



**2014 S.L. Gimbel
Foundation Fund
Grant Application**

11/14 RESUBMIT ✓
8

Internal Use Only:
Grant #: 20140819

Organization / Agency Information

\$24,960

<i>Organization/Agency Name:</i> Grassroots Crisis Intervention Center, Inc. 2152		
<i>Physical Address:</i> 6700 Freetown Road		<i>City/State/Zip</i> Columbia, MD 21044
<i>Mailing Address:</i> 6700 Freetown Road		<i>City/State/Zip</i> Columbia, MD 21044
<i>CEO or Director:</i> Andrea S. Ingram		<i>Title:</i> Executive Director
<i>Phone:</i> 410-531-6006	<i>Fax:</i> 410-531-3487	<i>Email:</i> andrea@grassrootscrisis.org
<i>Contact Person:</i> Anna Katz		<i>Title:</i> Business Manager
<i>Phone:</i> 410-531-6006	<i>Fax:</i> 410-531-3487	<i>Email:</i> anna@grassrootscrisis.org
<i>Web Site Address:</i> www.grassrootscrisis.org		<i>Tax ID:</i> 52-0909351

Program / Grant Information

Interest Area: Health Environment Animal Protection Education Human Dignity

<i>Program / Project Name:</i> Employment Program for Families and Individuals		
<i>Amount of Grant Requested:</i> \$25,000 24,960	<i>Total Organization Budget:</i> \$2,870,855	<i>Percentage of Organization's Total Budget used for Administration:</i> 12.3%
<i>Purpose of Grant Request (one sentence):</i> To provide an employment program for families and individuals residing in Grassroots shelter which will increase their income and enhance their ability to achieve self-sufficiency.		
<i>Gimbel Grants Received: List Year(s) and Award Amount(s)</i> None		

Signatures

<i>Board President / Chair: (Print name and Title)</i> Mary Lasky, Board President	<i>Signature:</i> 	<i>Date:</i> 6/12/14
<i>Executive Director/President: (Print name and Title)</i> Andrea S. Ingram, Executive Director	<i>Signature:</i> 	<i>Date:</i> 6/12/14

Gimbel Foundation Fund Application
Grassroots Crisis Intervention Center, Inc.

I. Organization Background and Target Population

A. History, Mission, Purpose: Grassroots was founded in 1970 by Antioch College graduate students to be a 24-hour crisis intervention hotline to serve young people with drug problems. The program quickly expanded to be a general crisis center serving anyone in need of immediate assistance. In the early 1980s, Grassroots led a community-wide effort to address the growing problem of homelessness in Howard County. That effort began our work to serve homeless individuals and families and help them to achieve stable housing in the community.

Today, our mission and purpose is to provide support and professional 24-hour crisis intervention, suicide prevention, shelter, and outreach services to individuals and families experiencing a personal, situational, mental health, or shelter crisis.

B. Recent Accomplishments:

- In the fall of 2012, Howard County implemented the Coordinated System of Homeless Services, naming Grassroots Crisis Services as the Single Point of Entry. We have adapted and expanded our crisis services to be the first contact for anyone who is homeless or imminently homeless and provide them with a complete assessment, crisis intervention, and access to community resources dedicated to serve the homeless population.
- Grassroots achieved the Better Business Bureau Charity Standards in 2012
- Grassroots completed an Organizational Assessment and obtained significant funding to implement a project to update our technology to meet client needs and improve efficiency.

C. Key Programs, Populations:

- 24-hotlines and walk-in counseling for suicide prevention, crisis intervention, and supportive counseling. Anyone in need of immediate assistance can talk to or meet with a professional counselor at any time to begin to resolve their crisis situation. Last year Grassroots had 25,000 crisis calls and 1,431 walk-ins.
- The Mobile Crisis Team is a two-member team of master's level mental health professionals that responds in Howard County with the police to psychiatric emergencies, family crises, and traumatic death situations in the community.
- Single point of entry for the Coordinated System of Homeless Services.
- Family Shelter (33 beds) and Men's Shelter (18 beds): These programs offer a maximum stay of 6 months with extensions for extenuating circumstances. All residents receive case management and comprehensive support services designed to help them address their personal challenges and achieve a positive resolution to their homelessness.
- The Cold Weather Shelter, a partnership with the faith community and provides additional emergency shelter for 75-100 people during the winter months.
- The Route One Day Resource Center, a partnership with the faith community, serves homeless men and woman living outdoors along the Route One corridor in Howard

County. The Center provides basic needs services and has served over 800 chronically homeless persons since its inception in 2008.

