



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

Internal Use Only:
Grant: 201600676

GUARANTEE ID: 12469
\$75,000
ca
15/25

Organization / Agency Information

Organization/Agency Name: El Sol Neighborhood Educational Center		
Physical Address:	766 N. Waterman Ave,	City/State/Zip San Bernardino, CA 92410
Mailing Address:	766 N. Waterman Ave,	City/State/Zip San Bernardino, CA 92410
CEO or Director:	Alex Fajardo	Title: Executive Director
Phone: 909-884-3735	Fax:	Email: alexfajardo@elsolnec.org
Contact Person:	Alex Fajardo	Title: Executive Director
Phone: 909-884-3735	Fax:	Email: alexfajardo@elsolnec.org
Web Site Address: www.elsolnec.org		Tax ID: 33-0552297

Program / Grant Information

Interest Area: Animal Protection Education Environment Health Human Dignity

Program/Project Name: Mother-Infant Health Promotion			Amount of Grant Requested: \$75,000
Total Organization Budget: \$3,230,100	Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 86.3%	Per 990, Percentage of Management & General Expenses Only (Column C/ Column A x 100): 7.8%	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 5.9%
Purpose of Grant Request (one sentence): To improve maternal and infant health by deploying culturally and linguistically appropriate community-based health promotion and education using Community Health Workers.			
Program Start Date (Month and Year): November, 2016		Program End Date (Month and Year): October, 2017	
Gimbel Grants Received: List Year(s) and Award Amount(s) N/A			

Signatures

Board President / Chair: (Print name and Title) Laura Garcia, Chair	Signature: <i>Laura Garcia</i>	Date: 7-18-16
Executive Director/President: (Print name and Title) Alex Fajardo, Executive Director	Signature: <i>Alex Fajardo</i>	Date: 7/18/16

2016 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? Founded in 1991, the mission of El Sol Neighborhood Educational Center (El Sol) is *to empower vulnerable communities to lead healthy and comfortable lives with access to health care; opportunities for education; safe, affordable housing; and the leadership skills to eliminate disparities*. El Sol provides an array of culturally and linguistically competent community based services to low-income and vulnerable communities, with a special focus on promoting and sustaining the well-being of Spanish-speaking Latino communities. El Sol is a pioneer in the training of Community Health Workers (CHWs) and has acquired vast experience in the utilization of CHWs in a variety of health programs. The CHW model is a culturally and linguistically sensitive research- and community-based approach to effectively disseminate key health related messages, education, and linkage to services through education and outreach on various health topics. With multiple grants from foundations, public contracts and donations, El Sol has demonstrated the capacity to successfully develop, plan, implement, and evaluate programs serving a unique target population, and will be able to perform the required services as stated in this proposal.

B) What are some of your past organizational accomplishments (last three years)? El Sol serves community residents each year with programs focused on achieving measurable changes in knowledge, behavior, skills, and attitudes. El Sol is recognized as the premier organization in the region using the Community Health Worker model and has developed the Community Health Worker Academy in partnership with Loma Linda University. The agency has demonstrated the ability to successfully engage, train, and involve Community Health Workers in health promotion and education. In 2014-2015, El Sol documented (surveys, intake records, etc.) impacting over 80,000 participants through its outreach and health promotion and education programs targeting social determinants of health. In 2015, The El Sol Inspire Multicultural Center-Holistic Campus, served 5,000 unduplicated participants each year, of which, approximately 12% are seniors or older adults, who receive services aimed at addressing social isolation, building social capital, and promoting recovery from mental illness, including depression.

El Sol is decidedly data driven. All programs are designed using logic models and include measurable (SMART) process and outcomes objectives. El Sol has acquired the *Efforts to Outcomes* (ETO™) software, which is being used in our educational, home visitation, and case management services. The software allows us to track client level outcomes data. **Examples of past organizational accomplishments** include:

- **Community Health Worker Academy:** CHWs develop a variety of knowledge and skills that are disseminated throughout the communities, while also providing linkages to resources when needed. In a 2013 program evaluation, CHWs (n=75) had a statistically significant increase (p<0.05) in their confidence and self-efficacy, and demonstrated skills, knowledge, attitude, and behavior upon completing specialized trainings.

