21,840
3. Logistics/Driver	40 hours / week x \$10.50 / hour x 52 weeks = \$21,840	\$3,076	\$8,764	\$10,000	\$21,840
4. Program Staff	40 hours/week x \$15 / hour x 52 weeks x 2 employees = 62,400	\$7,360	\$41,040	\$14,000	\$62,400
TOTAL PERSONNEL		\$17,256	\$68,784	\$45,000	\$131,040
Program Expenses					
Insurance		\$600	\$1,800		\$2,400
Mileage/Travel		\$2,500	\$2,500	\$5,000	\$10,000
Rent/Lease – Facility & Equipment	Rent: \$1,200/month x 12mont = 14,400 Walk in Fridge 10x10 = 14,600	\$7,250	\$21,750		\$29,000
Supplies- Office/General	Computers/Software	\$900	\$2,700		\$3,600
Supplies – Program (Food)		\$13,750	\$41,250		\$55,000
Utilities		\$5,000	\$15,000		\$20,000
TOTAL PROGRAM EXPENSES		\$30,000	\$85,000	\$5,000	\$120,000
TOTAL EXPENSES		\$47,256	\$153,784	\$50,000	\$251,040

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

Warehouse Manager: The warehouse manager is responsible for coordinating pickups between Desert Manna and other agencies, food deliveries, and scheduling.

Receiving Clerk: A receiving clerk is vital to oversee inventory and surplus food redistribution.

Logistics/Driver: A logistics Driver is needed to operate our vehicles, mainly our large refrigerated truck, to secure food. They are also needed to drop off pallets of food to our Victor Valley partners.

Program Staff: Program staff are vital to offer support in assisting with inventory, unloading and loading secured food, administering paperwork, and help with food events.

Mileage/Travel: Desert Manna's refrigerated truck makes it possible for our Food Bank Redistribution Warehouse to secure pallets of food, secure perishable food, and to travel the required distances to reach our valuable food sources. We also have smaller vehicles to acquire smaller loads. To ease the burden of travel for our low to moderate income target population, we incur travel costs necessary to bring food to a centralized location for our clients.

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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
Walmart Community – Apple Valley (Corporation), Jan 2016	\$900
Walmart Community – Victorville (Corporation), Dec 2015	\$1,200
Walmart State (Corporation), Jan 2016	\$25,000
United Hope Partners, Emergency Food and Shelter (Foundation)	\$6,656
Edison International (Corporation), Jan 2016	\$5,000
United Way Inland Empire – Desert Region (Foundation) July 2016	\$8,000
Weingart Foundation	\$25,000
USDA Summer Sack Lunch Program (Government)	\$7,955
Harvesting Hope (Corporation)	\$3,500
Barstow Community Hospital (Corporation)	\$2,500

Pending

Name of Funder: Foundation, Corporation, Government	Amount	Decision Date
Northrup Grumman (Corporation)	\$25,000	Sept 30, 2016
Community Foundation	\$15,000	Aug 31, 2016
Bike & Build (Foundation)	\$10,000	Mid-Oct 2016
CalWellness (Foundation) <i>total over a 2-year period</i>	\$150,000	Aug 2016
BNSF (Corporation)	\$15,000	Fall 2016
Presbyterian Hunger Program	\$20,000	Aug 2016
Weingart Foundation (Foundation)	\$25,000	Dec 2016
Bank of America	\$20,000	Dec 2016
Elderly Nutrition Grant, DAAS (Government)	\$300,000	Nov 2016
Century 21/Paramount	\$50,000	Jan 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	\$39,135	17%	Program Fees	\$0	0%
Fundraising/Special Events	\$48,705	21%	Interest Income	\$8	0%
Corp/Foundation Grants	\$43,833	19%	Other: Earned	\$21,853	9%
Government Grants	\$32,752	14%	Other: Unearned	\$45,703	20%

Notes: Rental Income

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VII. Financial Analysis

Agency Name: Desert Manna

Most Current Fiscal Year (Dates): From July 1, 2014 To: June 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
\$1,051,147	\$964,700	\$86,447	\$0

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%	92%	8%	0%

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

Percentage of Organization's Current Total Budget used for Administration	Column C, Management & general expenses per 990 above	Differential
8%	8%	0%

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

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Quick Ratio: Measures the level of liquidity and measures only current assets that can be quickly turned to cash. A generally standard Quick Ratio equals 1 or more.

