

**2017 S.L. Gimbel
Foundation Fund
Holiday Food Program
Grant Application**

**NEW*

Internal Use Only:

Grant
No: _____

*GRANTER I.D.
23832*

Organization / Agency Information

<i>Organization/Agency Name:</i> Food Gatherers		
<i>Physical Address:</i> 1 Carrot Way Ann Arbor, MI 48105		<i>City/State/Zip</i>
<i>Mailing Address:</i> PO Box 131037 Ann Arbor, MI 48113		<i>City/State/Zip</i>
<i>CEO or Director:</i> Ms Eileen Spring, President/CEO		<i>Title:</i>
<i>Phone:</i> (734) 761-2796	<i>Fax:</i>	<i>Email:</i>
<i>Contact Person:</i> Miss Marissa Alaniz, Manager of Annual Giving and Grant Development		<i>Title:</i>
<i>Phone:</i>	<i>Fax:</i>	<i>Email:</i> marissa@foodgatherers.org
<i>Web Site Address:</i> http://www.foodgatherers.org		<i>Tax ID:</i> 38-2853858

Program / Grant Information

<i>Program/Project Name:</i> Healthy Food for the Holidays			<i>Amount of Grant Requested:</i> \$10000
<i>Total Organization Budget:</i> \$4340650	<i>Per 990, Percentage of Program Service Expenses (Column B / Column A x 100):</i> 95.200000000000003	<i>Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100):</i> 2.7000000000000002	<i>Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100):</i> 2.1000000000000001
<i>Purpose of Grant Request (one sentence):</i> Distribute fresh produce to children and families during the holidays.			
<i>Gimbel Grants Received: List Year(s) and Award Amount(s)</i>			

Holiday Grant Application

XXII. 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?

Food Gatherers exists to alleviate hunger and eliminate its causes in our community. We believe that food is a basic human right. We are committed to and work for equity, and an ideal world in which all people have access to food, shelter, meaningful work, dignity, and freedoms. We are the food rescue and food bank program serving those who experience hunger in Washtenaw County.

Food Gatherers started in 1988 and was the first food rescue program in Michigan and the first food bank to be founded by a for-profit business, Zingerman's Delicatessen. Food Gatherers started with a few volunteers using a borrowed van to collect 50 pounds of food. Now, we're distributing 6.5 million pounds of rescued, donated, and purchased food yearly, 60% of which is fresh produce or protein.

Our food rescue and distribution provides food to 150 partner nonprofit programs that serve clients in our community. Other programs include the Healthy School Pantry Program, monthly distributions of produce boxes at 14 low-income schools; Summer Food Service Program, which serves meals to kids over the summer when they do not receive free or reduced-price meals in school; Community Kitchen, operated out of the homeless shelter in downtown Ann Arbor, open to anyone in need of a meal; Community Kitchen Job Training Program, through which we provide instruction in food preparation and work ethics to at-risk youth; and our Volunteer Program, which includes shifts at our warehouse and Community Kitchen. Through our network of partner pantries and direct service programs, we serve 44,500 people each year.

Food Gatherers has 30 full-time paid staff members, three part-time paid employees, and two part-time unpaid interns from local universities. Each year, Food Gatherers utilizes more than 6,000 volunteers to help sort, prepare, and deliver food to our neighbors in need.

II. Project Information: Describe your food distribution program. 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? How do you identify/qualify those in need? How often is the food distribution offered? 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.

Grant funds will allow us to purchase produce during the holidays for Food Gatherers' Healthy School Pantry Program (HSPP), which provides children and families throughout Washtenaw County with monthly produce box distributions. We aim not only to provide families access to healthy food but to encourage families to incorporate a wider variety of fruits and vegetables into their diets. Along with produce boxes, we provide families with simple, nutritious recipes that use the produce available at the current distribution.

Food Gatherers currently reaches 44,500 of the 51,000 children, adults, students, and seniors who struggle with hunger in Washtenaw County. Though Ann Arbor is a well-educated, college town, the cost of living is high, and one in seven of our neighbors is food insecure. The median household income in Ypsilanti is grossly lower than that of Ann Arbor; 34% of its population is living below the poverty line. We are in need of funds to purchase produce so we can continue to distribute a variety of healthy food to children and families, especially during the winter months.

