



2023 S.L. Gimbel Foundation Food Grant Application Maximum Request: \$1million

Internal Use Only:
Grant :

Organization / Agency Information

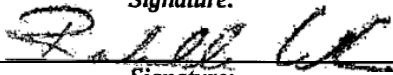
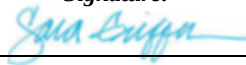
1)Organization/Agency Name: Imperial Valley Food Bank		
2)Physical Address: 486 West Aten Road		City/State/Zip Imperial, CA 92251
3)Mailing Address: 486 West Aten Road		City/State/Zip Imperial, CA 92251
4)CEO or Director: Sara Griffen		Title: Executive Director
5)Phone: 760-370-0966	6)Fax:	7)Email: sara@ivfoodbank.org
8)Contact Person: Shannon Rowe		Title: Director of Philanthropy
9)Phone: 760-370-0966	10)Fax:	11)Email: shannon@ivfoodbank.org
12)Web Site Address: www.ivfoodbank.org		13)Tax ID: 33-0633364

Program / Grant Information

Interest Area:

14)Program/Project Name: Food Distribution Program			15)Amount of Grant Requested: \$250,000
16)Total Organization Budget:	17)Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 95.9%	18)Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100): 2.8%	19)Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 4.1%
20)Purpose of Grant Request (one sentence): A grant from the S.L. Gimbel Foundation will provide nutritious food to 6,000 households in Imperial County for six months in 2024.			
21)Program Start Date (Month and Year): January 2024		22)Program End Date (Month and Year): December 2024	
23)Gimbel Grants Received: List Year(s) and Award Amount(s) 2021 - \$300,000			

Signatures

24)Board President / Chair: (Print name and Title) Shelly Wilkinson, President	Signature: 	Date: 10/10/2023
25)Executive Director/President: (Print name and Title) Sara Griffen, Executive Director	Signature: 	Date: 10/10/2023

2023 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) State the history, mission and/or purpose of your organization.

Founded in 1991 with the mission of "Fighting Hunger-Bringing Health and Hope to the Imperial Valley," the Imperial Valley Food Bank's (IVFB) purpose is to increase access to food for residents of Imperial County, California.

The Imperial Valley Food Pantry was established in 1991 when a college professor and his students began serving food from a garage. The need was so strong, a group of Imperial County residents formed a non-profit corporation in 1992. A permanent home was found for the Imperial Valley Food Bank (IVFB) in 1997 when a 5,000 square foot structure was built, along with an additional warehouse in 1999. The food bank saw continued demand each year, especially after the 2007 recession. In 2019, IVFB completed a successful \$6.5 million capital campaign to build a new 28,000-square-foot state-of-the-art facility so that the food bank can meet growing demand well into the future. The new facility features modern loading docks, freezer and refrigeration space, and plentiful parking in a central location with easy access by public transportation. The facility also features a large commercial teaching kitchen, outdoor gardens, citrus groves, and an amphitheater.

The larger facility was put to the test immediately because of the COVID-19 pandemic. At the height of the pandemic, IVFB served 29,000 people a month. In 2021, the S.L. Gimbel Foundation provided crucial funding for food purchases to help us meet this need.

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

For over 30 years, IVFB has grown substantially in size, structure, and purpose to meet the overwhelming need. In partnership with over 80 schools, churches, and social service agencies, IVFB is critical in providing fresh, frozen, canned, and boxed food to families, people with disabilities, and seniors living on fixed incomes. Each month, IVFB provides food and services to 25,000 low-income people - nearly 14% of the County's population.

IVFB is a proven model of efficiency and effectiveness and is the County-designated food emergency and distribution center. Programs include CalFresh Education/Outreach, Weekend Backpack Program, Community Food Distributions, Mobile Food Pantry, Senior Food Program, and others.

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

In the past 30 years we have grown from serving clients in a garage to now serving 25,000 people each month as a thriving community hub. In the past three years we have focused on improving our programs and distribution model. We now have a drive-through model with a walk-up option at over 30 distributions in all areas of the county. We have added new distributions this year in places like Palo Verde and Slab City to ensure we are reaching all Imperial County residents, especially those without vehicles or cannot drive. We also implemented a new system called Oasis where each food bank client receives a card when they sign up. This allows for more accurate tracking.

