

2014 Ka DOCKET
RE-SUBMIT

ORIGINAL



**2013 S.L. Gimbel
Foundation Fund
Grant Application**

Internal Use Only:
Grant: 20140272

\$25,000
~~20130993VD~~

Organization / Agency Information

<i>Organization/Agency Name:</i> Martha's Village and Kitchen, Inc.			10313
<i>Physical Address:</i> 83-791 Date Ave.		<i>City/State/Zip:</i> Indio, CA 92201-4737	
<i>Mailing Address:</i> Same		<i>City/State/Zip</i>	
<i>CEO or Director:</i> Sister Patricia Cruise, S.C.		<i>Title:</i> President and CEO	
<i>Phone:</i> (619) 446-2100	<i>Fax:</i> (619) 446-2129	<i>Email:</i> Patricia.Cruise@neighbor.org	
<i>Contact Person:</i> Jennifer Guthrie		<i>Title:</i> Director of Grants and Foundation Development	
<i>Phone:</i> (619) 446-2106	<i>Fax:</i> (619) 446-2129	<i>Email:</i> Jennifer.Guthrie@neighbor.org	
<i>Web Site Address:</i> www.marthavillage.org		<i>Tax ID:</i> 33-0777892	

Program / Grant Information

Interest Area: Health Environment Animal Protection Education Human Dignity

<i>Program / Project Name:</i> Transitional Housing Program at Martha's Village and Kitchen		
<i>Amount of Grant Requested:</i> \$25,000	<i>Total Organization Budget:</i> \$4,720,026	<i>Percentage of Organization's Total Budget used for Administration:</i> 13%
<i>Purpose of Grant Request (one sentence):</i> We are respectfully requesting funds from the S.L. Gimbel Foundation in support of our Transitional Housing Program, which provides homeless individuals and families in the Coachella Valley safe and secure housing, in addition to a comprehensive array of onsite supportive services to help residents move forward on the path to permanent housing and a stable source of income.		

Signatures

<i>Board President / Chair: (please print)</i> Henry Burdick	<i>Title:</i> Chairman of the Board
<i>Signature:</i> 	<i>Date:</i> 10/30/13
<i>CEO / Director: (please print)</i> Sister Patricia Cruise, S.C.	<i>Title:</i> President and CEO
<i>Signature:</i> 	<i>Date:</i> 10/31/13

I. Organizational Background and Target Population: Martha's Village and Kitchen has been serving homeless and impoverished families, adults, and children in the Coachella Valley of Riverside County since 1990. What started as a simple soup kitchen has grown into a one-stop site in Indio providing comprehensive services based on the nationally renowned "continuum of care" model. Our mission is to help our neighbors in need break the cycle of homelessness and poverty by promoting self-sufficiency through an innovative continuum of care, multi-disciplinary programs, and partnerships that come together in the spirit of our CREED (Compassion, Respect, Empathy, Empowerment, Dignity) to teach, learn from, and challenge our neighbors and one another. *As the largest homeless services provider in the in Riverside County, Martha's Village and Kitchen provides safe and secure housing and supportive services for over 5,000 neighbors each year.* In the last three years we have provided safe and secure shelter and supportive services to 726 individuals, including 343 children; addressed hunger by serving over 660,000 nutritious meals to our homeless residents and community members in need; and provided physical and behavioral healthcare to 3,510 patients through our on-site medical clinic.

Homelessness exacts a heavy toll on individuals. In addition to basic necessities such as food, clothing, and shelter, persons experiencing homelessness require a stable environment that encourages employment, health, education, and recovery. Beyond safe and secure housing, we offer comprehensive programs such as case management, physical and mental healthcare, counseling, childcare, recovery services, employment and education services, nutritious meals, and emergency assistance. *The sheer scope of services we provide is unmatched by any other program for homeless and impoverished persons in the Coachella Valley.* One hundred percent of our residents have incomes below the Federal Poverty Level and meet U.S. Department of Housing and Urban Development criteria for low income based on local Area Median Income guidelines. In 2012, the ethnic composition of our clients was 67% Hispanic, 23% Caucasian, 7% African-American, 1% American Indian or Alaskan Native, 1% Native Hawaiian or Other Pacific Islander, and 1% Asian. Of clients served, 64% were male and 36% were female.

II. Project Information: As the region recovers from the economic crisis, many are struggling to maintain self-sufficiency. The local Riverside community is especially hard hit with reports showing nearly 3,000 homeless persons in Riverside County on any given night. Of this total, approximately, 21% are families with children. Furthermore, U.S. Census Bureau data shows more than 14% of Riverside County residents live below the federal poverty level. This percentage jumps significantly when examining poverty rates in the municipalities that Martha's serves including the cities of Coachella (26%) and Indio (21%). For those faced with the tragic decision of choosing between paying housing costs to maintain shelter or paying food costs to feed their family, Martha's Village and Kitchen makes a substantial difference.

