Inland Empire Community Foundation
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2023 S.L. Gimbel Foundation Food Grant Application
Maximum Request: $1million

Internal Use Only:
Grant :___________________

Organization / Agency Information

1)Organization/Agency Name: Oregon Food Bank		
2)Physical Address: 7900 NE 33rd Drive		***City/State/Zip*** Portland, OR 97211
3)Mailing Address: Same		***City/State/Zip***
4)CEO or Director: Susannah Morgan		***Title:*** CEO
5)Phone: (503) 419-4190	***6)Fax:*** (503) 282-0922	***7)Email:*** smorgan@oregonfoodbank.org
8)Contact Person: Maggie Bonjean		***Title:*** Community Philanthropy Senior Developer - Grants
9)Phone: (971) 205-5014	***10)Fax:*** (503) 282-0922	***11)Email:*** grants@oregonfoodbank.org
12)Web Site Address: www.oregonfoodbank.org		***13)Tax ID:*** 93-0785786

Program / Grant Information
Interest Area:

14)Program/Project Name: OFB Food Acquisition and Distribution			***15)Amount of Grant Requested:*** $1,000,000
16)Total Organization Budget: $87,383,000	***17)Per 990, Percentage of <u>Program Service Expenses</u> (Column B/ Column A x 100):*** 91.4%	***18)Per 990, Percentage of <u>Management & General Expenses Only</u> (Column C / Column A x 100):*** 2.4%	***19)Per 990, Percentage of <u>Management & General Expenses and Fundraising</u> (Column C+D / Column A x 100):*** 8.6%
20)Purpose of Grant Request (one sentence): Oregon Food Bank (OFB) requests funds for the acquisition of healthy and fresh food for distribution throughout OFB's Statewide Network.			
21)Program Start Date (Month and Year): July 2023		***22)Program End Date (Month and Year):*** June 2024	
23)Gimbel Grants Received: List Year(s) and Award Amount(s) 2019, $15,000; 2020, $15,000; 2022, $860,169			

Signatures

24)Board President / Chair: (Print name and Title)	***Signature:***	***Date:***
Wayne Graham, Chair	Wayne Graham	3/6/23

25)Executive Director/President: (Print name and Title)	*Signature:*	*Date:*
Susannah Morgan, CEO	Susannah	3/6/23

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 1982, Oregon Food Bank's (OFB) primary purpose is the acquisition and distribution of food through the OFB Network of 21 Regional Food Banks, four operated directly by OFB, and over 1,200 Partner Agency food distribution programs serving Oregon and Clark County, Washington.

The mission of Oregon Food Bank is to eliminate hunger and its root causes. We believe that food and health are basic human rights. We know that hunger is not just an individual experience; it is also a community-wide symptom of barriers to employment, education, housing and health care. That is why we work on two fronts in our mission to end hunger in Oregon: We build community connections to help people access nutritious, affordable food today, and we build community power to eliminate the root causes of hunger for good.

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

38 Years

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

OFB's programs are innovative and have set the standard for food banking across the US. Our Grocery Rescue program was among the first in the nation and currently acts as the model for grocery rescue programs across the Feeding America Network. We were also one of the first food banks to operate a school pantry program that focuses on food distribution for the whole family. OFB now resources just over 50 school based pantries across five Oregon and Washington Counties. OFB also leads the Dare to Share Network, which convenes food banks from California, Oregon and Washington to develop a food resourcing network that shares loads of fresh produce and the freight costs to move it.

II. Project Information:

A) <u>Statement of Need</u>

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.

Communities across Oregon and Southwest Washington continue to face significant challenges in the wake of the COVID-19 crisis. The rising cost of living and the end of pandemic relief programs are exposing gaps in the food assistance system. One-in-eight Oregonians – including 1 in 5 children – are still hungry (Feeding America, 2022). The disproportionate impact of hunger falling hardest on OFB equity constituencies -- Black, Indigenous, People of Color, immigrants and refugees, single caregivers, and trans/gender non-conforming communities. Food insecurity becomes even more pronounced in communities already impacted by centuries of unequal access to racial justice, healthcare, healthy jobs, homes, and educational opportunities. Food insecurity among Black and Indigenous households is 2xs the rate of White households in Oregon (Oregon Department of Health, 2021).

B) Project Description

Describe your food distribution program.