- ***Mamas y Bebés Program (Mothers and Babies)***: El Sol recruited, trained, and deployed CHWs to deliver a manualized structured (8 sessions) prevention and early intervention program. Results for 2012-2013 show that 145 women were served; 86% of the 145 women completed the program. Demographic data were available for 121 of the 145 women. While all of the women were of Hispanic origin, 86% (104) were of Mexican descent; two-thirds (66%) preferred Spanish as their primary language and approximately half (48%) were over the age of 25. Post scores indicated that after the program depressive symptoms were significantly decreased to below the clinical range.
- ***Community-based Chronic Disease Management***. The agency is engaged in an innovative project to educate 600 individuals on issues of nutrition and obesity prevention, funded by the Desert Health Care District. A pre and post-test of participants (n=275) revealed that participants showed significant (p<0.05) increases in 13 out of the 18 knowledge items.

C) What are your key programs and activities? Describe the communities you serve. Include populations, geographic locations served, and relevant statistics. Records show that 70% of program participants are between 138% and 400% Federal Poverty Level and include The focus is on low-income, vulnerable community residents who encounter health care access barriers including Latinos/Hispanics (60%), African Americans (15%), Caucasian (15%), Asian and Pacific Islanders (5%), and Native Americans (<5%). El Sol serves low-income communities throughout counties of Riverside and San Bernardino. In 2015, El Sol implemented health education and promotion services in the following areas:

- ***Health equity***: Community-based health education to address specific health disparities including cardiovascular disease, diabetes, and asthma and other upper respiratory health challenges, and improving access to care.
- ***Structured Case Management and care coordination***: Improving access to resources and services in the community.
- ***Prevention and early intervention***: Address physical, social, emotional, and mental health and well-being by addressing social determinants of health.
- ***Early childhood development and parenting education***: Provide training and support to parents. Parenting education delivered in group-based or home-visitation format.
- ***Maternal, Infant, Early Childhood Education Home Visitation***: Implement evidence-based home visitation programs, linkages and referrals programs.

II. Project Information

A) Statement of Need. Specify the community need you want to address and are seeking funds for. The project aims to address the need for mental health education, particularly among pregnant women or new mothers at risk for post-partum depression. Studies suggest that approximately 10% to 15% of new mothers develop clinically significant depressive symptoms, or postpartum depression. Other suggest that postnatal depression is a common condition affecting up to 20% of new mothers in the first six months after delivery (Miller, 2002). The reality is that depression during the prenatal and postpartum periods is associated

with poor maternal, perinatal and child outcomes (Kieffer et al., 2013). Both prenatal and postpartum depression have been linked to a variety of attachment and mood disorders and other poor emotional and physical health outcomes in mothers, newborns, infants and children (Marcus, 2011). Furthermore, depression has also been listed as one of the two leading causes of death in pregnant and postnatal women (Lewis, 2004). Latinas are at highest risk for developing symptoms and diagnoses of postpartum depression (Yonkers, 2001). A recent study found that Latinas were also at increased risk of not seeking help after reporting depressive symptoms compared to non-Hispanic white women (McGarry, 2009). Additionally, a high percentage of Latinas experience depressive symptoms during pregnancy and the postpartum period and also encounter many barriers to treatment (Kieffer et al., 2013). In fact, Hispanic ethnicity more than doubled the odds of depression during pregnancy, independent of other risk factors (Melville et al., 2010).

