2024 S.L. Gimbel Foundation Food Grant Application
Grant Opportunity

Internal Use Only:
Grant :______________________

Organization / Agency Information

1)Organization/Agency Name: **Second Harvest of South Georgia, Inc.**		
2)Physical Address: **Headquarters: 1411 Harbin Circle**		*City/State/Zip* **Valdosta, GA 31601**
3)Mailing Address: **same**		*City/State/Zip*
4)CEO or Director: **Franklin J. Richards, II**		*Title:* **President/CEO**
5)Phone: **888-453-4143**	*6)Fax:* **229-244-3567**	*7)Email:* **FRichards@FeedingSGA.org**
8)Contact Person: **Janna Luke**		*Title:* **Director of Development**
9)Phone: **888-453-4143 x 1106**	*10)Fax:* **229-244-3567**	*11)Email:* **JLuke@FeedingSGA.org**
12)Web Site Address: **www.FeedingSGA.org**		*13)Tax ID:* **58-2208545**

Program / Grant Information
Interest Area:

14)Program/Project Name: **Hungry at Home Expansion Pilot**			*15)Amount of Grant Requested:* **$250,000**
16)Total Organization Budget: **$39,814,700.00**	*17)Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100):* **96.61%**	*18)Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100):* **2.23%**	*19)Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100):* **3.391%**
20)Purpose of Grant Request (one sentence): **If awarded, these grant funds will enable SHSG to increase participation in our weekend meal backpack program by partnering with area school systems to target the program for homeless children enrolled in school.**			
21)Program Start Date (Month and Year): **June 2024**		*22) Program End Date (Month and Year):* **May 2025**	
23)Gimbel Grants Received: List Year(s) and Award Amount(s) *n/a*			

Signatures

24)Board President / Chair: (Print name and Title) **Dr. Chet Ballard, Chair**	*Signature:* Chet Ballard	*Date:* **03/25/2024**
25)Executive Director/President: (Print name and Title) **Franklin J. Richards, II President/CEO**	*Signature:*	*Date:* **03/25/2024**

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.

In 1982, a small group of volunteers representing several Valdosta churches formed the Unity Food Bank with the goal of giving community non-profits with easy, affordable access to the foods and services necessary to carry out their charitable work. The group operated in a borrowed basement, distributing loads of food donated from another community food bank. In the early 90s the Board of Directors brought then college student and current CEO Franklin J. Richards, II in to redevelop, reorganize and revitalize the food bank. Since that time, the organization has grown and transformed – changing names and leadership, becoming independent and nationally-accredited, and expanding geographically and operationally.

Today, Second Harvest of South Georgia is the leading hunger-relief organization in the region and the second largest food bank in the state. Our mission is feeding those in need, and we work to do that in our 12,000 square mile service region made up of 26 counties. In addition to our Valdosta headquarters, we have branches in Thomasville and Tifton. From these locations, we serve more than 300 partner agencies through a variety of programs including the Food Bank, Kids Cafe, Mobile Food Pantry, Senior Boxes, Hungry at Home, and Teachers' Harvest among others. Our purpose is to act as the backbone of the social safety net in our area by enabling agency partners to do more in their own organizations, to feed children and seniors, to provide disaster relief, and to help break the cycle of poverty in our area.

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

The original food bank in Valdosta was founded in 1982 but had a brief hiatus in the 1990s after which we have operated continuously as Valdosta Food Bank and SHSG.

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

- Since January 2021, we have:
  - distributed more than 64 million meals worth of food through our agency partners, mobile pantries, backpack program, and large-scale distributions.
  - provided 1.44 million afterschool/summer meals and snacks to area children through our Kids Café program.
  - built and distributed 34,122 pantry boxes to senior citizens
- When our community took a direct hit from a category II Hurricane Idalia, we still responded with disaster relief efforts. Most of our team were without power or water and had damage to their property. Some of our team even had to cut themselves out of their neighborhoods with chainsaws, but we got to work. We distributed tens of thousands of tarps, two semi-truckloads of bottled water, half a million meals worth of food, and 10,000 prepared meals/snacks all within the first two weeks after the storm.
- In 2023 we served nearly 1,000 unique teachers through our free school supply store, Teachers' Harvest.

- We started construction on a new food bank facility to replace our outdated and undersized warehouse built in the 1990s. We have $25M of our $28M total project budget.