We are working with all partners, government agencies, farmers, etc. to find food after dealing with supply chain issues from the pandemic and inflation. We are proud that we have been able to meet the demand even when government programs were cut. These partnerships have helped us start working more as a community hub, as there are very few other nonprofits with our network in Imperial County. We are able to use our facility to provide a community space for meetings and events.

We have also been focused on increasing our transparency with the community by creating a new website and annual report. IVFB now has the highest ratings by non-profit evaluators—the Platinum Seal of Transparency from Candid and Four-Stars from Charity Navigator. We also receive an extensive audit since we receive government funding. In 2016 and 2021, the California State Legislature named IVFB "Nonprofit of the Year."

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.

Imperial County is in the southeastern corner of California with Mexico as its southern border. Since over 85% of the population is Hispanic, Imperial County is strongly influenced by Mexican and Central American culture. Although this region is a desert, with high temperatures and low rainfall, the economy is strongly based on agriculture. Even though Imperial County produces more than half of the nation's winter vegetables, Imperial County has the highest rate of food insecurity in California, with one in five people unable to access enough affordable, nutritious food. Also, according to the State of California Employment Development Department, Imperial County consistently has the highest unemployment rate in California. It was approximately 20% in August 2023.

Imperial County is home to approximately 180,000 residents, and although the county population is relatively small for California, we serve a large percentage of residents -- up to 25,000 every month. In Imperial County, 77% of adults and 49% of teenagers are overweight or obese (SNAP-Ed County Profile, 2018). Imperial County also has many food deserts - low-income neighborhoods with fast food franchises, corner stores, or rural communities with few businesses or services.

The county has very few cities but is the 10th largest county by area in California, which creates challenges for us as a rural food bank. We have higher transportation costs, higher poverty levels, fewer resources from corporations and foundations, and less industry support for food donations. In many areas of the county, no partner agencies can help us distribute food, so we transport and distribute the food ourselves from our mobile food pantries. Most of the funds we raise must go toward our food purchases and distribution costs.

B) Project Description

Describe your food distribution program.

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

We support our residents facing food insecurity through a variety of programs throughout Imperial County.

- IVFB delivers food at 13 Mobile Food Pantry sites serving the remote desert areas of the county directly as no agencies exist in those areas to properly administer food distributions.
- IVFB partners with 20 agencies that distribute food at monthly food distribution sites.

- IVFB provides food to 18 food pantries and shelters that feed people throughout the week.
- IVFB provides over 40 schools with over 900 food packages each Friday of the school year for its Weekend Backpack Program for students.
- IVFB helps 1,000 people each year apply for CalFresh (SNAP) benefits.
- Food bank clients can also come directly to the IVFB to receive emergency food boxes.

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

IVFB and our partner agencies use various intake forms and interactive interviews with new clients in order to establish their needs. IVFB has a team of 18 dedicated staff members -most of which are bilingual and provide many outreach services to our community.

The USDA has rigid regulations about what data we may ask for from recipients. Clients must self-declare that they reside in Imperial County and that their monthly household income does not exceed the amounts outlined in the USDA's The Emergency Food Assistance Program (TEFAP) income guidelines. The USDA requires all recipients to self-certify their income by signing the EFA 7 form when picking up food from the Emergency Food Assistance Program (EFAP).

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

During the COVID-19 pandemic, some of our partner agencies closed and/or did not have the volunteers to work distributions. We filled that gap and continued to get food to all areas of the county. Prior to COVID, we had walk-up distributions where families could access food once per month. During COVID, we switched to more drive-through distributions and families could access food more than once a month.

Currently, we have monthly food distributions at over 30 sites across the county – many in the most remote areas where no other agencies exist. For these 13 remote areas, we manage the food distribution with our own staff and volunteers. They are all drive-through distributions, with a walk-up option as well. Like during COVID, our staff are working at distributions almost everyday as we still do not have enough volunteers or partner agencies to meet the increasing need because of inflation.

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?

This grant will supplement and fill gaps in food donations from the USDA and other sources to provide nutritious food to 6,000 households. The number of people served by our total program and that will be served from the Gimbel Foundation funding are the same. Of the clients picking up the food (based on estimates from our September 2023 distributions), approximately 2,250 are adults, 3,640 are seniors, and 100 are people of an unknown age. When considering their full household, this equates to approximately 25,000 people each month. Based on estimates from our September 2023 distributions, we anticipate the grant will serve approximately 3,070 children/youth, 7,100 adults, 6,730 seniors, and 8,100 people of an unknown age.