Through the HSPP, parents pick up produce boxes filled with 4-6 types of fruits and vegetables as they pick up their children from school. To qualify those in need, we target the HSPP to schools at which the majority of the children are eligible for free or reduced-priced meals. The HSPP serves an average of 500 families (1,000

children) per month across fourteen schools in Washtenaw County. With grant funds for holiday produce purchasing, we expect the number of children and families served to increase. Families sign in at their respective school and provide their name, the number of people and children in their household, and zip code. We then compile overall data based on results from individual schools.

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III. Project Budget

Please provide a detailed line-item budget for your project by completing the budget form below. **The maximum amount requested is \$10,000. One hundred percent of the request should be for the purchase of food items only. 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.**

Line Item	Line Item Description	Requested Amount
Potatoes	11,429 pounds at approx. \$.1871 per pound	\$2,137.89
Carrots	8,229 pounds at approx. \$.1871 per pound	\$1,539.28
Onions	8,229 pounds at approx. \$.1871 per pound	\$1,539.28
Squash	8,000 pounds at approx. \$.1871 per pound	\$1,496.53
Cauliflower	6,857 pounds at approx. \$.1871 per pound	\$1,282.74
Beets	10,714 pounds at approx. \$.1871 per pound	\$2,004.28
TOTAL:	53,458 pounds at approx. \$.1871 per pound	\$10,000.00

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
\$374,409	\$13,698,708	2.7%

Form 990 (2016) **FOOD GATHERERS****38-2853858**Page **10****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	324,374	324,374		
2 Grants and other assistance to domestic individuals. See Part IV, line 22	26,962	26,962		
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	131,250	26,250	91,875	13,125
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	1,219,912	964,388	99,962	155,562
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	65,396	63,457	1,032	907
9 Other employee benefits	150,529	146,065	2,375	2,089
10 Payroll taxes	107,662	104,570	1,645	1,447
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	23,398		23,398	
d Lobbying				
e Professional fundraising services. See Part IV, line 7				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)				
12 Advertising and promotion	70,405	1,174		69,231
13 Office expenses	153,570	116,172	5,984	31,414
14 Information technology	35,442	14,064	20,520	858
15 Royalties				
16 Occupancy	221,227	172,087	48,814	326
17 Travel	11,000	9,279	900	821
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	4,710	3,211	1,164	335
20 Interest	30,038		30,038	
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	200,161	170,137	30,024	
23 Insurance	34,669	26,303	8,366	
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 DONATED FOOD - IN-KIND	9,440,661	9,440,661		
b DONATED FOOD - PURCHASED	1,205,664	1,205,664		
c EQUIPMENT RENTAL & MAINT	164,085	160,728	3,357	
d VEHICLE EXPENSE	50,106	50,106		
e All other expenses	27,487	17,441	4,955	5,091
25 Total functional expenses. Add lines 1 through 24e	13,698,708	13,043,093	374,409	281,206
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
Cincinnati OH 45201

In reply refer to: 0248145604
Aug. 30, 2010 LTR 4168C E0
38-2853858 000000 00

00012990
BODC: TE

FOOD GATHERERS
PO BOX 131037
ANN ARBOR MI 48113-1037



021549

Employer Identification Number: 38-2853858
Person to Contact: Jeffery Cordell
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Aug. 19, 2010, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in September 1989.

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.

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

Sincerely yours,

Michele M. Sullivan

Michele M. Sullivan, Oper. Mgr.,
Accounts Management Operations I

FOOD GATHERERS BOARD OF DIRECTORS

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Kharena Keith

Coordinator of Wellness and Community Partnerships, Ypsilanti Public Schools

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Brand & Integrated Marketing Communications Executive, The Lee Group

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President & CEO, Ann Arbor Area Convention & Visitors Bureau

Terry McParlane

Business Manager (retired), UPS

Listing includes voting board members current through 6/30/2018.

