



**2020 S.L. Gimbel
Foundation COVID19
Large Food Grant
Application
Maximum Request: \$1million**

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| Internal Use Only: Grant : _____ |
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Organization / Agency Information

| | | |
|--|-----------------------|--|
| 1)Organization/Agency Name: Feeding America Riverside San Bernardino (FARSB) | | |
| 2)Physical Address: 2950 Jefferson Street, Suite A | | City/State/Zip Riverside, CA 92504 |
| 3)Mailing Address: Same as above. | | City/State/Zip |
| 4)CEO or Director: Stephanie Otero | | Title: President & CEO |
| 5)Phone: 951-359-4757 | 6)Fax: N/A | 7)Email: sotero@feedingamericaie.org |
| 8)Contact Person: Caitlin Duncan | | Title: Grants Manager |
| 9)Phone: 951-640-7294 | 10)Fax: N/A | 11)Email: cduncan@feedingamericaie.org |
| 12)Web Site Address: www.FeedingIE.org | | 13)Tax ID: 330072922 |

Program / Grant Information

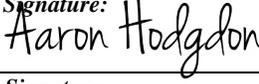
Interest Area:

| | | | |
|---|--|---|---|
| 14)Program/Project Name: Boxes of Hope for the Inland Empire | | | 15)Amount of Grant Requested: \$500,000 |
| 16)Total Organization Budget: \$2,904,401 | 17)Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 98% | 18)Per 990, Percentage of Management & General Expenses Only (Column C/ Column A x 100): 1% | 19)Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 1% |
| 20)Purpose of Grant Request (one sentence): Funds will support the purchase of 28,125 pre-assembled food boxes for distribution through our Homebound Emergency Relief Outreach, Veteran and Military Family distributions, nine (9) Mobile Pantries, six (6) Grab-and-Go School Meal sites, and through our network of 250 community pantries in Riverside and San Bernardino Counties. | | | |
| 21)Program Start Date (Month and Year): November 2020 | | 22)Program End Date (Month and Year): October 2021 | |

23)Gimbel Grants Received: List Year(s) and Award Amount(s)

1. Grant Received for CY 2020; Award amount was \$15,000. Grant period ends 12/31/20.

Signatures

| | |
|--|--|
| 24)Board President / Chair: (Print name and Title) Date: 11/13/20 Aaron Hodgdon, Chair | Signature:  |
| 25)Executive Director/President: (Print name and Title) Date: 11/13/20 Stephanie Otero, CEO | Signature:  |

2020 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 the question. Type your complete answers to the question directly below the question. Please do not delete the questions and provide clear, specific, and concise answers.

I. Organization Background

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

Feeding America Riverside | San Bernardino's (FARSB) mission is to alleviate hunger in the Inland Empire. We envision a community where everyone has access to adequate and nutritious food. With these purposes in mind, 98 percent of every donation goes directly to programs and services, and each dollar donated enables the distribution of 8 meals.

In 1980, Inland Empire charities were struggling to provide vital food assistance to a growing number of food insecure residents. Local need increased while local resources were limited and diminishing. To address this need, the Riverside Hunger Coalition, Raymond Skeehan, and Catholic Charities formed Second Harvest Food Bank (renamed FARSB in 2014) to serve as a center for food acquisition and distribution to local charities. Then and now, FARSB's work ensures that our local partners have the food they need to distribute to the many low-income households throughout the Inland Empire.

What started in 1980 as a modest food bank, distributing 10,000 pounds of food per month to 20 partners, has since grown to a multi-program organization that funnels nearly 2 million pounds of food per month to 250 community partners. During FY 2020, FARSB distributed 23.9 million pounds of food to Inland Empire residents.

Ultimately, FARSB wants to examine and develop programs that address the underlying causes of hunger, such as poverty, unemployment, access to education, and other limiting factors. We know that chronic poor nutrition negatively impacts the health and well-being of our community. Young people subsisting solely on processed foods will not excel at school; adults with poor access to nutritious foods can develop chronic health issues that impact their ability to work and care for dependents. We understand that hunger is one symptom of poverty, and believe that through collaboration, innovation, and responsiveness to our community's needs we can break through the socio-economic barriers and build a brighter future in the Inland Empire.

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

FARSB has been providing food and hope to the Inland Empire for 40 years.

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

Increased focus on nutrition: As part of FARSB's strategic plan to reduce hunger and poor nutrition, we recently made a shift in the type of food donations accepted. In 2018, we changed our donation policy and are phasing out the acceptance of unhealthy products such as soft drinks, bakery items, and chips. In 2019, we created a staff position specifically to develop new relationships with regional agribusinesses and other producers of fresh and wholesome foods to ensure that, as we phase out less nutritious products, we are increasing the supply of wholesome nutritious foods.

Improved community access to fresh produce: In comparing FY19 and FY20, FARSB increased the amount of non-retail produce being distributed across the board (this refers to produce that is not obtained from direct grocery store donation). This was incredibly timely, as retail produce pounds actually dropped by nearly 700,000 pounds in the same period due to COVID-19 related supply chain issues. The non-retail produce pounds increased by the following amount by program: School Pantry 44.7%; Mobile Pantry 78%; Youth Program partners 67%; Low-income Day Care partners 143.5%; Food Box Pantry partners 44.7%; and Kids Markets 5%. This impressive progress is not even counting the 622,000-pound influx of USDA Farm to Families produce boxes that FARSB received and distributed as part of our COVID-19 response.