II. Project Information

A. Statement of Need: Most of the residents of the men's and family shelters need to increase their income to achieve the goal of permanent housing. In FY13, 101 adults were served in these two shelter programs. Of those, about half were able to work, and about a third had disabilities or temporary health issues that render them unable to work either permanently or temporarily. Many also have barriers to employment including lack of skills, spotty work histories, criminal backgrounds, lack of transportation, lack of childcare, and in some cases, poor work habits. Our in-house employment program, for which funding is sought, served 74 individuals, including 18 people who could not currently obtain paying jobs, but were able to perform limited volunteer work. Three of 18 people obtained volunteer work. Thirty-six people obtained employment, and five people who were employed obtained promotions or pay increases while receiving services.

The Employment Program is helping homeless persons with unique challenges to employment, obtain and keep jobs. The program has been operating for six years. Funding has been provided by a number of sources including United Way, County funds, and local Foundations. The program has not been funded for this year. We are seeking to re-instate this critical service for our shelter residents.

B. Project Goal, Objectives, and Methodology

1. The goal of the Employment Support Program is to help our homeless residents obtain increased income through employment in order to achieve permanent housing. A consultant, Integrative Life Solutions, will be engaged to provide this program. The program consists of direct client services, employer networking, and external coordination with community resources. The Employment Support Program is integrated with our other support services for residents and is integrated in each resident's case plan. All services are provided on site at Grassroots for the convenience of residents. Services are provided both individually and in groups. Employer partners are brought to Grassroots to provide training sessions such as what employers are looking for in a candidate, and also to provide on-site interviews when they have openings. The project is unique in Howard County. While there are public programs to assist job seekers, none offers the consideration of the special needs of the homeless population which may include limited computer literacy (we provide tutoring), wardrobe challenges, daycare issues, criminal backgrounds and other issues identified above. We also acknowledge that there is stigma to being homeless when it comes to employment and we have cultivated humanitarian employers to take a chance on some of our residents. We would like very much to be able to continue this program.

2. Objectives

Objective I: Create an environment in which residents support, encourage, and assist each other in their employment efforts;

Activities: Weekly Ready, Set, Work group meetings facilitated by volunteers; group job readiness activities.

Objective II: Residents will increase their income through employment

Activities: Individual mentoring; resume writing; computer skills tutoring; mock interviews; work habits and organizing training.

Objective III: Create a Network of Employers Who Will Partner with Grassroots

Activities: Invite employers to the agency who have successfully hired our residents to provide workshops for residents; Invite partner employers to interview candidates at Grassroots; Offer job retention assistance to employers who hire residents.

Timeline: All activities will commence within 4 weeks of the grant award. ;

3. Population: The grant will serve 50 adult men and women in the shelter programs.

Weekly Group Meetings and group readiness sessions: 50 adults

Individual mentoring, resume writing, tutoring, mock interviews, and work habit counseling: 50 adults

Employer meetings, networking, interviewing on site: 5 employers

4. The program will collaborate with Work Force Development and 5 employers. Volunteers will co-lead group meetings and do individual mentoring of residents. No other agency has this intensity employment services for homeless persons.

C. Outcomes and Evaluation: Performance measures include the number of people who obtain employment; the number of people whose income increases as a result of participation in the program; the number of partner employers who hire our residents. The consultant will maintain a data base of participants and chart their participation and achievement of their goals. Participants will also be asked to rate their own achievement and the effectiveness of the program in a client survey.

D. Grant Funds will be used to engage a consultant, Integrative Solutions, to provide all of the above activities and also engage and supervise volunteers.

III. Project Future: This project has been funded by several sources over the past six years. Upon completion of this grant we will be seeking additional funding from private and/or public sources. We are committed to this program and have successfully obtained funding for six years.

IV. Governance:

A. Grassroots is governed by an all volunteer 19-member Board of Directors which meets 11 months of the year. Committees include fundraising, business operations (finance), board development, and the executive committee. Policy and board level decisions are made by a majority of board members present at a meeting that contains a quorum. In the past year, all meetings had a quorum.