Vampires Ball	\$0	\$0	0%	\$0	0%	\$31,740	0%	
Griffin	\$265,000	\$260,000	102%	\$265,000	102%	\$253,525	105%	
Rockin	\$329,838	\$315,000	105%	\$380,000	121%	\$297,009	111%	Wendy suggested increasing this \$50K over FY17 actual
Special Event Revenue	\$594,838	\$575,000	103%	\$645,000	112%	\$582,274	102%	
Food Sales Revenue								
Food Bank	\$190,000	\$230,000	83%	\$200,000	87%	\$229,568	83%	
Food Sales Revenue	\$190,000	\$230,000	83%	\$200,000	87%	\$229,568	83%	
Other Income								
Other Income	\$8,000	\$5,000	160%	\$6,000	120%	\$17,227	46%	
Interest Income	\$5,500	\$5,700	96%	\$4,000	70%	\$7,199	76%	
Other Income	\$13,500	\$10,700	126%	\$10,000	93%	\$24,426	55%	
Total Income	\$4,293,704	\$4,233,500	101%	\$4,245,100	100%	\$3,745,184	115%	
Expense								
Cost of Food Sales								
Food Purchases	\$320,000	\$360,000	89%	\$360,000	100%	\$327,968	98%	
VAP and Shared Maintenance Fees	\$220,000	\$250,000	88%	\$250,000	100%	\$192,833	114%	
Carrot Credits	\$385,000	\$405,000	95%	\$370,000	91%	\$378,038	102%	Markell: Suggested holding this at \$405K. Rusty's Note: We decreased Carrot Credits by \$35K from Markell's original
Farm to Food Bank	\$40,000	\$40,000	100%	\$40,000	100%	\$35,028	114%	John's estimate
External FG Programs	\$10,000	\$7,500	133%	\$7,500	100%	\$7,158	140%	
Freight Charges	\$94,000	\$100,000	94%	\$100,000	100%	\$78,290	120%	
Summer Food Program	\$97,114	\$110,150	88%	\$130,000	118%	\$96,763	100%	Markell: \$110K for reimbursable meals Also Included (pending funding) \$6K for supplemental mobile distributions, \$4.2K for Weekend Meal Packs at vulnerable sites, \$5K for produce boxes, \$5K for parent meals at select
Food Conversion Program	\$6,000	\$5,000	120%	\$5,000	100%	\$3,335	180%	
Difference btw In-Kind Don. Rev & Expense	\$0	\$0	0%	\$0	0%	\$17,489	0%	
Total Cost of Food Sales	\$1,172,114	\$1,277,650	92%	\$1,262,500	99%	\$1,136,902	103%	
Operating Expenses								
Personnel Expenses	\$1,756,500	\$1,742,500	101%	\$1,855,750	106%	\$1,637,288	107%	See notes in detail section below.
Facilities	\$251,750	\$251,150	100%	\$238,000	95%	\$207,609	121%	See notes in detail section below.
Operations	\$411,000	\$432,400	95%	\$414,000	96%	\$359,968	114%	See notes in detail section below.
Programs	\$164,772	\$169,850	97%	\$110,200	65%	\$116,505	141%	See notes in detail section below.
Marketing/Development	\$142,000	\$138,500	103%	\$136,600	99%	\$139,995	101%	See notes in detail section below.
Administrative	\$50,600	\$45,100	112%	\$59,600	132%	\$47,621	106%	See notes in detail section below.
Misc. Expenses	\$35,000	\$32,600	107%	\$39,000	120%	\$27,447	128%	See notes in detail section below.
Salaries and Wages	\$1,380,000	\$1,360,000	101%	\$1,430,000	105%	\$1,299,598	106%	\$1.39 million plus \$40k for contract employee
Payroll Taxes	\$102,000	\$113,000	90%	\$105,000	93%	\$98,150	104%	Approx 7.3% of total payroll (This is employer's portion)

