



**Organization / Agency Information**

<b>Organization/Agency Name:</b> Food Bank of Delaware		
<b>Physical Address:</b> 222 Lake Drive		<b>City/State/Zip</b> Newark, DE 19702
<b>Mailing Address:</b> 222 Lake Drive		<b>City/State/Zip</b> Newark, DE 19702
<b>CEO or Director:</b> Patricia Beebe		<b>Title:</b> President & CEO
<b>Phone:</b> 302-292-1305	<b>Fax:</b> 302-292-1309	<b>Email:</b> pbeebe@fbd.org
<b>Contact Person:</b> Caitlin Custer		<b>Title:</b> Donor Relations Manager
<b>Phone:</b> 302-292-1305 X253	<b>Fax:</b> 302-292-1309	<b>Email:</b> ccuster@fbd.org
<b>Web Site Address:</b> www.fbd.org		<b>Tax ID:</b> 51-0258984

**Program / Grant Information**

<b>Program/Project Name:</b> Backpack Program			<b>Amount of Grant Requested:</b> \$14,740.56
<b>Total Organization Budget:</b> \$25,412,104	<b>Per 990, Percentage of Program Service Expenses</b> (Column B/ Column A x 100): 91%	<b>Per 990, Percentage of Management &amp; General Expenses Only</b> (Column C / Column A x 100): 4%	<b>Per 990, Percentage of Management &amp; General Expenses and Fundraising</b> (Column C+D / Column A x 100): 5%
<b>Purpose of Grant Request (one sentence):</b> To provide 3,531 Backpack Kits, weekend meals and snacks for children who depend on school meals during the week, to low to moderate income children struggling with food insecurity.			
<b>Gimbel Holiday Grants Received: List Year(s) and Award Amount(s)</b> No previous support has been received.			

**Signatures**

<b>Board President / Chair:</b> (Print name and Title) Andy Larmore, Board Chair	<b>Signature:</b> 	<b>Date:</b> 11/8/19
<b>Executive Director/President:</b> (Print name and Title) President + CEO	<b>Signature:</b> 	<b>Date:</b> 11/8/19

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

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

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

The mission of the Food Bank of Delaware (FBD) is to provide nutritious foods to Delawareans in need and facilitate long-term solutions to the problems of hunger and poverty through community education and advocacy. FBD was founded as a food closet study committee in 1977 and incorporated as Food Conservers in 1981, later changing its name to Food Bank of Delaware. We have grown from serving 50 agencies out of a basement to becoming the state's largest hunger relief organizations, serving 509 agencies and distributing 8.6 million pounds of food last fiscal year. Through our network of partners we receive 916,000 visits each year from those seeking food assistance. We have 56 full time staff members and 4 part time staff members. Last fiscal year we received 15,947 volunteer visits to support our mission.

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

The Backpack Program fills a gap left by the free and reduced price lunch program when children do not have access to school meals, such as on weekends or breaks. Each kit has 4 meals and 2 snacks to keep children nourished until their return to school on Monday. This program serves low to moderate income children statewide from pre-school to high school. 1 in 5 children in the state of Delaware lives in poverty. Families experiencing poverty are often also food insecure and have trouble keeping food on the table. In addition to large pockets of poverty in Delaware's largest city of Wilmington, the two lower counties in Delaware, Kent and Sussex, are mostly rural and have many areas of food deserts and high rates of poverty.

Food component kits for the backpacks are packed by volunteers at the Food Bank's Newark and Milford facilities. Each food kit is packed with several different foods such as, granola bars, pop-top microwave pastas, soups, canned fruits and apple sauce, juice boxes, shelf-stable milk, cereal, crackers, pudding and healthy snacks. In line with the Food Bank's new Foods2Encourage policy which aims to add more fruits, vegetables, and low-sodium items into the diets of those that we serve, the Backpack Program is now adding vegetables to the kits to increase the overall nutrition of the packs. Backpacks are filled with enough food to sustain the children until the next available meal in school providing 4 meals and 2 snacks. Additional meals and snacks are provided over extended school holidays as well. This grant will provide 3,531 kits, containing a total of 14,124 meals and 7,062 snacks.

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

Children are identified by teachers, school administrators, nurses, school nutritionists and after school program coordinators as being at risk for hunger and for inclusion in the program. School personnel have the most intimate knowledge of children and their family situation to identify those most in need. Packs are delivered to the school or after school program for distribution on Fridays or the last day before a school vacation. Site personnel then distribute the kits to children each week.

**How many people will be served by the food distribution program (children, youth, adults, seniors)? Please explain how you keep track of number of people served.**

Total participants for the year are tracked in our client database from application forms submitted by school sites.

