



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

Internal Use Only:
Grant _____

**Organization / Agency Information**

<i>Organization/Agency Name:</i> Helping Harvest (formerly Greater Berks Food Bank)		
<i>Physical Address:</i> 117 Morgan Drive	<i>City/State/Zip</i> Reading, PA 19608	
<i>Mailing Address:</i> Same	<i>City/State/Zip</i>	
<i>CEO or Director:</i> Jay Worrall	<i>Title:</i> President	
<i>Phone:</i> 610-926-5802	<i>Fax:</i> 610-926-7638	<i>Email:</i> dlong@helpingharvest.org
<i>Contact Person:</i> Doug Long	<i>Title:</i> Manager of Marketing and Development	
<i>Phone:</i> 610-926-5802 ext. 212	<i>Fax:</i> 610-926-7638	<i>Email:</i> dlong@helpingharvest.org
<i>Web Site Address:</i> helpingharvest.org		<i>Tax ID:</i> 22-2456238

**Program / Grant Information**

<i>Program/Project Name:</i> Weekender Program			<i>Amount of Grant Requested:</i> \$15,000
<i>Total Organization Budget:</i> \$12,737,350	<i>Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100):</i> 96.6%	<i>Per 990, Percentage of Management &amp; General Expenses Only (Column C/ Column A x 100):</i> 2.0%	<i>Per 990, Percentage of Management &amp; General Expenses and Fundraising (Column C+D / Column A x 100):</i> 3.4%
<i>Purpose of Grant Request (one sentence):</i> To purchase food to be included in our Weekender Program which feeds in-need elementary school children.			
<i>Gimbel Holiday Grants Received: List Year(s) and Award Amount(s)</i> 2017, \$10,000; 2018, \$15,000			

**Signatures**

<i>Board President / Chair: (Print name and Title)</i> Josh Weiss, Board President	<i>Signature:</i> 	<i>Date:</i> 11/15/19
<i>Executive Director/President: (Print name and Title)</i> 	<i>Signature:</i> Jay Worrall President	<i>Date:</i> 11/15/19

## 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 Helping Harvest (formerly Greater Berks Food Bank) is to feed the hungry. In 2019, Helping Harvest celebrated its 36<sup>th</sup> year of supplying food to the food pantries, soup kitchens, shelters, after-school program, senior centers and direct service programs that feed the hungry in Berks and Schuylkill counties, Pennsylvania. Today, Helping Harvest distributes more than 7 million pounds of food annually to more than 320 charitable food program partners. More than 60% of the food distributed is fresh and frozen perishable foods. Programs include Helping Harvest's own direct-distribution programs: Weekender Program; Produce 4 Kids; Senior Tote Program; Mobile Market; and Mobile Direct. Annually, more than 112,000 individuals are nourished with food supplied by our distribution center. Helping Harvest employs 21 full-time employees and 4 part-time employees. More than 1,500 volunteers give their time throughout the year.

**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?

Food purchased through this grant opportunity will be used to support Helping Harvest's Weekender Program. The Weekender Program supplies a bag filled with non-perishable foods for enrolled low-income elementary school students to take home for the weekend – a time when they may otherwise go without proper nutrition. Participating students' families live below, or near, the federal poverty level and represent diverse racial backgrounds. The participating (host) schools are located in suburban and rural school districts, where access to other after-school meal and snack programs is severely limited or non-existent. The schools that are selected to participate all have a high rate of students eligible for the National School Lunch Program free and reduced lunches, meaning there is a high rate of poverty within the school's community.

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

At the beginning of every school year at each participating Weekender Program school, the school administration sends an invitation/permission slip to the parent(s)/guardian(s) of every student who is eligible for the National School Lunch Program free and reduced lunches. Historically, about 50% of the eligible students' parents choose to participate in Helping Harvest's Weekender Program. Every Friday during the school year, food bags are distributed after-school to the participating 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.

Approximately, 1,500 elementary school children are served weekly (during the school year) by the Weekender program at the 18 participating school sites. Helping Harvest's Agency Department staff tracks the number of children served by the Monthly Statistic Reports the coordinators at each participating Weekender Program site are required to submit each month.