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

IVFB participates in the USDA's The Emergency Food Assistance Program (TEFAP), which requires us to report monthly the number of people served into the TEFAP database. Through our participation in the USDA Commodities program, every IVFB client receives some food through this program, and therefore, every client is tracked in this system. Our reports provide accurate information about who receives our food, what kind of food, and how much. These components of our inventory management system allow IVFB to report on our success/failure to provide emergency food to low-income individuals.

C) Project Goal, Objective, Activities and Expected Outcome

1. **Note: Objective, Outcome and Evaluation must all be based on the SAME QUANTIFIABLE CRITERIA** (for example, “number served, or acres improved”). 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 DO NOT USE PERCENTAGES.

2. **State ONE project goal.** The Goal should be an aspirational statement, a broad statement of purpose for the project.
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. Specify the activities you will undertake to meet the objective and number of participants for each activity.
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 a quantifiable and verifiable term.
5. **Evaluation:** How will progress towards the objective (per above) be tracked and outcome measured?

Provide specific information on how many individuals will be evaluated (should be the same number as in the objective and outcome), 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.

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: Enhance and supplement the diet of food insecure families and children in Mariposa County with healthy, fresh food each month to improve their health and wellbeing.

OBJECTIVE: Distribute at least **500,000 meals of healthy, fresh food to 15,000 residents in need.**

ACTIVITIES:

- 1) Purchase fresh produce and other food items not provided by existing local farm and USDA sources to support 15,000 food distribution participants monthly.
- 2) Continue to promote monthly food distribution program through community partners across the county.
- 3) Input monthly food distribution data into USDA database system.

OUTCOME: We expect to **provide 500,000 meals to 15,000 food insecure county residents**, increasing their healthy food intake and habits.

EVALUATION: Using the USDA’s tracking system we will generate reports on the number of food insecure children and families we have served. We will track our role in **providing 500,000 meals feeding 15,000 food insecure individuals** and account for additional success or lower numbers of individuals served.

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

GOAL: Enhance and supplement the diet of food insecure families and children in Imperial County with milk and protein each month to improve their health and wellbeing.

OBJECTIVE: Distribute ½ gallon of milk and 5 pounds of chicken drumsticks to 6,000 households in need for six months throughout 2024.

ACTIVITIES:

1) Purchase shelf-stable milk and chicken drumsticks not provided by existing local farms and USDA sources to support 6,000 food distribution participants and their families monthly.

2) Continue to promote the monthly food distribution program through our outreach staff and community partners across the county.

3) Input monthly food distribution data into USDA database system.

OUTCOME: We expect to provide ½ gallon of milk and 5 pounds of chicken drumsticks to 6,000 food insecure households, increasing their healthy food intake and habits.

EVALUATION: Using the USDA's tracking system, we will generate reports on the number of food insecure children and families we have served. We will track our role in providing ½ gallon of milk and 5 pounds of chicken drumsticks to feed 6,000 food insecure households and account for additional success or lower numbers of individuals served.

D) Timeline

Provide a timeline for implementing the project. The start date and end date should be the same dates on the cover page. Start date should be 3 months AFTER the submission deadline.

The project start date is: 1/1/24

The project end date is: 12/31/24

Include timeframes for specific activities, as appropriate.

January - March 2024

- Retain staff hired for the Gimbel Coordination in previous years.
- Purchase 1% shelf stable milk. The milk is sold as 1/4 gallon (32 oz) for \$1.06/unit. We will purchase 75,600 units to ensure that 6,000 households receive 2 units of milk each month for six months.
- Purchase frozen chicken drumsticks. They are sold in truckloads with 950 cases for \$30.73/case. There are eight 5-pound units in each case. We need 4,750 cases to provide 6,000 households with one unit each month for six months.
- Distribute food to 6,000 clients through our network of distribution sites.
- Collect anecdotal data from clients.
- Record distribution data in USDA TEFAP tracking system.

April – December 2024

- Based on the other chicken and milk sources that may be donated throughout the year, use the Gimbel-funded chicken and milk when necessary to ensure that clients receive a protein and dairy source each month.
- Distribute food to 6,000 clients through our network of distribution sites.
- Collect data from clients.
- Record distribution data in USDA TEFAP tracking system.

December 2024

- Evaluate monthly tracking reports
- Produce a final report for the grant

E) Target Population

1. Who will this grant serve?

This grant will serve 6,000 food insecure households in Imperial County's largely Hispanic/Latinx rural communities by filling gaps in access to food.