Success of the CalFresh Outreach program: FARSB's CalFresh Outreach program connects low-income individuals and families with ongoing food assistance through access to federal benefits, which enables them to afford healthier diets and frees up resources that can be used on health-promoting activities and preventive health care. In FY20, FARSB assisted 2.5 times more households with the CalFresh application process than expected.

Addressing senior hunger: Since 2019, FARSB has tailored two programs to meet the needs of food-insecure seniors. In FY19, Q2 marked the first quarter in which the federal eligibility requirements changed to allow SSI/SSDI recipients to apply for and receive CalFresh benefits. FARSB immediately began to work at targeting those newly eligible individuals, and our annual CalFresh statistics show that from Q1 (before the law change) to Q3 (the first full quarter after the law change) FARSB submitted 76% more applications on behalf of senior households, and 88.4% more applications on behalf of households that included SSI/SSDI recipients. This was a direct result of increased outreach, especially to our network of community partners, and a process of increased collaboration with San Bernardino and Riverside Counties to remedy initial difficulties in the application process.

Following the COVID-19 outbreak, many smaller neighborhood pantries closed down, cutting off community access to the charitable food system, especially for seniors with limited mobility. In April, FARSB instituted a Homebound Emergency Relief Outreach program (HERO), to make direct deliveries of food boxes to older adults and persons with disabilities. Since April of 2020, FARSB has made 4,060 deliveries through this program.

COVID-19 Response

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.

FARSB is seeking funds to support emergency food distributions throughout Riverside and San Bernardino Counties, also called the Inland Empire. This region spans 27,000 square miles, and communities we serve through our programs and 250 community partners run the gamut from rural mountain and desert communities, to urban and suburban neighborhoods. Ninety percent of funds requested from the S. L. Gimbel Foundation would be allocated to the purchase of pre-assembled foods boxes that provide four-to-five days of meals for a household of four. Ten percent would support the coordination and distribution of those boxes across our programs and network of pantries. Recipients will fall into the categories of school-age children, college students, veterans and military families, seniors and persons with disabilities, and other community members served by our partner pantries that are low-income and food-insecure. Roughly half of those we serve are children aged 0-17. A majority (67%) of those we serve are female, and 46% are Latinx/Hispanic. All are low-income and food insecure.

The community need for food assistance has increased as a direct result of the COVID-19 pandemic. Riverside and San Bernardino Counties recently hit an all-time high for COVID-19 infection and death rates. With a combined 144,188 confirmed cases and 2,448 deaths to-date, the Inland Empire is second only to Los Angeles County in terms of the pandemic's state-wide health impact. Related to this surge in cases, FARSB is anticipating another spike in the need for emergency food response, while planning for sustaining our efforts over the longer term.

In determining how to focus our continued response, we have analyzed data from multiple sources. The CDC's 2018 Social Vulnerability Index (SVI) measures the social vulnerability of every county and census tract in the country, identifying communities that will most likely need support before, during, and after a hazardous event. Riverside and San Bernardino Counties respectively fell into the 69th and 83rd percentile for overall social vulnerability, and 97th and 98th percentile for vulnerability based on minority status and limited English proficiency.

Specifically, we are aware that Latinx individuals and families are being disproportionately affected by the COVID-19 crisis. Feeding America's Map the Meal Gap 2020 data for our service area indicate that Latinx residents make up 48% of all individuals in poverty here, and current California Department of Health data indicate that 55.5% of all confirmed COVID-19 cases are Latinx individuals. In a May 2020 statewide survey from the Public Policy Institute of California, Latinx respondents made up 49% of those reporting being laid off or losing their job, 66% of those reporting reduced work hours or pay cuts, and 44% of those having difficulty paying for housing (compared to white response rates of 24%, 39%, and 15% respectively). The Mobile Pantries that would receive food as a result of this grant are located on college campuses and in neighborhoods with high rates of food insecurity and a majority of Latinx residents and students.

Additionally, Feeding America's 2020 Food Insecurity Rates indicate that our service area has experienced a 67% increase in child food insecurity since 2018, and according to 2016 American Community Survey data, 42% of children in our service area live with foreign-born parents, a majority of whom are Latinx. We see overlapping indicators of vulnerability in the Latinx population, and have been intentional in targeting this population within our overall response and recovery efforts. Food purchased with this grant would support over 14,000 low-income households with school-age children through Grab-and-Go meal sites at six school districts across the Inland Empire.

In terms of seniors, according to the California Department of Aging (CDA), California is home to 8.2 million adults over the age of 60, and 870,000 reside in the Inland Empire. Feeding America's 2017 report, "The State of Senior Hunger," reveals that an astonishing 11% of the Inland Empire's 60+ population is food insecure. This means that after a lifetime of working and raising families, roughly 95,700 local seniors struggle to access enough food. This is significantly higher than the national average (7.7%) and the state average (8.4%) for older adult food insecurity. In fact, of the 51 major metropolitan areas in the US, the Inland Empire has the fifth-highest senior food insecurity rate. A grant from the S. L. Gimbel Foundation would provide emergency food boxes to an estimated 1,127 seniors through our HERO program and Veteran and Military Family distributions.

B) Project Description

Describe your food distribution program.