Unemployment	\$5,000	\$4,500	111%	\$4,500	100%	\$5,387	93%	
Benefits	\$150,000	\$160,000	94%	\$155,000	97%	\$116,489	129%	3% increase over FY17 - includes \$\$ for HSA
401k	\$70,000	\$50,000	140%	\$105,500	211%	\$64,812	108%	Includes proposed double-match + 3% profit sharing
Workers Compensation	\$20,000	\$22,000	91%	\$22,000	100%	\$21,360	94%	
Training	\$15,000	\$17,000	88%	\$17,750	104%	\$17,166	87%	Markell: Anti Hunger Policy Conference \$2K MM - Closing the Hunger Gap (Sept 2017) \$2000, EF/LR - misc training costs \$1K, \$250 misc / John's training budget: JKeller \$500; FA Conferences / Wendy added \$2,500 to John's \$15K
Travel	\$11,000	\$12,000	92%	\$12,000	100%	\$11,422	96%	John's estimate: \$12K (Markell proposes \$5,500 for CFP but Rusty didn't add this b/c looks like it's already included in John's figure) / Wendy proposed \$1500 but that was in line with last year and is included in John's estimate
Staff Enrichment	\$9,500	\$4,000	88%	\$4,000	100%	\$2,904	121%	John: \$4K, includes healthy food for staff meetings
Insurance	\$25,000	\$25,000	100%	\$26,000	104%	\$29,674	84%	\$20K gen liab / \$5K Board Indem / \$1K Liquor Liab
Office Supplies	\$13,500	\$12,500	108%	\$12,500	100%	\$11,758	115%	(Markell: \$2,175 - Rusty didn't add since John's number includes this)
Postage	\$37,750	\$29,000	130%	\$26,000	90%	\$8,122	465%	Markell: \$700 / Wendy: \$25,300
Telephone	\$15,000	\$15,000	100%	\$12,000	80%	\$13,289	113%	John: Verizon \$7,800; stipends \$3,300
Utilities	\$105,000	\$105,000	100%	\$100,000	95%	\$99,482	106%	John: DTE \$55K; Constellation \$6K; Organix \$6,760; A2 \$16K; Comcast \$2,220; FGCK \$9,600
IT Consulting	\$19,000	\$20,000	95%	\$21,000	105%	\$18,333	104%	
Website	\$1,500	\$8,000	19%	\$1,500	19%	\$1,061	141%	We planned FY17 website revamp but postponed it.
Computer Equipment	\$5,000	\$5,000	100%	\$4,000	80%	\$3,460	145%	
Computer Software & Maintenance	\$30,000	\$31,650	95%	\$35,000	111%	\$22,430	134%	John: Convio \$16K; Roadnet \$3,200; Primarius \$3,200; Trend Micro \$1000; Abila \$1,800; Vhub \$4,800; Others??
Operating Supplies	\$85,000	\$104,900	81%	\$90,000	86%	\$71,139	119%	John's estimate is \$90K (Markell: \$30,500 - Rusty didn't include b/c bulk of this included in John's number)
Repair and maintenance	\$90,000	\$81,500	110%	\$90,000	110%	\$76,311	118%	John's estimate (Markell's estimate is \$9,500 but Rusty didn't add since John's number includes this.)
Equipment under \$1,000	\$9,000	\$9,000	100%	\$8,000	89%	\$5,880	153%	John: copier lease \$___; postage meter lease \$___; misc \$___
Vehicle repair and maintenance	\$10,000	\$8,000	125%	\$10,000	125%	\$5,613	178%	John: Ryder maintenance-only (8 months) \$1,600; others
Vehicle lease	\$150,000	\$154,000	97%	\$140,000	91%	\$141,536	106%	
Vehicle insurance	\$25,000	\$27,000	93%	\$28,000	104%	\$19,437	129%	Includes extra cost of insurance for new truck
Vehicle gas	\$42,000	\$48,000	88%	\$48,000	100%	\$40,052	105%	
Partner Program Services	\$70,000	\$70,000	100%	\$18,250	26%	\$1,423	4919%	Markell: Added \$15K for site supplies under Wash Co. Health Dept. grant.
Farming Program	\$6,000	\$6,000	100%	\$3,000	50%	\$7,318	82%	ServSafe supplies (includes staff costs) - \$2300
Cash Grants to Partners	\$51,750	\$51,750	100%	\$51,750	100%	\$51,750	100%	Agency meetings, summits \$500
Volunteer Recognition & Training	\$6,500	\$0	0%	\$0	0%	\$4,277	152%	Data Collection incentive (150x3x\$1) \$450
								Wendy scaled back this program
								Holding same level of support
								Moved under staff enrichment in FY18