1. What are the specific activities of the food program?
    a. Activity 1: Food sourcing from regional food industry donors. Each year, OFB's Food Resource Developers source over 80 million of food for distribution to hungry households across our service area. OFB works with an array of donors to ensure the emergency food supply is packed with nutrition; at least 30% of our food distribution is fresh produce.
    b. Activity 2: Distribution of food throughout the OFB Network of 21 regional food banks and 1,300 partner distribution agencies. OFB is focused on direct-to-agency deliveries to ensure fresh donated product lands on the plate, and not in the waste stream. OFB is also training smaller pantries to source food locally in a safe and equitable way.
    c. Activity 3: OFB cultivates the capacity of OFB Network food distribution partners to deliver services effectively. OFB financially supports the capacity building needs of distribution partners through investment in community-based infrastructure including refrigeration, trucks, and food handling supplies. We also provide materials and training around SNAP Outreach, compliance-based food handling, and the creation of trauma informed and inclusive spaces.

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

    Food recipients are from all age levels and demographics, with children making up a significant portion at 31%. All recipients are considered low income, and the majority struggle with significantly lower incomes – 69% of OFB clients live below 100% of the Federal Poverty Level ($26,200 for a family of four in 2020). OFB actively works to address hunger for constituencies who are disproportionately affected by hunger: communities of color, immigrants and refugees, transgender and gender non-conforming people, and single parents and caregivers.

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

    OFB functions at the nexus of a regional food distribution network of 21 Regional Food Banks and 1,400 food assistance partners offering hunger relief services in local communities all year round. To identify a food distribution site that meets the specific needs of client families, OFB provides the FoodFinder website, translated into 12 languages, to ensure community members know where to access food in their local communities. OFB also invests in outreach across broadcast, digital, and social media platforms to connect food recipients, especially those using the food assistance system for the first time, and those representing our equity constituencies, to food assistance programs in their local community.

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?

   Each year, OFB and its Network provide hunger relief services to 860,000 people. Here is breakdown by age: Number of Children, 180,600; Youth, 180,500; Adults, 421,500; and seniors, 77,400.

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

   Food tracking is monitored by OFB's Strategic Sourcing Manager and the Inventory Manager. OFB uses a dedicated inventory management software that tracks the number of food distribution sites, the volume of fruits and vegetables distributed both aggregated and broken down by various factors (geography, partner agency type, etc.) OFB also uses a unified client intake system, Link2Feed, to track client demographic and program impact information throughout our service area.

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: To meet the immediate hunger needs of the OFB Network through the acquisition and distribution of healthy food.
OBJECTIVE: Distribute 833,333 meals across our network of 860,000 food recipients to meet the statewide need for food assistance services. We will also invest in OFB Network capacity development to ensure food is delivered safely and reliably.

OFB uses the USDA conversion of 1.2 pounds per meal as the average weight. OFB invests heavily in client choice distribution models, but the typical food distribution is well rounded. OFB offers an array of products including in-season produce, frozen meat, milk, and bags of legumes, pasta and flour. (U.S. Department of Agriculture (USDA). The average family of 4 will take home 40-60 pounds of food.

ACTIVITIES:
1. Purchase food according to the sourcing schedule. Project management team meets quarterly to ensure spending is in progress and expenses are booked to the Gimbel grant.
2. OFB will invest project coordination funds in developing the capacity of food distribution partners to deliver services safely and equitably. Activities include ongoing technical assistance, food safety training, translation services, and equipment for food distribution.
OUTCOME: OFB will source and provide 833,333 meals across our network of 860,000 food recipients, and develop the capacity of OFB Network distribution partners distribute the food safely and equitably.
EVALUATION: OFB will ensure it distributes 833,333 meals (1 million pounds of food) across our network of 860,000 food recipients using our food tracking and Link2Feed databases. The metrics we plan to track are the number of pounds distributed and the number of people 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: July 1, 2023
The project end date is: June 30, 2024

Include timeframes for specific activities, as appropriate.

Food recipients are of all age levels and demographics, with children and youth making up a significant portion at 42%. All recipients are considered low income, and the majority struggle with significantly lower incomes – 69% of OFB clients live below 100% of the Federal Poverty Level ($26,200 for a family of four in 2020).

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

860,000 people. Here is the breakdown: Number of Children, 180,600; Youth, 180,500; Adults, 421,500; and seniors, 77,400.