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

- a) **HERO Program:** FARSB receives referrals for food-insecure seniors and persons with disabilities over the phone and through an intake form on our website. The HERO Coordinator will prepare the grant-funded food boxes along with a thermal tote containing fresh produce, assorted non-food items (toilet paper, lotion, face masks), and information on additional food assistance supports. FARSB staff and volunteers deliver these items directly to clients through no-contact deliveries, ensuring the safety of all. 513 of the emergency food relief boxes purchased with this grant will be distributed to seniors through this program, with an average of two seniors residing in each household.
- b) **Veteran and Military Family Distributions:** FARSB holds food distributions at three low-income veteran and military family housing complexes twice a year, with plans to add an additional distribution. 355 of the food boxes purchased with grant funds will be allocated to this program, with 70% of households having at least one senior.
- c) **Mobile Pantries:** FARSB holds monthly mobile distributions of food in areas where there is poor access to grocery stores and food pantries. These pop-up distributions take place at nine locations, four of which will receive food boxes procured through this grant. In total 3,420 households will receive grant-funded food.
- d) **Grab-and-Go School Sites:** FARSB provides regular distribution of fresh produce boxes to six local school districts, including one in Banning which serves a largely rural population and two Tribal communities. Students that are eligible for free and reduced price meals (based on a household income of 150% of the Federal Poverty Level) receive their school meals for the week at grab-and-go sites, and they are able to take home boxes of fruits and

vegetables to share with their families. Through this grant, FARSB will be able to provide an additional 14,280 shelf-stable food boxes to children in the following school districts: Rialto USD, Banning USD, Redlands USD, Chaffey JUSD, REAL Charter Academies, and Moreno Valley USD.

- e) **Community Partner Distributions:** FARSB has a network of 250 community partners across the Inland Empire. In the era of COVID-19, pantries will be able to keep staff, volunteers, and clients safer by offering pre-assembled food boxes that can be placed easily into the trunk of a car or delivered to a doorstep. With funds from this grant, FARSB will be able to provide 9,755 emergency relief food boxes to our partners in addition to the food they already procure through our food bank. FARSB will allocate these boxes to partners so that they receive the additional food on days when they are already scheduled to pick up an order from our warehouse.

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

Identification of need and qualification for services varies by program. For our community partner pantries and Mobile Pantries, we have a non-discrimination policy that anyone who comes and self-verifies that they are food-insecure may receive food free of charge. We have a pantry locator on our website, or clients may call to ask for the location of the pantry nearest to them.

For the HERO program, clients may either self-refer via an intake form on our website, or go through the intake process over the phone with a staff member. In either case, clients must meet the criteria of either being over 65, having a disability, or falling under one of the CDC's high health risk categories for COVID-19 infection.

In the case of our Grab-and-Go produce boxes, which we began as a result of the COVID-19 pandemic, the boxes are handed out at the same time as students eligible for free and reduced price meals are coming to meal sites to pick up their meals for the week, and the household income threshold is 150% of the Federal Poverty Level.

The Veteran and Military Family distributions are held at housing complexes that all have low-income eligibility requirements in addition to the qualification of being a veteran or active duty military member. We initiated biannual distributions at the behest of one of the residents, who expressed the difficulty he and many of his neighbors were having with food insecurity around the holidays.

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

Prior to COVID FARSB distributed food from our warehouse every weekday, and our network of pantries host regular distributions that vary by location. During COVID, FARSB has hosted many weekend distributions in addition to our regular weekday operations. We developed drive thru distributions, and hosted them on Saturdays and Sundays across the Inland Empire. The most recent round of five consecutive Sunday drive thru distributions ended in late October. Additionally, our HERO program was operating six days per week during COVID all the way through August of 2020. Currently, the HERO program has the same weekday schedule as the rest of the warehouse, operating from 7:00 AM to 3:30 PM.

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?

As calculated through monthly totals by program, FARSB’s overall programs serve 192,000 people each month, with half of those comprised of children under age 18. FARSB estimates the following number of individuals in each demographic will be served through the noted programs as part of the Gimbel Foundation request:

| | BOXES | SENIORS | CHILDREN | YOUTH | Adults |
|-----------------|---------------|----------------|-----------------|--------------|---------------|
| HERO | 315 | 630 | | | |
| Veterans | 355 | 373 | 36 | | 71 |
| Mobile Pantries | 3,420 | 23 | 210 | 6,600 | 187 |
| Grab-and-Go | 14,280 | | 28,560 | | 21,420 |
| Partners | 9,755 | | 17,071 | | 17,071 |
| TOTAL | 28,125 | 1,026 | 45,877 | 6,600 | 38,749 |

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

The number of individuals served through our Veteran and Military Families distributions is provided to us by the managers of the housing complexes. People served through our partner distributions, Mobile Pantries, and Grab-and-Go sites are tracked on-site, and communicated through reports submitted to FARSB by each partner monthly. Individuals served through the HERO program are counted as part of the intake process, in which clients report on their household size.

FARSB’s Director of Programs maintains records of numbers served by each partner and program using Primarius, a sophisticated food accounting software, with data saved on our private server.

C) Project Goal, Objectives, Activities and Expected Outcomes

- 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 THE GOAL, OBJECTIVES, AND OUTCOMES

GOAL: Provide hunger relief to low-income, food-insecure residents of Riverside and San Bernardino Counties of all ages through five (5) modalities of food distributions between November 2020 and October 2021.

OBJECTIVE: Distribute 28,125 pre-assembled emergency food relief boxes to food-insecure households, providing hunger relief for up to 92,252 individuals in 12 months.

