



2024 S.L. Gimbel Foundation Food Grant Application By Invitation Only

Internal Use Only:
Grant : _____

Organization / Agency Information

1) <i>Organization/Agency Name:</i> Rockwall County Helping Hands "Helping Hands"		
2) <i>Physical Address:</i> 950 Williams Street, Building B.		<i>City/State/Zip</i> Rockwall, TX 75087
3) <i>Mailing Address:</i> 950 Williams Street, Building B.		<i>City/State/Zip</i> Rockwall, TX 75087
4) <i>CEO or Director:</i> Mr. Jon Bailey		<i>Title:</i> President & CEO
5) <i>Phone:</i> 972-771-1655	6) <i>Fax:</i>	7) <i>Email:</i> jonbailey@rockwallhelpinghands.com
8) <i>Contact Person:</i> Melody Hail		<i>Title:</i> Senior Director of Philanthropy
9) <i>Phone:</i> 972-771-1655	10) <i>Fax:</i>	11) <i>Email:</i> melodyhail@rockwallhelpinghands.com
12) <i>Web Site Address:</i> www.rockwallhelpinghands.com		13) <i>Tax ID:</i> 75-2402276

Program / Grant Information

Interest Area:

14) <i>Program/Project Name:</i> Helping Hands Food Pantry			15) <i>Amount of Grant Requested:</i> \$100,000
16) <i>Total Organization Budget:</i> \$4,280,994	17) <i>Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100):</i> 81%	18) <i>Per 990, Percentage of Management & General Expenses Only (Column C/ Column A x 100):</i> 12%	19) <i>Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100):</i> 19%
20) <i>Purpose of Grant Request (one sentence):</i> To support the increased need For nutritious food at the Helping Hands Food Pantry in 2024/25.			
21) <i>Program Start Date (Month and Year):</i> July 2024		22) <i>Program End Date (Month and Year):</i> July 2025	
23) <i>Gimbel Grants Received: List Year(s) and Award Amount(s)</i> N/A			

Signatures

24) <i>Board President / Chair: (Print name and Title)</i> Rob Scheele, Chairman of the Board, RCHH	<i>Signature:</i> Rob Scheele.	<i>Date:</i> 03/24/2024
25) <i>Executive Director/President: (Print name and Title)</i> Jon Bailey, President & CEO, RCHH	<i>Signature:</i> Jon Bailey.	<i>Date:</i> 03/24/2024

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

Helping Hands is a non-profit organization established to serve those in need Rockwall in 1976 by a group of volunteers under the leadership of Pastor Bob Reeves from the First Presbyterian Church in Rockwall. Over the years, the demand for such a service in Rockwall grew, and in 1987, the United Way of Metropolitan Dallas awarded Helping Hands a Venture Grant, which enabled the agency to employ its first director.

The mission of Helping Hands is to serve Rockwall County area residents by alleviating financial crises and providing a medical home to the underserved. We strive to ensure that no one in Rockwall County goes to bed hungry, without shelter, or in need of sufficient medical care.

As the most comprehensive health and social service agency in Rockwall County, Helping Hands provides support to over 16,000 clients and families each year through its core programs. These include the Assistance and Referral Program, the Helping Hands Food Pantry, the Helping Hands Thrift Store, and the Health Center of Helping Hands. Serving as a safety net for the community, Helping Hands assists anyone who is struggling to meet their basic needs.

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

Rockwall County Helping Hands "Helping Hands" has been the primary social service provider for the residents of Rockwall County for over 48 years. Our organization makes a significant impact on the lives of those who are experiencing crisis situations. Out of the 130,000+ residents in Rockwall County, approximately 20,000 live at or below the Federal Poverty Line. This demographic is the most frequent recipient of our services.

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

2020/2021: When COVID-19 hit, Rockwall County, Helping Hands extended hours to serve Rockwall County area residents in crisis. During this time, the number of individuals seeking service at Helping Hands continued to double and triple, yet no one was left without assistance. In direct response to community needs, Helping Hands established the Mobile Pantry and Pantry-to-Pantry program to deliver food to those who lack transportation or are housebound.

In January 2021, the Health Center of Helping Hands was the first organization in Rockwall County to partner with the Office of Emergency Management to provide COVID-19 Vaccinations.

In February 2021, after Winter Storm Uri, nicknamed Snowmageddon, hits North Texas, Helping Hands, in cooperation with the Rockwall County Office of Emergency Management, coordinates storm relief efforts for Rockwall County.

In 2021, after a community assessment demonstrated that underserved low-income neighborhoods in Rockwall County need food, Helping Hands started the Mobile Food Pantry program. As gas prices soar, this program delivers food, toiletries, and brochures about our services to lower-income neighborhoods across Rockwall County every month. By doing so, we can reach out to those in need who are not currently accessing our services while informing them about the many other services Helping Hands provides.

2022: Helping Hands served the largest number of clients ever, over 16,000.

2023: Rockwall County was named the fastest-growing County in Texas. Helping Hands saw a record number of clients needing assistance. Helping Hands kicks off the “ONE” Capital Campaign in response to this growth.