Martha's Transitional Housing Program provides homeless families and individuals with safe shelter and services tailored to meet their unique needs. *The first and only resource of its kind in the region, Martha's distinguishes itself by providing housing and wraparound services to homeless individuals, all under one roof.* The mission of our program is to assist clients in regaining independence by providing a stable living environment, guidance, and referrals to appropriate resources that support residents to achieve self-sufficiency. We work with residents

to address the principal problems associated with homelessness: unemployment, substance abuse, mental health issues, educational deficiencies, and insufficient job skills.

Our goal is to enable residents who exit Martha's Village and Kitchen to secure permanent housing and a stable income. We anticipate the following objectives will be met in 2013:

- **Objective I:** *Of exiting residents, 85% will move to permanent housing.*
Activities: To obtain permanent housing, we provide case management and employment services for all residents. For those who are unable to work, we provide assistance in enrolling for public benefits. We also provide healthcare, counseling, and addiction services as needed.
- **Objective II:** *Of adults served, 85% will report feeling informed and supported as they move through our program into permanent housing.*
Activities: To ensure that our clients feel supported, residential staff is available 24 hours per day. We also provide referrals to housing and income resources and help clients navigate our internal programs and external resources.
- **Objective II:** *Of exiting residents, 50% of persons age 18 and older maintain or increase their total income.*
Activities: To ensure that our residents obtain income, we provide employment preparation, adult education, job placement assistance, benefits application assistance, and childcare.

We maintain a systematic process for data collection, outcome evaluation and reporting in the Logic Model format. The Logic model describes service needs for our services, projected outcomes, success indicators, data sources, methodology, and evaluation procedures. Evaluation of our activities involves collecting and analyzing records including client intake data, program participation, client records, and demographics. Program Managers are responsible for data collection and data entry. Three times a year Program Managers provide reports to the Executive Director, Program and Research Analyst, Contract Compliance Managers, as well as Program, Development and Fiscal Staff.

Because Martha's Transitional Housing Program is on on-going activity, we will have no delay in undertaking this project and services will be available immediately. With service to the most disadvantaged homeless individuals in the region, we provide 120 beds to 320 homeless men, women, and children annually representing approximately 185 adults and 135 children. This includes 95 beds for families with children and 25 beds for single adults. All residents are offered 3 daily meals and participate in case management, and employment services or public benefits assistance. Additionally, in 2012 we provided childcare to 99 children; 1,073 individuals accessed the medical clinic, and 63 residents received substance abuse treatment.

Martha's Village and Kitchen is the only full scope homeless service provider in the community; other providers do not also offer on-site childcare, medical and mental healthcare and employment and education services at a single campus. To meet the needs of homeless and impoverished individuals and families in the Coachella Valley, we partner with other service providers in the area to including the Coachella Valley Rescue Mission, Roy's Desert Resource Center, Shelter from the Storm, County of Riverside, and City of Indio. We also benefit from the time and talent of volunteers who help expand the reach of our important programs. In 2012, we

received support from over 1,000 volunteers who contributed 34,376 hours of services to our agency. Each volunteer helps ensure the effectiveness of our programs by providing employment education, haircuts, medical exams, cooking classes, tutoring, fundraising, clerical duties, and by serving meals.

We are respectfully requesting a \$25,000 grant in support of Martha's Transitional Housing Program. Funds will support hygiene supplies, cleaning supplies, dining room supplies, operating supplies, and food. We would also use grant funds to partially fund the salaries and associated fringe benefits for a Residential Shift Supervisor and a Residential Specialist.

III. Project Future: We are committed to helping families and individuals break the cycles of homelessness and poverty. To ensure sustainability of our programs, we make every effort to increase financial support through ongoing fundraising and development activities including solicitations for donations, private and public grants, planned giving, sales, fundraising events, and auto auctions. A grant from the S.L. Gimbel Foundation will be critical in helping Martha's continue to provide homeless families with the support they need to regain self-sufficiency.

IV. Governance, Executive Leadership and Key Staff: Martha's Village and Kitchen is governed by a Board of Directors, which provides ongoing governance and oversight of our operations, including property purchase, program expansion, budget oversight, major organizational restructure, asset acquisition, major legal matters, and other issues affecting the agency. Our Board has several committees designed to assist it to govern more efficiently by investigating, deliberating and analyzing special issues on behalf of the Board. Current committees include: Executive Committee, Programs/Operations, Governance, Marketing/Branding, Donor Relations/Major Gifts, Volunteers, Special Events, Audit Committee, Ecumenical Outreach, and Finance Committee. When a decision needs to be made, the issue is presented to the Board by either executive level staff or the appropriate Board Committee Chair. The Board discusses the item and moves to approve the decision by a formal vote. Quorum is necessary before conducting any business of the Board.