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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
<i>Chicken Rice Soup</i>	24/15 oz. cans/case; \$9.15 case; 800 cases	\$7,320
<i>Vegetable Soup</i>	24/15 oz. cans/case; \$9.60 case; 800 cases	\$7,680
<b>TOTAL:</b>		<b>\$15,000</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
259,836	12,912,022	2.0%



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0752857843  
Jan. 29, 2014 LTR 4168C 0  
22-2456238 000000 00

00025799  
BODC: TE

GREATER BERKS FOOD BANK  
1011 TUCKERTON CT  
READING PA 19605-1177



013658

Employer Identification Number: 22-2456238  
Person to Contact: CUSTOMER SERVICE  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 17, 2014, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in August 1983.

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](http://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.

2019 Board									
First	Last	Professional Affiliation	Occupation	Officers	Years Served				
Robert	Barto	Roland Stock, LLC	Business Manager		3				
Ken	Borkey	YMCA of Reading & Berks County	VP of Programming		2				
Courtney	Dixon	Tower Health	Community Relations		2				
John	Flickinger	Redner's Warehouse Markets	Director of Risk Management	Vice Pres.	2				
Ryan	Hassler	Penn State University - Berks	Professor of Mathematics		1				
Tasha	Isaac	Berks Counseling Center	Program Manager		3				
Lolly	Leshner	Way-Har Farms	Owner of dairy farm and store		1				
Dave	Liptok	Giant Food Stores	Director of Operations		1				
Peter	Molinaro	Adhezion Biomedical	President/CEO		4				
Nicole	Pease	Carpenter Technology	Group Lead, Customer Service	Secretary	4				
Marianne	Pessognelli	The Highlands at Wyomissing	CFO	Treasurer	1				
Susan	Rohn	Yocum Institute for Arts Education	Executive Director		3				
Kim	Scaffidi	First Energy/Met Ed	Manager, Process & Systems Support		1				
Donald	Schalk	Alvernia University	Director of Business & Corporate Development		2				
Joshua	Weiss	Reinsel Kuntz Leshner	CPA	President	3				
William	Widling III	Kozloff Stoudt	Attorney		1				
Pam	Witmer	M&T Bank	Assistant VP		1				

**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	10,537,166.	10,537,166.		
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	123,965.	101,155.	13,061.	9,749.
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	763,805.	623,223.	80,475.	60,107.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	14,947.	11,894.	2,082.	971.
9 Other employee benefits	132,388.	100,577.	23,773.	8,038.
10 Payroll taxes	53,371.	42,468.	7,432.	3,471.
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	26,983.	5,397.	21,586.	
12 Advertising and promotion				
13 Office expenses	59,116.	46,930.	8,002.	4,184.
14 Information technology				
15 Royalties				
16 Occupancy	78,910.	55,237.	13,415.	10,258.
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	6,712.		3,758.	2,954.
20 Interest	30,206.		30,206.	
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	159,727.	118,198.	28,750.	12,779.
23 Insurance	18,194.	14,556.	3,638.	
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 <b>FOOD PURCHASES</b>	449,973.	449,973.		
b <b>PROGRAM DEVELOPMENT</b>	123,262.	123,262.		
c <b>TRUCK EXPENSE</b>	116,007.	116,007.		
d <b>OTHER FUNDRAISING EXPENSE</b>	63,743.			63,743.
e All other expenses	153,547.	128,445.	23,658.	1,444.
25 Total functional expenses. Add lines 1 through 24e	12,912,022.	12,474,488.	259,836.	177,698.
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)

Greater Berks Food Bank  
 Budget Listing  
 January 01, 2019 through December 31, 2019  
 Detail by Account