ACTIVITIES:

1. Prepare and distribute an average of 26 emergency food boxes and produce packs for homebound seniors every month, for a total of 315 HERO deliveries over 12 months, feeding up to 630 seniors.
2. Deliver and distribute 355 emergency food boxes to low-income veterans and military families living in three (3) local veteran villages, serving up to 373 seniors, 36 children, and 71 adults.
3. Distribute 3,420 emergency food boxes through four (4) Mobile Pantry distributions over 12 months, feeding up to 23 seniors, 210 children, 6,600 youth, and 187 adults.
4. Collaborate with six (6) local school districts to distribute 14,280 emergency food boxes and produce packs over 12 months, feeding up to 28,560 children and 21,420 adults.
5. Allocate 9,755 emergency food boxes to our community pantry partners based on the number of households each regularly serves.
6. Over 12 months, partner pantries distribute 9,755 emergency food boxes during their regularly scheduled community food distributions, feeding up to 34,143 people, half of which are expected to be children.
7. FARSB collects monthly reports from all partners and programs to track the number of emergency food boxes distributed and people served.

OUTCOME: We expect to distribute 28,125 preassembled emergency food boxes between November 2020 and October 2021, providing hunger relief to 92,252 people.

EVALUATION: FARSB uses Primarius, a sophisticated food accounting software, to track every product and pound of food that we receive and distribute from our warehouse in Riverside. In this way, FARSB will be able to monitor exactly how many emergency food boxes have been distributed, where and when the distribution took place, and whether any product came back to the warehouse and remains available for future distributions.

All of our community partners are required to submit monthly reports, detailing how many pounds of food they have served, and how many individuals benefited from food distributions, with totals by age group (As a general rule, close to 50% of all individuals benefiting from distributions are children). Reports are uploaded to Primarius, so we are able to monitor distribution results over time.

Likewise, our HERO program intake process collects and stores information about each client's location, age, and household size so that FARSB can track how many people benefit from each delivery of an emergency food box. FARSB staff monitor HERO program data on a daily basis, as we want to ensure a 48 hour turn-around time between a client request and successful delivery of emergency food.

Mobile Pantry sites collect basic information from clients to determine households served, and how many people are in each household. Each household will receive one (1) box. The total boxes distributed and number of individuals served are calculated immediately following each distribution, which will take place on a monthly basis until all boxes have been distributed.

Our Grab-and-Go program is held in conjunction with six (6) school districts' free and reduced price meal distributions. Schools maintain the information about which students are eligible for the FRPM program, and track participation. Schools will report their distribution results to FARSB following their weekly distributions until all emergency food boxes have been distributed.

FARSB will aggregate the totals from each of the five (5) distribution modalities mentioned above, and determine whether we achieved our 12-month objective to distribute 28,125 emergency food boxes and relieve hunger for 92,252 food-insecure people in Riverside and San Bernardino Counties. Depending on the results achieved through each modality, FARSB will be able to determine where particular successes and challenges occurred along the way.

D) Timeline

November 2020

- Purchase 28,125 preassembled emergency food relief boxes from McLane Hunger Solutions
- Coordinate December 2020 holiday food distributions at the three low-income veteran and military housing complexes.
- FARSB staff notifies community partners how many grant-funded boxes will be allocated to them based on the number of households they regularly report serving.

December 2020

- Expected receipt of food boxes
- Schedule deliveries to each school district. 3,840 boxes to Rialto USD; 1,800 boxes to Banning USD; 1,600 boxes to Redlands USD; 800 boxes to Chaffey JUSD; 2,400 boxes to REAL Charter Academies; 3,840 to Moreno Valley USD.
- Begin distribution of boxes to community partners as they come to pick up their regular food orders from FARSB's warehouse in Riverside.
- Hold holiday food box distributions at the three (3) veteran housing complexes, distributing all 355 emergency food boxes allocated.
- Distribute emergency food boxes at four (4) monthly Mobile Pantry sites.
- Distribute emergency food boxes through the HERO program (expecting an average of 26 grant-funded boxes to be distributed each month).
- Collect data from partners, schools, and program leads at the end of the month.
- Monitor emergency food box inventory

January - October 2021

- Continue collecting reports from partners, schools, and program leads, monitoring progress on distribution of boxes and number of individuals served until all grant-funded emergency food boxes have been distributed.
- Collect stories, testimonials, and photos along the way to catalog grant impact.

April 2021

- Conduct mid-year evaluation of progress and impact. Identify any areas needing improvement and/or successful practices for achieving hunger relief through distribution of the emergency food boxes.

October 2021

- Complete final evaluation of grant-funded activities, measuring success by the number of emergency relief food boxes distributed and the number of individuals in the households that received the boxes.

E) Target Population

1. Who will this grant serve?

This grant will serve low-income, food insecure residents of Riverside and San Bernardino Counties. Clients will span age groups and backgrounds. We expect roughly 46% of clients to be Latinx, 8% African American, 38% Caucasian, 5% Pacific Islander, and 3% Native American and Alaska Native.

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

We expect the individuals served through each modality to reflect the numbers in the table below.

| | BOXES | SENIORS | CHILDREN | YOUTH | Adults |
|-----------------|---------------|----------------|-----------------|--------------|---------------|
| HERO | 315 | 630 | | | |
| Veterans | 355 | 373 | 36 | | 71 |
| Mobile Pantries | 3,420 | 23 | 210 | 6,600 | 187 |
| Grab-and-Go | 14,280 | | 28,560 | | 21,420 |
| Partners | 9,755 | | 17,071 | | 17,071 |
| TOTAL | 28,125 | 1,026 | 45,877 | 6,600 | 38,749 |

F) Community Partners

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

To accomplish the grant objectives listed above, FARSB is leveraging our existing programs and partners to expand the amount of emergency food made available to those in need throughout the Inland Empire. During COVID, food insecurity has risen, and interruptions to the food supply chain have made it especially difficult for families and smaller pantries to get the staple foods they need to live a healthy, happy, active life. As an organization with the capacity to acquire, store, and distribute food through bulk purchasing, FARSB is in a position to leverage our existing programs (as detailed above) and use grant funds to increase the amount of food reaching households in need, and the number of households themselves.