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

Based on estimates from our September 2023 distributions, the breakdown is as follows:

Children/Youth (0-17): 3,070/month

Adults (18-59): 7,100/month

Seniors (60+): 6,730/month

Unknown: 8,100/month

Total: 25,000/ month or 6,000 households total

F) Community Partners

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

IVFB is one of the only nonprofit agencies that serve the entire county, so we are a leader for other organizations. We have trained over 20 partner agencies to handle food distributions, and we supply food to over 15 pantries. We are the County-designated food emergency and distribution center, and we respond quickly to disasters.

We partner with the United States Department of Agriculture (USDA), Farm Worker Services Coalition, Imperial County Office of Education (ICOE), County of Imperial's Office of Emergency Services (OES), CA Department of Public Health, Imperial County Board of Supervisors, Imperial County Office of Workforce Development, Imperial County Farm Bureau, and University of California Cooperative Extension. In partnership with the California Arts Council and the City of San Diego, we are a Social Impact Hub mentoring artists as they receive funding for community projects. We work with community partners like the Department of Social Services, community centers, adult centers, school districts, daycares, and healthcare facilities. Because there are so few agencies in Imperial County, we have working relationships with almost all existing partners who could be helpful in our efforts.

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

In partnership with over 80 schools, churches, and agencies, IVFB is an essential community hub with an extensive network. Our primary current partners include the following:

FIND Food Bank:

IVFB is a Partner Distributing Organization (PDO) of FIND Food Bank in Indio, and as such, we are connected to the vast network of food banks nationally that are members of Feeding America. We share food supplies between our two organizations, have access to national grant funding opportunities, and we also report our food distribution numbers to them, which feeds into the national Feeding America system.

Catholic Charities, Imperial Valley College, San Diego State University, local churches, apartments, and resource centers:

Over 20 partner organizations run a monthly food distribution program.

Imperial County Office of Education (ICOE):

We have a strong partnership with ICOE and all of the school districts in Imperial County to ensure we are reaching as many children as possible through our Weekend Backpack Program.

Imperial County Board of Supervisors:

IVFB is a member of the Emergency Task Force. During COVID, we participated in twice weekly calls to coordinate emergency response efforts along with various local government, law enforcement, and other agencies including California Department of Emergency Services (CalOES). We coordinate with the county to provide food whenever there is an emergency situation like high winds or flooding. We also recognize that we reach a population in the county that few others are able to reach, and local government often needs our help to spread information. We also work with the county to shorten the line in the future by being involved with the workforce training needed to support lithium development here.

3. How are you utilizing volunteers?

During the pandemic, IVFB had trouble retaining volunteers. We relied on police and fire departments, and the National Guard. We also switched our delivery model from walk-up distributions to drive through distributions (with a walk-up option for those without vehicles).

Currently, we rely on volunteers from the community and a county workforce development program. To recruit more community volunteers, we recently launched a new volunteer website and handbook that make it easy for people to see all our warehouse and distribution shifts.

Also, in partnership with our local Probation Department, we support people who were recently incarcerated for nonviolent crimes by providing volunteer opportunities and work experience. In addition, we have weekly volunteers with disabilities and provide any accommodations needed. There are very few other places in Imperial County that provide work experiences for people with developmental disabilities. We have a volunteer room uniquely designed to support them and encourage new tasks that will help with confidence and learning.

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

With the grant funds, IVFB will distribute ½ gallon of milk and 5 pounds of chicken drumsticks to 6,000 households in need each month for six months. Imperial County often has a steady supply of fruits and vegetables, but we see gaps in dairy and protein that is donated from local sources and the USDA. With this funding, we will ensure that we always have milk and protein for our clients during those months when we do not receive these products from other sources. In the summer, it can reach up to 120 degrees; therefore, shelf-stable milk works best for our distributions and for our clients' needs. We also know that protein is vital for our clients, especially children and seniors. Drumsticks are easy to prepare compared to a whole chicken and can be shared easily among a large family. We expect positive outcomes from this grant funding, as clients will know that they can count on receiving milk and protein at every distribution.

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.

IVFB has diverse funding sources, as shown in the Funding Sources section of the grant. Last year, IVFB hired a Director of Philanthropy to help fundraise for food purchases, as we are seeing less support from the government. In addition to generous and loyal individual donors,

we continue to promote this program to our foundation and corporate partners. We have many plans to increase our fundraising efforts including increased grant applications, a new volunteer system that encourages corporate engagement, event fundraising, and more.