F) Community Partners

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

The OFB Network brings together its collective resources to collaborate, share resources, and problem-solve to provide effective and equitable services. OFB Network representatives engage in a formalized statewide logistical planning process to keep the hunger relief system running day in and day out, and we develop the capacity of local organizations and volunteers to provide culturally responsive hunger relief services in their local communities.

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

Regional Food Banks: The OFB Network has 21 Regional Food Banks (5 operated directly by OFB) that serve as food hubs for distribution throughout the region. OFB directly operates the Regional Food Banks serving the Portland Metro Area, as well as the rural communities of Ontario (Eastern Oregon), Tillamook (Coastal), and the Columbia Gorge.

Our deep collaboration with the independently run Regional Food Banks is key to ensuring food access across our service area. Here is a list of partner Regional Food Banks: Food Share of Lincoln County, CCA Regional Food Bank, South Coast Food Share, Clark County Food Bank, Columbia Pacific Food Bank, YCAP Regional Food Bank, Food for Lane County, Linn Benton Food Share, Marion-Polk Food Bank, NeighborImpact, CAPECO Food Share, Community Connection of NE Oregon, ACCESS Food Share, Josephine County Food Bank, Klamath-Lake Counties Food Bank, and UCAN Food Bank.

OFB partners with 1,400 community-based organizations and agencies to distribute food to the community. Food is made available to through an array of food distribution methods and increased number of partnerships with culturally specific organizations. Here is a list of few of our partner agencies: SnowCap (the largest food pantry in the state of Oregon), Portland Adventist Community Services, EMO's Northeast Emergency Food Program, Food for Families at Centennial High School, Mt Hood Community College, Mainspring Portland, Meals on Wheels People, Wallace Medical Center in Rockwood, and the Native American Rehabilitation Association, Black Food Sovereignty Coalition, Coalition of Communities of Color, Latino Network, Oregon Latino Health Coalition, and the Portland African American Leadership Forum.

3. How are you utilizing volunteers?

Volunteers are key to processing and distributing food throughout the statewide OFB Network. The distribution of food throughout OFB's service area is possible only through the critical work of thousands of dedicated volunteers each year. In 2020-2021, volunteers donated 41,308 hours to OFB program operations.

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

Grant funds will be used to purchase food according to the submitted budget. Due to fluctuations in the food supply chain, OFB will shift the variety of the food item when necessary. So, if the budget line item calls for pasta, we may purchase spaghetti or rotini based on availability and price point. OFB will use the coordination line-item to invest in partner capacity. This includes OFB staff time for training and logistics planning. We will also invest in translation, outreach, and food safety materials and supplies.

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.

OFB has been serving the greater Portland community for more than 30 years, and each year our work is more crucial. OFB has an established, highly diversified fund development program. We leverage an active direct mail calendar, website giving program, grants calendar, strategic corporate solicitation program, and successful major gifts and estate planning fundraising streams. We also hold a variety of special events that raise awareness and funds throughout the year. Furthermore, every OFB program that reaches clients has experienced program managers who ensure the programs are aligned with the organization's strategic plan and will be sustainable in the long term. With these procedures and revenue sources in place, we are confident in the continuation of our programs.

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

A) Governance

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

The OFB Board of Directors are the fiduciaries who steer the organization towards a sustainable future. They meet each month to make sure organizational management and financial management practices are being followed. OFB Board of Directors are a diverse group: 10% board members immigrants, 29% identify as people of color, and 39% have a lived experience of hunger.

2. What committees exist within your board of directors?

Executive and Governance Committee, Advocacy Committee,
Board Excellence Committee, Executive Compensation Committee, Finance and Audit Committee, Network Partnership Committee, and Fund Development Committee.

3. How does the board of directors make decisions?

OFB Board of Directors has a meaningful decision making structure that shares power and creates interdependence with our communities. One of the ways the OFB Board has done this is by shifting organizational public policy decision making to equity communities, within the parameters of the Board approved vision and strategy. OFB's Policy Leadership Council is made up of community leaders and works with the Board to direct the public policy efforts of OFB. This Council has representation from across a wide range of expertise, identity, and geography.

B) <u>Management</u>

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

Shannon Oliver - Associate Director of Planning and Logistics: Supervises a food sourcing staff, oversees sourcing planning and scheduling, and serves as the main food sourcing contact with national level corporate partners. Shannon holds an MBA from the University of Oregon. She is also a food entrepreneur as the Co-Founder of Red Duck Foods, a female owned organic condiment company.

