



2024 S.L. Gimbel Foundation Food Grant Application \$5million Special Grant Opportunity

Internal Use Only: Grant _____
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Organization / Agency Information

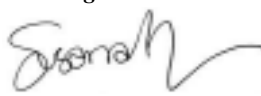
1)Organization/Agency Name: Oregon Food Bank Inc.		
2)Physical Address: 7900 NE 33 rd Drive		City/State/Zip Portland, OR 97211
3)Mailing Address: Same		City/State/Zip
4)CEO or Director: Susannah Morgan		Title: President
5)Phone: (503) 419-4190	6)Fax: (503) 282-0922	7)Email: smorgan@oregonfoodbank.org
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: Food Acquisition and Distribution			15)Amount of Grant Requested: \$5,000,000
16)Total Organization Budget: \$55,127,000	17)Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 89%	18)Per 990, Percentage of Management & General Expenses Only (Column C/ Column A x 100): 4%	19)Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 11%
20)Purpose of Grant Request (one sentence): Oregon Food Bank (OFB) requests \$5 million in funds for the acquisition of healthy and fresh food for distribution throughout OFB's statewide network.			
21)Program Start Date (Month and Year): 10/24		22)Program End Date (Month and Year): 9/25	
23)Gimbel Grants Received: List Year(s) and Award Amount(s) 2019, \$15,000; 2020, \$15,000; 2022, \$860,169; 2023, \$1,000,000			

Signatures

24) Board President / Chair: (Print name and Title)	Signature:	Date:
Wayne Graham		7/8/2024
25) Executive Director/President: (Print name and Title)	Signature:	Date:
Susannah Morgan, President		7/7/2024

2024 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 (OFB) focuses on acquiring and distributing food through its network, which includes 21 Regional Food Banks, four of which are directly operated by OFB, and over 1,200 Partner Agency food distribution programs serving Oregon and Clark County, Washington.

Oregon Food Bank's mission is to eliminate hunger and its root causes. We believe that access to food and health is a basic human right. Recognizing that hunger is not just an individual challenge but a community-wide symptom of barriers to employment, education, housing, and healthcare, we approach our mission on two fronts: building community connections to provide nutritious, affordable food today, and fostering community power to eradicate the root causes of hunger for good.

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

39 years

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

To realize our vision of a hunger free society, OFB is investing in a number of programs and strategies rooted in the voices and leadership of our community, including:

- Providing healthy, nutritious foods to people throughout Oregon and Clark County, WA.
- Engaging Ambassadors from Latinx, Congolese, Swahili, Ethiopian and Eritrean, and other immigrant and BIPOC communities to grow culturally specific food, organize for policy change, and expand food access in culturally-appropriate ways.
- Expanding mobile, delivery, and “pop-up” distributions, including Free Food Markets, migrant farmworker outreach, and new food assistance sites in partnership with BIPOC (Black, Indigenous, and People of Color) communities.
- Ensuring children everywhere have access to nutritious meals by activating schools as key food access sites.
- Leading the charge toward organizing community food systems that are more

connected, inclusive, and rooted in partnership in order to stimulate local economies and enhance the health and social fabric of specific communities

II. Project Information:

A) Statement of Need

Specify the community need(s) you want to address and are seeking funds for. Include demographics, geographic characteristics of the area or community to be served, community conditions and income level. Include relevant statistics.

The food insecurity rate in Oregon for 2020-2022 was 11.2%, indicating a reversal of the downward trend prior to the pandemic. This recent higher rate means that about 186,000 households, or around 463,000 people were food insecure over the course of a year.

Food insecurity has been compounded by the rising cost of living and the end of pandemic relief programs, further exposing the gaps in our social support systems. The disproportionate impact of these crises on our priority equity constituencies (Black, Indigenous, People of Color, immigrants and refugees, single caregivers, and trans/gender non conforming communities) means 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. The USDA reports that food insecurity among Black and Latinx is 2-3xs the rate of White households in Oregon.

B) Project Description

Describe your food distribution program.