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.

IVFB currently has a 12-member board of directors whose professional affiliations include farm owners, financial institutions, real estate, accounting, and the County court system, among others. Every person on our board and staff is required to attend in-person meetings in Imperial County. This makes us unique because unfortunately many decisions in Imperial County are made by people who live in urban areas outside of the county (e.g., San Diego County). The board serves a traditional governing role: It oversees the Executive Director and has a fiduciary responsibility to the organization. We have a mix of longtime members and new members. Those who are transitioning off the board are mentoring new board members, instilling the value of strong governance and passing on institutional history and knowledge before they leave.

2. What committees exist within your board of directors?

IVFB's board currently has three committees: an executive committee, comprised of the four officers; a finance committee; and an internal affairs committee.

3. How does the board of directors make decisions?

The board meets seven times per year, and in between each meeting they hold an informal breakfast where they are updated on the food bank's activities and issues, and more importantly, to build cohesion among members. Decisions are made using standard voting procedures utilizing Robert's Rules of Order.

B) Management

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

IVFB has a team of 18 dedicated staff members. More than 75% of our staff is Hispanic and can speak Spanish with our community. Our staff has lived experience, as many of them grew up in poverty or were food bank recipients as children. We talk to clients with care and compassion. IVFB has made investing in staff a priority. We are one of the few nonprofit organizations in this area providing benefits comparable to a for-profit like retirement, health insurance, etc. This has made us successful when serving our community because many of our staff have worked here over 10 years. This type of relationship-building is so important because clients feel they can trust us.

IVFB's management team is strong and capable, running its monthly food distribution programs efficiently and effectively in a rural area that lacks adequate resources and infrastructure. Through continuing education, they develop the skills needed to effectively operate a modern-day industrial food bank. All staff in IVFB's warehouse and programs have training in ServSafe, Feeding America's food safety training program. In addition, all IVFB warehouse staff and most program staff have additional OSHA food safety training as well.

Executive Director:

Sara Griffen has served as the Executive Director of IVFB since 2010. Graduating with a master's degree in Food Systems and Society from Marylhurst University, Sara came to IVFB with an extensive background in fundraising, volunteer management, youth programs, and

event planning. Sara was named "Woman of the Year" for the 51st Congressional District by Congressman Juan Vargas. Under her leadership, IVFB has expanded its Weekend Backpack Program, created a Mobile Food Pantry to serve remote areas, built a state-of-the-art food bank, partnered with Feeding America, and increased the number of CalFresh applications in the area.

Finance Director

Bridget Fajardo has a bachelor's degree in accounting from Woodbury University. Bridget has an extensive background in financial accounting. Her background consists of working in a certified public accounting firm, property management organizations, the casino gaming industry, the insurance industry, and nonprofit organizations.

Program Director

Alba Sanchez, Program Director is a native of El Salvador and was raised and educated in San Francisco. She moved with her family to the Imperial Valley in 1997. Alba began work at IVFB in 2005 as the first CalFresh Outreach Coordinator. As Program Director, she oversees all programs at IVFB and manages a team to ensure all food distributions are organized and protocols are followed. She oversees agency compliance, data reports to the Department of Social Services and inventory every month. Alba is responsible for all food purchases.

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

The Executive Director salary is \$101,920.

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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, OR the amount on your invitation to apply per the email.** 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 specific and 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
Food Coordination	Staff member to oversee food distribution for this grant at 10% of total request of \$250,000			\$25,000	\$25,000
1% shelf stable milk	1/4 gallon (32 oz), \$1.06/unit, 75,600 units (2 units/household for six months)			\$80,136	\$80,136
Frozen chicken drumsticks	950 cases, \$30.73/case, 4,750 cases (8 units/case, 1 unit/household for six months)	\$1,104		\$144,864	\$145,968
TOTALS:				\$250,000	\$251,104

Provide a narrative for the line item Transportation OR Coordination.

The \$25,000 for Coordination will be used to support our program staff. We have a staff member that oversees food purchases through the state's CalFood program and coordinates our distributions. In addition, we are serving more people than before the COVID-19 pandemic and we have had to change our delivery service model to serve people in new ways. Therefore, we have a critical need not only to purchase food, but also to keep our operations staff to meet the growing demand for food distribution and delivery.