In early 2023, Helping Hands partners with the North Texas Food Bank to serve better the increased number of Rockwall area clients needing food.

In mid-2023, Helping Hands partnered with Rockwall ISD and the North Texas Food Bank School Pantry Program to launch the School Pantry Program in Rockwall. This initiative involves setting up a mobile school pantry at a location different from the main RISD distribution every month. The program aims to better meet students' needs by providing them with access to essential resources.

Since 2023, the amount of food distributed by the Food Pantry has increased 70%.

2024: Rockwall County is named the second fastest-growing County in the US. The number of clients served by Helping Hands continues to increase accordingly.

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.

There is a significant gap in basic needs and Healthy Food services for low-income populations in Rockwall County. Rockwall County is often considered a wealthy area, but there is a growing population of families and individuals living at or below the poverty line. According to the US Census Bureau, the population of Rockwall in 2023 was 136,526, and an estimated 20,283 of those individuals were living in poverty, as reported by datausa.io. The number of low-income residents has doubled since 2014, but the resources available for services are limited. Experts predict that this issue will worsen as the population of Rockwall County is expected to grow by 40% over the next ten years.

Rockwall County is facing a shortage of critical resources necessary to meet the needs of low-income residents and families. The county lacks affordable housing, a county hospital, and public transportation. Besides three churches providing limited assistance, Helping Hands is the county's only comprehensive health and social service agency. Clients who require services outside of Rockwall County would have to travel over 20 miles, which can be a significant hardship for those who don't have transportation. Even for those with a car, gas prices of \$3 or higher per gallon can be an enormous burden for those on a tight budget. Moreover, it's rare for Rockwall residents to qualify for emergency assistance services outside the county. According to the U.S. Census Bureau, Rockwall County was the second-fastest-growing county in the U.S. from 2022 to 2023. As a result, there is an increased need for our services.

Research from Feeding America indicates that the food insecurity* rate is **11.9 percent** in North Texas (The national rate is 10.4 percent). This means there are approximately **638,340**** food-insecure people (**including 218,970 children or 15.8 percent**) in the North Texas 13-county service area. This translates to **1 in 8 people, including 1 in 6 children**.

In the 13 counties (including Rockwall) served by the North Texas Food Bank, 1 in 8 (11.9%) persons overall face food insecurity. This includes:

- **1 in 5** (22%) Black Persons
- **1 in 7** (14%) Hispanic Persons
- **1 in 14** (7%) White, non-Hispanic Persons

An estimated 20,283 people live at or below the poverty line in Rockwall County, which is a 68% increase over the past 5 years. (Data USA)

According to recent estimates, there are around 14,000 individuals in Rockwall County who do not have health insurance. (ACS 2020)

More than 17,000 individuals in Rockwall County have inadequate insurance coverage. (ACS 2020)

According to North Texas COG, 39% of Rockwall County residents are one crisis - such as job loss or illness – away from falling into poverty.

One in three Americans aged 65+ is economically insecure - lacking the resources needed to meet basic food, housing, and medical needs (National Council on Aging)

30,100 people only have a high school diploma or lower.

Further, Rockwall County is one of the fastest-growing counties in Texas, with a growth rate of 90% over the past five years.

Rockwall County Helping Hands is the **ONLY** comprehensive health and social service agency in Rockwall County.

Rising inflation – consumer prices from January 23 – January 24 rose 3.1%

Rockwall County saw a 16% increase in residential property taxes in 2024, leading to higher rents, job layoffs, and financial strain on mortgage companies – resulting in higher expenses /fees for residents.

Preliminary data shows that the Assistance and Referral Program and the Food Pantry served 40% more clients in January-February 2024 than in the same period in 2023.

Preliminary data in 2024, shows that we distributed 70% more food in the first quarter than we did in the first quarter of 2023.

All of the above are indicators of the NEED for our program and the Helping Hands Food Pantry.

B) Project Description

Describe your food distribution program.

- 1. What are the specific activities of the food program?**
- 2. How do you identify/qualify those in need?**
- 3. How often is the food distribution offered (before COVID and now)?**
- 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?**
- 5. Please explain how you keep track of number of people served.**

Helping Hand's Food Pantry offers hunger relief to families who are facing food insecurity due to a crisis. Families are provided with enough canned goods, staples, and refrigerated items at the Food Pantry to last for 10-14 days. We partner with the North Texas Food Bank to receive nutritious food. This partnership enables us to collect food donations from Neighborhood Walmart three times a week, pick up fresh bread from Bimbo twice a month, and place weekly food orders with the North Texas Food Bank. We are grateful for this partnership, allowing us to serve our community meaningfully. However, with the need for nutritious food increasing at such an alarming rate, additional assistance is critical to meet the need.

The rest of the food is donated by farmers and local businesses and through food drives conducted by schools, churches, postal employees, youth groups, families, and community members. Additionally, our Nutrition Education Program is designed to help people living on low incomes learn about nutrition, cooking skills, shopping on a budget, and healthy lifestyle habits. The Food Pantry operates for more than 30 hours per week, providing ample opportunities for families to access the necessary resources.