		Current	YTD	Annual
Income				
Revenue-Food Inventory				
4000-12-1	FD - Local Donations	\$6,305,500.00	\$6,305,500.00	\$6,305,500.00
4001-12-1	FD - TEFAP- USDA	\$370,000.00	\$370,000.00	\$370,000.00
4002-12-1	FD - TEFAB Bonus - USDA	\$556,500.00	\$556,500.00	\$556,500.00
4003-12-1	FD - CSFP - USDA	\$410,000.00	\$410,000.00	\$410,000.00
4004-12-1	FD - Feeding America Donations	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00
4012-12-1	FD - Trade Mitigation - USDA	\$600,000.00	\$600,000.00	\$600,000.00
	Total Revenue-Food Inventory	6	\$9,742,000.00	\$9,742,000.00
Revenue-Public Support				
4007-12-1	PS - In Kind Donations - Corporate	\$6,000.00	\$6,000.00	\$6,000.00
4009-12-1	PS - Gift Cards & Certificates	\$30,500.00	\$30,500.00	\$30,500.00
4010-12-1	PS - Corporations	\$49,980.00	\$49,980.00	\$49,980.00
4110-12-1	PS - Foundations	\$40,000.00	\$40,000.00	\$40,000.00
4210-12-1	PS - Congregations	\$8,200.00	\$8,200.00	\$8,200.00
4211-12-1	PS - Milk Certificates - Feeding America	\$4,500.00	\$4,500.00	\$4,500.00
4225-12-1	PS - CROP Walk	\$15,000.00	\$15,000.00	\$15,000.00
4310-12-1	PS - Individuals	\$360,000.00	\$360,000.00	\$360,000.00
4405-12-1	PS - COHIP (Check Out Hunger in PA)	\$18,000.00	\$18,000.00	\$18,000.00
4512-12-1	PS - Weekender - Berks	\$22,000.00	\$22,000.00	\$22,000.00
4513-12-1	PS - Weekender - Schuylkill	\$15,000.00	\$15,000.00	\$15,000.00
4518-12-1	PS - Feeding America Donations	\$80,000.00	\$80,000.00	\$80,000.00
4520-12-1	PS - Special Events	\$60,000.00	\$60,000.00	\$60,000.00
4525-12-1	PS - Produce 4 Kids	\$12,000.00	\$12,000.00	\$12,000.00
4535-12-1	PS - Matching Gifts	\$12,000.00	\$12,000.00	\$12,000.00
4541-12-1	PS - Schools Out - Summer Mailer	\$48,000.00	\$48,000.00	\$48,000.00
4545-12-1	PS - Thanksgiving Appeal	\$68,000.00	\$68,000.00	\$68,000.00
4550-12-1	PS - World Food Day	\$30,000.00	\$30,000.00	\$30,000.00
4555-12-1	PS - School Fund Drives	\$3,600.00	\$3,600.00	\$3,600.00
4560-12-1	PS - Harvest for Hunger	\$32,000.00	\$32,000.00	\$32,000.00
4570-12-1	PS - Other Grants	\$54,000.00	\$54,000.00	\$54,000.00
4575-12-1	PS - United Way of Berks County	\$70,000.00	\$70,000.00	\$70,000.00
4585-12-1	PS - Mobile Markets	\$66,000.00	\$66,000.00	\$66,000.00
	Total Revenue-Public Support	23	\$1,104,780.00	\$1,104,780.00
Revenue-Federal & State Grants				
4600-12-2	Grant - State Food Inventory	\$300,000.00	\$300,000.00	\$300,000.00
4605-12-1	Grant - TEFAP - USDA Reimbursement	\$54,000.00	\$54,000.00	\$54,000.00
4680-12-1	Grant - EFSP Food Inventory	\$34,000.00	\$34,000.00	\$34,000.00
4682-12-1	Grant - PASS Food	\$53,000.00	\$53,000.00	\$53,000.00
4683-12-1	Grant - PASS Admin and Freight	\$12,000.00	\$12,000.00	\$12,000.00
4690-12-1	Grant - CSFP Senior Program	\$107,800.00	\$107,800.00	\$107,800.00
	Total Revenue-Federal & State Grants	6	\$560,800.00	\$560,800.00
Revenue-Food Generated Income				
5001-12-1	FGI - State Food Purchase Program	\$36,000.00	\$36,000.00	\$36,000.00
5003-12-1	FGI - ESFP Products	\$5,000.00	\$5,000.00	\$5,000.00
5005-12-1	FGI - Feeding America Donations	\$100,020.00	\$100,020.00	\$100,020.00
5010-12-1	FGI - Local Donations	\$165,000.00	\$165,000.00	\$165,000.00