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## S.L. Gimbel Foundation Fund Holiday Grant Application

### III. Project Budget

Please provide a detailed line-item budget for your project by completing the budget form below. **The maximum requested amount is \$15,000** or 25% of your operating budget, whichever is less. You can request for less than \$15,000. You may delineate your line items requests per examples below:

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

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

Line Item	Line Item Description	Requested Amount
Honey Toasted Oats Cereal	1.05 oz bag, unit cost \$.10 each, 4,164 units	\$416.40
Fruit Rings Cereal	1.05 oz bag, unit cost \$.10 each, 4,164 units	\$416.40
1% Milk (2 in each bag)	8 fl oz box, unit cost \$.35 each, 8,328 units	\$2,914.80
Spaghetti and Meatballs	15 oz can, unit cost \$.64 each, 4,164 units	\$2,664.96
Mac and Cheese	7.25 oz, unit cost \$.28 each, 4,164 units	\$1,165.92
Mandarin Fruit Barrel	4.5 oz container, unit cost \$.41 each, 4,164 units	\$1,707.24
Apple Fruit Barrel	4.5 oz container, unit cost \$.41 each, 4,164 units	\$1,707.24
Grape Juice	6.75 oz box, unit cost \$.19 each, 4,164 units	\$791.16
Fruit Punch Juice	6.75 oz box, unit cost \$.19 each, 4,164 units	\$791.16
Pretzels (2 in each bag)	1 oz bag, unit cost \$.26 each, 8,328 units	\$2,165.28
<b>TOTAL:</b>		<b>\$14,740.56</b>

### IV. Administrative Expenses Percentage

This section calculates how much the organization spent for general management, overhead, indirect items as a percentage of the organization's total expenses. The figures are based on your most current 990 form that you submitted, Part IX Statement of Functional Expenses.

Management & general expenses (Column C only)	/Total expenses (Column A)	= Administrative Percentage
\$742,333	\$18,651,681	4%

OGDEN UT 84201-0038

In reply refer to: 0437907700  
Aug. 09, 2019 LTR 4168C 0  
51-0258984 000000 00  
Input Op: 0437907700 00032248  
BODC: TE

FOOD BANK OF DELAWARE INC  
222 LAKE DR  
NEWARK DE 19702-3319

Employer ID number: 51-0258984  
Form 990 required: Yes

Dear Taxpayer:

We're responding to your request dated July 31, 2019, about your tax-exempt status.

We issued you a determination letter in June 1972, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Section 509(a)(2).

Under IRC Section 170, donors may be eligible to deduct contributions they make to you exclusively for the charitable purposes specified in Section 501(c)(3). If you solicit contributions or gifts for non-501(c)(3) purposes, you must include a statement indicating that these payments aren't deductible as charitable contributions for federal income tax purposes.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at [www.irs.gov/forms-pubs](http://www.irs.gov/forms-pubs) or by calling 800-TAX-FORM (800-829-3676).

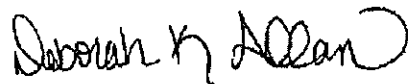
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51-0258984 000000 00  
Input Op: 0437907700 00032249

FOOD BANK OF DELAWARE INC  
222 LAKE DR  
NEWARK DE 19702-3319

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Deborah K. Allan". The signature is fluid and cursive, with a large loop at the end.