In addition to the regular food pantry, we provide the following specific pantry activities:

1. Mobile Food Pantry program. With gas prices soaring, our program delivers food, toiletries, and brochures about our services to lower-income neighborhoods across Rockwall County every month. By doing so, we can reach out to those in need who are not currently accessing our services while informing them about the many other services Helping Hands provides.

2. The Pantry to Pantry program was established in 2021 to deliver food to the homes of those with no transportation or who cannot drive due to age or health issues.

3. Helping Hands, in a strong partnership with Rockwall ISD and the North Texas Food Bank School Pantry Program, is making a real impact through the School Pantry Program in Rockwall. This initiative involves setting up a mobile school pantry at a location different from the main RISD distribution every month. The program aims to better meet students' needs by providing them with access to essential resources.

4. This Spring, we are partnering with the North Texas Food Bank's Commodity Supplemental Food Program to offer Senior Food Support and better serve our community's senior population.

How we identify/qualify those in need?

When someone needs necessities, financial or medical assistance, they are referred to Rockwall County Helping Hands by one of our 75+ referral partners, a caring resident, or through social media. Depending on their needs, they are referred to one of our two core programs, the Health Center of Helping Hands or the Assistance & Referral Program/Food Pantry. Both programs are located in the same facility and work together to ensure a holistic approach to supporting those in need. Clients are assigned a Client Service Specialist who will act as their case manager and meet with them individually to assess their needs. The specialist will determine their immediate and long-term needs, refer them to the Health Center if necessary, and collaboratively develop a short and long-term strategic plan to help them become stable and prevent future crises.

Families needing food assistance meet with their assigned Client Service Specialist to communicate their dietary needs and restrictions. They are then directed to the food pantry in the same building. At the pantry, families are provided with enough canned goods, staples, toiletries, and refrigerated items to last 10-14 days.

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

Prior to COVID-19, the Food Pantry was open for clients on Mondays, Tuesdays, Thursdays and Fridays from 9 am-12 pm and 1 pm-4 pm to provide food assistance.

The Food Pantry is now open 30 hours a week from 9 am to 12 pm and 1 pm – 4 pm Monday through Friday, with extended hours for emergencies.

Since the pandemic, we have also added our Mobile Food Pantry program. With gas prices soaring, this program delivers food, toiletries, and brochures about our services to lower-income neighborhoods across Rockwall County every month.

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?

In 2023, we served 4,383 clients through the food pantry, and on average, each client used the pantry approximately four times per year, for an estimated 17,532 food pantry visits. It is important to note that in 2024, we distributed 70% more food in the first quarter than we did in the first quarter of 2023. This indicates that the need and number of people served are increasing at an alarming rate in 2024 and 2025. At a conservative 20% increase, we estimate serving 5,260 individuals and families through the Food Pantry in 2024/25. We also estimate that the amount of healthy and nutritious food provided to clients will increase as in the past we have not been able to provide the full USDA - recommended daily allotment due to lack of this food.

We also distributed 400 Thanksgiving Food Baskets to families in 2023, and we fully expect that number to increase in 2024/25.

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

We use the APRICOT Case Management software to track client information and program data regarding the number of meals served and pounds of food distributed. All Food Pantry volunteers are trained in using the Apricot system, and once volunteers pack clients' food, it is weighted and entered into the Apricot database.

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

GOAL:

To improve the health and well-being of food-insecure families and children in Rockwall County by enhancing and supplementing their diets with healthy, fresh food from our Food Pantry.

OBJECTIVE:

Distribute 153,840 pounds of fruits and vegetables, fresh milk and eggs to an estimated 5,260 residents in need. (the USDA-recommended daily allotment for 10 days)

ACTIVITIES:

1. To ensure a healthy and balanced diet for our clients, we will purchase and provide them with the daily recommended amounts of fruits and vegetables, fresh milk and eggs, which at the increased quantity needed, are unavailable through local farms or USDA sources. As USDA recommends, this includes 2 cups of fruit and 2 ½ cups of vegetables per day.
2. Continue to promote monthly food distribution programs through community partners across Rockwall County.
3. Input monthly food distribution data into our APRICOT Data Tracking system.

OUTCOME:

We expect to provide 153,840 pounds of fruits and vegetables and fresh milk and eggs to an estimated 5,260 food-insecure residents in need, increasing their healthy food intake and habits.

EVALUATION:

We will use the APRICOT Data Tracking system to generate reports on the number of food-insecure children and families we have served. We aim to track our role in providing 153,840 pounds of fresh fruits, vegetables, milk, and eggs to feed an estimated 5,260 food-insecure individuals. We will also ensure that we account for any additional success or lower numbers of individuals served.

D) Timeline

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

The project start date is: July 1, 2024

The project end date is: June 30, 2025

- The School Pantry program takes place every third Wednesday during the school session. The Pantry to Pantry program runs on the second and third Wednesday of each year.
- The Back to School Bash – School Pantry Program is scheduled for August 3rd.
- The Holiday Food Basket program is held in November.
- The Christmas Toy & Food distribution and the holiday School Pantry Program are both scheduled for December 14th.
- Additionally, the Food Pantry is open from Monday to Friday, from 9 am to 12 pm and from 1 pm to 4 pm.

