



**2021 S.L. Gimbel Foundation
COVID19 Large Food Grant
Application
Maximum Request: \$1million**

Internal Use Only: Grant : _____

Organization / Agency Information

1) Organization/Agency Name: Lowcountry Food Bank		
2) Physical Address: 2864 Azalea Drive		City/State/Zip Charleston, SC 29405
3) Mailing Address: 2864 Azalea Drive		City/State/Zip Charleston, SC 29405
4) CEO or Director: Nick Osborne		Title: President and CEO
5) Phone: (843) 747-8146 ext. 101	6) Fax: (843) 747-8147	7) Email: nosborne@lcfbank.org
8) Contact Person: Kelly Kelley		Title: Grants Manager
9) Phone: (843) 747-8146 ext. 154	10) Fax: (843) 747-8147	11) Email: kkelley@lcfbank.org
12) Web Site Address: www.lowcountryfoodbank.org		13) Tax ID: 57-0751835

Program / Grant Information

Interest Area:

14) Program/Project Name: Fighting Increased Food Insecurity Created by the COVID-19 Pandemic		15) Amount of Grant Requested: \$569,766	
16) Total Organization Budget: \$63,951,617	17) Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 97%	18) Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100): 2%	19) Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 3%
20) Purpose of Grant Request (one sentence): With the requested funding, the Lowcountry Food Bank will increase food security in Horry County, South Carolina by providing households disproportionately impacted by the COVID-19 pandemic with access to nutritious food.			
21) Program Start Date (Month and Year): 12/1/2021		22) Program End Date (Month and Year): 11/30/2022	
23) Gimbel Grants Received: List Year(s) and Award Amount(s) 2017 - \$10,000; 2018 - \$15,000; 2020- \$15,000			

Signatures

24) Board President / Chair: (Print name and Title) Monica Scott, Board Chair	Signature: 	Date: 7/28/21
25) Executive Director/President: (Print name and Title) Nick Osborne, President and CEO	Signature: 	Date: 7/28/21

2021 S.L. Gimbel Foundation Fund APPLICATION

Narrative

Please provide the following information by answering **ALL** questions (I to IV), **12 Font, One Inch Margins**. Use the format below (I to IV). Type your complete answers to the question directly below the question. Please do not delete the questions/instructions/examples and provide clear, specific, and concise answers.

I. Organization Background

A) What are the history, mission and/or purpose of your organization?

Founded in 1983, the Lowcountry Food Bank's (LCFB) mission is to lead the fight against hunger in our community, and our vision is to end hunger in coastal South Carolina. The LCFB serves the 10 coastal counties of South Carolina (Beaufort, Berkeley, Charleston, Colleton, Dorchester, Georgetown, Hampton, Horry, Jasper and Williamsburg). The LCFB is a member of the national Feeding America network. The LCFB began its operations by distributing food to local emergency feeding agencies from a 10,000 square-foot rented building in Ladson, South Carolina. To improve access to food resources for rural feeding agencies in areas outside the Charleston metropolitan area, the LCFB opened its first regional food center (RFC) in Yemassee (Beaufort County) in 2000. In 2002, the LCFB opened another RFC facility in Myrtle Beach. In November 2008, the LCFB moved into a 60,000 square-foot facility in Charleston. Funded by a five-year capital campaign, this facility includes a warehouse, loading dock, volunteer and community centers and a full-scale production kitchen. The LCFB has developed targeted food-assistance programs to alleviate hunger among children, families, veterans, and seniors including nutrition education, prepared meals for veterans, children afterschool and during the summer, and homebound seniors, fresh produce distributions and a program to support small-scale farming enterprises. The LCFB leads the fight against hunger by procuring and distributing food in partnership with nearly 300 non-profit and faith-based organizations including soup kitchens, homeless shelters, and emergency food pantries. The LCFB distributed more than 39 million pounds of food and essential products in 2020 (36% of all food distributed was fresh produce a total 14,454,362 pounds). The LCFB advocates on behalf of those who experience hunger and helps empower people to make healthy and nutritious food choices. We believe our vision to end hunger in coastal South Carolina is achievable through three guiding principles: feed, advocate, empower. The LCFB has a dedicated staff of 80 employees, and more than 1,500 community volunteers serve over 40,000 hours at the LCFB each year.