Leadership of Martha's includes President/CEO Sister Patricia "Tricia" Cruise, Sister of Charity and Executive Director, Magdalena Andrasevits. Sister Tricia has been a Sister of Charity of the Cincinnati order for the past 30 years. During this time she has been involved in education, healthcare, social services, and board membership. In August 2013, Martha's welcomed Ms. Andrasevits as Martha's Executive Director. Previously, she worked on the development of oncology drugs for ICON Clinical Research. She earned a Master's of Public Administration with emphasis in healthcare services and non-profits from the University of Missouri-Kansas City.

Martha's Transitional Housing Program as well as supportive services programs are led by Residential Program Supervisor, Jesse Vela and Social Services Program Manager, Jennie Rios. Mr. Vela has been with Martha's since 2004. In 2011, he was promoted from Residential Shift Supervisor and now supervises our Transitional Housing Program. Ms. Rios has been with Martha's Village and Kitchen since 2003 and acts as the manager for all of our social service programs and oversees case management. She has over 10 years of experience serving disadvantaged and at-risk individuals.

2013 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
Bldg. Maintenance/Repair		0	4,644	0	4,644
Cleaning Supplies	Misc. Cleaning Supplies @ approx. \$662 per Month	0	7,565	375	7,940
Drug Screening, Clients		0	5,210	0	5,210
Dining Room Supplies	Misc. dining room supplies @ approx. \$120 per month	0	940	500	1,440
Employee Expenses	Direct client salaries, payroll taxes and fringe benefits for partial support of a Residential Specialist and Shift Supervisor	0	301,722	19,500	321,222
Equipment Purchase, Lease, Maintenance, and Repair		0	984	0	984
Food	Food @ approx. \$143 per resident, per year	0	42,720	3,000	45,720
Hygiene Supplies	Misc. hygiene supplies @ approx. \$19 per resident	0	5,175	1,000	6,175
Infant Supplies		0	500	0	500
Insurance		0	16,035	0	16,035
Office Supplies		0	436	0	436
Operating Supplies	Misc. operating supplies @ approx. \$763 per Month	0	8,535	625	9,160
Other Expenses		0	99	0	99
Rent		0	106,573	0	106,573
SLE Relocation Grant		0	6,830	0	6,830
Telephone		0	370	0	370
Travel Expense		0	122	0	122
Utilities		0	75,880	0	75,880
Vehicle Expenses		0	2,274	0	2,274
TOTALS:		0	\$586,614	\$25,000	\$611,614

VI. Sources of Funding: Please list your current sources of funding and amounts.

Secured/Awarded

Name of Funder: Foundation, Corporation, Government	Amount
CA Dept. of Housing and Community Development, Emergency Solutions Grant	150,000
Champions Volunteer Foundation	8,000
County of Riverside Economic Development Agency, Emergency Shelter Grant	50,000
Frank M. and Gertrude R. Doyle Foundation	25,000
In-N-Out Foundation	4,000
U.S. Bancorp Foundation	10,000
Union Bank Foundation	10,000
U.S. Department of Housing and Urban Development, Continuum of Care	218,805
Wells Fargo Foundation	10,000

Pending

Name of Funder: Foundation, Corporation, Government	Amount	Decision Date
Boeing Employee Community Fund	5,000	11/29/2014
City of Indio, Community Grant	5,000	11/15/2014
County of Riverside Economic Development Agency, Community Development Block Grant	50,000	6/1/2014
Morgan Stanley Smith Foundation	5,000	11/29/2014

VII. Financial Analysis

Agency Name: Martha's Village and Kitchen, Inc.
Most Current Fiscal Year (Dates): **From** 1/1/2013 **To:** 12/31/2013

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
\$3,222,727 ✓	\$4,062,053 ✓	79.4%

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 Current Total Budget used for Administration (from cover page)	Differential
20.6%	13%	7.6%

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
\$52,699	\$249,096	\$155,230	1.94

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$(46,707)	\$(755,379)

Notes: In 2012, 79.4% of all expenses were dedicated to programming at Martha’s Village and Kitchen. Only 13.4% of our expenses were allocated to administration and 7.2% was dedicated to fundraising. Fundraising expenses for Martha’s are necessary to raise funds to directly benefit our programs and services. We expect a similar ratio of expenses in 2013.

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	\$2,022,393	47.84	Program Fees	\$0	0
Fundraising/Special Events	\$162,875	3.85	Interest Income	\$57,454	1.36
Corp/Foundation Grants	\$363,640	8.60	Other:	\$391,696	9.27
Government Grants	\$1,229,353	29.08	Other:	\$	

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.	