B) Project Description. Describe your project. How does your project meet the community need? What is unique and innovative about this project? El Sol will deploy an evidence-based health education program designed to improve health outcomes for women who are pregnant and new mothers, and will provide linkages, referrals and ongoing case coordination support. The project also aims to establish community health worker teams that include Clinical Community Health Workers (CCHWs) as members of community-based care transition teams supporting community residents, specifically pregnant women and new mothers connecting them to Patient-Centered Medical Homes to improve access and quality of care. The proposed health education program is consistent with El Sol's mission and emphasis on prevention and focus on social determinants of health to support the development of optimal mental health, including a focus on maternal-infant health, strengthening families via parenting education, home visitation services, targeted health education and promotion, community-based mental health education, behavioral health screening, etc. The project builds on ongoing efforts to improve mother-infant health issues but is unique in that it focuses on building capacity of home visitation program to equip participants to recognize which thoughts, behaviors, and social contacts have influence on their mood, the effect of mood on health, and the benefits of strengthening maternal-infant bonding.

The project is unique and innovative in that traditional health education services focus primarily on increasing knowledge among the target population. However, the proposed project aims to impact attitudes, skills, and behaviors, and also enhances the Community Health Worker model by including a component of ongoing clinical support. In addition to the health promotion, El Sol's project is based on the premise that comprehensive wraparound and case management services (one-on-one guidance) to address contextual barriers, as well as occupational-specific skills (e.g. case management, care coordination, health navigation, community health workers, etc.) contribute to greater success. The project is innovative in that it combines the traditional role of community health workers in community outreach and education with Clinical Community Health Workers (C-CHWs) to be deployed to work with selected health care providers to assist community residents in coordinating care and navigating the complex health system to obtain timely screening, detection and treatment of health conditions, information about treatment options, and any needed follow-up.

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.

Project goal: The primary goal is to improve maternal and infant health outcomes by deploying culturally and linguistically appropriate community health education using Community Health Workers.

2. State One to Three Objectives

Objective 1: By month 12, at least 75 pregnant or recent mothers (less than 12 months) who are at high-risk for developing depression will be identified, screened, recruited, and complete health promotion program as measured by participant logs.

Activities:

1. Train Community Health Workers in all aspects of program and health education.
2. Identify and form collaborations with at least five (5) organizations and/or agencies for outreach and recruitment activities held throughout project year as measured by partnership agreements or MOUs.
3. Develop and print all marketing materials (i.e. flyers, project pamphlets, posters) for distribution during outreach and promotional activities.
4. Conduct the necessary promotional and outreach group presentations, small groups, distribution of information in a targeted manner, and vendor presentations to a variety of audiences (e.g. clinical professionals, community leaders, WIC, FRCs, faith-based organizations, potential participants, etc.).
5. Develop outreach, screening, and service linkage follow-up protocols.

Expected Outcomes

1. Enhanced capacity to provide culturally and linguistically competent health education among Community Health Workers, including programs focused on postpartum depression (PPD) to pregnant Latina women
2. Increased skills to build community networks of support for pregnant women and new mothers at risk.
3. New partnerships for mother-infant mental health.

Objective 2: By month 12, 75% of participants will report a change in parent-infant bonding and maternal self-efficacy skills as measured by program standardized pre/post assessments.

Activities:

1. Community Health Workers will be trained on various screening and evaluation tools.
2. CHWs will administer screening tools to course participants.
3. CHWs will assist participants with linkages and referrals as needed.
4. Data from the screening and evaluation tools will be entered and managed on the respective database.

Expected Outcomes

- Increased awareness among pregnant women and understanding of PPD and the mental health system
- Increased intention to utilize mental health prevention programs and services.
- Increased sense of maternal self-efficacy.
- Reduced stigma among project participants and their family networks.

Objective 3: By the end of program, 85 percent of participants who complete program will report a change in either knowledge, skills, and behaviors associated with at least one of the following domains: a) mental health, b) nutrition, c) physical activity, d) preventive care services, e) self-care, and f) medical screening, and received assistance in navigating health system, as measured by participant pre/post assessments.

Activities:

1. Include assistance with accessing health services and social services.
2. Provide support with medical check-up and selecting medical home.
3. Refer participants to parenting education programs, as needed.
4. Assist participants with accessing health education services (e.g. nutrition, physical activity)

Expected Outcomes

- Increased knowledge of mental health
- Increased capacity to identify symptoms of mental health challenges
- Increased capacity to appropriately use and access community services and resources.
- Development of partnership and collaboration with community organizations/agencies for improved advocacy in elimination of barriers that affect use and access to mental health services among Latina women.