E) Target Population

1. Who will this grant serve?

This grant will serve an estimated 5,260 Rockwall County residents in need, including children, individuals, and families who are food insecure.

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

In 2023, the breakdown is as follows:

Children 0 -12: 1,183. (27%)

Youth 13-18: 833 (19%)

Adults 19-59: 1,972 (45%)

Seniors 60+: 395 (9%)

It is estimated that the breakdown will be similar in percentage as above in 2024/25

Children 0 -12: 1,420 (27%)

Youth 13-18: 1,000 (19%)

Adults 19-59: 2,367 (45%)

Seniors 60+: 473 (9%)

F) Community Partners

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

Apart from three churches providing limited assistance, Helping Hands is the county's only comprehensive health and social service agency. Clients who require services outside of Rockwall County would have to travel over 20 miles, which can be a significant hardship for those without transportation. Even for those with a car, gas prices of \$3 or higher per gallon can be an enormous burden for those on a tight budget. The structural deficiencies and lack of accessible resources exacerbate the struggles of many residents in Rockwall County.

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

Our organization has partnered with the North Texas Food Bank to support the community. As a part of this partnership, we are retail partners with Neighborhood Walmart and Bimbo Bakeries. We collect donated food from Walmart on every Monday, Wednesday, and Friday. Additionally, we collect bread from Bimbo Bakeries every alternate Tuesday. Moreover, we have also collaborated with the Rockwall ISD to assist with the North Texas Food Bank's School Pantry program.

We also partner with Texas AgriLife Extension to provide nutrition classes to our clients who receive food pantry support.

3. How are you utilizing volunteers?

There are 20+ regular volunteers who work at least one half-day per week in the food pantry/warehouse and office front desk. Food Pantry volunteers pack the food order for each client, weigh the food, and load it into the clients' vehicle. Pantry volunteers also assist with food and donations intake by sorting and dating all donated food. Our pantry follows the "first to expire is first out" rule to ensure the health and safety of all the food provided. Our dedicated regular volunteers are responsible for keeping the pantry clean and organized. In times of high need, volunteers also conduct community food drives. Additionally, other volunteers join in as needed. Each year, volunteers donate over 4,000 hours of service.

G) Use of Grant Funds

How will you use the grant funds? This answer should align with the specific activities previously outlined in C) Project Goal, Objectives, Activities and Expected Outcomes

The grant funds will enable the purchase and provision of fresh milk and eggs and the recommended daily allotment of fruits and vegetables, including 2 cups of fruit and 2 ½ cups of vegetables in our clients' daily diets for an estimated 5,260+ food-insecure individuals and families in Rockwall County. As per grant guidelines, \$90,000 will be allocated to purchase food, and \$10,000 will be allocated towards transportation (from grocery stores to food pantry and mobile pantry activities). The cost per day, according to the USDA, is \$2.60. Helping Hands provides our clients with 7 to 10 days of food, and on average, our clients visit our food pantry 4 times a year.

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.

To serve our clients in need now and in the future, Rockwall County Helping Hands has developed a fundraising plan that includes strategic fund drives targeted to individuals, a golf tournament and a gala that brings in over \$500,000, smaller seasonal fundraising events, funding requests to area civic clubs and organizations, and corporate and foundation grants.

Further, our new full-time Food Pantry Manager who was hired in the fall of 2023, is currently focusing on increased community engagement, which will include increasing donations by farmers, local businesses, and through food drives conducted by schools, churches, postal employees, youth groups, families, and community members and spreading the word to those in need about our Food Pantry services.

Further, by combining both of our current office locations into one main campus through our ONE Capital Campaign which began in 2023, Rockwall County Helping Hands' new facility (to be finalized in 2025) represents a strategic decision to enhance efficiency, improve services, and realize significant cost savings compared to our old and outdated Reeves Center building.

The food pantry is set to undergo an expansion, from its current 522 square feet to 2,500 square feet. This will enable clients to have a more personalized "grocery shopping" experience while also improving storage capacity and operational efficiency.

The new building has been designed to be a cost-effective solution to address these challenges. It will utilize modern construction techniques and materials to ensure greater energy efficiency, which will reduce long-term operational costs. Through the incorporation of advanced technologies and sustainable features, we anticipate a considerable decrease in utility expenses, thereby resulting in ongoing savings for our organization. Estimates suggest that we can save as much as \$25,000 per year.

The relocation to the new building is not just a mere change of location but a strategic investment for the future of Rockwall County Helping Hands. The initial expenses associated with the construction are expected to be compensated by the long-term savings in operational and maintenance costs. This transition is a commitment to financial responsibility and ensures that more of our resources are directed towards our programs and services that directly benefit the people we serve.