Celia Cudiamat

From: Melanie Madrid <Melanie.Madrid@neighbor.org>
Sent: Wednesday, February 12, 2014 10:39 AM
To: Celia Cudiamat
Subject: RE: S.L.Gimbel Foundation

Hi Celia,

Thank you for the opportunity to provide clarification of the "Employee Expenses" that we have requested. To answer the questions raised by the reviewers, please see the responses below.

For the line item "Employee Expenses", \$19,500 –please indicate:

- 1) A brief job description of the Residential Specialist and the Shift Supervisor – are these two people or one person with two titles?

These are two separate, full-time direct service positions. Our Residential Specialists are responsible for monitoring the long-term goals of our residents. As such, they complete intakes for new residents, maintain on-going monitoring of residents' activities, and offer referrals to outside agencies if needed. Residential Specialists also support our residents in accessing the comprehensive services offered at Martha's Village and Kitchen to ensure that they exit our program with income and permanent housing.

Residential Shift Supervisors at Martha's Village and Kitchen are responsible for the day-to-day needs of our residents. They are available 24-hours a day, assisting residents in developing solutions-focused strategies for dealing with the barriers and conflicts of congregate living, so they remain motivated and successful in the program. They monitor the daily activities of all residents and assist them fulfill their needs such as supplies, meals and our on-site comprehensive services.

- 2) The line item request is \$19,500—what percent time is this amount attributed to the Res. Specialist and the Shift Sup.?

Of the amount that we are requesting for salaries, 64% is allocated to the Residential Specialist position and 36% is allocated to the Residential Shift Supervisor position. We are requesting .51 FTE for the Residential Specialist and .23 FTE for the Residential Shift Supervisor from the S.L. Gimbel Foundation.

- 3) Provide a breakdown for the \$19,500 - how much is salary, taxes, fringe benefits?
 - Salaries: \$15,980
 - Payroll Taxes: \$1,220
 - Worker's Comp: \$970
 - Medical: \$1,330

Thank you again for your consideration of our request. We are so grateful for the previous support of the S.L. Gimbel Foundation and we look forward to our continued partnership. Please do not hesitate to contact me if you have any additional questions, or if you, or members of the S.L. Gimbel Foundation would like to schedule a tour of Martha's Village and Kitchen.

Melanie Madrid

Grants Manager, Father Joe's Villages
619.446.2107
3350 E Street
San Diego, CA 92102-3332

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 United States. See Part IV, line 21				
2 Grants and other assistance to individuals in the United States. See Part IV, line 22				
3 Grants and other assistance to governments, organizations, and individuals outside the United States. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	92,723.		92,723.	
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	1,714,354.	1,381,454.	142,682.	190,218.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	255,281.	234,257.		21,024.
10 Payroll taxes	117,324.	104,299.		13,025.
11 Fees for services (non-employees):				
a Management	225,000.		211,680.	13,320.
b Legal				
c Accounting	16,500.		16,500.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17	20,690.			20,690.
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.)	188,907.	183,907.	5,000.	
12 Advertising and promotion	14,984.	499.		14,485.
13 Office expenses	291,634.	181,048.	10,127.	100,459.
14 Information technology	7,520.	7,386.		134.
15 Royalties				
16 Occupancy	684,381.	663,068.	20,178.	1,135.
17 Travel	6,554.	2,841.		3,713.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	2,101.	1,296.		805.
20 Interest	72,197.	72,197.		
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	51,815.	51,815.		
23 Insurance	49,949.	42,286.	7,663.	
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 FOOD	146,471.	146,321.	27.	123.
b EQUIPMENT RENTAL AND MA	129,846.	81,727.	38,343.	9,776.
c OPERATING EXPENSES	57,157.	56,877.		280.
d TAXES AND FEES	4,550.			4,550.
e All other expenses	-87,885.	11,449.		-99,334.
25 Total functional expenses. Add lines 1 through 24e	4,062,053.	3,222,727.	544,923.	294,403.
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)

Brian Amidei

High Tower Advisors – Managing Director
and Partner
Indian Wells, CA
760-346-5150

Henry Burdick (Chair)

The Burdick Group – Chairman
La Quinta, CA
760-771-2313

Bill DeMucci (Treasurer)

Titron Media Co. Ltd. – Owner
Lomita, CA
760-564-6056

Dan Dunlap

Dan Dunlap Companies – Retired President
Palm Desert, CA
760-779-0105

McGee Grigsby

Latham & Watkins – Lawyer and Former Partner
La Quinta, CA
760-564-3665

Mario Hernandez

Tile Care and Desert Welcome – Owner
Rancho Mirage, CA
760-559-0970

Cynthia Hutchinson

Sayles & Evans – Retired Law Partner
La Quinta, CA
760-619-3021

Dody Jernstedt

HEDCO Foundation – President
La Quinta, CA
760-777-1679

Martha Jimenez-Sullivan

Wells Fargo Bank – Community Banking
Palm Desert, CA
760-218-0693

Joan Knee (Secretary)