Food Resource Developers: Manage regional corporate relationships, develop logistics plans, and provide direct technical assistance to the Regional Food Banks. OFB's Food Resource Developers have in-depth knowledge of the food supply chain and have the long-term food industry relationships to keep the flow of food steady in a changing environment.

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

$199,231

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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
Rice	5 truckloads @ $38,000 per truck load Estimated 200,000 pounds.			$190,000	$190,000
Beans	5 truckloads @ $36,000 per truck load Estimated 200,000 pounds.			$180,000	$180,000
Flour	5 truckloads @ $28,000 per truck load Estimated 200,000 pounds.			$140,000	$140,000
Vegetable Oil	5 truckloads @ $63,000 per truck load Estimated 200,000 pounds.	$100,000		$215,000	$315,000
Shelf Stable Milk	5 truckloads @ $40,000 per truck load Estimated 200,000 pounds.	$25,000		$175,000	$200,000
Program Coordination @ 10%				$100,000	$100,000
TOTALS:		$125,000		$1,000,000	$1,125,000

Provide a narrative for the line item Transportation OR Coordination.

OFB will invest project coordination funds in developing the capacity of food distribution partners to deliver services safely and equitably. Activities include ongoing technical assistance, food safety training, translation services, and equipment for food distribution.

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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
USDA - LFPA	$1,600,000
Feeding America	$1,600,000
Portland Children's Levy	$346,000
Fred Meyer	$376,860
Intel	$158,000
Multnomah County	$169,113
*** *Cross Section of some of our larger donors.*	

Pending

Name of Funder: Foundation, Corporation, Government, Individual donors, Other (specify)	Amount	Decision Date
Harbourton Foundation	$1,000,000	July 2023
Metro Waste Management	$500,000	January 2023
Spirit Mountain	$250,00	June 2023
USDA – Reach and Resiliency	$250,000	July 2023
Spirit Mountain	$250,000	July 2023
*** *Cross section of asks in the works.*		

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	$28,776,412	28%	In-Kind Food	$39,965,874	37%
Fundraising/Special Events	$469,137	1%	Pass through Revenue	$6,301,404	6%
Corp/Foundation Grants	$9,631,116	9%	Food to Buy	$1,103,650	1%
Government Grants	$19,217,501	18%			

Notes: Based on 2022 audited financial statements.

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VII. Financial Analysis

Agency Name: Oregon Food Bank
Most Current Fiscal Year (Dates): From 7/01 **To:** 6/30 (Based on 2021 tax return) 2021

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
$95,237,337	$87,066,859	$2,252,686	$5,917,792

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%	91.4	2.4	6.2

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 Current Total Budget used for Administration	Column C, Management & general expenses per 990 above	**Differential**
$2,097,192	$2,252,686	$155,494

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

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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
25,670,101	4,661,631	8,588,728	3.5

Excess or Deficit for the Year: (Based in 2022 Audited Financial Statements)

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
$24,295,335	$15,5673,343

Notes:

OFB is currently engaged in a statewide campaign to raise 80 million over five years for investment in strategic initiatives throughout the state such as SNAP Expansion, Community Food Center Development in rural areas, and our advocacy initiatives. As the coordinating agency of the OFB Statewide Network, we also have pass through funds from government agencies flowing through our systems to our distribution partners on the ground.

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 **only** 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		

SAMPLE Budget Comparison

	Actuals Most Recently Completed Year	Budget Projections Current Year	Variance
Income	**20____**	**20____**	
Individual Contributions	-	-	-
Corporate Contributions	-	-	-
Foundation Grants	-	-	-
Government Contributions	-	-	-
Other Earned Income	-	-	-
Other Unearned Income	-	-	-
Interest & Dividend Income	-	-	-
Total Income	**-**	**-**	**-**
Expenditures			
Personnel			
Salary CEO – Required	-	-	-
Staff Salary (total)	-	-	-
Payroll Taxes	-	-	-
Insurance - Workers' Comp	-	-	-
Insurance - Health	-	-	-
Payroll Services	-	-	-
Retirement	-	-	-
Total Personnel	**-**	**-**	**-**
General Program/Administrative			
Bank/Investment Fee	-	-	-
Publications	-	-	-
Conferences & Meetings	-	-	-
Mileage	-	-	-
Audit & Accounting	-	-	-
Program Consultants	-	-	-
Insurance Expense	-	-	-
Telephone Expense - Land Lines	-	-	-
DSL & Internet	-	-	-
Website	-	-	-
Office Supplies	-	-	-
Postage & Delivery	-	-	-
Printing & Copying	-	-	-
Miscellaneous	-	-	-
Total General Program/Administrative	**-**	**-**	**-**
Total Expenditures	**-**	**-**	**-**
Revenue Less Expense	**-**	**-**	**-**