B. Patricia Taylor, principal of Integrative Solutions, is a career specialist with over 20 years experience in employment training, coaching, and career development. She has successfully provided employment counseling to hundreds of Grassroots residents over the past 6 years.

2014 S.L. Gimbel Foundation APPLICATION

V. Project Budget

A) Please provide a detailed line-item budget for your project by completing the table below.
Include all sources of funding for the proposed project.

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
Consulting	12 months of employment counseling services from Integral Life Solutions consulting Patti Taylor			\$25,000	\$25,000
TOTALS:				\$25,000	\$25,000

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

VII. Financial Analysis

Agency Name: Grassroots Crisis Intervention Center, Inc.
 Most Current Fiscal Year (Dates): From July 1, 2013 To: June 30, 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!

Program to Total Expenses Ratio: Percentage of expenses used to support programming versus how much is spent for general management and fundraising. A general rule is that at least 75 percent of total expenses should be used to support programs – the higher the percentage the better.

Program Expenses	/ Total Operating Expenses	= Program Expense Ratio
\$2,710,075	\$3,095,040	87.56 %
990: Part IX, Column B, Line 25	990: Part IX, Column A, Line 25	

Administrative Expense (100%-Program Expense ratio) per 990 above	Percentage of Organization's <u>Current</u> Total Budget used for Administration (from cover page)	Differential
12.44 %	12.3 %	0.14 %

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

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
\$150,535	\$63,119	\$179,917	1.18

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$(117,601)	\$(181,751)

Notes:

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	\$259,347	10%	Program Fees	\$389,950	14%
Fundraising/Special Events	\$76,664	3%	Interest Income	\$3,000	<1%
Corp/Foundation Grants	\$112,652	4%	Other: United Way	\$105,000	3%
Government Grants	\$1,745,169	63.7%	Other: Misc.	\$43,180	2%

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 (3 pages maximum), budget 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		A copy of your most recent 990 (double-sided)
Part IX only of the 990 form, Statement of Functional Expenses (one page)		
For past grantees, a copy of your most recent final report.		

GRASSROOTS BOARD OF DIRECTORS
June 2014

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Northrup Grumman, Retired

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Client Relationship Executive
Cerner Corporation

Bob Coursey
VP Ryan Homes, Retired

Thanh Van T. Doan
Attorney
Law Office of Thanh Van T. Doan, LLC

Barry Frieman
Retired, Towson

Captain Ellsworth Jones
Commander, Southern District
Howard County Dept. of Police

Lisa Kawata
Volunteer Coordinator
The Arc of Howard County

Thomas King
Principal
Synthesis Incorporated

Wanda King
Consultant
Center for Professional Training and
Development

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Program Manager
Johns Hopkins Applied Physics Lab

Nicholas Langhauser
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Johns Hopkins Applied Physics Lab

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Nancy Murray
Associate Director of Development
Loyola University

Joyce Rhine
Sales Manager
Homewood Suites by Hilton

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CFO
Bridgeway Community Church

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Assistant Attorney General
Maryland Office of the Attorney General

David G. Willemain, Counsel
Baltimore City
Environmental Control Board

Sheryll Ziporkin, **Vice-President**
Retired
Social Security Administration

Many board members are active with other
community organizations and their faith
communities.

Grassroots Crisis Intervention Center Budget Comparison

	Actuals FY 2013 <u>July 2012 - June 2013</u>	Budget FY 2014 <u>July 2013 - June 2014</u>	<u>Variance</u>
<u>Income</u>			
Individual Contributions	\$426,268	\$384,663	(\$41,605)
Corporate Contributions	9,644	15,000	5,356
Foundation Grants	46,382	49,000	2,618
Government Contributions	1,730,789	1,745,169	14,380
United Way	117,698	105,000	(12,698)
Purchase of Service	394,736	394,950	214
Other	45,514	43,180	(2,334)
Interest and Dividends Income	0	3,000	3,000
Total Income	\$2,771,031	\$2,739,962	-\$31,069
<u>Expenses</u>			
Salaries	1,841,752	1,844,823	3,071
Fringe	319,867	329,364	9,497
<u>General Program and Administrative</u>			
Audit and Bookkeeping	35,744	37,095	1,351
Client Assistance	132,753	93,998	(38,755)
Client Transportation	29,331	35,700	6,369
Consultant	99,445	93,000	(6,445)
Food	16,711	16,000	(711)
Fundraising Expense	19,608	9,000	(10,608)
Insurance	21,188	20,373	(815)
Miscellaneous	19,698	16,100	(3,598)
Postage and Printing	19,249	11,962	(7,287)
Rent/Utilities	77,737	69,480	(8,257)
Subcontractor	110,140	119,297	9,157
Supplies	20,291	14,800	(5,491)
Telephone/Internet	21,492	21,950	458
Training/Professional	10,713	7,020	(3,693)
Total General Program/Admin.	\$634,100	\$565,775	(\$68,325)
Total Expenditures	\$2,795,719	\$2,739,962	(\$55,757)
Revenue Less Expense	(\$24,688)	\$0	\$24,688