5016-12-1 FGI - Purchased Berks		\$500.00	\$500.00	\$500.00
5017-12-1 FGI - Purchased Schuylkill		\$1,200.00	\$1,200.00	\$1,200.00
5020-12-1 FGI - Gift Cards Berks		\$1,800.00	\$1,800.00	\$1,800.00
5030-12-1 FGI - State Food Shared Fee		\$289,000.00	\$289,000.00	\$289,000.00
5040-12-1 FGI - Delivery Fee		\$144,000.00	\$144,000.00	\$144,000.00
Total Revenue-Food Generated Income	9	\$742,520.00	\$742,520.00	\$742,520.00
5105-12-1 PR - Program Annual Fee		\$6,050.00	\$6,050.00	\$6,050.00
5610-12-1 Interest Income		\$2,400.00	\$2,400.00	\$2,400.00
Total Income		\$12,158,550.00	\$12,158,550.00	\$12,158,550.00

Expenses

7195-35-1 TC - Inv. Adjustments-Loss		\$500,000.00	\$500,000.00	\$500,000.00
Expenses-Food Donation Inventory				
8500-35-1 FD - Feeding America Donations		\$1,500,000.00	\$1,500,000.00	\$1,500,000.00
8501-35-1 FD - Local Donations		\$6,305,500.00	\$6,305,500.00	\$6,305,500.00
8502-35-1 FD - TEFAP - USDA		\$370,000.00	\$370,000.00	\$370,000.00
8503-35-1 FD - TEFAP Bonus - USDA		\$556,500.00	\$556,500.00	\$556,500.00
8504-35-1 FD - CSFP - USDA		\$410,000.00	\$410,000.00	\$410,000.00
8506-35-1 FD - Trade Mitigation - USDA		\$600,000.00	\$600,000.00	\$600,000.00
Total Expenses-Food Donation Inventory	6	\$9,742,000.00	\$9,742,000.00	\$9,742,000.00

Expenses-Personnel Cost

6010-33-1 PC - Salaries		\$875,000.00	\$875,000.00	\$875,000.00
6110-33-1 PC - Contract Labor		\$36,000.00	\$36,000.00	\$36,000.00
6111-33-1 PC - Recognition Program		\$1,200.00	\$1,200.00	\$1,200.00
6210-33-1 PC - Employers FICA		\$54,820.00	\$54,820.00	\$54,820.00
6215-33-1 PC - Employers Medicare		\$12,820.00	\$12,820.00	\$12,820.00
6220-33-1 PC - Workers Compensation Insurance		\$20,000.00	\$20,000.00	\$20,000.00
6225-33-1 PC - PA Unemployment Compensation		\$15,000.00	\$15,000.00	\$15,000.00
6310-33-1 PC - Pension Plan Expense		\$20,000.00	\$20,000.00	\$20,000.00
6315-33-1 PC - Health Insurance		\$137,000.00	\$137,000.00	\$137,000.00
6320-33-1 PC - Long & Short Term Disability Insurance		\$11,420.00	\$11,420.00	\$11,420.00
6325-33-1 PC - Life Insurance		\$2,620.00	\$2,620.00	\$2,620.00
6330-33-1 PC - Personnel Cost Misc		\$6,000.00	\$6,000.00	\$6,000.00
7207-39-1 OC - Mileage Reimbursement		\$6,000.00	\$6,000.00	\$6,000.00
Total Expenses-Personnel Cost	13	\$1,197,880.00	\$1,197,880.00	\$1,197,880.00

Expenses-Office Cost

6400-39-1 OC - Legal & Professional Fees		\$42,800.00	\$42,800.00	\$42,800.00
6505-39-1 OC - ECCA Computer Contracts		\$5,000.00	\$5,000.00	\$5,000.00
6605-39-1 OC - Office Supplies		\$12,000.00	\$12,000.00	\$12,000.00
7005-39-1 OC - Office Supplies - Postage		\$6,000.00	\$6,000.00	\$6,000.00
7180-35-1 OC - Gift Cards Supply Purchases		\$3,600.00	\$3,600.00	\$3,600.00
Total Expenses-Office Cost	5	\$69,400.00	\$69,400.00	\$69,400.00

