



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

Internal Use Only:
Grant :

Organization / Agency Information

<i>Organization/Agency Name:</i> Hawaii Foodbank, Inc.		
<i>Physical Address:</i> 2611 Kilihau Street		<i>City/State/Zip</i> Honolulu, HI 96819
<i>Mailing Address:</i>		<i>City/State/Zip</i>
<i>CEO or Director:</i> Ron Mizutani		<i>Title:</i> President & CEO
<i>Phone:</i> (808) 954-7880	<i>Fax:</i> (808) 836-2272	<i>Email:</i> ron@hawaiifoodbank.org
<i>Contact Person:</i> Laura Kay Rand		<i>Title:</i> Vice President/Chief Impact Officer
<i>Phone:</i> (808) 954-7857	<i>Fax:</i> (808) 836-2272	<i>Email:</i> lkrand@hawaiifoodbank.org
<i>Web Site Address:</i> www.hawaiifoodbank.org		<i>Tax ID:</i> 99-0220699

Program / Grant Information

<i>Program/Project Name:</i> Food 4 Keiki Food Purchase			<i>Amount of Grant Requested:</i> \$15,000
<i>Total Organization Budget:</i> \$7,780,201	<i>Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100):</i> 95%	<i>Per 990, Percentage of Management & General Expenses Only (Column C/ Column A x 100):</i> 2%	<i>Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100):</i> 5%
<i>Purpose of Grant Request (one sentence):</i> To purchase nonperishable items and snacks for Hawaii Foodbank's Food 4 Keiki programs.			
<i>Gimbel Holiday Grants Received: List Year(s) and Award Amount(s)</i> None			

Signatures

<i>Board President / Chair: (Print name and Title)</i> Jeff Moken, Board Chair	<i>Signature:</i> 	<i>Date:</i> 11/5/2019
<i>Executive Director/President: (Print name and Title)</i> Ron Mizutani, President & CEO	<i>Signature:</i> 	<i>Date:</i> 11/5/2019

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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?

In 1983, founder John White opened the first Hawaii Foodbank warehouse on Sand Island Access Road. In its first year of operation, the Foodbank distributed 380,000 pounds of food to 75 member agencies. Today, Hawaii Foodbank and its network of nearly 200 charitable food partner agencies feed 1 in 8 people each year. In FY19, Hawaii Foodbank distributed over 11.1 million pounds of food, which includes 3.3 million pounds of fresh produce. Nearly 50% of the food distributed is through the Ohana Produce Plus program, which are the mobile community-based distributions. We also provide food for children through our two Food 4 Keiki programs, School Pantry and Feeding Our Future.

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?

Hawaii Foodbank's two Food 4 Keiki (F4K) programs provide food for over 18,000 children on Oahu and Kauai. F4K School Pantry program provides snacks and supplemental food bags to students at 16 pantries located across Oahu and Kauai on school campuses and 2 keiki (children) pantries located near school grounds that are classified as Title I schools, which are schools that have the highest student concentration of poverty and are receiving supplemental federal funds to help meet the schools' educational goals. F4K Feeding Our Future program provides a hot summer lunch for students during the summer at different locations in Honolulu.

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

Hawaii Foodbank's F4K programs are located on school grounds or near schools that fall under Title I classification. The schools that currently participate in our F4K School Pantry program have at least 50 percent of the student body enrolled in free or reduced lunch program.

The distribution of the supplemental food bags vary by location and school, but is usually once a week. However, snacks are frequently provided to children on a more frequent schedule and as requested by the young students.

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.

Hawaii Foodbank anticipates serving 19,000 children through the 2019/20 school year. The Foodbank collects the data from its partner agencies' monthly activity reports, along with supporting distribution logs. The information is then inputted into the Foodbank's database where reports are generated.