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

- a. Sourcing food from regional food industry donors. Each year, OFB's Food Resource Developers source over 104.4 million pounds of food for distribution to hungry households across our service area. OFB collaborates with a wide range of donors to ensure the emergency food supply is nutritious, with at least 30% of our food distribution being fresh produce.
- b. Distributing food throughout the OFB Network of 21 regional food banks and 1,300 partner distribution agencies. OFB focuses on direct-to-agency deliveries to ensure fresh donated products reach the plate, not the waste stream. OFB also trains smaller pantries to source food locally in a safe and equitable way.
- c. Cultivating the capacity of OFB Network food distribution partners to deliver services effectively. OFB supports the capacity-building needs of distribution partners through investments in community-based infrastructure, including refrigeration, trucks, and food handling supplies. We also provide materials and training on SNAP Outreach, compliance-based food handling, and creating trauma-informed and inclusive spaces.

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

Food recipients come from all age groups and demographics, with children comprising a significant 31%. All recipients are considered low income, with the majority facing 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 among those disproportionately affected: communities of color, immigrants and refugees, transgender and gender non-conforming individuals, and single parents and caregivers.

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

The COVID-19 pandemic exposed significant vulnerabilities in our food assistance systems across rural and frontier communities in Oregon, particularly in counties like Malheur and Harney. Residents faced challenges accessing food due to disruptions in transportation infrastructure, reduced availability of food bank volunteers, and increased costs exacerbated by post-pandemic inflation. With the development of the new Ontario Food Center, OFB will have the capacity to reach populations in highly rural areas of the state. OFB also continues to address urban hunger in Multnomah County through community based programs like our School Pantry Program serving 50 schools.

OFB operates within a comprehensive regional food distribution network spanning the entire state of Oregon, including both rural and urban communities. We are dedicated to reaching underserved populations through partnerships with local organizations. To connect households with food distribution sites in their local communities, OFB offers the FoodFinder website, available in 12 languages. Additionally, OFB conducts outreach via broadcast, digital, and social media platforms to connect food recipients—particularly first-time users and those from our equity constituencies—with local food assistance programs.

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 unduplicated individuals. This includes approximately 180,600 children, 180,500 youth, 421,500 adults, and 77,400 seniors.

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 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 7,000 unduplicated residents in need.**

ACTIVITIES:

- 1) Purchase fresh produce and other food items not provided by existing local farm and USDA sources to support 7,000 unduplicated food distribution participants.
- 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 7,000 unduplicated 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 7,000 unduplicated 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 Oregon and southwest Washington communities through the acquisition and distribution of healthy and culturally appropriate food.

OBJECTIVE: Distribute 4,166,665 across our network of 860,000 food recipients to meet the statewide need for food assistance services.

ACTIVITIES: (1) Purchase food in alignment with the sourcing schedule. The project management team convenes quarterly to ensure spending is on track and expenses are properly allocated to the Gimbel grant. (2) OFB will allocate project coordination funds to enhance the capacity of food distribution partners to provide services safely and equitably. Activities include continuous technical assistance, food safety training, translation services, and procuring equipment for food distribution.

OUTCOME: By the end of the grant period, OFB will have successfully distributed 4,166,665 meals to 860,000 unduplicated food recipients, effectively reducing food insecurity and enhancing access to nutritious food across the state.

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.

EVALUATION:

We will conduct quarterly reviews of the project budget to confirm proper allocation of funds and adherence to the grant. We will also evaluate the effectiveness of project coordination activities by collecting feedback from food distribution partners and measuring the impact on service delivery.

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: 10/1/24

The project end date is: 9/30/25

Include timeframes for specific activities, as appropriate.

OFB will maintain a monthly spend down schedule to complete spending in 12 months.

E) Target Population

1. Who will this grant serve?

Food recipients come from all age groups and demographics, with children constituting a significant 31%. All recipients are considered low income, with the majority facing substantially lower incomes—69% of OFB clients live below 100% of the Federal Poverty Level (\$26,200 for a family of four in 2020). OFB is committed to addressing hunger among our equity constituencies, which include populations disproportionately affected by it: communities of color, immigrants and refugees, transgender and gender non-conforming individuals, and single parents and caregivers.