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Food Grant Application

III. <u>Project Budget</u> SAMPLE

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 <u>or 25% of your operating budget, whichever is less.</u>** Delineate your line items requests per examples 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 **<u>OR</u> 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.). <u>For each food item, indicate the cost per unit (pound, carton, case, etc</u>.) 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
Eggs	15 dz/case, **$12/case**, 4,000 cases			$48,000	$48,000
Fresh Milk	½ gallon 1%, **$2/unit**, 196,000 units delivered			$392,000	$392,000
Cooking Oil	12 32 oz case, **$23/case**, 4,000 cases			$92,000	$92,000
Frozen Chicken Breash	75 ind. wrapped breasts/case, **$115/case**, 3,200 cases			$368,000	$368,000
Coordination	10% of $1,000,000 total request			$100,000	$100,000
TOTALS:				$1,000,000	$1,000,000

Oregon Food Bank FY22-23 Budget

Revenue	
Contributions	$24,894,000
Bequests	$500,000
Government Support	$18,320,000
Other Operating Income	$70,000
Endowment Transfer to Operations	$91,000
Donated Food Received	$20,921,000
USDA Food Received	$11,475,000
Pass Thru Government Support Received	$3,500,000
Donor Designated Funds Received	$500,000
Net Investment Income (Loss)	$462,000
Strategic investment from Operating Reserves	$6,650,000
TOTAL REVENUE	**$87,383,000**

Expenses	
Compensation (salaries, taxes, benefits, temp/AmeriCorps)	$25,342,000
Professional & Contract Services	$2,153,000
Supplies	$656,000
Telephone and Computer Support	$1,186,000
Publications & Postage	$1,695,000
Transportation and Storage	$1,205,000
Occupancy	$986,000
Insurance	$189,000
Equipment and Maintenance	$283,000
Conferences, Meetings, and Travel	$850,000
Dues and Fees	$760,000
Depreciation	$1,217,000
Food Related Costs	$1,568,000
Partner Support	$2,888,000
Network Support Funds	$740,000
Purchased Food - Statewide and Branches	$9,269,000
Donated Food Distributed	$20,921,000
USDA Food Distributed	$11,475,000
Pass Thru Government Support Distributed	$3,500,000
Donor Designated Funds Distributed	$500,000
TOTAL EXPENSES	**$87,383,000**