Guthy-Renker – Co-President & CEO
Indian Wells, CA
760-773-9262

Kevin Knee

Guthy-Renker – Co-President/CEO
Palm Desert, CA
760-773-9262

Reverend Howard Lincoln

Sacred Heart Church – Pastor
Palm Desert, CA
760-346-6502

Catherine A. Eklund Mares

Morgan Stanley Smith Barney – VP &
Financial Advisor
Indian Wells, CA
760-776-6200

Randall Murphy

Apex Training – CEO
Desert Hot Springs, CA
760-803-4975

Kelly Russum

KC's Plumbing – Owner
Palm Springs, CA
760-327-8718

Ron Zuzack

BlackRock Real Estate Equity – Retired,
Global COO
Orinda, CA
760-564-5399

INCOME	Actuals	Budget	Variance
	Most Recently Completed Year	Projections Current Year	
	December 2012	2013	
Individual Contributions	1,096,990	1,491,376	-394,386
Corporate Contributions	76,500	119,000	-42,500
Foundation Grants	276,060	258,700	17,360
Government Contributions	1,240,433	1,395,697	-155,264
Other Earned Income	506,380	594,000	-87,620
Other Unearned Income	67,852	70,461	-2,609
Interest & Dividend Income	23,132	23,760	-628
Contribution from Partner Agency	860,160	767,032	93,128
Total Income	\$4,147,507	\$4,720,026	-572,519

Martha's Village and Kitchen expects to increase revenue by \$572,519 in 2013 as compared to 2012. To do so, our Board of Directors has embarked on an aggressive campaign to solicit contributions from individuals, businesses, and other entities. Furthermore, we have increased our agency's goal to raise funds through retail sales, thrift store operations, and government contributions.

EXPENDITURES	Actuals	Budget	Variance
	Most Recently Completed Year	Projections Current Year	
Personnel			
Employee Recognition & Screening	638	2,590	-1,952
Fringe Benefits	177,581	185,520	-7,939
Workers' Compensation	85,484	109,744	-24,260
Payroll Taxes	130,394	142,270	-11,876
Salaries & Wages	1,765,743	1,857,410	-91,667
Temporary Labor	173,907	148,100	25,807
Unemployment	20,408	0	20,408
Total Personnel	\$2,354,155	\$2,445,634	-91,479

General Program/Administrative


Administrative Contract Services	225,000	225,000	0
Advertising	3,480	163,149	-159,669
Building & Equipment Maintenance/Repair	112,129	120,332	-8,203
Client Enrichment	22,982	31,314	-8,332
Contract Services	27,352	9,428	17,924
Depreciation	51,815	54,000	-2,185
Donations to the Poor	3,377	4,500	-1,123
Drug Screening (Clients)	4,839	5,210	-371
Estate Expenses	4,426	0	4,426
Food	146,471	384,790	-238,319
Household Goods	44	0	44
Insurance	49,949	59,035	-9,086
Interest	72,197	72,000	197

**Martha's Village and Kitchen, Inc.
Transitional Housing Program**

**S.L. Gimbel Foundation
Attachment #2, Agency Budget and Comparison**

Licenses and Fees	10,320	4,684	5,636
Medical Supplies	47,356	49,300	-1,944
Meetings & Conferences	1,711	5,432	-3,721
Memberships & Publications	3,456	3,534	-78
Printing & Postage	79,742	70,915	8,827
Professional Services	65,598	73,402	-7,804
Property Tax	123	0	123
Rent	356,615	349,171	7,444
Rental Assistance	1,367	0	1,367
Security Services	1,147	1,286	-139
Shared Living Expense Relocation Grant	7,224	6,830	394
Special Events & Fundraising	28,537	67,207	-38,670
Supplies	155,184	159,961	-4,777
Testing Materials	187	280	-93
Training	1,166	1,500	-334
Travel	6,554	7,571	-1,017
Uniform Purchases	1,394	2,000	-606
Utilities	284,714	292,315	-7,601
Vehicle Expense	59,621	44,746	14,875
Volunteer Appreciation	3,982	5,500	-1,518
Total Expenditures	\$1,840,059	\$2,274,392	-434,333
Revenue Less Expense	(\$46,707)	0	

In 2013, our projected personnel expenses reflect an increase of \$91,479 as compared to 2012 which is attributed to hiring staff positions previously vacant. We also expect an increase in general program and administrative expenses in the amount of \$434,333 as a result of moving advertising expenses from our partner agency to Martha's Village and Kitchen's budget and increasing the amount of advertising we purchase for special events. Additionally, food expense increased resulting from our improved ability to account for donations which had previously not been tracked as expense and revenue. The increased food expenses in 2013 are offset by corresponding increases in revenue accounting for food donated to Martha's.