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

Community Partner Pantries: The cornerstone of FARSB’s day-to-day food distribution efforts is our network of community partners. We will use our 250 nonprofit community partners, including emergency shelters, food pantries, soup kitchens, mobile pantries, and afterschool programs to distribute emergency food boxes through their regularly held distributions.

Low-income Veteran Housing: Also referred to as Veteran Villages, FARSB has a relationship with the management at three (3) of such housing complexes. Managers get the word out about distributions and collect final data on the number of households and individuals served following distributions.

School Districts: Our Director of Programs works with the Nutrition Services staff at each of the six (6) school districts to coordinate our deliveries with their scheduled FRPM distributions. If not all boxes are distributed at one event, every district has the capacity to store the remaining shelf-stable foods until the following distribution. They are then able to report the numbers served to our Programs team.

Colleges and Community Center: Three of the four mobile pantries we plan to supply with grant-funded emergency boxes are hosted by college campuses. Our Programs staff have coordinated regular distributions for each Mobile Pantry site, with colleges typically providing volunteers to help staff each distribution and collect data on the number of clients served, and the single community center requiring FARSB to provide the necessary food but hosting the distribution and collecting all data themselves.

3. How are you utilizing volunteers?

FARSB has over 600 volunteers who assist with HERO program deliveries. We also use volunteers to help the HERO Coordinator (FARSB staff) stage the boxes of emergency food and produce so that they are ready for volunteer drivers to pick up from our warehouse. The HERO program also uses a volunteer to conduct follow-up phone calls with the HERO clients to ensure that the delivery went well and to solicit feedback on the program’s efficacy.

As noted above, colleges recruit volunteers to help run the Mobile Pantries that take place on their campuses.

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

FARSB will use \$450,000 of grant funds to purchase 28,125 preassembled emergency relief food boxes from McLane Hunger Solutions. We have found this to be the most economical way to distribute complete food boxes. We discovered this in the early days of the pandemic, before the state and federal nutrition programs were intervening to alleviate local hunger. Keeping up with the demand for food that could be distributed in a COVID safe manner (pre-boxed) required all of our staff to work an average of 10 hours of overtime per week. Administrative staff had to take shifts packing boxes, while necessary office work was put on the backburner. Operations and logistics staff were overwhelmed with trying to procure adequate packaging solutions, and creating space in our busy warehouse to stage a box assembly line. The ability to purchase preassembled emergency food boxes allows our food bank to capitalize on our strength of coordinating and implementing the distribution of the most food possible to the most people possible.

FARSB will use \$50,000 to support coordination of food distribution efforts. This includes a percentage of the salaries of key staff that are directly involved with the planning, collaboration, and implementation necessary to distribute the boxes purchased with grant funds and to collect the data necessary for program evaluation over the course of 12 months. Staff supported by grant funds will include: Director of Programs, HERO Coordinator, Programs Supervisor, Product Development Coordinator, two (2) Warehouse Staff, and a Driver.

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.

In addition to steady partner support, FARSB's fund development strategy takes on a multi-pronged approach that makes our continued food distribution sustainable. Our Fundraising and Development Department uses a full spectrum of fundraising tactics to generate revenue from intentionally diverse sources including direct mail, planned gifts, virtual (due to COVID) events, corporate contributions, major gifts, and annual giving to shore up any gaps in funding resulting from decreases from any one source. Our Grants Manager likewise maintains a pipeline of funding opportunities connected to foundations, corporate donors, and government initiatives. She checks this pipeline against anticipated operating expenses to ensure that expected grant revenue matches up with those expenses. As a result of strategic resource development, FARSB is confident in our ability to maintain all funding needed to sustain this work in the coming months and years.

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

A) Governance

The FARSB Board oversees financial operations and provides oversight of the CEO. FARSB boasts an extremely active Board of Directors who represent local businesses, health systems, government representatives, and community members. The Board governs, raises funds, serves on organization committees, and carries our message throughout our community to lead and strengthen FARSB. 100% of the Food Bank's Board of Directors financially supports our organization. The CEO and the Board work in tandem to create a dynamic organization. The Board governs and helps create financial and organizational policy and the CEO implements these policies and guides staff in executing critical food distribution programs and strategies.

Board committees are: Executive, Finance, Board Development/Nominating, Fund Development, Audit, Capital Campaign, and CEO Selection. The board meets monthly and makes decisions as a group, with discussion encouraged and facilitated. The relevant committees make recommendations to the whole board and decisions are voted on as a group.

B) Management

Our President and CEO, **Stephanie Otero**, has 21 years of experience working with local nonprofits, finance, management, over 5 years of leadership experience in fundraising, and is a Certified Public Accountant. She became President and CEO of FARSB in 2016 after serving as the organizations Chief Financial Officer.

Ms. Otero received her Bachelor's Degree in Accounting from San Diego State University. Ms. Otero specializes in non-profit sustainability and growth, including fundraising and development, financial accounting and reporting, team development and recruitment, board engagement, Human Resources, and more.