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.**
- 2. What committees exist within your board of directors?**
- 3. How does the board of directors make decisions?**

1) RCHH Board Role

The board of directors for Rockwall County Helping Hands is composed of 18 devoted volunteers who dedicate their time, skills, and resources to support the organization's mission. They actively guide and oversee Helping Hands' activities to ensure efficient service delivery to the community.

Board members are involved in various agency programs, committees, and events, contributing their resources and knowledge to different initiatives. They also provide financial support through personal donations and fundraising efforts, which help sustain and expand the organization's reach.

To ensure continuity and experience, each board member usually serves for three consecutive two-year terms. This structure allows for new perspectives and leadership while still maintaining a dynamic and committed leadership team that propels Helping Hands forward in its mission to assist and empower Rockwall County residents in need.

2) Board Committees

1. Finance
2. Capital Campaign
3. Assistance and Referral, including the Food Pantry
4. Thrift Stores
5. Health Services
6. Fundraising & Events

3) Board of Directors Decision Making

The Board of Directors of Rockwall County Helping Hands follows a structured process to make significant decisions. This process involves collaboration and discussions among board members, followed by a vote. The decision-making process usually goes as follows:

1. Collaboration and Discussion: Whenever an important decision needs to be made, such as strategic planning, program initiatives, or agency expansion, the board members engage in discussions to explore different perspectives, ideas, and options. This phase allows for thoroughly examining the issue and encourages all board members' input.

2. Proposal and Recommendation: After discussing the matter, a proposal or recommendation is formulated with the details of the decision to be made. This proposal is usually presented by the appropriate committees or leaders within the organization, who have conducted research and analysis to support their recommendation.

3. Quorum Meeting: A quorum is the minimum number of board members present for a meeting to be considered valid and for making decisions. Once the quorum is established, the board gathers for a formal meeting to discuss the proposal or recommendation in detail.

4. Vote: After a comprehensive discussion, the board members vote on the proposal or recommendation. The final decision is based on the board members' majority vote at the

meeting. This democratic process guarantees that decisions are made together and represent the consensus or majority opinion of the board.

5. Implementation and Follow-up: After making a decision, the board oversees its implementation, monitors progress, and reviews outcomes periodically to assess effectiveness and make necessary adjustments.

Following this structured decision-making process, the Rockwall County Helping Hands Board of Directors ensures transparency, accountability, and inclusivity in their governance and decision-making practices.

B) Management

- 1. Describe the qualifications of key personnel/staff responsible for the project.**
- 2. What is the CEO/President/Executive Director Salary?**

1. Staff Qualifications: The key personnel/staff responsible for the project at Rockwall County Helping Hands have excellent qualifications. Tarren Oswald, the Director of Assistance & Referral (A&R), oversees the Food Pantry and leads the charge with a wealth of experience. Tarren has served at Rockwall County Helping Hands for 8.5 years with a strong track record of effective leadership. Before her Helping Hands tenure, Tarren worked as an agent at the Texas AgriLife Extension Office, showcasing her diverse expertise in community service and assistance.

Tarren's dedication to the organization's mission and values sets her apart. Under her guidance, the A&R department has flourished, providing crucial support to those in need within the Rockwall community. Tarren's leadership style encourages collaboration and innovation, ensuring that projects are executed with precision and impact.

Tarren is supported by a team of dedicated staff members who share her commitment to serving the community. Many of these staff members have worked at Rockwall Helping Hands for over a decade, showcasing their deep-rooted knowledge and experience in addressing the diverse needs of community members.

Together, Tarren Oswald and her team embody the core values of Rockwall County Helping Hands. They are highly qualified and capable of successfully managing and executing projects that positively impact the lives of those they serve.

2. CEO/President salary: \$141,293

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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 \$100,000 OR the amount on your invitation to apply email.** Delineate your line items requests per example below:

- 90% of total request for the purchase of food items only. (Ex. Total request of \$100,000; 90% is \$90,000 for food)

- 10% of total request for **transportation OR for coordination** (Ex. Total request of \$100,000; 10% is \$10,000 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
Milk	1 Gallon of milk x \$3.94 to purchase \$22,500 total of gallons of milk/ equals 5,710 gallons of milk			\$22,500	\$22,500
Eggs	1 Carton of eggs x \$2.99 to purchase \$22,500 cartoons of eggs/ equals 7,525 cartons of eggs			\$22,500	\$22,500
Vegetables	Vegetables x \$1.30 (Half of \$2.60)/ equals 17,307 daily allotment of vegetables			\$22,500	\$22,500
Fruits	Fruits x \$1.30 (Half of \$2.60)/ equals 17, 307 daily allotment of fruits			\$22,500	\$22,500
Transportation	To transport food weekly from store to Pantry and for Mobile Pantry.			\$10,000	\$10,000
TOTALS:				\$100,000	\$100,000

Provide a narrative for the line item Transportation OR Coordination.

NOTES: In February, the average price of one dozen Grade A eggs was \$2.996, representing a 18.8% increase from the January price of \$2.522, data released Mar. 12, 2024, by the U.S. Labor Department's Bureau of Labor Statistics ([BLS](#)) showed.