B) How long has the organization been providing programs and services to the community?

For over 37 years, the LCFB has been leading the fight against hunger in coastal South Carolina.

C) What are some of your past organizational accomplishments (last three years)?

Led by our guiding principles of "Feed. Advocate. Empower.," the LCFB is committed to strategic growth that supports equitable access to nutritious food, particularly in high-need communities, creating new partnerships that promote food for health and well-being, advocating at the local, state, and federal levels on behalf of those who are food insecure, and empowering our clients through nutrition education and service with dignity. To ensure we continue to meet the nutritional deficits in our community, and work to alleviate some of the decisions and coping

strategies our clients have to make, the LCFB created a Nutrition Policy in 2020 that sets forth an organizational commitment to procuring and distributing foods that alleviate the burdens of food insecurity that can perpetuate the cycle of poverty. The LCFB is unique among other food banks given our focus on nutrition and equitable access to nutritious food. We are a leader in the field as a result of the collaborative work and policies that have been developed around these focus areas.

The LCFB operates a variety of hunger-relief initiatives targeting populations disproportionately affected by food insecurity including:

- **Child Hunger-Relief:** The LCFB regularly feeds over 9,000 children through the Backpack Buddies weekend hunger-relief program, the Kids Cafe afterschool feeding program, the Summer Meals program, the School Pantry program, and the School Markets program that establishes a permanent food pantry in high-need schools.
- **Veteran Hunger-Relief:** The LCFB partners with the Ralph H. Johnson VA Medical Center in Charleston to maintain an emergency food pantry in the medical center and to provide prepared meals for patients receiving cancer treatments. Each month, the LCFB partners with Soldiers' Angels to provide more than 190 food-insecure veterans and their families with nutritious food including fresh produce, shelf-stable and perishable items. At the distributions, the veterans and their families are each able to receive approximately 50 pounds of food. Since 2019, the LCFB has been providing prepared healthy meals and monthly fresh produce distributions for more than 60 veterans and their families residing at Patriot Villas (a housing facility for veterans experiencing homelessness).
- **Senior Hunger-Relief:** The LCFB distributes over 2,100 boxes of food to low-income seniors and produces more than 8,000 meals each month for homebound seniors.
- **Fresh Produce and Drive-Thru Mobile Pantry Distributions:** The LCFB provides nutritious shelf-stable food, fresh produce and/or other perishable items directly to families through distributions in communities throughout the 10 coastal counties. In 2020, the LCFB conducted 120 distributions providing more than 33,800 families with over 1.4 million pounds of nutritious shelf-stable food and fresh produce in high-need communities including food deserts and rural areas where access to food resources is limited.
- **Cooking Matters:** Since 2012, the LCFB has utilized the Cooking Matters curriculum to empower low-income people at risk of hunger with the skills, knowledge, and confidence to make healthy and affordable meals on a budget. In 2020, the LCFB reached over 192,000 people through nutrition education including: Cooking Matters 6-week courses and Cooking Matters at the Store tours.

As a result of the pandemic in March 2020, the LCFB quickly adjusted our business model due to drastic declines in food donations, social distancing requirements, and the need for low-contact distributions. The LCFB remained fully operational throughout this crisis. Drive-thru food distribution models were created and are being successfully executed to protect our partner agencies, neighbors in need, volunteers, and employees. More than 100 drive-thru distributions have been conducted in communities that have been disproportionately affected by the pandemic.

Each year, the LCFB serves more than 200,000 food-insecure individuals throughout the 10 coastal counties of South Carolina and in 2020 the number of individuals served exceeded

280,000. In 2020, the LCFB distributed 23% more pounds of food and other essential items (39.6 million) than in 2019 (32.1 million). The LCFB has distributed more than 13.4 million pounds of food in response to the impacts of the pandemic, including: 112,522 disaster relief boxes containing shelf-stable food, 187,517 boxes of fresh produce, 21,796 prepared meals for homebound seniors and individuals experiencing homelessness.

Since 2019, the LCFB has been utilizing GIS mapping to analyze the gaps in access to healthy foods throughout our service area. The analysis drives the LCFB's commitment to providing equitable access to healthy food and helps target food assistance initiatives for disproportionately affected communities, individuals, and families.