Cash	+ Accounts Receivables	/Current Liabilities	= Quick Ratio
\$24,894	\$3,470	592	47.9

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$(45,422)	\$16,010

Notes:

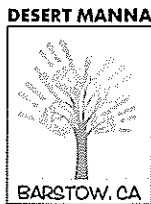
Purchase and renovation of property during past two years.

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>
<input checked="" type="checkbox"/> Completed Grant Application Form (cover sheet, narrative), budget page and budget narrative (see sample) and sources of funding, financial analysis page	<input checked="" type="checkbox"/> A copy of your current 501(c)(3) letter from the IRS
<input checked="" type="checkbox"/> A list of your Board members and their affiliations	<input checked="" type="checkbox"/> A copy of your most recent year-end financial statements (audited if available; double-sided)
<input checked="" type="checkbox"/> Your current operating budget and the previous year's actual expenses (see sample Budget Comparison)	<input checked="" type="checkbox"/> A copy of your most recent 990 (double-sided)
<input checked="" type="checkbox"/> 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	
<input checked="" type="checkbox"/> For past grantees, a copy of your most recent final report.	

Budget Comparison – Desert Manna

	Actuals	Budget	Variance
	Most Recently Completed Year	Projections Current Year	
	2016	2017	
Income			
Individual Contributions	87,840	105,000	17,160
Corporate Contributions	28,833	35,000	6,167
Foundation Grants	15,000	18,000	3,000
Government Contributions	34,611	50,000	15,389
Other Earned Income	21,853	26,000	4,147
Other Unearned Income	45,703	46,000	297
Interest & Dividend Income	8	10	2
In-Kind Donations	706,031	950,000	243,969
Total Income	\$939,879	\$1,230,010	\$290,131
Expenditures			
Personnel (75% program, 25% admin)			
Payroll	44,328	153,040	108,712
Payroll Taxes	5,043	18,000	12,957
Insurance – Workers' Comp	1,992	7,200	5,208
Payroll Services	1,260	1,300	40
Staff Development	139	150	11
Casual Labor	1,601	2,000	399
Total Personnel	\$54,363	\$181,690	\$127,327
General Operations/Administrative			
Business Fees	1,142	1,200	58
Public Relations	2,973	4,000	1,027
Conferences & Meetings	221	500	279
Office Utilities	1,481	1,800	319
Audit & Accounting	6,500	6,500	-
Consultants	9,800	-	(9,800)
Insurance	5,793	6,000	207
Telephone - Land Lines	1,715	2,000	285
Office Rent	3,300	3,300	-
Office Supplies	1,936	2,500	564
Postage & Delivery	1,420	1,500	80
Printing & Copying	1,582	2,000	418
Miscellaneous	394	500	106
Total General Operations/Administrative	\$38,257	\$31,800	\$(6,457)
Program			
Direct Client Assistance	13,790	16,000	2,210
Food Services	726,910	975,000	248,090
Housing	136,849	140,000	3,151
Consultants	30,000	30,000	-
Public Relations	2,973	4,000	1,027
Insurance	5,512	6,000	488
Telephone	2,644	3,000	356
Total Program	\$918,678	\$1,174,000	\$255,322
Total Expenditures	\$1,011,298	\$1,387,490	\$376,192
Revenue Less Expense	(\$71,419)	(\$157,480)	(\$86,061)



Desert Manna Board of Directors List

Darrin Fikstad (President & CEO)

President of Fikstad and Associates, a food industry consulting firm, Yermo, CA
P.O. Box 984, Yermo, CA 92398
Cell: 760-684-2400
Email: topchefone@gmail.com