Expenses-Member Agency Cost

6700-50-1 PK - Produce 4 Kids SMF		\$4,800.00	\$4,800.00	\$4,800.00
6800-40-1 PR - Program Development SMF		\$6,000.00	\$6,000.00	\$6,000.00
6810-40-1 PR - Program Development Equipment		\$460.00	\$460.00	\$460.00
6815-40-1 PR - Program Development Miscellaneous		\$6,000.00	\$6,000.00	\$6,000.00
6820-40-1 PR - Mobile Markets		\$32,000.00	\$32,000.00	\$32,000.00
6825-40-1 PR - Milk Certificates		\$6,000.00	\$6,000.00	\$6,000.00
6830-40-1 PR - Weekender SMF		\$52,000.00	\$52,000.00	\$52,000.00
6835-40-1 PR - Weekender Food & Equip Expenses		\$4,800.00	\$4,800.00	\$4,800.00
6845-40-1 PR - Disaster & Special Distribution		\$6,000.00	\$6,000.00	\$6,000.00



Total Expenses-Member Agency Cost	9	\$118,060.00	\$118,060.00	\$118,060.00
Expenses-CSFP Cost				
6850-40-1 PR - CSFP - Supplies		\$16,000.00	\$16,000.00	\$16,000.00
6855-40-1 PR - CSFP - Equipment		\$1,200.00	\$1,200.00	\$1,200.00
6860-40-1 PR - CSFP - Delivery		\$42,000.00	\$42,000.00	\$42,000.00
Total Expenses-CSFP Cost	3	\$59,200.00	\$59,200.00	\$59,200.00
Expenses-Transportation Cost				
7105-35-1 TC - Freight - In Receiving		\$24,000.00	\$24,000.00	\$24,000.00
7110-35-1 TC - Delivery Vehicle Costs		\$12,000.00	\$12,000.00	\$12,000.00
7111-35-1 TC - Vehicle Lease		\$86,500.00	\$86,500.00	\$86,500.00
7115-35-1 TC - Vehicle Repairs		\$6,000.00	\$6,000.00	\$6,000.00
7116-35-1 TC - Vehicle Fuel		\$48,000.00	\$48,000.00	\$48,000.00
Total Expenses-Transportation Cost	5	\$176,500.00	\$176,500.00	\$176,500.00
Expenses-Facility Cost				
6655-37-1 FC - Warehouse Supplies		\$20,000.00	\$20,000.00	\$20,000.00
6660-37-1 FC - Food Drive Supplies		\$10,000.00	\$10,000.00	\$10,000.00
6705-37-1 FC - Telephone Expense		\$8,200.00	\$8,200.00	\$8,200.00
7205-37-1 FC - Inside Maintenance - Cleaners		\$6,000.00	\$6,000.00	\$6,000.00
7210-37-1 FC - Electricity - Monthly Payment		\$36,000.00	\$36,000.00	\$36,000.00
7214-37-1 FC - Gas - Monthly Payment		\$9,200.00	\$9,200.00	\$9,200.00
7217-37-1 FC - Sewer & Water		\$3,000.00	\$3,000.00	\$3,000.00
7220-37-1 FC - Security		\$720.00	\$720.00	\$720.00
7230-37-1 FC - Outside - Grass & Snow		\$9,600.00	\$9,600.00	\$9,600.00
7233-37-1 FC - Pest Services		\$1,800.00	\$1,800.00	\$1,800.00
7236-37-1 FC - Trash Removal		\$12,000.00	\$12,000.00	\$12,000.00
7275-37-1 FC - Building Repair		\$9,600.00	\$9,600.00	\$9,600.00
7305-37-1 FC - Property, Product & Liability Insurance		\$21,000.00	\$21,000.00	\$21,000.00
7410-39-1 OC - Office Repairs & Rentals		\$4,800.00	\$4,800.00	\$4,800.00
7450-37-1 FC - Equipment Maintenance & Repairs		\$42,000.00	\$42,000.00	\$42,000.00
Total Expenses-Facility Cost	15	\$193,920.00	\$193,920.00	\$193,920.00
Expenses-Travel-Edu.-Mtg. Cost				
7605-39-1 OC - Travel Expenses		\$4,800.00	\$4,800.00	\$4,800.00
7705-39-1 OC - Conferences & Meetings		\$1,200.00	\$1,200.00	\$1,200.00
7710-39-1 OC - Education Expenses		\$2,400.00	\$2,400.00	\$2,400.00
Total Expenses-Travel-Edu.-Mtg. Cost	3	\$8,400.00	\$8,400.00	\$8,400.00
Expense-Dues-Sub.-Misc.&Disc.				
8405-39-1 OC - Dues & Subscriptions		\$12,000.00	\$12,000.00	\$12,000.00
8410-39-1 OC - Member Dues (PARF)		\$2,220.00	\$2,220.00	\$2,220.00
8905-39-1 OC - Miscellaneous & Discounts		\$800.00	\$800.00	\$800.00
8910-39-1 OC - Volunteers Misc		\$1,800.00	\$1,800.00	\$1,800.00
Total Expense-Dues-Sub.-Misc.&Disc.	4	\$16,820.00	\$16,820.00	\$16,820.00
Expense-Fundraising Cost				
7905-20-1 OC - Fundraising Expense		\$42,000.00	\$42,000.00	\$42,000.00
7915-20-1 OC - Promotional Materials		\$2,800.00	\$2,800.00	\$2,800.00
7920-20-1 OC - Fund Postage		\$18,000.00	\$18,000.00	\$18,000.00
7925-20-1 OC - Branding		\$15,000.00	\$15,000.00	\$15,000.00
Total Expense-Fundraising Cost	4	\$77,800.00	\$77,800.00	\$77,800.00
Expense-Depreciation Cost				
8110-37-1 Depn Exp Building & Improvements		\$111,235.00	\$111,235.00	\$111,235.00
8120-35-1 TC - Depn. Expense - Vehicles		\$2,000.00	\$2,000.00	\$2,000.00
8130-39-1 OC - Depn. Expense - Office Equipment		\$520.00	\$520.00	\$520.00
8135-39-1 NB - Depn Office Furn & Fixture Exp		\$11,090.00	\$11,090.00	\$11,090.00