II. Project Information:

A) Statement of Need

Specify the community need(s) you want to address and are seeking funds for.

Include demographics, geographic characteristics of the area or community to be served, community conditions and income level. Include relevant statistics.

The COVID-19 pandemic has caused a public health and economic crisis, the effects of which are widespread and long-lasting. In a region with a tourism-driven economy, hunger is a daily reality for even more children, adults, veterans, and seniors, and the need for food assistance is great. The repercussions of the pandemic are affecting people that have never faced food insecurity before and adding hardship for disproportionately affected populations in an area with persistent challenges and barriers including vast food deserts, a high cost of living, and the lack of an adequate public transportation system. At the beginning of the pandemic, the LCFB's partner feeding agencies saw a more than 40% increase in new families served and an over 200% increase in the need for food assistance. Even with schools and businesses reopening, the increased need for food assistance has not subsided. Feeding America is projecting that the significant increase in the need for food assistance throughout the country is going to persist for at least 18 months, and the food insecurity rate in Horry County, South Carolina has increased by 30% resulting in 50,850 individuals facing hunger every day. For children, the increase in the food insecurity rate is even more devastating at 39%, resulting in 13,850 children (22.7% of the child population) not having consistent access to the nutritious food they need to live healthy, active lives. As another wave of the virus is threatening the state of South Carolina and Horry County (258% increase over the last 14-days resulting in more than 2,000 cases in the state with Horry County being a hot spot with the most confirmed cases; only 41% of the total population of SC is vaccinated), difficult choices will have to be made again on whether to preserve public health or the local economy. As just one missed paycheck can mean the difference between stability and hunger for thousands of households.

Horry County is the 4th most populous county in the state with a population of 354,081. Myrtle Beach, a popular beach destination, is located in the county, however, there are vast areas that are rural. More than 12% of the population are veterans, and over 16% of the total population has a disability. Individuals aged 55 and older comprise 37% of the population. The median household income is \$50,704 which is below the state (\$53,199) and US average (\$68,703). The unemployment rate in 2020 was 8.6% higher than South Carolina (6.2%) and the US (8.1%). The two biggest employment industries in Horry County are Accommodation & Food Services (21%) and Retail Trade (19%) which are the most susceptible to closure and fluctuations in tourism.

The average annual wage for Accommodation & Food Services is \$22,568 and Retail Trade is \$32,552. Many families are struggling to meet their basic needs due to the increasingly high cost of living in Horry County, and the need for the Lowcountry Food Bank (LCFB) to fill in the gaps for families' food budgets has been exacerbated by rising food prices. Even before financial impacts of the COVID-19 pandemic, 12.7% of persons were living in poverty and a staggering 21% of children under the age of 18 live in poverty (KIDS COUNT Data). According to The United Way Association of South Carolina's Self-Sufficiency Standard for South Carolina, the most expensive areas to live in the state are located along the coast including Horry County. More than 40% of children live in single parent families. The hourly wage needed for a family consisting of one adult and one school-aged child to be self-sufficient (not receiving public or private assistance) to meet their basic needs is \$38,823. According to Feeding America, the racial inequity in coastal South Carolina (difference in poverty rate between Non-White (33%) and White (12%) residents) is significant at 21.5%, and the impacts of COVID-19 are only making matters worse.

As reported in Feeding America's most recent Hunger in America study, to cope with having a lack of food, over 78% of food-insecure households surveyed purchase inexpensive, unhealthy foods. This coping strategy is having a devastating impact on the health of families as they consume high caloric, low-nutrient dense foods. Food security and consistent access to nutritious food is a key social determinant of health that has a direct impact on an individual's wellbeing. Individuals who cannot afford or have barriers such as transportation to obtaining quality food rich in vitamins run the risk of developing chronic illnesses or exacerbating illnesses they may already have. Limited access to food can also have a domino effect on other social determinants or medical issues. Addressing this social determinant of health is important for improving health outcomes and reducing longstanding disparities in health and health care. Without consistent access to nutritious food, individuals face risk factors for obesity, cardiovascular disease, stroke, and type 2 diabetes. In addition, food-insecure individuals have more stomachaches and colds, frequent headaches, higher rates of hospitalization, iron deficiency anemia, asthma, tooth decay, and chronic health conditions including high blood pressure. USDA studies have also shown that food insecurity negatively affects children's cognitive development, overall health, and behavior which impede their success in school and ultimately life. Malnutrition can also negatively affect sleeping patterns and is linked to anxiety and depression. The tragic health effects of food insecurity are unnecessary and completely preventable. Ensuring access to proper nutrition can mitigate or prevent these conditions. Therefore, the LCFB is requesting funding to purchase 613,848 pounds of nutritious protein and dairy which can be cost prohibitive for families and the food bank to purchase. According to the U.S. Bureau of Labor Statistics, grocery prices rose an average of 3.5% over the last year, and meat prices are currently among the highest on record.