Vanesa Rangel-Mercado, Director of Programs, has been with FARSB since 2014 and has a wide range of experience related to community outreach. Ms. Rangel-Mercado has a B.S. in Business Management and worked for over 12 years with La Sierra University Food Distribution, spending 6 of those years in youth programming. Since joining FARSB Ms. Rangel-Mercado has quickly developed partnerships to extend the reach of FARSB's programs, adding 8 new Mobile Pantry sites, pioneering the HERO program in the face of COVID-19, initiating food distributions to low-income senior and veteran housing complexes, and cultivating relationships with local school districts to increase the amount of fresh produce made available to low-income families with school-age children. Vanesa incorporates structured organizational practices with an ongoing ability to adapt to the needs of the community.

2020 S.L. Gimbel Foundation APPLICATION

V. Project Budget and Narrative (Do not delete these instructions on your completed form).

Please provide a detailed line-item budget for your project by completing the budget form below.

The maximum requested amount is \$1,000,000 or 25% of your operating budget,

whichever is less. Delineate your line items requests per example below:

- 90% of total request for the purchase of food items only. (Ex. Total request of \$1,000,000; 90% is \$900,000 for food)
- 10% of total request for **transportation OR for coordination** (Ex. Total request of \$1,000,000; 10% is \$100,000 for transportation)
- Canned tuna will not be funded.

Food items must be delineated (i.e. canned vegetables, soup, pasta, dried beans, rice, etc.).

For each food item, indicate the cost per unit (pound, carton, case, etc.) and the quantity. See attached example.

| Line Item Request | Line Item Explanation | Support From Your Agency | Support From Other Funders | Requested Amount From Gimbel | Line Item Total of Project |
|---|---|--------------------------|----------------------------|------------------------------|----------------------------|
| Canned Tuna | 1,650 cases of canned tuna @ \$34.92 per case | - | \$57,618.00 | - | \$57,618.00 |
| Holiday Food Boxes | 4,500 pre-assembled holiday food boxes, each containing @ \$13.97 per box | - | \$62,875.00 | - | \$62,875.00 |
| Butterball Turkeys | 32,258 lbs of turkey @ \$1.92 per pound | - | \$62,054.00 | - | \$62,054.00 |
| Assorted Fresh Produce | 14,599 boxes of produce @ 15 lbs/box = 218,985 lbs of assorted produce, selected as available from retail donors @ \$0.19 per pound | \$41,607.15 | - | - | \$41,607.15 |
| Pre-assembled emergency relief food boxes | 28,125 emergency relief boxes from McLane Hunger Solutions. Each box contains 10-12 items, including: 15 oz canned vegetable, 15 oz spaghetti and | - | - | \$450,000.00 | \$450,000.00 |

| | | | | | |
|--------------------------------|---|--------------------|-----------|---------------------|---------------------|
| | meatballs (or other entrée), 29 oz. fruit cocktail, 29 oz peach halves, 16 oz. bag of lentils, 32 oz. bag of pinto beans, 7.5 oz. macaroni and cheese, 4.6 oz. chicken rice dinner, 2 oz. trail mix, 32 oz. 1% shelf stable milk. @\$16.00 per box. | | | | |
| Shared Maintenance Fee Credits | Outside grant funding will allow FARSB to add \$43,000 in credit to partner accounts. At \$0.19/lb in shared maintenance fees, this will enabling partners to acquire and distribute an additional 226,316 lbs of food. | - | \$ 43,000 | - | \$ 43,000 |
| Coordination | 10% of total requested \$500,000. Will be applied to pay for staffing expenses for those directly involved with coordinating and implementing food distributions. | - | - | \$ 50,000.00 | \$ 50,000.00 |
| TOTALS: | | \$41,607.15 | | \$500,000.00 | \$767,154.15 |

Provide a narrative for the line item Transportation OR Coordination.

FARSB will use \$50,000 to support coordination of food distribution efforts. This will include a percentage of the salaries of key staff that are directly involved with the planning, collaboration, and implementation necessary to distribute the boxes purchased with grant funds and to collect the data necessary for program evaluation over the course of 12 months. Staff supported by grant funds will include: Director of Programs, HERO Coordinator, Programs Supervisor, Product Development Coordinator, two (2) Warehouse Staff, and a Driver.