Deborah K Allan  
Program Manager, AM OPS 1



Member & Term	Committee	Title/Company	Address	Work Phone	Mobile phone	Email
Andy Larmore, Board Chair, 2019-2022		Vice President, Bayshore Transportation	901 Dawson Drive, Necoark, DE 19713	(302) 781-3414	(302) 547-7845	alarmore@bayshoreteam.com
Julie Miro-Wenger, Past Chair, 2019-2022	-	Executive Director, Delaware Food Industry Council	4 Cabot Place, Newark, DE 19711	(302) 545-8305		juliemitowenger@gmail.com
Patricia D. Beebe	-	President and CEO, Food Bank of Delaware	14 Garfield Way, Newark, DE 19713	(302) 294-0184	(302) 757-3082	pbeebe@fbd.org
Ruth Mayer, Vice Chair, 2016-2019	Advancement	Retired Educator and Food Bank Volunteer	2821 Videre Drive, Wilmington DE 19808	(302) 737-9146		ruthmayer48@gmail.com ; ruthmayer@verizon.net
Thomas Neylon, Vice Chair, Treasurer, 2019-2022	Finance	Vice President, International Tax, Novartis Services Corporation	3411 Silverside Road, Wilmington, DE 19810	(862) 210-4736	(302) 276-3038	thomas.neylon@novartis.com
J. Mack Wathen, 2016-2019	Strategic Planning	Vice President, Support Services, Pepco Holdings, Inc.	573 Stenning Dr., Hockessin, DE 19707	-	(302) 239-9581	mackwathen@gmail.com
Ali Khan Vice Chair, Secretary, 2017-2020	Governance	Vice President, Product Manager, JPMorgan Chase	125 S West Street Wilmington, DE 19801	302-983-5252	(302) 983-5252	Ali.khan.mirsadika@gmail.com
April Birmingham, 2019-2022	Coalition to End Hunger	Senior Vice President, Community Relations Manager, Bank of America	1100 N. King St, DE5-001-05-03, Wilmington, DE 19884	(302) 432-0651	(302) 650-9259	april.birmingham@bankofamerica.com
David Marvel, Jr., 2019 - 2022	Coalition to End Hunger	Vice President, Fruit and Vegetable Growers Association of Delaware	4508 Whiteleysburg Rd., Harrington, DE 19952	-	(302) 381-4811	david.marvellfarms@gmail.com
Jason Jowers, 2016-2019	Advancement	Partner, Bayard Law	600 N. King Street Wilmington, DE 19801	(302) 429-4228	-	jowers@bayardlaw.com
S. Renee' Roberts, 2016-2019	Finance	Vice President, Community Reinvestment Act Officer, TD Bank	2035 Limestone Road, Wilmington, DE 19808	(302) 351-4371	(302) 300-5783	Renee.Roberts@td.com
Stephen Thompson, 2016-2019	Governance	Senior Vice President, Chesapeake Utilities	909 Silver Lake Blvd., Dover DE 19904	302.734.6799/ext 6027	(302) 242-8769	stompson@chcpk.com
Shawn Williams, 2017-2020	Advancement	Vice President - Relationship Manager Commercial Lending Delaware Division, Bryn Mawr Trust	20 Moncharin Road, Suite 185 Greenville, DE 19807	(302) 246-1987	-	swilliams@bmtlc.com
Scott Lammers, 2017-2020	Advancement	JPMorgan Chase	201 N. Walnut St, Wilmington, DE 19801	(302) 282-2639	(302) 331-4371	scott.h.lammers@chase.com
Timothy P. McCann, 2017-2020	Strategic Planning	Retired, DuPont Company	158 Mercer Mill Rd, Landenberg, PA	-	(443) 207-2117	timothy.p.mccann@gmail.com
Andrew Levin, 2018-2021	-	Vice President, Senior Relationship Manager, M&T Bank	28 Jarrell Farms Dr, Newark, DE 19711	(302) 651-1571	(302) 463-4397	alevin@mtb.com
Leslie Kosek, 2018-2021	Coalition to End Hunger	JPMorgan Chase	419 Patriots Way, Elkton, MD 21921	-	(302) 932-1837	leslie.j.kosek@chase.com
Margarita Matisferena, 2019-2022	-	Retired, United States Department of Agriculture	145 Artistotle Way East Windsor, NJ 08512	609-308-2777	609-529-9893	mnaister@gmail.com
Henri Moore, 2019-2022	-	Corleva Agriscience	974 Centre Rd, Wilmington, DE 19805	302-999-3382	215-667-9104	henri.g.moore@corleva.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
<b>1</b> Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
<b>2</b> Grants and other assistance to domestic individuals. See Part IV, line 22				
<b>3</b> Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
<b>4</b> Benefits paid to or for members				
<b>5</b> Compensation of current officers, directors, trustees, and key employees	<b>344,967</b>	<b>252,967</b>	<b>39,971</b>	<b>52,029</b>
<b>6</b> Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
<b>7</b> Other salaries and wages	<b>2,248,770</b>	<b>1,725,971</b>	<b>285,322</b>	<b>237,477</b>
<b>8</b> Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
<b>9</b> Other employee benefits	<b>423,571</b>	<b>315,830</b>	<b>71,124</b>	<b>36,617</b>
<b>10</b> Payroll taxes	<b>190,572</b>	<b>147,776</b>	<b>22,007</b>	<b>20,789</b>
<b>11</b> Fees for services (non-employees):				
<b>a</b> Management				
<b>b</b> Legal				
<b>c</b> Accounting				
<b>d</b> Lobbying				
<b>e</b> Professional fundraising services. See Part IV, line 17				
<b>f</b> Investment management fees				
<b>g</b> Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)				
<b>12</b> Advertising and promotion				
<b>13</b> Office expenses	<b>171,370</b>	<b>155,189</b>	<b>10,961</b>	<b>5,220</b>
<b>14</b> Information technology				
<b>15</b> Royalties				
<b>16</b> Occupancy	<b>226,964</b>	<b>60,711</b>	<b>164,853</b>	<b>1,400</b>
<b>17</b> Travel	<b>13,840</b>	<b>9,636</b>	<b>3,252</b>	<b>952</b>
<b>18</b> Payments of travel or entertainment expenses for any federal, state, or local public officials				
<b>19</b> Conferences, conventions, and meetings				
<b>20</b> Interest				
<b>21</b> Payments to affiliates				
<b>22</b> Depreciation, depletion, and amortization	<b>486,852</b>	<b>457,641</b>	<b>14,605</b>	<b>14,606</b>
<b>23</b> Insurance				
<b>24</b> 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.)				
<b>a</b> <b>FOOD</b>	<b>13,076,320</b>	<b>13,076,320</b>		
<b>b</b> <b>COPYING, PRINTING, ADVERT</b>	<b>510,594</b>	<b>42,629</b>	<b>1,794</b>	<b>466,171</b>
<b>c</b> <b>CONTRACT SERVICES</b>	<b>278,505</b>	<b>133,154</b>	<b>94,478</b>	<b>50,873</b>
<b>d</b> <b>GRANT EXPENSE</b>	<b>265,556</b>	<b>265,556</b>		
<b>e</b> All other expenses	<b>413,800</b>	<b>356,654</b>	<b>33,966</b>	<b>23,180</b>
<b>25</b> Total functional expenses. Add lines 1 through 24e	<b>18,651,681</b>	<b>17,000,034</b>	<b>742,333</b>	<b>909,314</b>
<b>26</b> 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)				