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.

- *Program Activity: Organization.* Although our key personnel is already in place and ready to deploy the proposed project immediately, this phase includes recruitment of additional support staff, recruiting volunteers including members for the Community Advisory Board (CAB) and setting up administrative systems such as monitoring and evaluation. Month 1
- *Program Activity: Capacity building and Training.* All staff will be trained in the program model prior to commencing the delivery of services. All of El Sol personnel have been trained in Healthy Families America model, Parent-Child Home Program, and Nurturing Parenting Program. Month 2.
- *Program activity: Community Outreach.* To enhance program participation, El Sol will distribute program information (i.e. brochures, flyers, etc.) at child care facilities, WIC sites, pediatrician offices, Public Health Clinics, social workers, schools, hospitals and community-based organizations. Month 1 and ongoing.

- *Program activity: Referrals and Intake.* Participants will be accepted through direct recruitment by project personnel (located at WIC program centers, clinics, churches, etc.) or referrals from other community partners. Month 4-12
- *Program activity: Implementation and Evaluation.* Community Health Workers are deployed to provide health outreach, education to target community. Project monitoring and evaluation includes pre and post-test assessments. Month 4-12

E) Target Population. Who will this grant serve? How many people will be impacted? Provide a breakdown of children, youth, adults, seniors, animals. A primary focus is on low-income and at risk mothers. Project will serve Latinos/Hispanics (60%), African Americans (15%), Caucasian (15%), Asian and Pacific Islanders (5%), and Native Americans (<5%). In addition to the goal of serving 75 women who are identified as at risk for postpartum depression or other mental health needs, the project will reach at least 200 adults with health education.

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? The project builds on ongoing efforts by El Sol to increase access to care and address mother-infant health issues. El Sol has partnered with several community stakeholders including WIC and Community Health Clinics. Organizations that have ongoing partnerships with El Sol that will enhance the proposed project include but are not limited to: **1) Post-Secondary:** California State University San Bernardino (CSUSB), and Loma Linda University (LLU). **2) Public or government:** City of San Bernardino, WIC, Workforce Investment Board. **3) Social Service agencies:** Family Nurturing Center of Southern California. Students will benefit from services such as parenting education, family counseling, career planning support, health screening, financial literacy programs, etc. **4) Health care:** Community Clinic Association and Medical centers. **5) Behavioral Health:** Inspire Multicultural Center. Participants receive behavioral health support, case management, referrals, etc. The proposed project is unique in that no other agency has developed the Clinical Community Health Worker. El Sol's program uses a combination of stipend-based and volunteer personnel who are trained to provide linkages and referrals as well as culturally and linguistically appropriate health education.

G) Evaluation. How will progress towards the objectives be tracked and outcomes measured? El Sol has acquired the Efforts To Outcomes (ETO™) software to track and measure outcomes. El Sol will submit progress reports covering all above listed tasks with appropriate documentation. The use of SMART objectives (i.e. specific, measurable, achievable, reachable, and time-limited) will allow us to determine success of the proposed project. **Process evaluation:** The evaluation system will analyze process indicators including but not limited to: a) Number and demographics of participants; b) number of trainings or workshops; c) development of survey instruments; and d) budget execution according to plan, etc. The emphasis will be on outcome indicators, including changes in knowledge, behaviors, attitudes, and skills related to a) behavior on access to care; b) community health workers as members of care delivery systems; c) health behaviors (e.g. self-management of chronic illness).

H) How will you use the grant funds? The requested funds (\$75,000) will be used primarily for this pilot program combining community-based health education with Community

Health Workers. Specifically, funds will be used primarily for Community Health Worker stipend and development of program material. See budget. The proposed project will contribute to El Sol's strategy of maximizing opportunities provided by the Affordable Care Act and identify opportunities to sustain community health teams with either fee for service or reimbursement by public or private health plans.