2020 S.L. Gimbel Foundation APPLICATION

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

Secured/Awarded

| Name of Funder: Foundation, Corporation, Government | Amount |
|--|---------------|
| Allstate: Corporation | \$22,245 |
| Dart Foundation: Foundation | \$12,245 |
| IEHP: Corporation | \$1,500 |
| Riverside San Bernardino County Indian Health, Inc.: Corporation | \$7,954 |
| The Albertsons Companies Foundation: Foundation | \$150,000 |
| United Way of the Inland Valleys: Charitable Coalition | \$1,666.67 |
| Emergency Food and Shelter Program: Government | \$36,534 |
| Darden Foundation: Foundation | \$14,000 |
| California Association of Food Banks: Charitable Coalition | \$5,690.72 |
| City National Bank: Corporation | \$5,000 |
| Enterprise Holdings Foundation: Foundation | \$90,000 |
| Netflix: Corporation | \$6,100 |
| State Farm Companies Foundation: Foundation | \$10,287 |
| Finastra: Corporation | \$38,041 |
| UPS Foundation: Foundation | \$10,000 |
| Wells Fargo: Corporation | \$66,420 |
| Reach Out: Charitable Organization | \$7,500 |
| California Milk Advisory Board: Corporation | \$18,068 |
| Newell Brands: Corporation | \$12,000 |
| 3M Foundation: Foundation | \$2,500 |
| Riverside County Foundation on Aging: Foundation | \$5,000 |
| Multi-Donor COVID Relief Grant c/o Feeding America National Office: Charitable Coalition | \$514,640 |
| ADP: Corporation | \$200 |
| Advanced Fire Protection: Corporation | \$250 |
| AF Group: Corporation | \$5,000 |
| Aircraft Technologies Group: Corporation | \$1,000 |
| Blue Mountain Construction: Corporation | \$25 |
| Bright Funds Foundation: Foundation | \$975 |
| BSK Group, Inc. Mountain Mike's Pizza: Corporation | \$17.59 |
| Comar, LLC: Corporation | \$2,000 |
| Corona Main SDA Spanish Church: Religious Organization | \$50 |
| CR England: Corporation | \$24,532 |
| Dell Giving: Corporate | \$200 |
| Feeding America: Charitable Coalition | \$86,948 |
| Inland Valley Friends Meeting: Religious Organization | \$58 |
| Jack in the Box: Corporate | \$45,000 |
| Jersey Mike's: Corporate | \$515 |

| | |
|---|-----------|
| Kowloon Wholesale Seafood Corp.: Corporation | 5000 |
| Macy's / Bloomingdales: Corporate | 11,512.46 |
| OneOC: Corporate | 8500 |
| Pledgeling Foundation: Foundation | 341.55 |
| Riverside Woman's Club: Charitable Coalition | 500 |
| Schools First Federal Credit Union: Corporation | 12500 |
| Shopcore Properties: Corporation | 10000 |
| The Clorox Company: Corporation | 750 |
| First United Methodist Church of Riverside: Religious Organization | 250 |
| The Good Coin Foundation: Foundation | 11.17 |
| The Hartford: Corporation | 118.50 |
| Inland Society of Health System Pharmacists: Charitable Coalition | 1000 |
| The Wingate Foundation: Foundation | 25000 |
| TKDA: Corporation | 50 |
| Travelers: Corporation | 4.62 |
| Triumph Club of Southern California: Charitable Coalition | 300 |
| Victor Electric: Corporation | 100 |
| Wells Fargo Bank: Corporation | 360 |
| Women's Transportation Seminar, Inland Empire Chapter: Charitable Coalition | 113 |

Pending

| Name of Funder: Foundation, Corporation, Government | Amount | Decision Date |
|---|---------------|----------------------|
| Albertsons Companies Foundation (Senior Hunger): Foundation | \$100,000 | Dec. 2020 |
| Albertsons Companies Foundation (Native Communities): Foundation | \$100,000 | Dec. 2020 |
| Feeding America National Office: Charitable Coalition | \$30,000 | Dec. 2020 |
| Cargill: Corporation | \$1,675 | Jan. 2020 |

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 | \$1,899,276 | 30% | Shared Maintenance Fees / Other | \$917,427 | 15% |
| Fundraising/Special Events | \$108,685 | 2% | | | |
| Corp/Foundation Grants | \$2,725,831 | 43% | | | |
| Government Grants | \$648,055 | 10% | | | |

Notes: Figures based on unaudited financials for FYE 6/30/2020.

S.L. Gimbel Foundation APPLICATION

VII. Financial Analysis

Agency Name: Feeding America Riverside | San Bernardino

Most Current Fiscal Year (Dates): From 7/1/2018 To: 6/30/2019

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!**

Form 990, Part IX: Statement of Functional Expenses

(This should be your recently filed Form 990 and should not be more than 2 years old)

1) Transfer the totals for each of the columns, Line 25- Total functional expenses (page 10)

| (A) Total Expenses | (B) Program service expenses | (C) Management & general expenses | (D) Fundraising expenses |
|-----------------------|---------------------------------|--------------------------------------|-----------------------------|
| \$37,477,253 | \$36,709,975 | \$534,142 | \$233,136 |

2) Calculate the percentages of Columns B, C, and D, over A (per totals above)

- Program services (B) – A general rule is that at least 75% of total expenses should be used to support programs
- Management & general administration (C) – A general rule is that no more than 15% of total expenses should be used for management & general expenses
- Fundraising (D) – A general rule is that no more than 10% of total expenses should be used for fundraising

| (A) Total Expenses | (B) Program service expenses | (C) Management & general expenses | (D) Fundraising expenses |
|-----------------------|---------------------------------|--------------------------------------|-----------------------------|
| | Columns B / A x 100 | Columns C / A x 100 | Columns D / A x 100 |
| Must equal 100% | 98% | 1% | 1% |

3) Calculate the difference between your CURRENT year budget for management & general expenses and your previous management & general expenses per your 990 (Column C)

| | | |
|--|---|---------------------------------------|
| Percentage of Organization’s <u>Current</u> Total Budget used for Administration 1% | Column C, Management & general expenses per 990 above 1% | Differential -0- |
|--|---|---------------------------------------|