**Food Bank of Delaware**  
**Budget FYE 6/30/2020**

BUDGET  
FY 2020

**UNRESTRICTED INCOME**

Unsolicited Individual	675,000
Donated Product	18,000,000
Dev/Marketing Events	80,000
United Way	40,000
Direct Mail	1,000,000
Foundations	175,000
Business - Organizations	400,000
Blue Jean Ball	60,000
Check Out Hunger	150,000
Grant In Aid	206,000
<i>SUB-TOTAL UNRESTRICTED INCOME</i>	<i>20,786,000</i>

**RESTRICTED FUNDS**

The Culinary School	245,161
LOGIC	108,000
FAST	10,451
Nwk: Mobile Pantry	140,500
Mb: Mobile Pantry	45,000
School Pantry	92,000
Healthy Pantry	65,000
Nwk: Food Rescue	25,000
Produce Rx	8,500
Snap Outreach	105,199
Snap Ed	354,357
Stand By Me (SBM)	121,126
WIC	150,000
SFSP Summer Food Program	50,000
State Supported Food and Nutrition	240,401
Nwk: State Food Closet	66,558
Mb: State Food Closet	40,000
Back Pack Program	631,000
CSFP	166,000
TEFAP	70,000
Coalition to End Hunger	10,000
Work Force Development Federal Grants	384,720
Nwk: Fema/Efsp	40,000
Mb: Fema/Efsp	15,000
Member Agencies	85,000
Farm Grants	65,000
Delaware Food Works Fees	143,292
<i>SUB-TOTAL RESTRICTED FUNDS</i>	<i>3,477,265</i>



**EARNED INCOME**

Nwk: Purchased Product	377,543
Mb: Purchased Product	273,379
Nwk: Shared Maintenance	113,000
Mb: Shared Maintenance	51,487
Nwk Assorted Salvage	2,000
Mb: Assorted Salvage	500
Nwk: Trucking & Delivery Fee	50,000
Mb: Trucking & Delivery Fee	7,595
Nwk: Membership	7,000
Interest Income	1,000
Catering	35,000
Farm	48,000
Café	153,135
Rental Income	25,200
Nwk: Misc. Income - Warehouse	4,000
<i>SUB-TOTAL EARNED INCOME</i>	1,148,839

**TOTAL INCOME** 25,412,104

**EXPENSES**

Salaries	2,916,707
Health Benefits	335,000
Simple Plan Benefits	88,000
Other Benefits	55,000
Taxes	223,128
Audit	15,000
Insurance	150,000
Telephone	15,000
Utilities	150,000
Sprinkler System	12,000
Security System	1,350
Snow Grounds Keeping	9,503
Pest Control	30,084
Trash Removal	38,851
Contract services	277,919
Office Supplies	20,000
Program Supplies	164,975
Fees and Dues	16,000
Copying and Printing	20,000
Marketing and Advertising	54,706
Postage	18,000
Direct Mail	420,000
Annual Events	49,288
Blue Jean Ball	15,000
Summer Food Cost	75,000
Grant Application	255,058

Purchase Product	1,253,237
Donated Product	17,500,000
Waste Scrapp	500,000
Computer Internet	5,000
Café and Catering Food Expense	80,193
Building Repairs and Maintenance	22,400
Equipment Repairs	16,618
Copy Machine Rental	5,000
Fuel Mileage	120,314
Training and Conference Fees	6,500
Lodging	10,000
Transport	20,000
Fleet Supplies Repairs	52,273
Fleet Rental	20,000
Road Use Fees	5,000
Freight Cost	20,000
Depreciation	350,000
<b>TOTAL EXPENSES</b>	<b>25,412,104</b>
<b>NET INCOME (LOSS)</b>	<b>0.00</b>