II. Project Information:

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

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

Our 26-county service area covers nearly 12,000 square miles. It is totally rural apart from the Valdosta MSA, but even the counties adjoining Lowndes to create that metro area are rural and impoverished. The population is approximately 622,000 made up of 55.8% white non-Hispanic, 33.4% black, and 7.9% Hispanic. Of this population, 22.5% of households live in poverty, and 32.2% are considered ALICE (Asset Limited Income Constrained Employed). More than half of our citizens are unable to afford the basics of life. Many of our citizens work but don't earn enough to support their families. For more information on the ALICE study, go to www.unitedforalice.org.

Food insecurity in our region is the highest in the state (13.5%). This means 1 in 7 people live in a home without a stable source of food. Child food insecurity is among the highest in the nation and the second highest in the state; it is estimated that 27,160 children in our region are food insecure (18.1% of kids). 78.8% of children live in homes with household incomes below 185% of the federal poverty level.

Transportation is the single largest barrier to services and resources for end users in our area. There is virtually no public transportation in our area (except two subsidized programs of limited scope). Many people lack private transportation. Due to the rural nature of our area, food deserts are extremely common, and most options are not walkable. Schoolchildren in our area are far more likely to be bussed as opposed to being walkers or car riders.

Our weekend backpack program, Hungry at Home (HH), gives meals directly to the children at the end of the school week. This alleviates the transportation issues associated with a family accessing resources through a pantry or other program. Utilizing donated food items and some limited purchased items, we pack weekend meal bags that are delivered to schools on Thursdays and Fridays. Children are given these bags of child-friendly foods that require no cooking (aside from possibly microwave for reheating). While families gladly participate in the program, we have found that schools can be hesitant to expand their engagement with HH due to the workload (perceived or actual) associated with identifying, qualifying, and documenting eligible children.

In a recent convening of community stakeholders and advocates, we were given a shocking data point: our Valdosta City School system has approximately 400 enrolled students who are struggling with homelessness. Though VCS is participating in our HH program, we aren't seeing numbers that would indicate to us that those children are getting these backpacks. We began compiling data on homelessness in school-aged children in our service area. According to data from the US Department of Education, there are an estimated 2,670 homeless students enrolled in the 28 school districts in our service area.

Based on initial conversations with area school district leadership, we believe that there is an opportunity to improve child food insecurity in our area by targeting homeless enrolled students. The McKinney-Vento Education for Homeless Children and Youth program requires that school districts make efforts to even the playing field for these students. By offering these backpack meals to school systems for their homeless student population, we are more likely to get them involved because it's helping them solve a problem.

To keep within the limits of the grant funding, we have narrowed the target list for our grant funded expansion pilot to 9 school systems in 8 counties. The estimated number of homeless students in these systems (and our target grant program participation) is 1125 children. These districts were selected based on multiple factors: transportation efficiencies, existing relationships, estimated homeless student population, existing programs in the county/district, etc.

B) Project Description: Describe your food distribution program.

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

Our Hungry at Home program provides weekend meals to children in need through backpacks distributed at school. Each bag contains 3 suppers, 2 breakfasts, 2 lunches, and 2 snacks. The meals are kid-friendly, shelf-stable items that require little or no cooking. Though a microwave for heating is preferable, it is not required for any of the items. As we are able, we include fresh fruits or vegetables that are suitable. Our volunteers and staff assemble these meal bags on Tuesdays and Wednesdays. Our drivers deliver them to schools on Thursdays and Fridays.

For our grant funded expansion pilot, we plan to tweak the delivery system. We will deliver to the district office where the homeless student coordinator will deliver them to the schools for distribution to the children.

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

Our existing procedure is for teachers and counselors at participating schools to identify children who need additional nutritional support at home. The parent/guardian executes a permission form which is returned to the school counselor. The school POC contacts us with an updated backpack count weekly as needed. SHSG staff never has an identifying list of children participating in the program.

For the grant funded expansion pilot, the district homeless coordinator will already have homeless students identified (or as new situations arise school counselors and teachers will refer them to the district contact). We will receive those updated counts from the coordinator and adjust our preparation and delivery as needed. Because the district is required to report this data for federal and state funding compliance, we are confident that the qualification process will be far easier, more up to date, and less likely to duplicate individuals.

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

Weekly during the school year (after an initial 2–3-week enrollment period). For a total of approximately 32 weeks.

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?

Our target program participation is 1,125 students weekly, but that number may fluctuate based on the movement of the population.