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 to any question 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 governments and organizations in the U.S. See Part IV, line 21				
2 Grants and other assistance to individuals in the U.S. See Part IV, line 22	159,112	159,112		
3 Grants and other assistance to governments, organizations, and individuals outside the U.S. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	80,407	16,081	64,326	
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	2,073,818	1,928,388	137,534	7,896
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	7,396	1,480	5,916	
10 Payroll taxes				
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	52,026	31,530	20,496	
d Lobbying				
e Professional fundraising services. See Part IV, line 7	48,000			48,000
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.)	145,300	131,250	14,050	
12 Advertising and promotion	44,886	38,066	6,820	
13 Office expenses	16,867	7,739	9,128	
14 Information technology				
15 Royalties				
16 Occupancy	82,201	80,833	1,368	
17 Travel	19,635	19,112	523	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	6,401	5,677	724	
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	174,202	154,846	19,356	
23 Insurance	21,188	13,176	8,012	
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 CONTRIBUTED GOODS	114,892	114,892		
b OTHER EXPENSES	28,551	3,573	5,370	19,608
c POSTAGE AND SHIPPING	15,546	4,020	3,960	7,566
d DUES	4,312		4,312	
e All other expenses	300	300		
25 Total functional expenses. Add lines 1 through 24e	3,095,040	2,710,075	301,895	83,070
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)				

Internal Revenue Service

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: November 21, 2002

Person to Contact:
Mrs. Jones 31-03886
Customer Service Specialist
Toll Free Telephone Number:

Grassroots Crisis Intervention Center, Inc.
6700 Freetown Road
Columbia, MD 21044-4137

8:00 a.m. to 6:30 p.m. EST
877-829-5500

Fax Number:
513-263-3756

Federal Identification Number:
52-0909351

Dear Sir or Madam:

This letter is in response to your request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in January 1973 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its 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.

Grassroots Crisis Intervention Center, Inc.
52-0909351

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

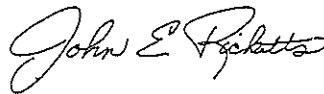
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

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

This letter affirms your organization's exempt status.

Sincerely,



John E. Ricketts, Director, TE/GE
Customer Account Services



The
Community
Foundation

Serving the Counties of Riverside and San Bernardino

S. L. Gimbel Foundation Fund

December 5, 2014

BOARD OF DIRECTORS

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Immediate Past Board Chair

Dr. Jonathan Lorenzo Yorba
President and CEO

Ms. Andrea S. Ingram
Executive Director
Grassroots Crisis Intervention Center, Inc.
6700 Freetown Rd.
Columbia, MD 21044

Dear Ms. Ingram:

Congratulations! A grant has been approved for **Grassroots Crisis Intervention Center, Inc.** in the amount of **\$24,960** from the S.L. Gimbel Foundation. The **performance period for this grant is December 1, 2014 to November 30, 2015.** 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:

Employment Programs for Families and Individuals: To provide an employment program for families and individuals residing in Grassroots shelter which will increase their income and enhance their ability to achieve self-sufficiency.

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 enclosed copy and return the original copy to The Community Foundation within the next two weeks. Please retain a copy of 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 December 15, 2015** 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 call me at 951-684-4192 ext. 114 or email me at ccudiamat@thecommunityfoundation.net.