B) Project Description

Describe your food distribution program.

1. What are the specific activities of the food program?

With the requested funding, the LCFB, in partnership with at least 4 of our partner feeding agencies, will increase food security for 36,832 households in Horry County through the distribution of 613,848 pounds of nutritious protein and dairy. The LCFB will also be able to supplement the protein and dairy with fresh produce and other shelf-stable pantry items procured through other means. The partner agencies were chosen due to the number of households that

they are serving as a result of the increased food insecurity impacts of COVID-19. In addition, the LCFB's commitment to providing equitable access to nutritious food is driven by GIS mapping that analyzes the gaps in food resources throughout our service area so we can target areas for direct-to-client food distributions.

As members of the LCFB, our partner feeding agencies are part of the Food Bank, and just as they share in the benefits of our product solicitation, purchase power, advocacy, and marketing efforts, they also share in the burden of fundraising through Shared Maintenance Fees. Shared Maintenance Fees help offset the cost of securing, storing, and distributing the millions of pounds of food we handle each year. This contribution to the operating costs of the LCFB is not the only source of Food Bank revenue, and indeed covers less than 15% of the total cost to distribute the food. The average shared maintenance cost is \$0.03/pound. In partnership with our agencies, we also purchase truckload quantities of Value Added Products (VAP) which are canned food items including chicken, vegetables, and fruit. The average cost for VAP is \$0.68/pound.

The Shared Maintenance and VAP Fees can be a barrier for our partner agencies in Horry County that have limited resources in high-need communities especially as the demand for food assistance has increased dramatically due to the impacts of the pandemic and now skyrocketing food prices. To further exacerbate the issue, donations that the Food Bank usually receives from retailers and food producers have decreased drastically due to issues in the food supply chain. Therefore, this funding will enable the LCFB to provide these agencies (free of Shared Maintenance and VAP fees) access to food that is normally cost prohibitive and increase the variety of nutritious food (protein and dairy) that is available for distribution to food-insecure households disproportionately affected by the COVID-19 pandemic in Horry County.

Throughout the year-long grant period, the LCFB will procure and coordinate the distribution of the purchased protein and dairy in partnership with our partner feeding agencies in Horry County. As needed, the LCFB's trucks will deliver the food to our partner feeding agencies and/or distribution sites in disproportionately affected communities with limited access to food resources.

2. How do you identify/qualify those in need?

There are no qualifications, any individual seeking food assistance will be able to receive it. The LCFB and the participating partner agencies will conduct outreach including fliers to reach as many food-insecure households disproportionately affected by COVID-19 as possible at schools, community centers, churches, libraries, and other easily accessible public places throughout Horry County.

3. How often is the food distribution offered (before COVID and now)?

Our partner agencies have dedicated hours of service and scheduled distributions throughout the month. While the number of food distribution service episodes provided by our partner agencies may not have increased before COVID to now, the number of pounds distributed, and the number of individuals served has increased substantially. The LCFB has increased the number of distributions conducted directly in communities disproportionately impacted by the COVID-19 pandemic by 425%, from 4 distributions in 2019 to 21 distributions in 2020. So far in 2021, more than 10 distributions have been conducted in Horry County.

4. How many people will be served by the food distribution program (children, youth, adults, seniors) that is being considered for the Gimbel Foundation request and the total program?

The LCFB estimates that a total of 36,832 people will be served by the food distribution program.

Children (0-17): 8,287

Youth (18-24): 2,504

Adults (25-59): 17,826

Seniors (60+): 8,215

5. Please explain how you keep track of number of people served.

The number of individuals served and their ages will be recorded by our partner agencies through a computerized reporting system, Link2Feed.