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. With support from First 5 San Bernardino, El Sol developed its sustainability plan, which included internal and external capacity assessment. The findings show that the organization has developed the fiscal, financial, and administrative capacity to successfully implement the various programs with fiscal and financial integrity. To sustain the proposed project beyond initial funding, the goal is to integrate the project into El Sol's health promotion, care coordination, and access to care initiatives. Already, El Sol is leveraging funding from other sources, including support from The Weingart Foundation, the California Women's Foundation and the Archstone Foundation. To support ongoing strategic resource development, El Sol's Board approved a fund development plan which includes targeting both foundation and individual major donors, and has the goal of securing \$1,500,000 in additional funding in three (3) years and to diversify the funding portfolio.

El Sol understands that sustainability includes programmatic and organizational readiness:

- **Financial reserves:** The Board approved a policy of having 3-month operations to ensure continuity and stability of the program.
- **Fiscal control:** El Sol has developed the fiscal, financial, and administrative capacity, to successfully implement the various programs with fiscal and financial integrity. El Sol has robust systems in place governing all financial operations, clearly documented procedures ensure that all accounts are reconciled each month that all internal and external accounting functions are fully integrated with budgeting and organizational goals, and documented procedures in place for allocation of indirect costs.
- **Fee for Service:** The US Department of Labor now includes Community Health Workers (CHWs) in the Occupational Outlook Handbook (January 2014). El Sol seeks to maximize opportunities provided by the Affordable Care Act and identify opportunities to sustain community health teams with either fee for service or reimbursement by public or private health plans. Already, El Sol secured funding from the Archstone Foundation to implement a clinical Community Health Worker program focused on improving care quality and coordination of care among older adults with or at-risk for depression, especially racial and ethnic minorities, particularly Spanish-speaking populations.

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?

El Sol is governed by a Board of Directors comprised of seven volunteer members that include community and business members. The Board includes a President, Secretary, Treasurer and four members. The Board meets monthly and is responsible for overseeing the strategic management of the organization, the financial direction of the agency, and ensuring growth and overall development of the organization. El Sol subscribes to exemplary practices in non-profit management including separation of governance and management functions as promoted by national experts such as BoardSource (formerly the National Center for Nonprofit Boards). Key functions and responsibilities of the El Sol Board of Directors that support successful implementation of organizational goals, include: 1) develop mission and purpose; 2) select, support, and evaluate chief staff person; 3) ensure organizational planning (e.g. strategic plan); 4) ensure adequate resources (including making personal contributions); 5) ensure integrity of administrative systems including personnel management and ensuring compliance with legal and tax requirements; 6) determine programs and services and implement systems for monitoring and evaluation; 7) represent the organization in public relations efforts to enhance organizational image; and 8) assess its own performance as a board. Standing committees include Fundraising Committee, Personnel Committee, Audit Committee, and the Executive Committee. Decisions are made by simple majority.

B) Management. Describe the qualifications of key personnel/staff responsible for the project. El Sol is prepared to implement project from day one based on track record of key personnel:

- **Executive Director** (0.10 FTE). Mr. Alexander Fajardo, Executive Director of El Sol is an experienced leader, consultant, and a very active member of the San Bernardino and Riverside communities, having created and implemented several programs throughout the Inland Empire. Mr. Fajardo is an experienced manager and is currently overseeing a contracts/grants portfolio of approximately \$4.5 million. Mr. Fajardo will oversee staff management of the project to ensure project successful implementation and subsequent positive impact within the community.
- **Project Coordinator** (0.25 FTE). Mayra Barcenas, MPH. A public health graduate with over 12 years of experience in community-based outreach work both at the national and international level. Has served as a health educator with the U.S. Peace Corps.
- **Community Health Worker Support** (1.00 FTE). Ms. Angelica Alvarez has worked with El Sol since 2006 and has served in the role of Program Manager for the Community Health Worker program. In this capacity, she trained over 250 community health workers to effectively prevention and early intervention health education programs. Ms. Alvarez will have direct responsibility for overseeing and supporting Community Outreach Coordinators.