OREGON FOOD BANK

Income Statement

Year to Date 11/30/2022

		YTD Budget	Variance to Budget		Prior Year
	11/30/2022	11/30/2022	$ B(W)	%	11/30/2021
OPERATING ACTIVITIES					
Fundraising					
Corporations	$ 1,494,601	$ 1,105,618	$ 388,983	35%	$ 1,094,241
Foundations	210,285	$ 312,839	(102,554)	-33%	1,155,069
Organizations	173,868	$ 106,487	67,381	63%	139,608
Individuals	7,343,840	$ 6,768,518	575,322	8%	7,145,676
Special events	21,679	$ -	21,679	0%	468,633
Bequests	271,770	$ -	271,770	0%	401,574
	9,516,043	**8,293,462**	**1,222,581**	**15%**	**10,404,801**
Revenue					
Gov Support - Statewide and Branches	6,709,744	6,324,044	385,700	6%	4,871,127
Food Share Contributions	-	0	-	0%	-
Food to Buy Pgm, net	30,541	0		0%	16,300
Other Operating Income	16,907	29,167	(12,260)	0%	35,631
	6,757,192	6,353,211	373,440	0	4,923,058
Total Support before Fund Transfers	16,273,235	14,646,673	1,596,021	11%	15,327,859
Fund Transfers					
Endowment Transfer to Operations	-	-	-	0%	-
Temp Restricted Asset Released					
Total Support	**16,273,235**	**14,646,673**	**1,626,562**	**11%**	**15,327,859**
Operating Expenses					
Salaries and Related Expenses	8,234,113	7,967,953	(266,160)	-3%	6,019,530
Taxes	490,468	604,314	113,846	19%	438,507
Benefits	1,183,791	1,449,919	266,128	18%	868,739
Temp Agency & AmeriCorps	87,412	102,250	14,838	15%	90,224
	9,995,784	10,124,436	128,652	0	7,417,000
Professional & Contract Services	578,551	883,245	304,694	34%	325,435
Supplies	136,960	249,942	112,982	45%	82,007
Telephone and Computer Support	506,355	504,408	(1,947)	0%	352,779
Publications & Postage	731,413	935,888	204,475	22%	790,141
Transportation and Commercial Storage	453,901	502,396	48,495	10%	278,077
Occupancy	372,859	438,750	65,891	15%	304,061
Insurance	86,728	2,540	(84,188)	-3314%	85,111
Equipment and Maintenance	80,019	121,560	41,541	34%	113,970
Conferences, Meetings, and Travel	144,429	310,004	165,575	53%	53,292
Dues and Fees	295,627	318,901	23,274	7%	179,464
Depreciation	461,982	507,085	45,103	9%	224,057
Food Related Costs	600,826	653,440	52,614	8%	467,268
Partner Support	845,015	993,604	148,589	15%	925,425
Network Support Funds	122,902	311,665	188,763	61%	194,541
Purchased Food- Statewide & Branches	4,600,283	4,200,739	(399,544)	-10%	1,707,353
Total Operating Expenses	**20,013,634**	**21,058,603**	**1,044,969**	**5%**	**13,499,981**
Change from Ops- Surplus/(Deficit)	**(3,740,399)**	**(6,411,930)**	**2,671,531**	**-42%**	**1,827,878**
Non-Cash Food Activities					
Donated Food Received	11,520,403	8,717,245	2,803,158	32%	7,672,182
Donated Food Distributed	(11,773,767)	(9,487,027)	(2,286,740)	24%	(7,942,324)
	(253,364)	(769,782)	516,418	-67%	(270,142)
USDA Food Received	7,640,833	4,781,230	2,859,603	60%	9,387,612
USDA Food Distributed	(7,688,812)	(4,498,297)	(3,190,515)	71%	(9,349,989)
	(47,979)	282,933	(330,912)	117%	37,623
Change from Non-Cash Food	**(301,343)**	**(486,849)**	**185,506**	**50%**	**(232,519)**
Non-Operating Activities					
Pass Thru Govt Support Received	2,621,917	1,395,830	1,226,087	88%	762,434
Pass Thru Govt Support Distributed	(2,023,801)	(1,433,330)	(590,471)	41%	(1,090,556)
Donor Designated Funds Received	569,676	347,962	221,714	-64%	472,727
Donor Designated Funds Distributed	(854,682)	(347,959)	(506,723)	146%	(182,727)
Net Investment Income (Loss)	548,882	181,000	367,882	203%	191,025
Change from Non-Op- Surplus/(Deficit)	**861,992**	**143,503**	**718,489**	**-501%**	**152,903**
Total Change in Net Assets- Surplus/(Deficit	**$ (3,179,750)**	**$ (6,755,276)**	**$ 3,575,526**	**53%**	**$ 1,748,262**

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	68,744,466.	68,744,466.		
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	332,477.	228,473.	37,091.	66,913.
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	12,004,364.	8,249,223.	1,339,199.	2,415,942.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	515,453.	354,212.	57,504.	103,737.
9 Other employee benefits	1,752,104.	1,204,020.	195,464.	352,620.
10 Payroll taxes	1,019,729.	700,743.	113,760.	205,226.
11 Fees for services (nonemployees):				
a Management				
b Legal				
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17	557,715.			557,715.
f Investment management fees	80,040.		80,040.	
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)	1,176,903.	663,746.	52,769.	460,388.
12 Advertising and promotion				
13 Office expenses	1,882,853.	1,076,424.	53,723.	752,706.
14 Information technology	611,722.	350,048.	29,160.	232,514.
15 Royalties				
16 Occupancy	898,038.	755,597.	40,697.	101,744.
17 Travel	273,030.	204,217.	17,356.	51,457.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	126,189.	94,386.	8,021.	23,782.
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	930,353.	742,429.	53,693.	134,231.
23 Insurance	113,595.	97,888.	4,488.	11,219.
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a FOOD-TO-BUY GOODS DISTR	2,017,264.	2,017,264.		
b TRANSPORTATION	800,467.	799,769.	199.	499.
c FOOD RELATED COSTS	750,897.	750,897.		
d DUES AND FEES	649,678.	33,057.	169,522.	447,099.
e All other expenses				
25 **Total functional expenses.** Add lines 1 through 24e	95,237,337.	87,066,859.	2,252,686.	5,917,792.
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