Each year, OFB and its Network provide hunger relief services to 860,000 unduplicated individuals. This includes approximately 180,600 children, 180,500 youth, 421,500 adults, and 77,400 seniors.

F) Community Partners

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

OFB operates within a comprehensive regional food distribution network spanning the entire state of Oregon, including both rural and urban communities. We are dedicated to reaching underserved populations through partnerships with local organizations. To connect households with food distribution sites in their local communities, OFB offers the FoodFinder website, available in 12 languages. Additionally, OFB conducts outreach via broadcast, digital, and social media platforms to connect food recipients—particularly first-time users and those from our equity constituencies—with local food assistance programs.

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.

Independently run partner Regional Food Banks include: 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 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 OFB's programs. The distribution of food throughout OFB's service area is possible only through the critical work of thousands of dedicated volunteers each year. Volunteer opportunities include: food repack shifts at OFB 33rd and OFB West (Beaverton) locations; garden volunteering opportunities at Unity Farm (seasonal); and phone/text bank opportunities for engagement in our grassroots advocacy efforts. Community members may also volunteer with one of our partner organizations at one of the Free Food Markets or School Pantries. In 2023, OFB documented 51,887 hours and 9,288 unique volunteers across these efforts.

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 allocated to purchasing food in accordance with the submitted budget. Given the fluctuations in the food supply chain, OFB will adjust the variety of food items as needed. For instance, if the budget specifies pasta, we may purchase spaghetti or rotini based on availability and cost. Additionally, OFB will utilize the coordination line item to enhance partner capacity. This includes dedicating OFB staff time for training and logistics planning, as well as investing in translation services, outreach efforts, 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 over 30 years, and our work becomes more crucial each year. We have an established and highly diversified fund development program, leveraging an active direct mail calendar, website giving, grants calendar, strategic corporate solicitations, and successful major gifts and estate planning fundraising streams. Additionally, we host a variety of special events throughout the year to raise awareness and funds. Every OFB program that serves clients is managed by experienced program managers who ensure alignment with the organization's strategic plan and long-term sustainability. With these procedures and revenue sources in place, we are confident in the continuation of our programs.

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 leaders guiding the organization towards its strategic goals while building a sustainable financial future. They convene monthly to ensure adherence to organizational and financial management practices. The board is diverse: 10% of members are immigrants, 29% identify as people of color, and 39% have firsthand experience with hunger. There are 25 members.

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?

Meeting monthly, the Board oversees adherence to both organizational and financial management practices. Acting as fiduciaries, they steer OFB by ensuring effective organizational and financial management practices are implemented and upheld consistently. Through regular meetings and careful oversight, the Board ensures that OFB operates efficiently and remains committed to its mission and long-term sustainability.

B) Management

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

Shannon Oliver - Associate Director of Planning and Logistics: Oversees a team responsible for food sourcing, planning, and scheduling, and serves as the primary liaison with national-level corporate partners. Shannon holds an MBA from the University of Oregon and is a food entrepreneur, co-founding Red Duck Foods, an organic condiment company owned by women.

Food Resource Developers: Manage regional corporate relationships, develop logistics plans, and offer technical support to the Regional Food Banks. They possess extensive knowledge of

the food supply chain and maintain long-term industry relationships to ensure consistent food supply in a dynamic environment at OFB.