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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 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
Canned mixed fruit	24 cans/case; \$10.53; 200 cases	\$2,106
Macaroni & Cheese	12 cups/case; \$9.77; 500 cases	\$4,885
Canned green beans	12 cans/case; \$7.78; 150 cases	\$1,167
Canned corn	12 cans/case; \$7.27; 200 cases	\$1,454
Canned ravioli	12 cans/case; \$11.13; 156 cases	\$1,736
Canned chili	6 cans/case; \$8.63; 175 cases	\$1,510
Canned chicken	6 cans/case; \$10.71; 200 cases	\$2,142
TOTAL:		\$15,000

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
716,552	30,369,402	2%

 **IRS** Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248167147
July 22, 2015 LTR 4168C 0
99-0220699 000000 00
00020777
BODC: TE

HAWAII FOODBANK
2611 KILIHOU ST A
HONOLULU HI 96819

Rec'd 7/23/15



40964

Employer Identification Number: 99-0220699
Person to Contact: Ms Wittwer
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your July 13, 2015, 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 April 1986.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248167147
July 22, 2015 LTR 4168C 0
99-0220699 000000 00
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HAWAII FOODBANK
2611 KILIAU ST A
HONOLULU HI 96819

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

Sincerely yours,



Doris Kenwright, Operation Mgr.
Accounts Management Operations 1



HAWAII FOODBANK, INC.

FY 2020 BOARD OF DIRECTORS

Officers

Jeff Moken	Chair	Director of Cargo Operations, Hawaiian Airlines
Christina Hause	Vice Chair	Vice President, Kaiser Permanente
James Starshak	Secretary	Partner, Carlsmith Ball LLP
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Ron Mizutani	President & CEO	Hawaii Foodbank, Inc.

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Denise Hayashi Yamaguchi	President & CEO, Hawaii Wine & Food Festival
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George Sato	Partner, Kobayashi Sugita & Goda
Darin Shigeta	Vice President, American Savings Bank
Larry "Keola" Siafuafu	Vice President, Hawaiian Electric Company
Toby Tamaye	President, AT Marketing LLC
Mark Tonini	General Manager, Hawaii Foodservice Alliance LLC
Jeff Vigilla	CEO/Executive Chef Consultant, Chef Point of View
James Wataru	State President, United Public Workers Union, AFSCME Local 646
Jason Wong	Executive Vice President, HFM Foodservice
Lauren Zirbel	Executive Director, Hawaii Food Industry Association

Executive Partners Board

Rick Blangiardi	General Manager, Hawaii News Now
Chuck Cotton	Market President, iHeartMedia
Dennis Francis	President & Publisher, Honolulu Star-Advertiser
D.K. Kodama	Owner & Executive Chef, D.K. Restaurants

Emeritus Advisory Board

Cindy Bauer	Surfing the Nations
Jade Moon	Community Volunteer
Ali Nikkhoo	Community Volunteer
Sheri Rolf	Vice President, Rolf Advertising
Daryl Sato	Community Volunteer

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 ...	25,837,582.	25,837,582.		
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	485,405.	459,485.	11,455.	14,465.
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	1,686,999.	961,232.	296,021.	429,746.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	41,905.	23,465.	7,545.	10,895.
9 Other employee benefits	350,012.	231,573.	44,541.	73,898.
10 Payroll taxes	163,125.	95,600.	29,723.	37,802.
11 Fees for services (non-employees):				
a Management				
b Legal	10,222.		10,222.	
c Accounting	30,926.		30,926.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees	83,285.		83,285.	
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	89,288.		64,272.	25,016.
12 Advertising and promotion	151,451.		6,230.	145,221.
13 Office expenses	88,844.	28,246.	21,927.	38,671.
14 Information technology	42,456.	10,984.	26,557.	4,915.
15 Royalties				
16 Occupancy	492,907.	434,396.	32,695.	25,816.
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	58,482.	28,113.	27,391.	2,978.
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	267,731.	227,341.	19,538.	20,852.
23 Insurance	38,341.	31,531.	3,286.	3,524.
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 TRANSPORTATION	238,078.	235,776.	938.	1,364.
b SHIPPING & FREIGHT	124,010.	124,010.		
c FUNDRAISING EVENT DIREC	78,909.	11,569.		67,340.
d VOLUNTEER EXPENSE	9,444.	6,226.		3,218.
e All other expenses				
25 Total functional expenses. Add lines 1 through 24e	30,369,402.	28,747,129.	716,552.	905,721.
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 If following SOP 98-2 (ASC 958-720)