8140-39-1 OC- Depn. Expense -Computer & Software		\$4,250.00	\$4,250.00	\$4,250.00
8150-37-1 FC - Depn.Exp - Warehouse Furniture-Equipment		\$16,675.00	\$16,675.00	\$16,675.00
Total Expense-Depreciation Cost	6	\$145,770.00	\$145,770.00	\$145,770.00
8401-35-1 TC - Feeding America Main Fee		\$5,000.00	\$5,000.00	\$5,000.00
8416-35-1 TC - PASS Transportation		\$4,200.00	\$4,200.00	\$4,200.00
Expense-Other Food Purchases				
8210-31-2 CC - State Grant Food TMRP		\$300,000.00	\$300,000.00	\$300,000.00
8211-31-2 Food Purchases - Berks		\$5,600.00	\$5,600.00	\$5,600.00
8212-31-2 Food Purchases - Schuylkill		\$2,400.00	\$2,400.00	\$2,400.00
8213-31-2 Gift Card Purc- Berks		\$12,400.00	\$12,400.00	\$12,400.00
8216-31-2 PASS food purchases		\$46,000.00	\$46,000.00	\$46,000.00
8410-35-1 TC - EFSP Food		\$32,000.00	\$32,000.00	\$32,000.00
Total Expense-Other Food Purchases	6	\$398,400.00	\$398,400.00	\$398,400.00
8612-39-1 NB - Interest Payments on Loan		\$24,000.00	\$24,000.00	\$24,000.00
Total Expenses		\$12,737,350.00	\$12,737,350.00	\$12,737,350.00
Net Income (Expenses)		<u>(\$578,800.00)</u>	<u>(\$578,800.00)</u>	<u>(\$578,800.00)</u>

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**COMPLETE**

**Collector:** Gimbel Holiday Food Grant (Web Link)  
**Started:** Tuesday, November 19, 2019 11:59:23 AM  
**Last Modified:** Tuesday, November 19, 2019 1:05:47 PM  
**Time Spent:** 01:06:23  
**IP Address:** 73.130.246.108

Page 1: Organizational Information

**Q1 Name of your organization.**

Helping Harvest (Greater Berks Food Bank)