Final Report 12.15.22

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: Oregon Food Bank

2. Grant # 19284

3. Grant Amount: $860,169

4. Date Awarded (date on award letter): October 22, 2021

5. Grant Period (Indicate start date and end date per Grant Agreement): November 1, 2021 - November 1, 2022

6. Location of your Organization (City, State): Portland, Oregon

7. Name and Title of person completing evaluation

Maggie Bonjean, Community Philanthropy Senior Developer, Grants

8. Phone Number; 971-205-5014

9. Email Address; grants@oregonfoodbank.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: 860,000

B) Actual number served: 860,000

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).

1. Goal: To meet the immediate hunger needs of the community in the wake of COVID-19 through food acquisition and distribution.

a. Activity: Purchase food according to the sourcing schedule. If shortages in the food supply chain come up, make adjustments to purchasing to keep the flow of food steady to the community.
    i. Result: With funding from the Gimbel Foundation Fund, OFB purchased a total of 564,788 pounds of food. We offered an array of nutritious food while making only comparable shifts in the grant approved purchasing plan. Please see the attached spreadsheet for more detail.
b. Activity: Build the capacity of OFB food distribution partners by providing ongoing technical assistance, training, translation services, and equipment for food distribution.
    i. Result: OFB coordinated across its Network of 21 Regional Food Banks and 1,400 food distribution partners to develop strategies that not only improve access to food, but also address the long-term capacity of our statewide food distribution partners to transport and store perishable food right in their own community. To meet this need across our Network for food assistance providers, OFB distributed $600,000 in Statewide Partner Agency funds to purchase refrigerators, small vehicles, and other food handling equipment for distribution partners to safely accept food from local and regional food industry donors and Oregon Food Bank.
    ii. Result: OFB has heavily invested in its Compliance and Client Engagement Team to advance equity, safe food handling standards, and client engagement throughout the OFB Network, while protecting the health, safety, and dignity of the clients of Oregon Food Bank and its network partners (Distribution Partner Agencies and Regional Food Banks). We conduct program and site evaluations, provide guidance and conduct research on regulations and best practices in food safety, civil rights, and nonprofit compliance, and provide training focused on contractual and regulatory requirements, and trauma-informed, client-centered best practices. OFB is the primary point of contact with the state and federal agencies that define operational parameters for food safety, charitable tax law and civil rights. We advocate for a solutions-based approach to risk mitigation.

Objective: In terms of specific quantifiable criteria:

A) Per original grant application: Serve 860,000 people and purchase 447,471 pounds of food.

B) Actual grant outcome, results, accomplishments: With funding from the Gimbel Foundation Fund, OFB purchased 564,788 pounds of food and served approximately 860,000 people over the grant period.

OFB spent $781,972 of the food purchasing portion of the budget on healthy, nutritious food. We also spent $78,197 of the funding on food sourcing and distribution program expenses.

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

OFB did encounter food sourcing challenges over the grant period. As we know, food prices increased significantly. Food costs rose higher than our inflation estimates during the budgeting process. Volatility in the food supply chain necessitated pivots in our food sourcing and distribution strategies to ensure a variety of culturally relevant and nutrient dense food reached vulnerable community members. OFB also had to return a large order of bulk pasta to the manufacturer due to a packaging error, which set our purchasing timelines back.

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

OFB added capacity to its food resourcing team to grow critical relationships with food growers across Oregon. While shelf stable food donations have steeply declined, the amount of fresh food being grown and harvested is abundant in our region. OFB's operations team is looking to increase foods donated directly from Oregon fields and orchards through deepened connections with local growers. Deeper relationships with food industry donors allow food resourcing staff to be more nimble in their strategies addressing the ongoing challenges and opportunities in a volatile food supply chain. This often takes the form of regularly working with food industry donors to adjust receiving appointments, substituting products, and negotiating payment for donation barrier expenses such as pick- and pack-out fees.