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

\$220,285

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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 \$5,000,000. This is a one time grant opportunity by invitation only.** Delineate your line items requests per example below:

- 90% of total request for the purchase of food items only. (Ex. Total request of \$5,000,000; 90% is \$4,500,000 for food)
- 10% of total request for **transportation** **OR** for **coordination** (Ex. Total request of \$1,000,000; 10% is \$500,000 for transportation or coordination)
- No Canned tuna line item; it 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	\$34,000 per truck load 13 truckloads, Total 520,000 lbs. Price Per Pound: .85			\$442,000	\$442,000
Beans	\$36,000 13 truckloads, Total 520,000 lbs. Price Per Pound: .90			\$468,000	\$468,000
Flour	\$31,000 per truck load 15 truckloads, Total 600,000 lbs. Price Per Pound: .78			\$465,000	\$465,000
Vegetable Oil	\$52,00 per truck load 11 truckloads, Total 440,000 lbs. Price Per Pound: 1.30			\$572,000	\$572,000
Shelf Stable Milk	\$39,000 per truck load 15 truck loads, Total 600,000 lbs Price Per Pound: .98			\$585,000	\$585,000
Canned Vegetables	\$31,000 per truck load 16 truck loads, Total 640,000 lbs Price Per Pound: .78			\$496,000	\$496,000

Chicken	\$110,000 per truck load 4 truck loads, Total 160,000 lbs Price Per Pound: 2.75			\$440,000	\$440,000
Pork	\$48,000 per truck load 8 truck loads, Total 320,000 lbs. Price Per Pound: 1.20			\$384,000	\$384,000
Beef	\$162,000 per truck load 4 truck loads, Total 160,000 lbs Price Per Pound: 4.05			\$648,000	\$648,000
Program Coordination	Food Sourcing and distribution activities			\$500,000	\$500,000
TOTALS:				\$5,000,000	\$5,000,000

**Provide additional narrative for food line items (as needed) AND the line item
Transportation OR Coordination.**

OFB will allocate project coordination funds to support the acquisition and distribution of the funds. The activities involved include food sourcing and planning, partner technical assistance, translation services, and small food handling equipment.

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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
Marcia H. Randall Foundation	\$250,000
Eastern Oregon Coordinated Care Organization	\$250,000
Portland Children's Levy	\$106,536
Lamb Weston	\$100,000
Genentech	\$50,000
Bank of America	\$25,000
***** <i>Cross section of recent donors</i>	

Pending

Name of Funder: Foundation, Corporation, Government, Individual donors, Other (specify)	Amount	Decision Date
MJ Murdock Charitable Trust	\$1,300,000	2/25
Feeding America - SNAP State Policy Engagement	\$184,000	10/24
Department of Environmental Quality (DEQ)	\$125,000	12/24
Intel Corp.	\$100,000	6/25
Harbourton Foundation	\$100,000	1/25
***** <i>Cross section of recent donors</i>		

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	\$29,616,173	27%	Investment Income	\$1,556,285	1%
Government Support	\$20,179,739	18%	Other Income	\$77,448	<1%
Food to Buy	\$2,022,804	2%	In-kind Food	\$47,124,354	43%
Donated Goods/Services	\$6,172	<1%	Pass through funding	\$9,128,474	8%

Notes:

S.L. Gimbel Foundation APPLICATION

VII. Financial Analysis

Agency Name: Oregon Food Bank (OFB)

Most Current Fiscal Year (Dates): From 7/1/22 To: 6/30/23

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
\$111,914,747	\$ 99,437,386	\$ 4,639,349	\$ 7,838,012

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%	89%	4%	7%

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	Column C, Management & general expenses per 990 above	Differential
12%	4%	+8%

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
11,429,767	9,944,580	4,810,831	4.44

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
(2,904,204)	18,981,609

Notes: OFB is entering year four of a five year campaign to raise significant resources for short term strategic objectives, such as significant weatherization and cooler expansion for our main warehouse, the development and construction of the new Ontario Community Food Center in SE Oregon, as well as investment in our policy advocacy work. As campaign funding is raised, OFB is working immediately to invest the funding in the food assistance infrastructure and other programs creating fluctuations in spending patterns.

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

**A. One PDF file of the following, #1 to #5
#6 & #7**

B. Second PDF file of the following,

# 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)
# 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		
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SAMPLE Budget Comparison

	Actuals Most Recently Completed Year	Budget Projections Current Year	Variance
	20____	20____	
Income			
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	-	-	-

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

III. Project Budget 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 or 25% of your operating budget, whichever is less. 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 **OR for coordination** (Ex. Total request of \$1,000,000; 10% is \$100,000 for transportation)
- Canned tuna will not be funded.