Contract Services	\$0	\$2,400	0%	\$0	0%	\$2,420	0%	Scott is using rotating chefs so there is no instructor
Internships	\$20,000	\$25,200	79%	\$22,200	88%	\$33,767	59%	Markell: \$7,200 for SFSP interns, \$11K for CK interns, and includes up to \$4K for Ozone intern (ideally less, but haven't negotiated yet)
Stipends	\$10,522	\$14,500	73%	\$15,000	103%	\$15,550	68%	Note: 05/04/2017, Markell added \$500 stipend for SFSP
Advertising and promotion	\$12,000	\$15,500	77%	\$12,000	77%	\$6,315	190%	Wendy didn't know what number to use so Rusty used FY17 figure
Development/Marketing	\$130,000	\$123,000	106%	\$124,600	101%	\$133,680	97%	
Food and other supplies	\$20,000	\$19,500	103%	\$34,000	174%	\$17,742	113%	John: FA; BoardSource; JJ Keller \$1500; WHA; Chamber of Commerce; FBCM; SHRM ; others/ Wendy: \$15K for Giveffect and \$250 for USPS license / Rusty added \$5K to cover others (401k licensing, MMA membership, etc.)
Professional services	\$600	\$600	100%	\$600	100%	\$155	387%	Kept at last FY's figure
Printing and reproduction	\$20,000	\$15,000	133%	\$15,000	100%	\$15,240	131%	Rusty: Annual audit will be \$15K after add in printing costs,
Travel and transportation	\$10,000	\$10,000	100%	\$10,000	100%	\$14,484	69%	Kept at last FY's figure
Bank charges	\$32,000	\$30,000	107%	\$36,000	120%	\$25,361	126%	Rusty: Credit card processing keeps increasing as we receive more online donations
Other/Unplanned	\$500	\$1,000	50%	\$500	50%	\$87	575%	
Sales Tax Due	\$2,500	\$1,600	156%	\$2,500	156%	\$1,999	125%	Rusty: Bulk of this is sales tax due from Grillin' - will decrease if we scale back silent auction
Total Operating Expenses	\$2,811,622	\$2,812,100	100%	\$2,853,150	101%	\$2,536,433	111%	
Other Expenses	FY2017	FY2017	% Act. YTD	FY2017	% Act. YTD	Prior	% Act. YTD	Notes
	Act. YTD	Annual Bud.	v. FY17 Bud.	Annual Bud.	v. FY17 Bud.	YTD	v. Prior YTD	
Depreciation	\$200,000	\$200,000	100%	\$225,000	113%	\$196,541	102%	Rusty: Increase in FY18 budget based on new equipment, mostly purchased at end of FY17.
Total Other Expenses	\$200,000	\$200,000	100%	\$225,000	113%	\$196,541	102%	
Total Expense	\$4,183,736	\$4,289,750	98%	\$4,340,650	101%	\$3,869,876	108%	
Net Income (Expense)	\$109,968	(\$56,250)	-195%	(\$95,550)	170%	(\$124,692)	-88%	
Capital Expenditure Budget	\$ 162,000	\$ 30,000		\$ 23,000		\$ 10,771		FY18 CapEx Proposal: 2 servers \$8K; 3 staff machines \$5K; monitors/etc. \$2K; VOIP phone system \$8K
	Above # is Est.							
Cash Flow	Est. FY2017	Budget FY2017		Budget FY2018		Actual FY16		
Net Profit/(Loss)	\$109,968	(\$56,250)		(\$95,550)		(\$124,692)		
Depreciation	\$200,000	\$200,000		\$225,000		\$196,541		
Capital Budget	\$ (162,000)	\$ (30,000)		\$ (23,000)		\$ (10,771)		
Net Cash Flow	\$147,968	\$113,750		\$106,450		\$61,078		