2016 S.L. Gimbel Foundation APPLICATION

V. Project Budget and Narrative

Line Item Description	Line Item Explanation (Formula/equation used as applicable. Example: 40 books @ \$100 each = \$4000)	Support From Your Agency	Support From Other Funders	Requested Amount From TCF	Line Item Total of Project
Executive Director	\$30/h @ 0.10 FTE = \$30 x 208 hours = 6,240	\$6,240			\$6,240
Project Manager	\$25per hour @ 0.25 FTE= \$25 x 520= \$13,000			\$13,000	\$13,000
Project Coordinator	\$23/h @ 0.50 FTE = \$23 x 1040 = \$23,920			\$23,920	\$23,920
Fringe Benefits	Fringe benefits calculated at 29% of salaries = \$13,000+\$23,920= \$36,920 x 0.29%= \$10,707			\$10,707	\$10,707
CHWs	5 stipend-based CHWs. Estimated at \$15,298			\$15,298	\$15,298
Program Material	Development of support program material and incentives for mothers. 75 mothers x \$75 = \$5,625			\$5,625	\$5,625
Office supplies	Office supplies (e.g. pens, paper, flip chart, folders, etc.) \$50 x 12 months = \$600			\$600	\$600
Transportation	Mileage reimbursement for project personnel to provide training to participants. Estimated at 5 CHW x 75 miles x 12 months = 4500 miles x \$0.50 = \$2,250.			\$2,250	\$2,250
Communication	Phone, internet, for project personnel. Estimated at \$200 x 12 = \$2,400			\$2,400	\$2,400
Training and meetings	24 meetings (2 per month) x \$50 = \$1,200			\$1,200	\$1,200
TOTALS:		\$6,240		\$75,000	\$81,240

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

Line Item	Narrative/Justification
Executive Director	Provides general organizational leadership. Review and approve reports. Establish partnership. \$30/h @ 0.10 FTE = \$30 x 208 hours = 6,240
Project Director	Organizational oversight for project personnel. \$25per hour @ 0.25 FTE= \$25 x 520= \$13,000
Project Coordinator	Day to day management of project activities and community health workers. \$23/h @ 0.50 FTE = \$23 x 1040 = \$23,920
Fringe Benefits	Fringe benefits calculated at 29% of salaries = \$13,000+\$23,920= \$36,920 x 0.29%= \$10,707
CHWs	5 stipend-based CHWs with an average case load of 15 participants. Estimated at \$15,298
Program Material	Development of support program material and incentives for mothers. 75 mothers x \$75 = \$5,625
Office supplies	Office supplies (e.g. pens, paper, flip chart, folders, etc.) \$50 x 12 months = \$600
Transportation	Mileage reimbursement for project personnel to provide training to participants. Estimated at 5 CHW x 75 miles x 12 months = 4500 miles x \$0.50 = \$2,250.
Communication	Phone, internet, for project personnel. Estimated at \$200 x 12 = \$2,400
Training and meetings	24 meetings (2 per month) x \$50 = \$1,200

2016 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

Pending

Name of Funder: Foundation, Corporation, Government	Amount	Decision Date

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	\$18,647	.4%	Program Fees	\$148,190	2.9%
Fundraising/Special Events	\$		Interest Income	\$15	
Corp/Foundation Grants	\$673,018	13.3%	Other:	\$16,800	.3%
Government Grants	\$4,215,506	83.1%	Other:	\$	

Notes: The information above is derived from the 2015 calendar year statement of activities.

2016 S.L. Gimbel Foundation APPLICATION

VII. Financial Analysis

Agency Name: El Sol Neighborhood Educational Center

Most Current Fiscal Year (Dates): From 01/01/2014 To: 12/31/2014

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
\$3,394,775	\$2,930,476	\$264,338	\$199,961

Note: 990 Form (2015) on Extension

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%	86.3%	7.8%	5.9%

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
13%	7.8%	5.2 %

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

Note: Management and general expenses for 2015 were 13%, which is consistent with the current year budget. Since the 2015 Form 990 is on extension, the 2014 percent of 7.8% was included above.