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

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

Line Item Request	Line Item Explanation	Support From Your Agency	Support From Other Funders	Requested Amount From Gimbel	Line Item Total of Project
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 FY24-25 Operating Budget

	Rooted and Rising Campaign	General Operating
<u>Revenue</u>		
Corporations		3,798,000
Foundations		524,000
Organizations		522,000
Individuals		19,488,000
Special Events		655,000
Bequests		675,000
Government Support	4,832,000	12,756,000
TOTAL REVENUE	4,832,000	38,418,000
<u>Expenses</u>		
Salary Expenses	2,935,000	17,483,000
Total Payroll Related Expenses	817,000	5,501,000
Administrative & Non-Food Programmatic	1,522,000	5,338,000
Food Sourcing, Storage & Transport Expenses		3,271,000
Purchased Food - Statewide & Branches		5,886,000
Occupancy, Insurance & Equipment Expenses	2,770,000	2,867,000
Partner Support Funds	3,180,000	3,017,000
Network Support Funds		540,000
Total Operating Expenses	11,224,000	43,903,000

***The OFB Board approved this budget in early June with deficit spending of 5.5 million to maintain a healthy reserve. The board also approved \$4 million in operation cuts to position the organization for long-term sustainability.

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.	75,747,613.	75,747,613.		
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.	374,030.	260,687.	34,938.	78,405.
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.	19,101,429.	13,313,074.	1,784,280.	4,004,075.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions).	787,489.	548,854.	73,560.	165,075.
9 Other employee benefits.	2,473,752.	1,724,125.	231,075.	518,552.
10 Payroll taxes.	1,570,361.	1,094,490.	146,689.	329,182.
11 Fees for services (nonemployees):				
a Management.				
b Legal.				
c Accounting.				
d Lobbying.				
e Professional fundraising services. See Part IV, line 17.	740,179.			740,179.
f Investment management fees.	104,891.		104,891.	
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O.)	2,013,588.	1,052,756.	375,007.	585,825.
12 Advertising and promotion.				
13 Office expenses.	1,767,690.	939,098.	157,123.	671,469.
14 Information technology.	1,116,684.	743,904.	70,391.	302,389.
15 Royalties.				
16 Occupancy.	1,030,593.	944,965.	31,253.	54,375.
17 Travel.	203,430.	164,009.	11,088.	28,333.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials.				
19 Conferences, conventions, and meetings.	313,560.	252,797.	17,091.	43,672.
20 Interest.				
21 Payments to affiliates.				
22 Depreciation, depletion, and amortization.	1,247,992.		1,247,992.	
23 Insurance.	133,812.	123,416.	3,793.	6,603.
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 <u>FOOD RELATED COSTS</u>	1,432,224.	1,432,224.		
b <u>TRANSPORTATION</u>	924,427.	924,427.		
c <u>DUES AND FEES</u>	790,003.	170,947.	350,178.	268,878.
d <u>PARTNER SUPPORT</u>	41,000.			41,000.
e All other expenses.				
25 Total functional expenses. Add lines 1 through 24e.	111,914,747.	99,437,386.	4,639,349.	7,838,012.
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

Oregon Food Bank

2. Grant #

29746

3. Grant Amount:

\$1,000,000

4. Date Awarded (date on award letter)

July 21, 2023

5. Grant Period (Indicate start date and end date per Grant Agreement)

8/1/23 - 7/31/2024

6. Location of your Organization (City, State)

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).

Goal: To meet the immediate hunger needs of the OFB Network through the acquisition and distribution of healthy 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

Objective: In terms of specific quantifiable criteria:

A) Per original grant application: 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.

B) Actual grant outcome, results, accomplishments: Over FY23, OFB used funds from the Gimbel Grant to successfully distribute 833,333 meals.