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

Secured/Awarded

Name of Funder: Foundation, Corporation, Government, Individual donors, In-Kind, Other (specify)	Amount
Government	\$545,000
Catalyst of San Diego and Imperial Counties	\$95,000
Price Philanthropies	\$50,000
Sandberg Goldberg Charitable Support Fund	\$40,000
SoCalGas	\$40,000
Share Our Strength	\$30,000
The California Wellness Foundation	\$20,000
Rest Haven Children's Health Fund	\$20,000
Companies/Organizations	\$205,000
Individuals	\$160,000

Pending

Name of Funder: Foundation, Corporation, Government, Individual donors, Other (specify)	Amount	Decision Date
Imperial Valley Wellness Foundation	\$10,000	12/31/2023
Mechanics Bank	\$10,000	12/31/2023
Foundation (Anonymous)	\$50,000	12/31/2023

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	\$638,415	30%	Program Income	\$139,199	7%
Fundraising/Special Events	\$141,183	7%	Interest Income	\$144,414	7%
Corp/Foundation Grants	\$201,420	10%			
Government Grants	\$820,154	39%			

Notes:

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VII. Financial Analysis

Agency Name: Imperial Valley Food Bank

Most Current Fiscal Year (Dates): From 1/1/23 To: 12/31/23

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
9,906,834	9,499,467	279,138	128,229

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%	95.9%	2.8%	1.3%

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 6%	Column C, Management & general expenses per 990 above 2.8%	Differential 3.2%
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If the differential is above (+) or below (-) **10%**, provide an explanation:

Our 990 and audit uses the value of the food we distribute to calculate expenses. When considering the cost of food in our current annual budget, our percentage for management and general expenses is approximately 6%. We estimate that the value of food for our current year budget will be \$8-\$9 million, which is similar to previous years.

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Quick Ratio: Measures the level of liquidity and measures only current assets that can be quickly turned to cash. A generally standard Quick Ratio equals 1 or more.

Cash	+ Accounts Receivables	/Current Liabilities	= Quick Ratio
\$1,241,362	\$5,468	\$56,154	22.2

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$248,347	\$727,713

Notes:

In 2021, we received increased funding from the government and private sources because of the COVID-19 pandemic. We used the funding to provide additional emergency food for our clients to feed more than 25,000 people each month. However, we had many volunteers donate their time and we used our funds efficiently, so we still had an unprecedented surplus at the end of the year. Our Board of Directors invested in our future sustainability by paying off the debt for our new building, starting an investment account, investing in new senior-level staff, and offering retirement plans to our employees. Since Imperial County has a high poverty rate and unemployment rate, we want to be as stable as possible for the future and make sure we diversify our funding into savings, cash, and investments.

VIII. EMAIL TWO PDF files to Gimbel@iegives.org

A. One PDF file of the following, #1 to #5

B. Second PDF file of the following, #6 & #7

#1	Completed Grant Application Form (cover sheet, narrative), budget page and budget narrative (see sample) and sources of funding, financial analysis page	#6	A copy of your most recent year-end financial statements (audited if available)
#2	Your current operating budget and the previous year's actual expenses (see sample Budget Comparison)	#7	A copy of your most recent 990. Please make sure that the Form 990 you submit is no more than two (2) years old.
#3	Part IX <u>only</u> of the 990 form, Statement of Functional Expenses (one page). Please make sure that the Form 990 you submit is no more than two (2) years old.		
#4	For past grantees, a copy of your most recent final report.		
#5	A copy of your current 501(c)(3) letter from the IRS		