2024 S.L. Gimbel Foundation APPLICATION

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

NOTES: Rockwall County Helping Hands relies heavily on generous donations from individual donors and local businesses to sustain its ongoing operations. In the past, Helping Hands primarily relied on community and NTFB donations to stock its pantry and did not usually make monetary food purchases. However, with the current increase in demand, we are now being forced to purchase food items as the current donations are not enough to meet the needs of the community.

Rockwall County Helping Hands receives grants from various organizations, such as the United Way (\$40,000) and EFSP (\$62,000), to support the Assistance and Referral program. However, it is important to note that this funding supports the A&R program specifically and does not provide food support for the Food Pantry. We need additional milk, eggs, fruits, and vegetables that we cannot provide with current resources. Unfortunately, there are currently no other funders for this particular effort. In such a case, we post our needs on our website and social media platforms to reach out to the community for support.

Secured/Awarded

Name of Funder: Foundation, Corporation, Government, Individual donors, In-Kind, Other (specify)	Amount

Pending

Name of Funder: Foundation, Corporation, Government, Individual donors, Other (specify)	Amount	Decision Date

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	950,271	21%	Thrift Store	2,210,267	50%
Fundraising/Special Events	547,749	12%	Health Center	368,820	8%
Corp/Foundation Grants	261,145	6%			
Government Grants	140,000	3%			

Notes:

S.L. Gimbel Foundation APPLICATION

VII. Financial Analysis

Agency Name: Rockwall County Helping Hands

Most Current Fiscal Year (Dates). January 1, 2023 To: December 31, 2023.

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
3,945,295	3,210,352	460,618	274,325

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%	81.4%	11.7%	6.9%

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 11.1%	Column C, Management & general expenses per 990 above 11.7%	Differential -.6%
---	---	---------------------------------

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

S.L. Gimbel Foundation APPLICATION

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
3,065,536	145,145	18,464	166

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
484,946	406,580

Notes:

Excess is earmarked for emergency fund and the Capital Campaign.

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

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

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

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

Rockwall County Helping Hands				
Profit and Loss				
January - December 2023				
	Total	Budget	Variance	
Income				
4000 Contributions and Other Revenue				
4001 Individuals	321,343.33	267,461.00	-53,882.33	
40011 United Way Employee Contrib	70,944.55	72,711.98	1,767.43	
4002 Civic & Business	84,566.75	72,896.28	-11,670.47	
4003 Churches	97,026.07	65,019.57	-32,006.50	
4004 Energy	70,000.00	60,000.00	-10,000.00	
4005 Presbyterian Hospital	50,000.00	55,000.00	5,000.00	
4009 North Texas Giving Day	22,079.60	20,000.00	-2,079.60	
4010 Special Grants	119,096.00	137,596.00	18,500.00	
4011 Rockwall County HC Grant	140,000.00	110,000.00	-30,000.00	
4013 United Way Grant	79,999.96	75,000.00	-4,999.96	
4014 EFSP/UW Worldwide	62,049.00	62,049.07	0.07	
4019 Special Events				
40191 Golf	46,248.00	43,748.00	-2,500.00	
40192 Festival of Trees	346,766.50	489,555.93	142,789.43	
401921 FOT HOT Funds	25,000.00	26,000.00	1,000.00	
Total 40192 Festival of Trees	\$ 371,766.50	\$ 515,555.93	143,789.43	
40193 Pink Party	44,360.00	50,000.00	5,640.00	
40198 Spring Event	85,375.00	81,750.00	-3,625.00	
Total 4019 Special Events	\$ 547,749.50	\$ 691,053.93	143,304.43	
4021 Interest - Reserves	69,989.73	90,000.00	20,010.27	
4027 Capital Campaign	156,600.00	0	-156,600.00	
4036 Donors Cover Costs	7,720.24	0	-7,720.24	
Total 4000 Contributions and Other Revenue	\$ 1,899,164.73	\$ 1,778,787.83	-120,376.90	
4100 Thrift Store Revenue				
4101 Taxable Sales	1,437,766.27	1,425,519.79	-12,246.48	
4102 Tax Exempt Sales	23,424.91	26,289.71	2,864.80	
4105 Thrift Store Non-Taxable Sales	3,694.49	3,694.49	0.00	
4106 Boutique Taxable Sales	506,811.07	457,102.08	-49,708.99	
4107 Boutique Non Tax Sales	37,265.50	61,006.00	23,740.50	
4108 Recycled Sales - Tax Exempt	201,304.76	187,218.71	-14,086.05	
Total 4100 Thrift Store Revenue	\$ 2,210,267.00	\$ 2,160,830.78	-49,436.22	
4200 Health Center Fees for Service				
4204 General Clinic	365,465.34	337,715.17	-27,750.17	
4205 Health Maint Cards	3,355.00	3,660.00	305.00	
Total 4200 Health Center Fees for Service	\$ 368,820.34	\$ 341,375.17	-27,445.17	
Total Income	\$ 4,478,252.07	\$ 4,280,993.78	-197,258.29	
Gross Profit	\$ 4,478,252.07	\$ 4,280,993.78	-197,258.29	
Expenses				
6000 Operating Expenses				
6001 Payroll				
6002 Salaries & Wages	1,774,129.31	1,818,661.71	44,532.40	
CEO Salary	150,000.00	162,500.00	12,500.00	
6003 Labor Burden	158,634.76	164,887.18	6,252.42	
Total 6001 Payroll	\$ 2,082,764.07	\$ 2,146,048.89	63,284.82	
6016 Utilities & Oper Exp				
6018 Utilities Subtotal				