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

FEEDING AMERICA RIVERSIDE | SAN BERNARDINO
Budget Comparison

| | <u>Actuals</u> <u>6/30/2020</u> | <u>Budget</u> <u>6/30/2021</u> | <u>Variance</u> |
|--|------------------------------------|-----------------------------------|------------------------|
| REVENUES | | | |
| CORPORATE & FOUNDATION DONATIONS | \$ 901,015.00 | \$ 588,000.00 | \$ 313,015.00 |
| GRANT INCOME | 3,373,886.00 | 1,048,000.00 | 2,325,886.00 |
| INDIVIDUAL DONATIONS | 998,261.00 | 345,800.00 | 652,461.00 |
| FUNDRAISING INCOME | 108,685.00 | 171,000.00 | (62,315.00) |
| SHARED MAINTENANCE FEES | 899,005.00 | 798,500.00 | 100,505.00 |
| OTHER INCOME | 25,928.00 | 5,800.00 | 20,128.00 |
| TOTAL REVENUES | 1 6,306,780.00 | 2,957,100.00 | 3,349,680.00 |
| EXPENSES | | | |
| Salary of CEO | 129,063.00 | 129,063.00 | - |
| SALARIES & WAGES | 1,261,171.00 | 1,434,000.00 | (172,829.00) |
| PAYROLL TAXES | 93,249.00 | 129,060.00 | (35,811.00) |
| EMPLOYEE BENEFITS | 90,945.00 | 131,844.00 | (40,899.00) |
| PROFESSIONAL SERVICES | 87,718.00 | 71,612.00 | 16,106.00 |
| SUPPLIES | 106,959.00 | 42,800.00 | 64,159.00 |
| TELEPHONE | 23,614.00 | 27,000.00 | (3,386.00) |
| TRANSPORTATION | 62,811.00 | 79,800.00 | (16,989.00) |
| FUNDRAISING EXPENSES | 70,485.00 | 133,700.00 | (63,215.00) |
| OCCUPANCY EXPENSES | 485,194.00 | 509,885.00 | (24,691.00) |
| INSURANCE | 128,243.00 | 113,600.00 | 14,643.00 |
| EQUIPMENT RENTAL & MAINTENANCE | 126,280.00 | 117,700.00 | 8,580.00 |
| DUES & SUBSCRIPTIONS | 20,217.00 | 38,500.00 | (18,283.00) |
| GRANT PURCHASES | 245,035.00 | 72,000.00 | 173,035.00 |
| OTHER EXPENSES | 5,927.00 | 2,900.00 | 3,027.00 |
| TOTAL EXPENSES | 1 2,807,848.00 | 2,904,401.00 | (96,553.00) |
| REVENUES OVER (UNDER) EXPENSES BEFORE OTHER INCOME & EXPENSES | \$ 3,498,932.00 | \$ 52,699.00 | \$ 3,446,233.00 |

Note: The Actuals for 2020 include unplanned and unprecedented revenues & expenses due to the COVID-19 pandemic, the budgeted totals for 2021 reflect closer to actuals during non COVID times.

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX.

| Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII. | (A) Total expenses | (B) Program service expenses | (C) Management and general expenses | (D) Fundraising expenses |
|--|------------------------------|--|---|------------------------------------|
| 1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21..... | | | | |
| 2 Grants and other assistance to domestic individuals. See Part IV, line 22..... | | | | |
| 3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16..... | | | | |
| 4 Benefits paid to or for members..... | | | | |
| 5 Compensation of current officers, directors, trustees, and key employees..... | 129,063. | 82,600. | 34,847. | 11,616. |
| 6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)..... | 0. | 0. | 0. | 0. |
| 7 Other salaries and wages..... | 982,575. | 628,849. | 265,295. | 88,431. |
| 8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)..... | | | | |
| 9 Other employee benefits..... | 159,541. | 102,106. | 43,076. | 14,359. |
| 10 Payroll taxes..... | 81,630. | 52,243. | 22,039. | 7,348. |
| 11 Fees for services (non-employees): | | | | |
| a Management..... | | | | |
| b Legal..... | | | | |
| c Accounting..... | | | | |
| d Lobbying..... | | | | |
| e Professional fundraising services. See Part IV, line 17..... | | | | |
| f Investment management fees..... | | | | |
| g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)..... | | | | |
| 12 Advertising and promotion..... | | | | |
| 13 Office expenses..... | 211,456. | 147,384. | 28,900. | 35,172. |
| 14 Information technology..... | | | | |
| 15 Royalties..... | | | | |
| 16 Occupancy..... | 461,585. | 392,347. | 55,390. | 13,848. |
| 17 Travel..... | 69,518. | 61,176. | 8,342. | |
| 18 Payments of travel or entertainment expenses for any federal, state, or local public officials..... | | | | |
| 19 Conferences, conventions, and meetings..... | 3,353. | 2,951. | 402. | |
| 20 Interest..... | | | | |
| 21 Payments to affiliates..... | | | | |
| 22 Depreciation, depletion, and amortization..... | 248,867. | 219,003. | 29,864. | |
| 23 Insurance..... | 38,194. | 33,611. | 4,583. | |
| 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 <u>IN KIND FOOD DONATIONS</u> | 34,890,570. | 34,890,570. | | |
| b <u>PROFESSIONAL FEES</u> | 63,856. | 40,353. | 5,503. | 18,000. |
| c <u>PRINTING AND PUBLICATIONS</u> | 37,121. | 2,063. | | 35,058. |
| d <u>FOOD PURCHASES</u> | 35,583. | 35,583. | | |
| e All other expenses..... | 64,341. | 19,136. | 35,901. | 9,304. |
| 25 Total functional expenses. Add lines 1 through 24e. | 37,477,253. | 36,709,975. | 534,142. | 233,136. |
| 26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)..... | | | | |