Imperial Valley Food Bank Budget Comparison

	Actuals Most Recently Completed Year 2022	Budget Projections Current Year 2023	Variance
Income			
Program Income	\$139,199	\$113,300	(\$25,899)
Contributions	\$638,415	\$635,000	(\$3,415)
Event Income	\$141,183	\$130,000	(\$11,183)
Foundation Grants	\$201,420	\$380,000	\$178,580
Government Funding	\$242,303	\$815,784	\$573,481
USDA	\$577,851	\$250,000	(\$327,851)
Interest Income	\$144,414	\$144,692	\$278
Total Income	\$2,084,785	\$2,468,776	\$383,991
Expenditures			
Personnel			
Salary CEO	\$99,840	\$101,920	\$2,080
Payroll	\$772,476	\$856,239	\$83,763
Total Personnel	\$872,316	\$958,159	\$85,843
General Program/Administrative			
General Maintenance	\$12,374	\$15,000	\$2,626
Transportation	\$55,333	\$55,000	(\$333)
Programs	\$66,420	\$50,000	(\$16,420)
Training	\$6,776	\$9,500	\$2,724
Office	\$23,830	\$24,000	\$170
Development	\$83,241	\$65,000	(\$18,241)
Rent Expenses NMTC	\$150,000	\$150,000	\$0
Marketing	\$1,550	\$7,500	\$5,950
Professional Services	\$34,142	\$33,000	(\$1,142)
Dues & Fees	\$35,335	\$35,000	(\$335)
Insurance	\$68,429	\$70,000	\$1,571
Operations	\$89,128	\$90,000	\$872
Food Purchase	\$322,851	\$850,000	\$527,149
Depreciation	\$14,673	\$15,000	\$327
Total General Program/Administrative	\$964,082	\$1,469,000	\$504,918
Total Expenditures	\$1,836,398	\$2,427,159	\$590,761
Revenue Less Expense	\$248,387	\$41,617	(\$206,770)

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	108,010	25,445	22,320	60,245
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	508,887	420,462	60,311	28,114
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes	54,616	39,275	7,865	7,476
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)	44,262	39,083	5,179	
12 Advertising and promotion				
13 Office expenses	18,583	17,448	1,054	81
14 Information technology				
15 Royalties				
16 Occupancy	214,770	72,276	142,581	-87
17 Travel	3,896	314	3,566	16
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	10,107			10,107
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	84,523	84,523		
23 Insurance	75,798	73,440	2,358	
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 DISTRIBUTION EXPENSE	8,610,465	8,610,465		
b MISCELLANEOUS	65,030	37,532	10,401	17,097
c AUTOMOBILE	43,921	43,921		
d DUES AND SUBSCRIPTIONS	42,266	26,408	13,398	2,460
e All other expenses	21,700	8,875	10,105	2,720
25 Total functional expenses. Add lines 1 through 24e	9,906,834	9,499,467	279,138	128,229
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here ☐ if following SOP 98-2 (ASC 958-720).				

INLAND EMPIRE COMMUNITY FOUNDATION

S. L. GIMBEL FOUNDATION FUND

Please complete the form and type your answers directly underneath the questions. Leave one space between numbered questions.

ORGANIZATION INFORMATION

1. Name of your Organization: Imperial Valley Food Bank
2. Grant #20210306
3. Grant Amount: \$300,000
4. Date Awarded (date on award letter) 6/01/2021
5. Grant Period (Indicate start date and end date per Grant Agreement)
Start Date: 6/01/2021 End date: 5/31/2022
6. Location of your Organization (City, State) Imperial, California
7. Name and Title of person completing evaluation: Shannon Rowe, Director of Philanthropy
8. Phone Number: 760-370-0966
9. Email Address: shannon@ivfoodbank.org

KEY OUTCOMES AND RESULTS

10. Total number of clients served through this grant funding:
 - A) Per original grant application, what is the estimate number served: 84,000
 - B) Actual number served: 88,756
11. Describe the project's key outcomes and results based on the goals and objectives. (Include the program accomplishments as a result of the Gimbel grant AND for the entire program. Please make the distinction between the Gimbel funded program accomplishments and the total organizational program, as a whole).

Goal: Enhance and supplement the diet of food insecure families and children in Imperial County with healthy, culturally specific food each month to improve the health and wellbeing of county residents.

Activities:

1. Purchase culturally appropriate and other fresh produce not provided by existing local farms and USDA sources to support 7,000 families food distribution participants monthly.
2. Develop and print nutrition education materials to be included in each food distribution box.
3. Continue to promote monthly food distribution program through community partners across the county.
4. Input monthly food distribution data into USDA TEFAP database system.

Objective: In terms of specific quantifiable criteria:

A) Per original grant application:

Enhance and supplement the diet of 7,000 food insecure county families each month by providing 340,000 meals of healthy and culturally specific food and nutrition educational information. Per Feeding America and the USDA, a meal is considered 1.2 pounds of food. This measure does not count for nutritional quality or food variety, but it allows us to convert poundage (which is how food banks measure food) into meals served.

B) Actual grant outcome, results, accomplishments:

The Gimbel grant funding provided a vital source of additional food for the people the IVFB serves at a time when our standard food supplies were beginning to decrease. Because 'meals served' does not measure variety of food and nutritional value, we know that the Gimbel award allowed us to add nutritional value to our clients' meals through fresh produce when we do not normally see this product (due to seasonal harvest). It also provided a stable amount of tortillas at every distribution, which is a cultural staple in Imperial County.