2016 S.L. Gimbel Foundation APPLICATION

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

Cash	+ Accounts Receivables	/Current Liabilities	= Quick Ratio
\$1,775,290	\$	84,101	21.1

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$1,214,605	\$1,757,529

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
	A list of your Board members and their affiliations	A copy of your most recent year-end financial statements (audited if available; double-sided)
	Your current operating budget and the previous year's actual expenses (see sample Budget Comparison)	A copy of your most recent 990 (double-sided)
	Part IX only of the 990 form, Statement of Functional Expenses (one page). If you completed a 990-EZ, fill out the attached Part IX, Functional Expenses of the 990 form using figures from your 990-EZ	
	For past grantees, a copy of your most recent final report.	



El Sol
NEIGHBORHOOD EDUCATIONAL CENTER
"Transforming Hearts, Minds and Actions"

Board of Director List 2015-2017

President CEO

Ms Laura Garcia

Affiliation: Chaffey Community College

Lgarcia.elsolboard@gmail.com

323-253-5907

4 years with the organization

Secretary

Jonathan Manriquez

Affiliation: United Pentecostal Church

Jmarthinez.elsolboard@gmail.com

3 years with the organization

Treasurer

Xiomara Mora

Affiliation: California State University

Xmora.elsolboard@gmail.com

1 years with the organization

Member

Juliana Medina

Affiliation: Community Member

2 years with the organization

Yenny Guarin

Community Advocate

2 year with the Organization

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **NOV 16 2006**

EL SOL NEIGHBORHOOD EDUCATIONAL
CENTER
PO BOX 449
SAN BERNARDINO, CA 92404

Employer Identification Number:
33-0552297
DLN:
17053308706006
Contact Person:
THOMAS C KOESTER ID# 31116
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated NOVEMBER 8, 1994, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

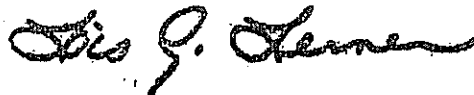
Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements



STATE OF CALIFORNIA

FRANCHISE TAX BOARD
P.O. BOX 1286
RANCHO CORDOVA, CA. 95741-1286

October 26, 1994

In reply refer to
340:G :PTS

EL SOL NEIGHBORHOOD EDUCATIONAL CENTER
1093 1/2 W. 41ST ST.
SN BERNARDINO CA 92407

Purpose : CHARITABLE AND EDUCATIONAL
Code Section : 23701d
Form of Organization : Corporation
Accounting Period Ending: December 31
Organization Number : 1740285 ES5NE

You are exempt from state franchise or income tax under the section of the Revenue and Taxation Code indicated above.

This decision is based on information you submitted and assumes that your present operations continue unchanged or conform to those proposed in your application. Any change in operation, character, or purpose of the organization must be reported immediately to this office so that we may determine the effect on your exempt status. Any change of name or address must also be reported.

In the event of a change in relevant statutory, administrative, judicial case law, a change in federal interpretation of federal law in cases where our opinion is based upon such an interpretation, or a change in the material facts or circumstances relating to your application upon which this opinion is based, this opinion may no longer be applicable. It is your responsibility to be aware of these changes should they occur. This paragraph constitutes written advice, other than a chief counsel ruling, within the meaning of Revenue and Taxation Code Section 21012(a)(2).

You may be required to file Form 199 (Exempt Organization Annual Information Return) on or before the 15th day of the 5th month (4 1/2 months) after the close of your accounting period. Please see annual instructions with forms for requirements.