 <p>The Community Foundation Serving Riverside and San Bernardino Counties</p>	<p align="center">S.L. Gimbel Foundation Fund Grant Evaluation Form Holiday grant</p>
<p align="center">Grant Period:</p>	<p align="center">January 1, 2013 – June 30, 2013</p>

Organization: Martha's Village & Kitchen, Inc.

Contact Name: Annelies Caniglia

Title: Contract Compliance Manager

Phone Number: 619-446-2104

Grant Period: 1/1/13 – 6/30/13

Award Amount: \$10,000

Grant Number: 20121017

- Describe the project's key outcomes and results based on your goals and objectives. Provide the number of clients served and other relevant statistics.

During the grant period, Martha's Village and Kitchen served 106,227 meals to 1,597 homeless and impoverished men, women, and children. We are well on our way to achieving our target of serving 225,000 meals to 3,200 unduplicated clients in 2013.

- What were the challenges and obstacles you encountered (if any) in attaining your goals & objectives? How did you overcome and/or address the challenges and obstacles? What were the lessons learned?

N/A

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

At Martha's we continue to provide a vegetable or fruit in every meal in addition to the daily fresh salad served. Additionally we have been able to serve many holiday and special meals so far this year. We celebrated St. Patrick's Day by serving a traditional corned beef and cabbage meal for our clients and Easter Dinner with a traditional ham meal. For our clients that graduated our programs, we hosted a celebration dinner for each graduate and one guest. We also celebrated the parents of the Village, with luncheons for Mother's Day on May 9, 2013 and Father's Day on June 14, 2013.

- Describe the overall effect this grant has had on your organization.

Martha's Food Services program is a crucial aspect of our continuum of care offering not only basic sustenance but an entry point to the housing and myriad of supportive services that we offer our neighbors in need. The Food Services program continues to offer meals 7 days a week, 365 days a year. 100% of our residents and community guests receive balanced meals in accordance with United States Department of Agriculture (USDA) and Food and Drug Administration (FDA) published guidelines. We do not limit servings, and guests are always welcome to come back for seconds. Martha's Food Services Program is a crucial component in helping our residents and the individuals we serve break the cycles of homelessness and poverty.

- Tell us a few success stories that made an impact on your organization and/or community as a result of this grant.

The need for emergency food and meals in Riverside County has remained high. For example, we recently had a single mother with 12 children come in and ask for rental assistance. We informed her that we no longer had any funds available and referred her to another local agency who could help her. Additionally we let her know of all of the other services that Martha's offers including our food baskets and daily public lunch. Immediately she started tearing up and let us know that her children were only eating one meal a day for the last week due to her losing her job a month ago. We assisted her with a 3 day supply of food for everyone in her family. She was very thankful and so were her children. Before she left, we let her know that she could receive these food baskets monthly from our program.

- Provide a financial report on the use of your grant funds (expenditures).

The grant was expended in January and February, 2013. Funds were used to purchase perishable and non-perishable food items including fruits and vegetables, dairy products, meats, bread, pasta, and snacks. Below please find a financial report on the use of grant funds.

	Vendor/Invoice Name	Total Program Monthly Invoices	S.L. Gimbel Portion
January 2013			
	Find Food Bank, Inc.	\$186.47	\$91.37
	Freshpoint Southern CA, Inc.	\$2,042.38	\$1,000.77
	Shamrock Foods Company	\$2,955.93	\$1,448.41
	Smart & Final	\$59.36	\$29.09
	Sysco San Diego	\$9,181.99	\$4,499.18
Month Total		\$14,426.13	\$7,068.80
February 2013			
	Freshpoint Southern CA, Inc.	\$789.50	\$442.12
	Shamrock Foods Company	\$5,019.05	\$2,489.08
Month Total		\$5,808.55	\$2,931.20
GRAND TOTAL		\$20,234.68	\$10,000.00

- ❖ Please send copies of publicity and other promotional materials, if available.

Please see attached.

Please email the completed form to:

Penny Beaulieu, Manager, Grant Programs
 The Community Foundation
 3700 Sixth St., Suite 200, Riverside, CA 92501 or fax to 951-684-1911
 Or email to: pbeaulieu@thecommunityfoundation.net

Publicity and Other Promotional Materials



News



Serving the Counties of Riverside and San Bernardino

Funder Spotlight: S.L. Gimbel Foundation Advised Fund at The Community Foundation Awards \$10,000

The S.L. Gimbel Foundation Advised Fund at The Community Foundation Serving the Counties of Riverside and San Bernardino has awarded \$10,000 to Martha's Village & Kitchen to purchase perishable and non-perishable food items. This grant will help to serve 225,000 meals to 3,200 homeless and impoverished men, women, and children in 2013.

"This generous grant from S.L. Gimbel helps Martha's meet our goal of providing food to the hungry in the Coachella Valley. We greatly appreciate the continued support of the S.L. Gimbel Foundation," said John Wolohan, Vice President of Programs at Martha's Village & Kitchen.