**Q2 Grant #**

20181032

**Q3 Grant Period**

2/1/2019-10/31/19

**Q4 Location of your organization**

City	Reading
State	PA

**Q5 Name and Title of person completing evaluation.**

Doug Long, Manager of Marketing and Development

**Q6 Phone Number:**

610-926-5802

**Q7 Email address.**

dlong@helpingharvest.org

**Q8 Total number of clients served through this grant funding:**

1500

**Q9 Approximate volume of food purchased with grant funds? (i.e 10 lbs of fresh produce; 1000 boxes; 10 cases, etc)**

570 cases of soup; 545 cases of cereal

Page 2: Key Outcomes and Results

**Q10 Describe the project's key outcomes and results based on your goals and objectives:**

The key outcome of Helping Harvest's Weekender Program is providing food to 1,500 in-need elementary school children each week during the school year. During the 2018-2019 school year, Helping Harvest also met its goal of distributing the food bags at least 28 weeks at the 17 elementary school sites.

S. L. Gimbel Foundation Fund Holiday Food Grant

**Q11** Please describe any challenges/obstacles the organization encountered (if any) in attaining stated goals & Objectives.

Helping Harvest first established its Weekender Program in 2004. Through the years, our Agency Services Department has established a strong roster of program sites and well-planned training, monitoring and reporting procedures. As a result, the Weekender Program remains a very stable program with little attrition of program sites, challenges or obstacles.

**Q12** How did you overcome and/or address the challenges and obstacles?

N/A

**Q13** Describe any unintended positive outcomes as a result of the efforts supported by this grant.

One of the school sites at which we operate the Weekender Program decided to make us the charitable beneficiary of their annual spring festival. The event resulted in a nearly \$3,000 donation to support the Weekender Program within their school.

**Q14** Briefly describe the impact this grant has had on your organization.

This grant is extremely impactful to both our organization and more specifically our Weekender Program. As much as possible, we want to rely on donated foods to supply the Weekender Program in an effort to keep costs down. However, all 1,500 bags which are distributed each week need to be uniform in content and it is often difficult to insure all (the on average 8 or 9) included food products are uniform. As a result, it is crucial for Helping Harvest to obtain grant awards such as the S.L. Gimbel Holiday Food Program Grant to purchase items to complete the weekly food bags.

Page 3: Budget

**Q15** Please provide a narrative on how the funds were used to fulfill grant objectives. Explain what was purchased and how funds were utilized based upon the budget that was submitted. Utilize your grant request and explain expenditures that were made. This can be accomplished by inserting a side by side explanation.

The funds were used to purchase canned soup and boxed cereal as outlined in our grant application. All foods were included in the weekly distributions of the Weekender Program.

Page 4: Success Stories

**Q16** Please relate a success story:

Following is a quote we received from a program participant's mother:

"Thank you so much for all of your help. Our son and daughter love participating in the program because they feel they are a big help to us. It puts smiles on their faces because they are bringing food into our home and they know we really need it. Thank you again for all you do."

Quotes like this are typical of feedback we have received from parents through the years. Responses to our year-end participant/parent and site coordinator surveys are always overwhelmingly positive. It is always apparent this is an impactful program that is extremely appreciated by those we serve.

**Q17** Please relate a success story here:

Respondent skipped this question

**Q18** Please relate a success story here:

Respondent skipped this question

Page 5: Demographic Information

**Q19** Which category best describes your organization. Please choose only one.

Basic Needs Support

**Q20** What is your organizations primary Program Area of Interest?

Food Bank

S. L. Gimbel Foundation Fund Holiday Food Grant

<b>Q21</b> Percentage of clients served through grant in each Ethnic Group Category. Total must equal 100%	Unknown	<b>100</b>
<b>Q22</b> Approximate percentage of clients served from grant funds in each age category.	Children Birth-05 years of age Children ages 06-12 years of age	<b>10</b> <b>90</b>
<b>Q23</b> Approximate percentage of clients served with disabilities from grant funds.	Respondent skipped this question	
<b>Q24</b> Approximate percentage of clients served in Economic Group	Respondent skipped this question	
<b>Q25</b> Approximate percentage of clients served from grant funds in each population category.	Students	<b>100</b>