Carol Ziegler, PHD (Treasurer & Secretary)

Professor of Computer Science (Retired)
P.O. Box 2120, Barstow, CA 92312
Home: 760-255-3403
Cell: 760-953-0529
Email: caziggy85@gmail.com

Roosevelt Beasley

Facility Manager, New Life Fellowship in Barstow, CA
134 W Main St, Barstow, CA 92311
Cell: 760-486-4324
Email: None

Tom Malone

Truck Driver (retired)
316 N Second St, Barstow, CA 92311
Cell: 760-954-5290
Email: tmal55g@gmail.com

Barry Colman

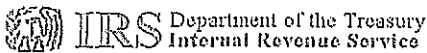
Entrepreneur & Investor
690 S. Grenfall Rd, Palm Springs, CA 92264
Cell: 310-702-9910
Home: 760-325-5505
Email: becolman@aol.com

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.	38,500.	0.	38,500.	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.	74,597.	63,408.	11,189.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions).				
9 Other employee benefits.				
10 Payroll taxes.	8,318.	7,070.	1,248.	
11 Fees for services (non-employees):				
a Management.				
b Legal.				
c Accounting.	8,813.	2,645.	6,168.	
d Lobbying.				
e Professional fundraising services. See Part IV, line 17.				
f Investment management fees.				
g Other. (If line 11g amt exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O).	3,954.		3,954.	
12 Advertising and promotion.				
13 Office expenses.				
14 Information technology.				
15 Royalties.				
16 Occupancy.	66,362.	55,850.	10,512.	
17 Travel.	1,537.	1,537.		
18 Payments of travel or entertainment expenses for any federal, state, or local public officials.				
19 Conferences, conventions, and meetings.				
20 Interest.				
21 Payments to affiliates.				
22 Depreciation, depletion, and amortization.	23,910.	23,910.		
23 Insurance.	18,497.	14,434.	4,063.	
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 <u>OTHER FOOD EXPENSES</u>	468,314.	468,314.		
b <u>FOOD</u>	181,388.	181,388.		
c <u>UTILITY ASSISTANCE</u>	64,226.	64,226.		
d <u>SPOILAGE</u>	37,359.	37,359.		
e All other expenses.	55,372.	44,559.	10,813.	
25 Total functional expenses. Add lines 1 through 24e.	1,051,147.	964,700.	86,447.	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).				



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077556534
Nov. 04, 2014 LTR 4168C 0
33-0264040 000000 00

00027324
BODC: TE

DESERT MANNA
201 N 1ST AVE STE B
BARSTOW CA 92311

Employer Identification Number: 33-0264040
Person to Contact: S LENARD
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Aug. 28, 2014, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in February 1988.

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.

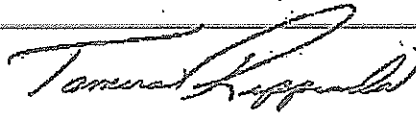
Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third 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.

4077556534
Nov. 04, 2014 LTR 4168C 0
33-0264040 000000 00
00027325

DESERT MANNA
201 N 1ST AVE STE B
BARSTOW CA 92311

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

Sincerely yours,



Tamera Ripperda
Director, Exempt Organizations



Strengthening Inland Southern California through Philanthropy



BOARD OF DIRECTORS

October 27, 2016

S. L. Gimbel Foundation Fund

Philip Savage IV
Chair of the Board

Mr. Darrin Fikstad
President & CEO

Sean Varner
Vice Chair of the Board

Desert Manna
201 North 1st Avenue, Suite B
Barstow, CA 92311

Pat Spafford, CPA
Chief Financial Officer

Sergio Bohon
Secretary of the Board

Dear Mr. Fikstad:

Dr. Paulette Brown-Hinds

Congratulations! A grant has been approved for Desert Manna in the amount of \$50,000.00 from the S.L. Gimbel Foundation. **The performance period for this grant is November 1, 2016 to October 31, 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:

Rabbi Hillel Cohn

To support Alleviating Hunger & Poverty with Nutritious Food.