12. Describe any challenges/obstacles the organization encountered (if any) in attaining goals and objectives.

The grant design was relatively simple and allowed us to achieve the original goals. The one factor that may be considered a challenge was the rise in the cost of the tortillas. We have seen an increase in prices for every food item we purchase. Federal programs are providing less food for distribution, grocery store donations have decreased, and our ability to purchase food is being disrupted by rising costs and supply chain delays.

13. How did you overcome and/or address the challenges and obstacles?

We looked at the exact number of tortillas we needed each week as the number fluctuated based on the number of clients. We ordered more closely to that number. With the support of funders and our community, we were able to purchase the food we needed this year, like tortillas. By tracking the number of clients closely, we made smarter purchasing decisions. We make sure to provide food we know our community will eat.

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

One is that all the purchases were made to the Imperial County Growers and Businesses, so the money stayed in the county to stimulate our local economy. Another benefit was that clients

could rely on tortillas and produce. With this grant, we were able to increase our impact and purchase more food. We are now informing our community and other funders about our need for food purchasing support. This grant taught us that as we look ahead, we must set aside funding to purchase food as we can't rely on government donations.

15. Briefly describe the impact this grant has had on the organization and community served.

Consistency of a food item, in this case tortillas, is a staple of our local diet. Clients knew they did not have to spend their own food dollars on tortillas when they were receiving food from the Food Bank. This grant has more than doubled our ability to purchase food at time when we are not receiving food from the USDA at a rate of which we are historically accustomed. Due to inflation and transportation costs, we have had to change the way we receive food. With one in four people living below the poverty line and one in three children facing food insecurity in Imperial County, your support has been crucial to feed our community.

BUDGET

16. Please provide a budget expenditure report. Also, provide a budget narrative that explains how the funds were utilized, what was purchased, what were the expenses items based upon the **original budget submitted and approved**. Use the form below and expand as needed:

Line Item Request	Line Item Explanation	Support From Your Agency	Support From Other Funders	Requested Amount From Gimbel	Line Item Total of Project	Actual Line Item Expense
Food coordination	An additional staff member to oversee food distribution for this grant at 10% of total request of \$300,000			\$30,000	\$30,000	\$30,000
Tortillas	Corn tortillas 24 Ct. 84,000 units at \$1.38			\$115,920	\$115,920	\$116,000
Produce Boxes	18-20 lbs of seasonally harvested fruits/veggies to include 15,408 cases at \$10 each			\$154,080	\$154,080	\$154,000
TOTALS:				\$300,000	\$300,000	\$300,000

We did not continue to order produce boxes into December 2021 because we started to see local fresh produce. Instead, we prolonged the delivery of tortillas to our clients through summer 2022. As of end of July 2022, we have spent all Gimbel funds.

SUCCESS STORIES

17. Please tell us ONE success story.

A success story is that we now know if we can increase funding, we can purchase food that fits our clients' needs and we can provide them food items that they are used to cooking with, instead of the random offerings we often get from government sources. As a rural remote food bank that does not normally have the checkbook for such purchases, we appreciate your faith in us. This quote from a resident in Calexico is an example of how our clients feel about the food given by the Imperial Valley Food Bank:

“With the assistance of the I.V. Food Bank, I was able to continue to give food to my family,” said a Calexico, CA resident during a local distribution site in March. As an In-Home Supportive Services worker for the Imperial County, Tovar was able to feed her family of three despite her work hours being dramatically reduced. “I always let people know who are struggling with food to join the distributions.”

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In reply refer to: 0248206070
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IMPERIAL VALLEY FOOD BANK
% IMPERIAL VALLEY FOOD BANK
PO BOX 4406
EL CENTRO CA 92244

Employer ID Number: 33-0633364
Form 990 required: Yes

Dear Taxpayer:

This is in response to your request dated Apr. 04, 2017, regarding your tax-exempt status.

We issued you a determination letter in December 1994, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

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IMPERIAL VALLEY FOOD BANK
% IMPERIAL VALLEY FOOD BANK
PO BOX 4406
EL CENTRO CA 92244

Sincerely yours,

A handwritten signature in dark ink, appearing to read "K. A. Billups". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Kim A. Billups, Operations Manager
Accounts Management Operations 1