6011 Electric		51,062.84	55,961.91	4,899.07
6012 Gas		5,360.80	6,117.32	756.52
6013 Trash		43,629.64	48,320.61	4,690.97
6014 Water		2,851.01	2,379.80	-471.21
6015 Telephone		22,148.16	24,788.15	2,639.99
Total 6018 Utilities Subtotal	\$	125,052.45	\$ 137,567.79	12,515.34
6019 Janitorial		21,435.53	22,611.77	1,176.24
6020 Bldg. Supplies & Svs.		19,304.57	18,697.06	-607.51
6025 Land Supplies & Svs.		17,379.62	17,655.65	276.03
6036 Credit Card Merchant Fees		58,572.96	64,411.61	5,838.65
6037 Dues, Fees, Subscriptions		23,839.23	23,760.13	-79.10
6038 Operating Supplies & Svs.		50,653.22	58,695.73	8,042.51
6041 Cash Over(Short)		161.80	0	-161.80
6043 Equip Lease		16,180.06	17,783.92	1,603.86
6050 Computer Support		4,646.50	4,521.50	-125.00
6162 Medical Supplies\Vaccines		32,749.26	30,289.47	-2,459.79
6165 Contract Services		185,542.94	193,090.82	7,547.88
6171 Operating Exp		253.37	650.00	396.63
6319 Professional Fees		12,456.00	5,000.00	-7,456.00
6321 Office Supplies		7,597.78	8,805.90	1,208.12
6323 Postage - General		5,828.06	5,381.77	-446.29
6642 Office Equip Exp		3,293.81	3,078.62	-215.19
6666 Staff Development/Appreciation		11,075.67	13,150.01	2,074.34
6667 Bank Service Charge		4,870.65	5,176.16	305.51
6909 Volunteer Appreciation		4,436.81	4,861.17	424.36
6955 Waste		3,258.24	2,860.15	-398.09
Total 6016 Utilities & Oper Exp	\$	608,588.53	\$ 638,049.23	29,460.70
6030 Vehicles				
6031 Gasoline		4,379.61	4,605.46	225.85
6032 Repairs		4,178.23	4,294.22	115.99
6033 Tax, Ins, Lic		11,563.44	11,776.22	212.78
60334 Mileage		141.28	141.28	0.00
Total 6030 Vehicles	\$	20,262.56	\$ 20,817.18	554.62
6066 Special Projects		34,983.42	30,226.77	-4,756.65
60662 Golf		19,205.13	15,988.57	-3,216.56
60663 Festival of Trees		184,484.06	197,869.78	13,385.72
606631 FOT HOT Funds		27,459.22	26,000.00	-1,459.22
Total 60663 Festival of Trees	\$	211,943.28	\$ 223,869.78	11,926.50
60665 Spring Event		34,959.88	35,000.00	40.12
60667 Pink Party		2,150.47	1,901.34	-249.13
60670 North Texas Giving Day Expenses		1,086.55	1,086.55	0.00
Total 6066 Special Projects	\$	304,328.73	\$ 308,073.01	3,744.28
6120 950 Williams				0.00
6134 Construction Loan Int		8,197.15	210,000.00	201,802.85
Total 6120 950 Williams	\$	8,197.15	\$ 210,000.00	201,802.85
6139 Promotion				
6146 Electronic Media		4,597.79	5,702.23	1,104.44
6148 Website		2,580.00	2,529.00	-51.00
6149 Miscellaneous Promotion		19,247.41	4,937.74	-14,309.67
6318 Community Functions		5,136.35	6,023.15	886.80
6340 Printing		8,947.20	9,015.23	68.03
Total 6139 Promotion	\$	40,508.75	\$ 28,207.35	-12,301.40
6140 Campaign Expense				
6141 Summer Mailers		20,401.86	6,183.54	-14,218.32
6144 Video Production		1,080.00	23,478.50	22,398.50
6145 Capital Campaign		1,704.53	28,949.10	27,244.57
Total 6140 Campaign Expense	\$	23,186.39	\$ 58,611.14	35,424.75
6190 Insurance				