C) Project Goal, Objectives, Activities and Expected Outcomes

1. **Note: Objective, Outcomes and Evaluation must all be based on the SAME QUANTIFIABLE CRITERIA (for example, “number served). This quantifiable criteria should refer to the grant amount you are requesting from the Gimbel Foundation only and not the total program.**

State ONE GOAL, ONE OBJECTIVE, ONE OUTCOME. USE NUMBERS AND PLEASE DO NOT USE PERCENTAGES.

2. State **ONE** project goal. The **Goal** should be an aspirational statement, a broad statement of purpose for the project.

*Example: **GOAL:** House all homeless youth ages 18-24 in Mariposa County who are physically, mentally and legally able to work within 24 hours and help them become sufficient in 90 days.*

3. State **One Objective**. The Objective should be specific, measurable, verifiable, action-oriented, realistic, and time-specific statement intended to guide your organization’s activities toward achieving the goal.

*Example: **OBJECTIVE:** House up to 145 homeless youth referred or who contact us within 24 hours.*

Specify the activities you will undertake to meet the objective and number of participants for each activity.

*Example: **ACTIVITIES:***

1. For each of 145 youth identified, develop a case management file.

2. Create a 90 day sufficiency action plan for each of the 145 youth.

3. Input weekly progress reports for each of the 145 youth.

4. **State One Outcome**. An outcome is the individual, organizational or community-level change that can reasonably occur during the grant period as a result of the proposed activities or services. What is the key anticipated outcome of the project and impact on participants? State in quantifiable and verifiable terms.

*Example: **OUTCOME:** We expect to provide rapid rehousing to over 145 homeless youth in 2020.*

5. **Evaluation:** How will progress towards the objective (per above) be tracked and outcome measured? State the number of people that will be evaluated per the objective.

Provide specific information on how you will collect relevant data and statistics that meet your objective and validate your expected outcome, **in a quantifiable manner**, as you describe your evaluation process.

Example: EVALUATION: *Using Build Futures' Salesforce data base client management and tracking system, generate reports on the number of clients served and housed. Track our role in housing **145 homeless youth**. Account for additional successes or lower numbers of youth in the program.*

BELOW IS AN EXAMPLE OF GOAL, OBJECTIVE, OUTCOME AND EVALUATION:
Objective, Outcome and Evaluation should align and should be written in a linear format, using actual numbers, and data that are quantifiable, and verifiable. Do not use percentages)

GOAL: *House all homeless youth ages 18-24 in Mariposa County who are physically, mentally and legally able to work within 24 hours and help them become sufficient in 90 days.*

OBJECTIVE: *House up to **145 homeless youth** referred or who contact us within 24 hours.*

ACTIVITIES:

1. For each of **145 youth** identified, develop a case management file.

2. Create a 90 day sufficiency action plan for each of the **145 youth**.

3. Input weekly progress reports for each of the **145 youth**.

OUTCOME: *We expect to provide rapid rehousing to over **145 homeless** youth in 2020.*

EVALUATION: *Using Build Futures' Salesforce data base client management and tracking system, generate reports on the number of clients served and housed. Track our role in housing **145 youth**. Account for additional successes or lower numbers of youth in the program.*

WRITE YOUR RESPONSES HERE AND Use the following format for your goal, objective, respective activities and expected outcome:

GOAL:

Increase food security in Horry County by providing households disproportionately impacted by the COVID-19 pandemic with equitable access to nutritious food.

OBJECTIVE:

Distribute at least 613,848 pounds of protein and dairy to more than 20,462 households in Horry County.

ACTIVITIES:

1. Collaborate with at least 4 partner agencies to distribute 613,848 pounds of nutritious food (protein and dairy).

2. Procure and distribute more than 613,848 pounds of protein and dairy to 20,462 households. The LCFB will pair the protein and dairy with fresh produce and additional shelf-stable pantry items procured as a result of other funding sources.

3. Track the pounds distributed and the number of children, youth, adults, and seniors served utilizing the food bank's computerized inventory system and monthly reporting from our partner agencies.

4. Utilize GIS mapping to target and provide outreach to disproportionately affected communities promoting equitable access to nutritious food throughout Horry County.