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

School POCs will report weekly number updates to our SHSG contact weekly via email. Our staff will input that into the program spreadsheet on our OneDrive. We will utilize this living document to track our service and delivery numbers. We will set this program up as an internal program in our P2 agency and inventory management software platform. We will record monthly service numbers using the same form our partner agencies use.

C) <u>Project Goal, Objective, Activities and Expected Outcome</u>

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 <u>Gimbel Foundation only</u> and not the total program.**

State ONE GOAL, ONE OBJECTIVE, ONE OUTCOME. USE NUMBERS AND DO NOT USE PERCENTAGES.

2. **State <u>ONE</u> project goal. The <u>Goal</u> should be an aspirational statement, a broad statement of purpose for the project.**
3. **State <u>One Objective</u>**. 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. **<u>Specify the activities</u>** you will undertake to meet the objective and number of participants for each activity.
4. **<u>State One Outcome.</u>** 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. **<u>Evaluation:</u>** How will progress towards the objective (per above) be tracked and outcome measured?
   Provide specific information <u>on how many individuals will be evaluated</u> (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, <u>in a quantifiable manner</u>, as you describe your evaluation process.

<u>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)</u>

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.

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

***GOAL**:* Increase and enhance the nutrition available to children facing homelessness in South Georgia through a weekend backpack meal program to improve their health and their academic performance.

OBJECTIVE: Distribute at least **36,000 weekend meal bags/252,000 weekend meals to 1,125 unduplicated children facing homelessness** enrolled in 9 public school districts in 8 counties in our service area.

ACTIVITIES:
1. Engage and recruit school district leadership and homeless support contacts; conduct training.
2. Purchase shelf-stable kid-friendly foods that are not already provided or donated to SHSG to build weekend meal bags for enrolled students.
3. Pack weekend meal bags weekly using volunteers and staff; deliver to schools/districts weekly for distribution.
4. Track service numbers using P2, Excel and OneDrive.
5. Coordinate with school district staff to get feedback and update numbers.

OUTCOME: We expect to provide **36,000 weekend meal bags/252,000 weekend meals to 1,125 unduplicated homeless students** improving their nutrition and decreasing their food insecurity.

EVALUATION: Using our P2 software platform and Excel/OneDrive, we will track our service and delivery numbers. We will also solicit continuous feedback from our partner school systems. Using this quantitative and qualitative data, we can accurately represent our impact. We will also be able to show variances in the predicted outcome of 36,000 weekend meal bags versus the actual outcome, and we hope to be able to gather data on the root causes of those variances. We also intend to solicit qualitative data through a debriefing meeting and an online survey.

D) <u>Timeline</u>

Provide a timeline for implementing the project. <u>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.</u>

The project start date is: July 1, 2024
The project end date is: May 30, 2025
Include timeframes for specific activities, as appropriate.

Prior to July 1:	Preliminary conversations and engagement with school districts
July 1, 2024	School district/partner recruitment and organizational planning begins
July 15, 2024	Organizational zoom meeting/training with stakeholders and staff
July 15, 2024	Initial order placed for food for first nine weeks (9W1)
July 25-Aug. 15	Participation numbers provided by school POCs, bag building and delivery begins. Rollout will be staggered based on each district's school year start date. Participation numbers will be revised on an as-needed basis and reported monthly by the 10th of each month.
September 10, 2024	Progress/feedback calls with partners
September 2024	Funding targets identified (major donors, grants)
September 16, 2024	Order placed for 9W2
December 2, 2024	Progress/feedback calls with partners
December 5, 2024	Order placed for 9W3

March 3, 2025	Progress/feedback calls with partners
March 3, 2025	Order placed for 9W4
March 14, 2025	Planning begins for direct marketing campaign for individual giving
May 15, 2025	Debrief zoom meeting with stakeholders and staff, feedback survey distributed

E) <u>Target Population</u>

1. Who will this grant serve?

School-aged homeless children in South Georgia. Specifically in Baker County, Clinch County, Colquitt County, Cook County, Decatur County, Lowndes County, Turner County, Ware County, and Valdosta City school districts.

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

Children/Youth: 1,125 weekly

F) <u>Community Partners</u>

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

This program is an extension of our existing Hungry at Home weekend meal bag program. Other organizations (those who partner with us and others) across our service area offer similar programs. We have chosen to deprioritize our counties that have lower homelessness rates and existing backpack programs. Our expansion pilot will dovetail with other existing programs and with school districts' efforts to serve students facing homelessness. We want to fill in gaps rather than to duplicate services.