6039 Bldg. Ins	11,947.96	13,594.90	1,646.94
6040 Liability Ins	44,970.64	57,296.80	12,326.16
6191 Dir. & Officers	5,538.64	6,452.60	913.96
6193 Prof. Liability	5,284.79	11,983.40	6,698.61
Total 6190 Insurance	\$ 67,742.03	\$ 89,327.70	21,585.67
6253 Direct Client Assistance			
6254 Electric	234,748.59	247,423.77	12,675.18
6255 Gas	824.46	2,954.44	2,129.98
6256 Water	73,809.02	79,871.84	6,062.82
6266 Mobile Pantry	5,630.03	13,009.06	7,379.03
6268 Food Purchases - Rockwall	6,592.45	5,631.85	-960.60
6700 Shelter - General	306,701.95	298,181.46	-8,520.49
Total 6253 Direct Client Assistance	\$ 628,306.50	\$ 647,072.42	18,765.92
6270 One-time Direct Assistance			
6271 Shelter	36,543.11	39,059.87	2,516.76
6273 Transportation	1,956.96	2,600.82	643.86
6274 Other	5,002.76	5,640.26	637.50
Total 6270 One-time Direct Assistance	\$ 43,502.83	\$ 47,300.95	3,798.12
6275 Other Client Assistance	448.89	493.78	44.89
6280 Educational Expenses	39,505.44	43,455.98	3,950.54
6286 Medical	16,569.96	17,691.27	1,121.31
6287 Toy Drive	22,807.06	25,241.18	2,434.12
6288 Other	365.88	603.70	237.82
Total 6275 Other Client Assistance	\$ 79,697.23	\$ 87,485.91	7,788.68
Total 6000 Operating Expenses	\$ 3,907,084.77	\$ 4,280,993.78	373,909.01
Total Expenses	\$ 3,907,084.77	\$ 4,280,993.78	373,909.01
Net Operating Income	\$ 571,167.30	\$ 0.00	-571,167.30
Other Income			
4015 Food Donations	461,964.40	500,000.00	38,035.60
4103 Non-Cash Vouchers.	16,007.50	18,000.00	1,992.50
4304 Gift Cards Received	40,512.11	40,000.00	-512.11
Total Other Income	\$ 518,484.01	\$ 558,000.00	39,515.99
Other Expenses			0.00
6269 Non-Cash Food Bags	461,964.40	500,000.00	38,035.60
Depreciation	87,669.48	0.00	-87,669.48
6670 Thrift Store Non-Cash-Vchrs.	16,007.50	18,000.00	1,992.50
6671 Gift Cards Used	39,063.40	40,000.00	936.60
Total Other Expenses	\$ 604,704.78	\$ 558,000.00	-46,704.78
Net Other Income	-\$ 86,220.77	\$ 0.00	86,220.77
Net Income	\$ 484,946.53	\$ 0.00	-484,946.53

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. ☒ X

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21.				
2 Grants and other assistance to domestic individuals. See Part IV, line 22.	613,271.	613,271.		
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.	141,293.	84,776.	28,259.	28,258.
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.	1,760,128.	1,360,305.	256,954.	142,869.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions).				
9 Other employee benefits.				
10 Payroll taxes.				
11 Fees for services (nonemployees):				
a Management.				
b Legal.				
c Accounting.				
d Lobbying.				
e Professional fundraising services. See Part IV, line 17.				
f Investment management fees.				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O.)	1,086,284.	890,319.	123,756.	72,209.
12 Advertising and promotion.				
13 Office expenses.				
14 Information technology.				
15 Royalties.				
16 Occupancy.				
17 Travel.				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials.				
19 Conferences, conventions, and meetings.				
20 Interest.				
21 Payments to affiliates.				
22 Depreciation, depletion, and amortization.	99,598.	75,694.	14,940.	8,964.
23 Insurance.	85,558.	65,024.	12,834.	7,700.
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 OPERATING EXPENSE	140,178.	106,535.	21,027.	12,616.
b AUTO EXPENSE	18,985.	14,428.	2,848.	1,709.
c				
d				
e All other expenses.				
25 Total functional expenses. Add lines 1 through 24e.	3,945,295.	3,210,352.	460,618.	274,325.
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).				

BAA

TEEA0110L 09/01/22

Form 990 (2022)

INTERNAL REVENUE SERVICE
District Director

DEPARTMENT OF THE TREASURY
1100 Commerce St., Dallas, TX 75242

Person to Contact:
Customer Service Division

Telephone Number:
1-800-829-1040

ROCKWALL COUNTY HELPING HANDS, INC.
C/O MARGO NIELSEN
P. O. BOX 375
ROCKWALL, TX 75087-0375

Refer Reply to:
Mail Code 4940 DAL

Date:
January 15, 1998

EIN:
75-2402276

Dear Sir or Madam:

Our records show that the above named organization is exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. This exemption was granted January 1992 and remains in full force and effect.

Contributions to your organization are deductible in the manner and to the extent provided by section 170 of the Code.

We have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code. Your organization is described in section 509(a)(1) & 170(b)(1)(A)(vi).

This letter may be used to verify your tax exempt status.

If we may be of further assistance, please call the telephone number listed above or write to us at the address in the letterhead, Mail Code 4940DAL.

Sincerely,

Edward J. Blazier

Edward J. Blazier
Chief, Employee Plans
and Exempt Organizations
Customer Service Division

The EIN (Employer Identification Number) listed above is the correct number for the incorporated organization. Please use this number for the above named corporation when filing information and other returns or referring to this entity.