The mission of the S.L. Gimbel Foundation is to enhance the quality of life for people and animals by providing effective support in the Founder's specific fields of interest nationwide.

DOWNLOAD THE PRESS RELEASE.



Partner Spotlight: KC's 23 1/2 Hour Plumbing

KC's 23 1/2 Hour Plumbing is a full-service plumbing contractor that services and installs complete plumbing systems, providing complete residential and commercial plumbing services to the Coachella Valley for the last 30 years. It's a nice story about a successful and well-liked small business, but company president Kelly Russum had a greater plan and it started with a plumbing truck.

People out there in the community are hungry and these plumbing trucks, in radio contact at



Ways You Can Contribute

Donate online, schedule a pick up of your usable goods and register for events.



QUICK LINKS

Maps to Martha's, contact information and links to Facebook, Twitter and our YouTube channel are here.



NEWS AND EVENTS

Browse the latest news and check out our event calendar.

Martha's Village & Kitchen Events

Today							July 2013						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	30	Jul 1	2	3	4	5	6						
	7	8	9	10	11	12	13						
	14	15	16	17	18	19	20						
	21	22	23	24	25	26	27						
	28	29	30	31	Aug 1	2	3						

Check back regularly for event updates!

Come out to our events and meet our staff, speakers, and volunteers.



FOR IMMEDIATE RELEASE:

February 22, 2013

S.L. Gimbel Foundation Advised Fund at The Community Foundation Awards \$10,000 to Martha's Village and Kitchen

The S.L. Gimbel Foundation Advised Fund at The Community Foundation Serving the Counties of Riverside and San Bernardino has awarded \$10,000 to Martha's Village and Kitchen to purchase perishable and non-perishable food items. This grant will help to serve 225,000 meals to 3,200 homeless and impoverished men, women, and children in 2013.

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The mission of the S.L. Gimbel Foundation is to enhance the quality of life for people and animals by providing effective support in the Founder's specific fields of interest nationwide.

Martha's Village and Kitchen is the largest homeless services provider in Riverside County. The mission of Martha's is to help its neighbors in need throughout the Coachella Valley break the cycle of homelessness and poverty by attaining self-sufficiency through an innovative continuum of care, multi-disciplinary programs, and community partnerships. The free services at Martha's touch thousands of homeless and impoverished men, women, and children each year through primary and preventive healthcare, serving over 225,000 meals a year, case management, licensed free child care, mental health and recovery services, career coaching and continuing adult education, in addition to clothing, rent assistance, and utility assistance.

MEDIA CONTACT:

Blair Amidei

760-347-4741 x316

blair.amidei@neighbor.org

###



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248164838
Aug. 24, 2010 LTR 4168C E0
33-0777892 000000 00

00015785
BODC: TE

MARTHAS VILLAGE AND KITCHEN INC
% THOMAS F QUINN
3350 E ST
SAN DIEGO CA 92102-3332



033853

Employer Identification Number: 33-0777892
Person to Contact: Mr. Brown
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Aug. 13, 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 March 1998.

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



The
Community
Foundation

Serving the Counties of Riverside and San Bernardino

S. L. Gimbel Foundation Fund

BOARD OF DIRECTORS

April 17, 2014

James Cuevas
Chair of the Board

Philip Savage IV
Vice Chair of the Board

Pat Spafford, CPA
Chief Financial Officer

Sean Varner
Secretary of the Board

Glenda Bayless

Sergio Bohon

Rabbi Hillel Cohn

Andrea Dutton

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Kirk Harns

Dr. Albert Karnig

Vernon Kozlen

D. Matthew Pim

Patrick O'Reilly

Rose Salgado

Beverly Stephenson

Grover Trask
Immediate Past Board Chair

Dr. Jonathan Lorenzo Yorba
President and CEO

Ms. Magdalena Andrsevits
President & CEO
Martha's Village & Kitchen
83-791 Date Avenue
Indio, CA 92201

Dear Ms. Andrsevits:

Congratulations! A grant has been approved for **Martha's Village & Kitchen** in the amount of **\$25,000** from the S.L. Gimbel Foundation. The **performance period for this grant is May 1, 2014 to April 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:

Transitional Housing Program: Provide homeless individuals and families in the Coachella Valley safe and secure housing and onsite supportive services.

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 on May 15, 2015** and a copy will be available online at The Community Foundation website.

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

6313 Martha's Village & Kitchen 20140272

GIMB1



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

2014 S.L. Gimbel Foundation Fund

Grant Agreement

Organization: Martha's Village & Kitchen
Grant Amount: \$ 25,000 **Grant Number:** 20140272
Grant Period: May 1, 2014 through April 30, 2015
Purpose: **Transitional Housing Program: Provide homeless individuals and families in the Coachella Valley safe and secure housing and onsite supportive services.**

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.