OUTCOME:

More than 20,462 households in Horry County will receive 613,848 pounds of nutritious food thereby supporting their recovery from the COVID-19 pandemic and increasing their food security in 2022.

EVALUATION:

To document the number of children, youth, adults, and seniors served, the LCFB's partner agencies will use Link2Feed, a client management system. The LCFB will generate monthly reports through Link2Feed to track the number of individuals and their age range who receive food assistance as a result of this grant funding at each participating partner agency and distribution. The food purchases (613,848 pounds) and distributions will be tracked through the LCFB's computerized inventory management system, Ceres Navision. This allows the LCFB to account for every pound distributed and every dollar spent precisely and in real time. When the food product is ordered (as detailed in the project budget), a purchase order will be created and entered in the inventory management system. Upon receipt of the product, it is weighed and verified against the bill of lading, then staff receive and post the product into the inventory system. When the invoice is received for the product, the Finance team will confirm the quantity and price of the product against the system purchase order. Once confirmed, the invoice and grant code (specific for the S.L. Gimbel Foundation) will be posted into the system. The LCFB staff will track the distribution of the 613,848 pounds of food purchased through this grant funding through Ceres as well. Staff document in Ceres where each pound of food is distributed to (partner agency and/or direct-to-client distribution), and the system generates invoices detailing the total amount of pounds distributed to each site. In addition, the participating partner agencies receiving the food purchased through this grant funding will submit meal reports to the LCFB documenting the food distributed each month.

D) Timeline

Provide a timeline for implementing the project. The start date and end date should be the same dates on the cover page.

The project start date is:

December 1, 2021

The project end date is:

November 30, 2022

Include timeframes for specific activities, as appropriate.

Throughout the year-long grant period, beginning in December 2021, the LCFB will procure nutritious protein and dairy to fill the pantries of at least 4 participating partner agencies to meet the increased need for nutritious food due to the impacts of the COVID-19 pandemic. The LCFB will also deliver the food and provide staff and volunteer support as needed for the scheduled distributions occurring in communities disproportionately affected by the COVID-19 pandemic. Each month, the participating partner agencies will submit monthly reports through Link2Feed detailing the number of individuals served, and meal reports detailing the pounds distributed. The LCFB will be in constant communication with our partner agencies and feedback will be

sought from the community throughout the grant period to ensure that we are meeting the needs of food-insecure households throughout Horry County.

E) Target Population

1. Who will this grant serve?

This grant will serve food-insecure households disproportionately impacted by COVID-19 in Horry County including children, veterans, and seniors. Horry is the largest county in South Carolina with a mix of concentrated urban areas such as Myrtle Beach on the coast and vast rural areas more inland. Demographics of the clients that this grant will serve:

Black: 55%

White: 32%

Hispanic/Latino: 8%

Other: 5%

2. How many people will be impacted? Provide a breakdown: Number of Children, Youth, Adults, Seniors.

The LCFB estimates that a total of 36,832 people (20,462 households) will be served by the food distribution program.

Children (0-17): 8,287

Youth (18-24): 2,504

Adults (25-59): 17,826

Seniors (60+): 8,215

F) Community Partners

1. How does this program relate to other existing projects in the community?

The LCFB partners with more than 30 non-profit and faith-based organizations, community partners and the school district to operate hunger-relief programs throughout Horry County. In 2020 these partnerships along with the LCFB's direct-to-client distributions provided households with 6.4 million pounds of food and other essential items, compared to 5.7 million in 2019.

2. Who are your key community partners? Provide a brief description of each key partner and their role(s) in this program.

The LCFB chose 4 of our dedicated partner agencies to participate in this program based on data collected about the increased food insecurity in the communities they serve due to the COVID-19 pandemic, and our GIS mapping analysis. Strategically building the capacity of these partner agencies to distribute more nutritious food, specifically protein and dairy, will not only increase the level of service to their communities but reach people previously not served, many as a result of the current crisis and populations disproportionately affected by poverty and food insecurity.

Churches Assisting People has been a partner agency of the LCFB since 2004. Along with their food pantry, they also provide households (when funding is available) with additional resources including rental assistance, utility assistance, prescriptions (non-narcotic), gas vouchers for heating, gas vouchers for job interviews or medical appointments, local bus tickets, and lodging (1-2 nights only) for emergency stays. They serve the entire county but target the areas of Conway and Aynor. Their hours of operation are Monday – Thursdays from 10am-2pm.