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

OFB faced numerous food sourcing challenges throughout the grant period. Food prices increased significantly. 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. Inflation has created unpredictability in the food production stream, leading to fluctuating prices and inconsistent availability of essential goods. This unpredictability hits food banks the hardest because we are less flexible and more dependent on stable pricing to meet our community's needs. And finally, with temperatures climbing in the summer months, OFB is running out of room in the coolers to store large volume donations of fresh produce.

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

OFB's operations team has strengthened relationships with regional growers to capture surplus products in the local food stream. Our ongoing partnerships with food industry donors enable our food resourcing staff to be more agile in addressing the challenges and opportunities of a volatile food supply chain. To tackle the lack of cold storage and other food handling infrastructure across the state, OFB recently opened a new food bank facility in The Dalles to meet the hunger needs of Gorge communities. Additionally, we have expanded cooler space at our main warehouse to ensure fresh donations can be stored throughout the hot summer months. Finally, we are planning to open a new community food center in Ontario, Oregon, to strengthen food assistance services in the region.

Additionally, OFB optimized its operations by implementing direct-to-agency deliveries of bulk food products, reducing the transportation burden on distribution partners. This streamlined approach has significantly enhanced OFB's efficiency and responsiveness in distributing food to those in need.

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

The support from the S.L. Gimbel Foundation Fund played a crucial role in enabling OFB to maintain a consistent supply of fresh food. This grant was instrumental in purchasing essential food supplies at a time when many individuals were losing SNAP benefits and state budget allocations were being reduced. The flexibility provided by this grant allowed us to respond promptly and in a culturally competent manner to the hunger needs of our community.

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

OFB is committed to aligning our food sourcing and distribution strategies with our equity principles. We're prioritizing local and regional food sources as a viable source of food for the food assistance system. This grant helped us purchase food for distribution in some of the most underserved communities across our services area. We know that local food systems are key to building resiliency at the community level. We're deepening our commitment to community-centered change by supporting BIPOC-led organizations and other critical partners in the fight against hunger. With the generous support of this grant, OFB and its partners provided 860,000 food insecure people with a consistent and healthy food supply. This continues to include essential items like meat, which are typically scarce through traditional donation channels but crucial for balanced nutrition across diverse communities. Additionally, staples like beans and pasta were sourced to provide shelf-stable options that cater to varied cultural preferences.

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**. The **Awarded Amount** column from Gimbel should match the **Actual Line item expense column**. Use the form below and expand as needed:

Line Item	Line Item Explanation	Support From Your Agency	Support From Other Funders	Awarded Amount From Gimbel	Line Item Total of Project	Actual Line Item Expense
Rice	5 truckloads @ \$38,000 per truck load Estimated 200,000 pounds.			190,000	190,000	\$188,204.28

Beans	5 truckloads @ \$36,000 per truck load Estimated 200,000 pounds.			180,000	180,000	\$173,687.78
Flour	5 truckloads @ \$28,000 per truck load Estimated 200,000 pounds.			140,000	140,000	\$146,468.95
Vegetable Oil	5 truckloads @ \$63,000 per truck load Estimated 200,000 pounds.	\$100,000		215,000	315,000	\$223,928.76
Shelf Stable Milk	5 truckloads @ \$40,000 per truck load Estimated 200,000 pounds.	\$25,000		175,000	200,000	\$170,040.00
Program Coordination @ 10%				100,000	100,000	100,000
TOTALS:		\$125,000		\$1,000,000	\$1,125,000	\$1,127,329.77

SUCCESS STORIES

17. Please tell us ONE success story.

OFB was successful at spending down the funding on a monthly basis. There were some minor changes to spending to help us capture opportunity in the food purchase and donation streams. We were able to purchase 29 Full truckloads, 1,230,501 pounds. We were able to bring in 4 truckloads more than our original estimates, mostly due to some unexpected (but welcome) favorable pricing from some of our vendors. We have adjusted this next round of numbers to reflect current price estimates

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.

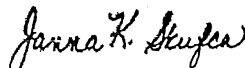
In February 1982 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

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, Director, TE/GE
Customer Account Services