You are not required to file state franchise or income tax returns unless you have income subject to the unrelated business income tax



Strengthening Inland Southern California through Philanthropy



BOARD OF DIRECTORS

Philip Savage IV
Chair of the Board

Sean Varner
Vice Chair of the Board

Pat Spafford, CPA
Chief Financial Officer

Sergio Bohon
Secretary of the Board

Dr. Paulette Brown-Hinds

Rabbi Hillel Cohn

James Cuevas
Immediate Past Board Chair

Paul Granillo

Stanley Grube

Kirk Harns

Dr. Fred Jandt

Andrew Jaramillo

Dr. Albert Karnig

D. Matthew Pim

Teresa Rhyne

Kathleen Sawa

Dr. Henry Shannon

Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

Dr. Jonathan Lorenzo Yorba
President and CEO

October 27, 2016

S. L. Gimbel Foundation Fund

Mr. Alexander J. Fajardo
Executive Director
El Sol Neighborhood Educational Center
766 North Waterman Avenue
San Bernardino, CA 92410

Dear Mr. Fajardo:

Congratulations! A grant has been approved for El Sol Neighborhood Educational Center in the amount of \$75,000.00 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:

To support Mother-Infant Health Promotion.

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.

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.

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

12469 El Sol Neighborhood Educational Center

20160676

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: El Sol Neighborhood Educational Center
Grant Amount: \$75,000.00 **Grant Number:** 20160676
Grant Period: November 1, 2016 to October 31, 2017 (*Evaluation is due November 15, 2017*)
Purpose: Mother-Infant Health Promotion

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.

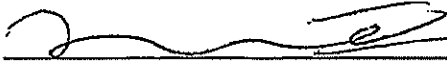
8. Termination

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.



Signature
Aleo Fasardo
Printed Name

10-31-16

Date
Director

Title

Grant Number: 20160676
Organization: El Sol Neighborhood Educational Center

AV
11/4/16
4:55 PM
dy
11/24/12



Strengthening Inland Southern California through Philanthropy



November 23, 2016

BOARD OF DIRECTORS

Philip Savage IV
Chair of the Board

Mr. Alexander J. Fajardo
Executive Director

Sean Varner
Vice Chair of the Board

El Sol Neighborhood Educational Center
766 North Waterman Avenue

Pat Spafford, CPA
Chief Financial Officer

San Bernardino, CA 92410

Sergio Bohon
Secretary of the Board

Dear Mr. Fajardo:

Dr. Paulette Brown-Hinds

The Community Foundation is pleased to enclose a grant check for \$75,000 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.

Rabbi Hillel Cohn

James Cuevas

Immediate Past Board Chair

Paul Granillo

Stanley Grube

Kirk Harns

Dr. Fred Jandt

Andrew Jaramillo

Dr. Albert Karnig

D. Matthew Pim

Teresa Rhyne

Kathleen Sawa

Dr. Henry Shannon

Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

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.

Dr. Jonathan Lorenzo Yorba
President and CEO

Sincerely,

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

20160676 41553 GIMB75



Confirmed in Compliance
with National Standards for
U.S. Community Foundations

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

Intelligent Check Fraud Protection for Business

41553

PAY * Seventy-Five Thousand and no/100 *
 TO THE ORDER OF

DATE 11/08/2016 AMOUNT \$ ****75,000.00

El Sol Neighborhood Educational Center
 766 North Waterman Avenue
 San Bernardino, CA 92410



Jonathan Lorenzo Yorda
Kelia Chudamhat
 AUTHORIZED SIGNATURE

Security features. Details on back.

⑈041553⑈ ⑆122234149⑆ 244124437⑈

The Community Foundation

41553

12469	El Sol Neighborhood Educational Center	11/08/2016	041553	
20160676	10/25/2016 Mother-Infant Health Promotion			75,000.00
GIMB	S.L. Gimbel Foundation Advised Fund		75,000.00	

CHECK TOTAL: \$ ****75,000.00

The Community Foundation

41553

12469	El Sol Neighborhood Educational Center	11/08/2016	041553	
20160676	10/25/2016 Mother-Infant Health Promotion			75,000.00
GIMB	S.L. Gimbel Foundation Advised Fund		75,000.00	

CHECK TOTAL: \$ ****75,000.00