Chesterfield Missionary Baptist has been a partner agency of the LCFB since 2019. They currently only operate a food pantry. They predominantly serve residents from the rural

communities of Longs and Little River in addition to Conway and Myrtle Beach. Their hours of operation are Tuesdays from 12pm-4:30pm.

Crossway Baptist Church has been a partner agency of the LCFB since 2011. In addition to their food pantry, they also deliver food to homebound seniors and clients with transportation barriers. They predominantly serve residents from the rural community of Loris. Their hours of operation are the first Thursday of every month from 12pm-2pm and the third Thursday of every month from 5pm-7pm to reach working families.

Faith Outreach Ministries of the Grand Strand has been a partner agency of the LCFB since 2011. In addition to their food pantry, they also conduct mass food distributions in Horry County. They predominantly serve Surfside Beach, Myrtle Beach, Socastee, and Conway. The food pantry is open every third Saturday of the month from 8am-10am, plus an additional 1-2 distributions every month to reach more families.

3. How are you utilizing volunteers?

All the partner feeding agencies participating in this program are managed by volunteers. The dedicated volunteers operate all aspects of the food pantries including but not limited to distribution and reporting.

G) Use of Grant Funds

How will you use the grant funds? This answer should align with the specific activities previously outlined in C) Project Goal, Objectives, Activities and Expected Outcomes. The LCFB will use the grant funds to purchase at least 613,848 pounds of protein (meat and non-meat) and dairy. The food will be distributed to 20,462 households disproportionately impacted by the COVID-19 pandemic through direct-to-client distributions and in partnership with at least 4 partner agencies in Horry County.

III. Project Future

A) Sustainability

Explain how you will support this project after the grant performance period. Include plans for fundraising or increasing financial support designated for the project. The LCFB is committed to not only providing nutritious food and nutrition education to people experiencing food insecurity but also in eliminating hunger in coastal South Carolina. Since 1983, the LCFB has been leading the fight against hunger in our community and will continue to do so until no one experiences food insecurity in the 10 coastal counties of South Carolina including Horry County. In 2019, the LCFB due to the increased demand for food assistance in the northern region of our service area, moved to a new location in Myrtle Beach with 20,000 square feet of usable space. Since moving to the larger facility, the LCFB has been working diligently to build our portfolio of donors and develop relationships with major donors, foundations, and corporations in Horry County to fund major initiatives in the region. The LCFB will utilize this grant program and its impact to leverage additional resources including the opportunity to engage with other donors to sustain the project after the grant performance period. The LCFB will also work with our partner agencies to build their awareness and capacity for fundraising so they can assist us in purchasing nutritious food products in 2023 including seeking

support from the United Way of Horry County. In order to receive more donated food, particularly protein and dairy, to support our partner agencies, the LCFB will continue to engage with grocery retailers in Horry County to expand our Retail Store Donation program.

IV. Governance, Executive Leadership and Key Personnel/Staff Qualifications

A) Governance

1. Describe your board of directors and the role it plays in the organization.

The LCFB has a dedicated board of 19 members consisting of professional and community leaders. Each member is able to serve two, three-year terms. Responsibilities of the board include the following:

Ensure adherence to the mission of the organization. The Board will review the mission and related purpose annually to ensure that the programs and services of the organization are aligned with the stated and approved mission and purpose. Modifications to the mission and purpose will be made in consultation with the senior management of the organization.

Select the Chief Executive Officer. The Board of Directors of the Lowcountry Food Bank implements the contingency plan to ensure orderly operations in the event of a temporary or permanent absence of the President/CEO.

Evaluate Chief Executive Officer and assess his/her performance. Conduct a formal documented annual review of CEO performance and ensure that the process for determining the compensation level of the CEO includes current independent comparative data. Board has contingency plans and processes in place to address underperformance by the CEO.

Review and monitor the organization's programs and services. The board will receive periodic updates on the programs and services of the Lowcountry Food Bank to ensure they are consistent with the mission and strategic plan of the organization.

Ensure adequate financial oversight. The board, led by the board treasurer, will monitor the financial health of the organization by reviewing monthly financial statements, approving an annual budget, reviewing the annual financial audit and IRS 990 and other relevant financial documents. The board will have contingency plans and processes in place to address financial concerns.