Sincerely,

Celia Cudiamat
Executive Vice President of Programs

21152 Grassroots Crisis Intervention Center, Inc. 20140819

GIMB4.2



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



GRASSROOTS
CRISIS INTERVENTION
CENTER, INCORPORATED
6700 Freetown Road
Columbia, Maryland 21044

Business 410-531-6006
24 Hours 410-531-6677
Fax 410-531-3487

www.grassrootscrisis.org

Crisis Services
Emergency Shelter
Community Outreach

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Ruth Conway
Eugene J. Hinman

EXECUTIVE DIRECTOR
Andrea S. Ingram, LCSW-C

December 9, 2014

Celia Cudiamat
Executive Vice President of Programs
The Community Foundation
3700 Sixth Street, Suite 200
Riverside, California 92501

Dear Ms. Cudiamat:

On behalf of Grassroots Board of Directors and those we serve, I want to thank you, the Foundation, and the S.L. Gimbel Foundation Fund for the grant of \$24,960 for Grassroots Employment Program for homeless families and individuals. This program has been a vibrant aspect of our services to help people increase their incomes and ultimately obtain stability in the community through successful employment. We are very excited to be able to continue this vital program.

As instructed, I have enclosed the signed agreement and look forward to sharing our work with you over the grant period.

Sincerely,

Andrea S. Ingram
Executive Director

Encl: grant agreement
ASI/mm



United Way
of Central Maryland

2014 S.L. Gimbel Foundation Fund

Grant Agreement

Organization: Grassroots Crisis Intervention Center, Inc.
Grant Amount: \$ 24,960 **Grant Number:** 20140819
Grant Period: December 1, 2014 to November 30, 2015 (Evaluations due December 15, 2015)
Purpose: **Employment Programs for Families and Individuals: To provide an employment program for families and individuals residing in Grassroots shelter which will increase their income and enhance their ability to achieve self-sufficiency.**

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.

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 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.

6. Publicity

The Community Foundation recommends publicity for the grant and acknowledging The Community Foundation in internal correspondence, brochures as appropriate; newsletters, annual reports and email blasts or e-newsletters.

The credit line of "Made possible in part by a grant from the "S.L. Gimbel Foundation Advised Fund at The Community Foundation – Inland Southern California" is suggested. When your donors are listed in printed materials, include the S.L. Gimbel Foundation Advised Fund at The Community Foundation in the appropriate contribution size category. 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 our logo is also appreciated. Our logo can be downloaded from our website at www.thecommunityfoundation.net.

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, withhold payments, or both 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.

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.

Andrea S Ingram
Signature

12/9/14
Date

ANDREA S INGRAM
Printed Name

Executive Director
Title

Organization: 21152 Grassroots Crisis Intervention Center, Inc.
Grant Number: 20140819

Handwritten initials and date: 12/14/14



Serving the Counties of Riverside and San Bernardino

S. L. Gimbel Foundation Fund

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President and CEO

December 16, 2014

Ms. Andrea S. Ingram
Executive Director
Grassroots Crisis Intervention Center, Inc.
6700 Freetown Rd.
Columbia, MD 21044

Dear Ms. Ingram:

The Community Foundation is pleased to enclose a grant check for **\$24,960** from the S. L. Gimbel Foundation, a component fund at The Community Foundation. By cashing the grant check, you are agreeing to the conditions stated under the *Terms of Grant* which you have signed and returned. The completed Grant Evaluation form is due by December 15, 2015 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.

If you have any questions, please contact me at 951-684-4194.

Sincerely,

Celia Cudiamat
Executive Vice President of Programs

20140819

38467

GIMB4.2



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

38467

ET-2500™ Check Fraud
Protection for Business

PAY * Twenty-Four Thousand Nine Hundred Sixty and no/100 *
DATE

TO THE ORDER OF

12/05/2014

AMOUNT

\$****24,960.00

Grassroots Crisis Intervention Center, Inc.
6700 Freetown Rd,
Columbia, MD 21044



Jonathan Ignacio Juba
Edis Andramit
AUTHORIZED SIGNATURE

Security features. Details on back.

⑈038467⑈ ⑆122234449⑆ 244124437⑈

The Community Foundation

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21152 Grassroots Crisis Intervention Center, Inc.

12/05/2014 038467

20140819 12/04/2014 Employment Programs for Families and Individuals
GIMB S.L. Gimbel Foundation Advised Fund

24,960.00

24,960.00

CHECK TOTAL: \$****24,960.00

The Community Foundation

38467

21152 Grassroots Crisis Intervention Center, Inc.

12/05/2014 038467

20140819 12/04/2014 Employment Programs for Families and Individuals
GIMB S.L. Gimbel Foundation Advised Fund

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CHECK TOTAL: \$****24,960.00