James Cuevas

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, November 18, 2016.** Be sure to copy the signed agreement for your records. Funds will be released upon receipt of the signed Grant Agreement.

Immediate Past Board Chair

Paul Granillo

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

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

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 call me at 951-241-7777, ext. 114, or email me at ccudiamat@thecommunityfoundation.net.

Sincerely,

Celia Cudiamat
Executive Vice President of Programs

Dr. Jonathan Lorenzo Yorba
President and CEO

6321 Desert Manna 20160675 GIMB-75th



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

P: 951-684-4194

F: 951-684-1911

www.thecommunityfoundation.net

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

Organization: Desert Manna
Grant Amount: \$50,000.00 **Grant Number:** 20160675
Grant Period: November 1, 2016 to October 31, 2017 (*Evaluation is due November 15, 2017*)
Purpose: Alleviating Hunger & Poverty with Nutritious Food

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.

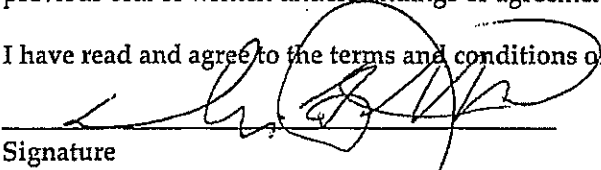
8. Termination

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.



DARRIN FIKSDAL

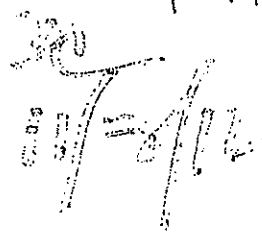
Printed Name

10/31/2016

President & CEO

Title

AV
11/3/16



Grant Number: 20160675

Organization: Desert Manna



Strengthening Inland Southern California through Philanthropy



BOARD OF DIRECTORS November 23, 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 Sipsos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

Mr. Darrin Fikstad
President & CEO
Desert Manna
201 North 1st Avenue, Suite B
Barstow, CA 92311

Dear Mr. Fikstad:

The Community Foundation is pleased to enclose a grant check for \$50,000 from the S. L. Gimbel Foundation, a component fund at The Community Foundation. By cashing the grant check, you are agreeing to the conditions stated under the *Terms of Grant* which you have signed and returned.

The completed Grant Evaluation form is due by November 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 Celia Cudiamat, Executive Vice President of Programs, at 951-241-7777, ext. 114, if you have any questions.

Sincerely,

Jonathan Lorenzo Yorba
Jonathan Lorenzo Yorba, Ph.D.
President and CEO

Dr. Jonathan Lorenzo Yorba
President and CEO

20160675 41552 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

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
 3695 Main Street, Riverside, CA 92501
 90-3414/1222

EMV® Check Fraud Protection for Business

41552

PAY * Fifty Thousand and no/100 *

TO THE ORDER OF

DATE

AMOUNT

11/08/2016

\$ ****50,000.00

Desert Manna
 201 North 1st Avenue, Suite B
 Barstow, CA 92311



Jonathan Lorenzo Yorba
Chia Cudamat
 AUTHORIZED SIGNATURE

Security features. Details on back.

⑈046552⑈ ⑆122234149⑆ 244124437⑈

The Community Foundation

41552

6321 Desert Manna 11/08/2016 041552

20160675 10/25/2016 Alleviating Hunger & Poverty with Nutritious Food 50,000.00
 GIMB S.L. Gimbel Foundation Advised Fund 50,000.00

CHECK TOTAL: \$ ****50,000.00

The Community Foundation

41552

6321 Desert Manna 11/08/2016 041552

20160675 10/25/2016 Alleviating Hunger & Poverty with Nutritious Food 50,000.00
 GIMB S.L. Gimbel Foundation Advised Fund 50,000.00

CHECK TOTAL: \$ ****50,000.00