Ensure key risks are identified and managed. The board, led by the Finance Committee, will support management in systematically identifying key risks, potentially including but not limited to legal, programs, receivables, insurance, debt service, DOT regulations, food safety and contamination, theft/embezzlement, HR issues, volunteer suitability, protection of confidential donor information, employee grievances, fundraising etc.

Ensure applicable legal policies are in place and enforced. The board will review and sign the Conflict of Interest policy annually and ensure enforcement of the policy. The board will also establish and review self-dealing policies, whistle-blower policy, privacy policy and document retention/destruction policies.

Enhance the organization's public standing. The Board should clearly articulate to the public the organization's mission, accomplishments and goals and garner support from the community.

Actively participate in board meetings. Board members are expected to attend and participate in all regularly scheduled board meetings. The expectation is that the workload will be shared among board members with deadlines and action items clearly outlined in board meeting minutes. If a board member is not actively involved in ongoing activity or has a pattern of not attending meetings, the board chairman will bring this before the Executive Committee for discussion and either adjust the members' level of involvement or help them exit the board, as

appropriate.

Understand and participate in the fundraising needs of the organization. Board members are expected to attend and promote the Chefs' Feast event held in February. Board members will treat LCFB as a top philanthropic priority reflected in an annual gift that is meaningful to him/her. The board will ensure that 100% of board members make an annual contribution that is commensurate with their capacity.

Additionally, the board is asked to identify and cultivate major individual, corporate or foundation gifts.

Build a high-functioning board. The board will complete an annual self-assessment and identify key areas of strength and opportunities for development. Formal job descriptions for board members will be reviewed every two years and modified as needed. The board will be actively involved in identifying, cultivating, and recruiting new board members on an ongoing basis and hold a formal orientation for new board members. The board will hold an annual retreat.

Monitor and review the annual report. The board will ensure that an annual report is prepared annually, in accordance with the organization's contract with Feeding America.

Ensure adherence to bylaws. The board will review bylaws every two years and will have a designated member of the board to serve as parliamentarian who is well versed in the requirements of the bylaws.

2. What committees exist within your board of directors?

Committees that exist within the LCFB's Board of Directors include the Executive Committee, Finance Committee, Governance Committee, and Development and Communications Committee.

3. How does the board of directors make decisions?

The LCFB's Board of Directors is a Governance Board and they make decisions in accordance with the approved bylaws and Robert's Rules of Order.

B) Management

1. Describe the qualifications of key personnel/staff responsible for the project.

Nick Osborne was named President & CEO of the LCFB in February 2021. Nick has more than 30 years of experience as a leader in international development and humanitarian operations within the non-profit sector. His expertise includes work in over 40 developing and high-risk countries with global, international organizations. Most recently, he served as VP of International Programs & Operations at CARE USA, where he served in many executive leadership roles for 25 years. At the LCFB, Nick oversees an annual distribution of nearly 40 million pounds and a staff of 80 based in three distribution centers. He is an active member of Feeding the Carolinas and Feeding America. His role as President & CEO is a full-time paid position, and he works 50 hours/week. Nick earned a Master of Science degree in Agricultural Development from the University of London, and a Bachelor of Engineering degree in Civil Engineering and a Higher National Diploma from Kingston University in London.

Margaret Grant is the Vice President of Strategic Initiatives. A member of the leadership team, Ms. Grant is responsible for procuring food for nearly 300 partner feeding agencies and all of the LCFB's hunger-relief programs. An employee of the LCFB since 2006, she holds a bachelor's degree from the College of Charleston.

Joanna Bruno is the Vice President of Agency Relations and Regional Food Centers. Joanna has been with the LCFB for over 9 years. She has worked with our partner agencies her entire tenure. She is responsible for overseeing the relationship of nearly 300 partner agencies as well as the operation of the LCFB's two Regional Food Centers (located in Myrtle Beach and Yemassee). She is also part of the LCFB's Leadership and Program Impact Team, ensuring the equitable distribution of food throughout the 10 coastal counties of South Carolina. Joanna holds a bachelor's degree from Louisiana State University as well as a Master of Business Administration.

2. What is the CEO/President/Executive Director Salary?

\$220,000