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

Support from the Gimbel Foundation Fund encouraged OFB to test and adapt new food distribution strategies at our NE 33rd and Beaverton West warehouses. As the flow of food increased to meet the needs of the community over the last year, OFB recognized the need to ensure lower capacity distribution partners without on-site, large capacity refrigeration could pick-up fresh produce, dairy and other perishable products more regularly. OFB also diverted its transportation infrastructure aways from grocery store food rescue activities to direct-to-agency deliveries of sourced bulk product to limit the transportation burden on distribution partners. This more streamlined approach to ensuring food is available where and when it is needed has made OFB more efficient and responsive in its food distribution services.

Also, the bulk food items purchased through this grant provided really great repack opportunities for our volunteer team. This was really huge for our volunteer shifts to pivot and have projects to work on that allowed for continued community engagement.

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

OFB is working to ensure our food sourcing and distribution strategies reflect our equity values. That is why we are implementing new methods of food distribution that better serve our community and sourcing as much food as possible both locally and regionally. This thinking goes beyond just food distribution. OFB is addressing the root causes of hunger that is the result of not having enough resources. That is why OFB is investing in programs such as Double Up Food Bucks, which provides extra SNAP incentive dollars to purchase healthy food at local

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 and Arrival Dates	Product Description	Approved amount from TCF (per the submitted budget)	Actual Expenditure
Pinto Beans 11/22/21	$0.67/lb Total pounds: 44,000	$147,840	$29,480
Ground Pork 12/8/21	$1.79/lb Total Pounds: 15,600 36,528	$134,132	$27,939
Ground Beef 12/22/2021	$2.81/lb Total Pounds: 36,480 36,528	$300,000	$102,643.20
Penne 12/23/2021	$.58/lb Total Pounds: 44,000 43,793	$100,000	$25,400
Black Beans 1/4/2022	$.68/lb Total Pounds: 42,000		$28,560
Ground Pork 1/26/2022	$2.09/lb Total Pounds 15,420 15,405		$32,196.96
Black Beans 1/27/2022	$.68/l5 Total Pounds: 41,800		$28,424
Ground Turkey 2/1/2022	$2.69/lb Total Pounds: 38,208 38,215	$100,000	$102,779.52
Ground Beef 2/16/22	$2.83/lb Total Pounds: 34,560 36,514		$103,334.40
Pasta Penne 3/7/22	$.67/lb Total pounds: 40,300 40525		$27,155.52
Pasta Rotini 3/11/22	$.63/lb Total Pounds: 15,500 15,377		$9,687.50
Ground Beef 3/23/22	$2.75/lb Total Pounds: 36,480 36,445		$100,224
Black Beans 4/7/22	$.66/lb Total Pounds: 44,000 44,280		$29,224.80
Pinto Beans 4/22/22	$.79/lb Total Pounds: 42,500 42,500		$33,575

Ground Pork 4/27/22	$2.03/lb Total Pounds: 14,060 14,088		$28,598.04
Ground Pork 6/1/22	$2.18/lb Total Pounds: 16,640 16,625		$36,241.92
Pasta Rotini 8/22/22	$.77/lb Total Pounds: 37,440		$28,828.80
Ground Pork 10/10/22	$1.99/lb Total Pounds: 3,880 3,878		$7,717.32
10% Program Coordination	Food sourcing and distribution program activities	$78,197	$78,197
TOTAL	Total Pounds: 585,941	$860,169	$860,206*

* Amount ran a little over due to bulk pricing.

** Thank you for this opportunity to clarify the reporting from our prior year. After careful review of the submitted budget, it seems I rounded the total pounds to the nearest unit weight. I went in there and updated the pounds for each product and totaled out the new pound amount. In the original report we under-reported the amount of pounds. We truly appreciate all your support. Please let me know if you have more questions.

SUCCESS STORIES

17. Please tell us ONE success story.

With the price of food continuing to increase, pantries and partners have had an increasingly hard time securing adequate sources of protein for their community members. This infusion of high quality protein - both from animal and vegetable sources - has kept a vital macronutrient flowing to hard hit communities.

PR REC'D JAN 1 0 2005

Internal Revenue Service

Date: December 1, 2004

Oregon Food Bank Inc.
7900 NE 33rd Dr.
Portland, OR 97211

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Rebecca Bowden ID# 31-03098
Internal Revenue Agent
Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
93-0785786

Dear Sir or Madam:

This is in response to your request of December 1, 2004, regarding your organization's tax-exempt status.

In February 1982 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Janna K. Skufca

Janna K. Skufca, Director, TE/GE
Customer Account Services