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

Our key partners will be the nine target school districts, Georgia Family Connection Partnership at the state and local level. As described above, we will engage with school system leadership and homeless support coordinators to identify eligible participant numbers at each school. This project will support the system's existing offerings for homeless students.

GFCP is a public/private partnership that supports county-level Family Connection collaboratives in every county. The county collaborative is a group that brings together community partners to find solutions for issues facing children and families. We have recently hosted a convening related to child hunger for area FCC representatives and partners/potential partners. We anticipate involving FCC local coordinators to support our efforts to engage local school systems, to assist with family awareness/qualification, to assist with delivery if needed, and to help identify local donors who may be interested in this program as a fundable element.

3. How are you utilizing volunteers?

We will utilize volunteers weekly to help pack weekend meal bags.

G) <u>Use of Grant Funds</u>

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

We will utilize these grant funds to purchase shelf-stable food items suitable for weekend meal packs for homeless students and to help cover a portion of the transportation and coordination of the implementation. These funds will enable us to expand our existing program.

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.

We are excited about this expansion pilot opportunity. It will act as proof of concept for us for the growth of our Hungry at Home program. A successful year of operations will enable us to develop a case for support for the expanded operations and establish it as a fundable element (as a per child sponsorship cost). We estimate that the cost to be $235 per child per year based on projected costs. In spring 2025, we will finalize campaign plans for a Hungry at Home-specific direct marketing/fundraising efforts for individual donors. The projected launch for that would be July/August 2025. Prior to that, we will be seeking major gifts and grants to continue the expansion. We will begin identifying more specific targets for next year in September 2024.

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.

Our Board of Directors currently has 7 members with 2 seats to be filled. The members are a diverse group with backgrounds in higher education, finance, social work, law, and agriculture. The board itself follows a Policy Governance/Carver; as such, their role is supervision of the organization and the CEO at arm's length from operations. They set objectives, determine overall organization policies, and delegate responsibility to the CEO for their implementation.

2. What committees exist within your board of directors?

Executive, finance, and nominating committees

3. How does the board of directors make decisions?

Following the Carver model, our board establishes control over large organizational issues with broad policies and makes decisions based on these approved policies. Actions are taken in the form of written resolutions. They monitor performance against the policies they set.

B) Management

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

The primary roles responsible for this project will be our Chief Programming Officer, Chief Operating Officer, Director of Inventory and Safety, and Director of Partner Services.

Chief Programming Officer, Eliza McCall, has more than 25 years in communications, government affairs, advocacy, fundraising, grants/project management, and strategy with 11 of those at SHSG. In her time in food banking, she has gained invaluable experience in strategic relationships and coalition building, particularly with government and institutional stakeholders. She is responsible for all aspects of programming including partner agencies, child nutrition, volunteers, development, advocacy, and marketing. As an engaged mother of three students in the Valdosta City School system, she has an active working knowledge of the area's public education. McCall sits on the Feeding America Policy Engagement and Advocacy Committee, the group that sets advocacy, policy, and legislative priorities for the food bank network. She holds an MBA from Georgia State University, a BBA in Marketing from Valdosta State University, and is a graduate of the University of Georgia's Advancing Georgia's Leaders in Ag & Forestry program.

Chief Operating Officer, Will Robinson, is a former US Marine. Except for his time as a member of the USMC Reserve, Robinson has been with Second Harvest of South Georgia since college. He has more than two decades of history in food banking and has worked in almost every capacity in the organization. Having been with SHSG as it was growing gives him the unique perspective of having helped build all our operational processes. He has extensive experience with the logistics and mechanics of food warehousing, distribution, and safety. His knowledge of the implementation of food assistance program will be invaluable as we execute this expansion pilot. He holds a B.A. from Valdosta State University.

Director of Inventory of Safety, Kenny Katzka, has been on staff with SHSG for nearly 10 years. He began as a branch manager and based on his exceptional skill and work ethic was promoted to his current position. He is an expert in inventory management and logistics. He will be responsible for product ordering, inventory controls, and delivery logistics.

Director of Partner Services, Emily Asbell, has been with the food bank since 2020. She received a "battlefield promotion" of sorts during the pandemic and has risen to meet the challenges of her role. She has exceptional skills in customer service, account management, and training. She will be managing the internal program accounts in our P2 platform. She will also be working with the other team members and stakeholders to keep program participation numbers updated, to collect and synthesize project data/feedback/progress information, and to provide regular reports to the team.