**HAWAII FOODBANK, INC.
FY20 FINANCIAL PLAN**

Unrestricted Revenue

Foundation Grants-Unrestricted	260,000
Government Programs	869,520
AUW/CFC	199,500
Recurring Donors/Employee Withhold.	300,000
Planned Giving/Major Gifts/Stewardship	400,000
Check Out Hunger	85,000
Great Chefs	219,000
Benefit Concert	141,500
Other Special Events	403,500
Food Drive	71,000
Golf Tournament	88,400
Unsolicited Gifts	415,000
Website Giving	110,000
Newsletter	300,000
Direct Mail	984,150
Shared Maintenance Fee	500,000
Bank Interest	58,000
Interest Income-Weinberg	13,140
Investment Income	475,000
Other Income	55,000
HFB - Kauai Branch Revenue	339,230
Total Unrestricted Revenue	<u>6,286,940</u>

Restricted Revenue

Neighbor Island (incl. Ck Out Hunger)	24,500
Restricted Grants, including GIA	220,000
Other Restricted Revenue (Rack-a-Thon)	
Hunger Walk / Purchased Food Grants	35,000
Kauai Branch-Restricted & GIA Grants	
Total Restricted Revenue	<u>279,500</u>
Total Revenue	<u>6,566,440</u>

Operating Expenses

Salaries & Wages	2,636,608
Payroll Taxes	218,665
Employee Benefits	498,379
Professional Fees	95,083
Gen'l Supplies & Event Expenses	295,380
Telephone	18,540
Postage	73,384
Shipping	188,000
Rent/Property Tax	51,792
Electricity & Water	85,840
Refuse & Trash	38,040
Security System	1,380
Repairs & Maintenance	110,348
Printing	103,784
Vehicle Expenses	130,390
Conferences & Training	24,770
Meeting Expenses	11,268
Dues, Subscriptions, Fees & Permits	55,080
Insurance	67,340
Feeding America Fees	12,932
Volunteers	19,600
Food Purchases	400,000
Merchant & Bank Fees	120,240
GET & Misc. Expense	59,920
Government Grant Programs	869,520
HFB - Kauai Branch Operations	815,710
Total Operating Expense	<u>7,001,993</u>
Net Operating Income<Loss>	(715,053)

Restricted & Other Expenses

Depreciation Expense	322,208
HFB Support - Maui & Big Island	24,500
GIA- All Other Restricted Grants	274,228
HFB-Hunger Walk Match	10,000
Kauai Branch-Restricted & GIA Grants	147,272
Total Restricted & Other Expense	<u>778,208</u>
Total Expenses	<u>7,780,201</u>
Net Income<Loss>	<u>(1,213,761)</u>

FY20 Hawaii Foodbank Operating Budget Notes

Hawaii Foodbank has three unusual one-time large financial impacts hitting its FY20 budget, which resulted in a significantly deficit budget. First, with a goal of stabilizing the food inventory in the warehouse throughout the year, the Foodbank moved its annual food drive from April to August. As Hawaii Foodbank operates on a fiscal year, the impact of this decision to move this event four months means that food drive will skip an entire budgeting year. This decision has a budgetary impact of nearly \$500,000. In addition, there is a renovation project that will reconfigure the office space to relieve some of the staff crowding that has resulted in up to four team members co-working in an office and has placed multiple staff positions into the copy room. Further, for the first time in nearly 15 years, Hawaii Foodbank is upgrading its inventory management/financial accounting software. These three one-time situations have resulted in the FY20 annual operating budget at significant deficit. With these three situations all being completed in FY20, it is expected that FY21's operating budget will return to normal, as in previous years.