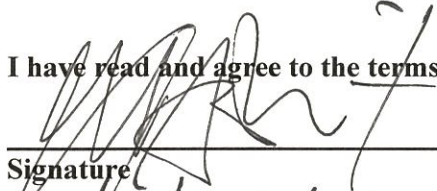
8. Termination

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.



Signature
K. MAGDALENE ANDRASEVICS

Printed Name

22 April 2014

Date
EXECUTIVE DIRECTOR

Title

Organization: 6313 Martha's Village & Kitchen
Grant Number: 20140272

KJ
5/16/14



Martha's
VILLAGE & KITCHEN
A PARTNER OF FATHER JOE'S VILLAGES

April 23, 2012

Celia Cudiamat
Executive Vice President
The Community Foundation
3700 6th Street, Suite 200
Riverside, CA 92501

Dear Celia,

We are thrilled to be selected as a grant recipient from the S.L. Gimbel Foundation and would like to thank you for your support of Martha's Village and Kitchen. The generous \$25,000 award will be used to support our residential services for homeless individuals and families in the Coachella Valley.

Every year, Martha's provides a safe and stable living environment coupled with tailored supportive services which help to fulfill our vision of a community where everyone is able to obtain life's vital necessities and achieve his or her full potential. With dignified housing, warm nutritious meals, and programs for children that foster learning and growth, those we serve can access our wrap-around services to find employment, attend classes, and participate in enrichment programs. Your grant allows us to continue offering the stability and depth of service needed to transform the lives of homeless and indigent persons in the region.

We are extremely grateful for this grant and the recognition of the need Martha's Village and Kitchen's fulfills for homeless and impoverished community members in the Coachella Valley. With the support of dedicated community partners like you, we are able to offer a gateway of hope to homeless individuals and families. Thank you again.

Sincerely,


Magdalena Andrusevits
Executive Director

CHANGING LIVES.



The
Community
Foundation

Serving the Counties of Riverside and San Bernardino

S. L. Gimbel Foundation Fund

BOARD OF DIRECTORS May 13, 2014

James Cuevas
Chair of the Board

Ms. Magdalena Andrasevits
President & CEO

Philip Savage IV
Vice Chair of the Board

Martha's Village & Kitchen
83-791 Date Avenue

Pat Spafford, CPA
Chief Financial Officer

Indio, CA 92201

Sean Varner
Secretary of the Board

Dear Ms. Andrasevits:

Glenda Bayless

Sergio Bohon

Rabbi Hillel Cohn

Andrea Dutton

Robert Fey

Paul Granillo

Stanley Grube

Kirk Harns

Dr. Albert Karnig

D. Matthew Pim

Patrick O'Reilly

Rose Salgado

Beverly Stephenson

Grover Trask
Immediate Past Board Chair

Dr. Jonathan Lorenzo Yorba
President and CEO

The Community Foundation is pleased to enclose a grant check for **\$25,000** 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 May 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.

Please use the following credit in acknowledging the grant in internal documents, annual reports and agency newsletters, grant announcements or materials funded by the grant: **"The (name of project/program) is supported by a grant from The S. L. Gimbel Foundation."** Please feel free to provide The Community Foundation with copies of any materials that reference your Gimbel funded project or program.

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

Sincerely,

Celia Cudiamat
Executive Vice President

20140272

37320

GIMB1



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with National Standards for
U.S. Community Foundations

HOLD TO LIGHT TO VIEW WATERMARK IN PAPER. HEAT SENSITIVE RED IMAGE DISAPPEARS WITH HEAT. DETECTION CIRCLE REVEALS A LOCK WHEN TESTED.

37320

The Community Foundation
Serving the Counties of Riverside and San Bernardino

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



PAY * Twenty-Five Thousand and no/100 *

TO THE ORDER OF

Martha's Village & Kitchen
83-791/ Date Avenue
Indio, CA 92201

DATE 05/01/2014 AMOUNT \$****25,000.00



Jonathan Lorenzo Yalva
Christa Indramat
AUTHORIZED SIGNATURE

Security features: Details on back.

⑈037320⑈ ⑆122234149⑆ 244124437⑈

The Community Foundation		37320
6313	Martha's Village & Kitchen	05/01/2014 037320
20140272	04/17/2014 Transitional Housing Program	25,000.00
GIMB	S.L. Gimbel Foundation, Advised Fund	25,000.00

CHECK TOTAL: \$****25,000.00

The Community Foundation		37320
6313	Martha's Village & Kitchen	05/01/2014 037320
20140272	04/17/2014 Transitional Housing Program	25,000.00
GIMB	S.L. Gimbel Foundation Advised Fund	25,000.00

CHECK TOTAL: \$****25,000.00