CFO Cory Hansen will assist from a financial management standpoint. Director of Development and Marketing, Janna Luke, will assist with the recruitment and scheduling of volunteers to build the meal bags, as well as, with any storytelling and communications aspects.

2. What is the CEO/President/Executive Director Salary? $195, 501.58

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 per the invitation to apply**. Delineate your line items requests per example below:

- 90% of total request for the purchase of food items only. (Ex. Total request of $1,000,000; 90% is $900,000 for food)
- 10% of total request for **transportation OR for coordination** (Ex. Total request of $1,000,000; 10% is $100,000 for transportation 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
Spaghetti rings	12 x 15oz/case, $11.41/case, 3400 cases	$0	$0	$38,794.00	$38,794.00
Macaroni & beef pasta	12 x 15oz/case, $12.91/case, 3400 cases	$0	$0	$43,894.00	$43,894.00
Mini ravioli	12 x 15oz/case, $12.54/case, 3400 cases	$0	$0	$42,636.00	$42,636.00
Beef stew	24 x 7.5oz/case, $21.42/case, 1800 cases	$0	$0	$38,556.00	$38,556.00
Instant oatmeal	220 x 1.23 oz/case, $33.05/case, 240 cases	$0	$0	$7,932.00	$7,932.00
Mixed fruit	96 x 4.5 oz/case, $37.96/case, 480 cases	$0	$0	$18,220.80	$18,220.80
Mandarin oranges	24 x 11 oz/case, $19.81/case, 2380 cases	$12,180.60		$34,967.20	$47,147.80
Transportation				$25,000.00	
Bags	1,000/case, 36 cases, $49.92/case	$1,297.92	$0	$0	$1,297.92
TOTALS:		$13,478.52	$0	$250,000	$263,478.52

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

We plan to augment the food items listed above with donated items or items purchased with other donated funds. We cannot project what those items will be but will know closer to the project's start as scheduled product donations arrive. In the last two years, we have seen many donated loads get cancelled, rescheduled, or altered. We will work to secure the extra funding needed once we decide on this expansion project. However, we commit to providing the remainder until we can do so.

The line item for transportation costs will help us offset the increase in cost associated with our trucks/vans delivering to at least 8 new stops per week for 32 weeks. We will be planning routes and deliveries as much as possible within existing pickup/delivery routes to maximize the efficiency of our fleet and our staff. As such, it is difficult to estimate the overage for transportation costs for this expansion pilot.

The primary staff associated with this project are all salaried. Non-driver manhours will be volunteer hours. As such, we have not included wages/salaries. The administrative and logistical work provided by the primary team members is covered by our general operating funds.

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
Singletary Foundation	$75,000
Greater Valdosta United Way - Capital	$150,000
Greater Valdosta United Way – Operational	$90,000
State Farm (Hungry at Home)	$20,000
City of Valdosta (Capital)	$926,808
Individual Gifts	$255,841
Government Grants (USDA pass-through GA state agencies)	$2,750,000
Shared Maintenance Fees	$1,200,000

Pending

Name of Funder: Foundation, Corporation, Government, Individual donors, Other (specify)	Amount	Decision Date
Valdosta-Lowndes County Development Authority	$500,000	Decision made. Awaiting gift.
FEMA	$850,000	7/1/2024
Walmart Spark Good	$90,000	5/1/2024
Publix Super Markets Charities	$75,000	9/1/2024

Diversity of Funding Sources: A financially healthy organization should have a diverse mix of funding sources. Complete those categories that apply to your organization using figures from your most recent fiscal year.

Funding Source	Amount	% of Total Revenue	Funding Source	Amount	% of Total Revenue
Contributions	$1,845,000	4.52%	Interest Earned	$300,400	.72%
Fundraising/Special Events	$30,000	.07%	Other Income	$180,000	.43%
Corp/Foundation Grants	$100,000	.24%	In Kind Food	$34,970,000	84.34%
Government Grants	$2,750,000	6.63%			

Notes:

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VII. Financial Analysis

Agency Name: Second Harvest of South Georgia, Inc.
Most Current Fiscal Year (Dates): From: 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
$37,366,650	$36,099,587	$832,382	$434,681

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%	97%	2%	1%

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

Percentage of Organization's Current Total Budget used for Administration	Column C, Management & general expenses per 990 above	**Differential**
2.5%	2%	<0.5%>

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
$4,601,970	$169,902	$820,108	5.82

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
$1,067,307	<$2,513,363>

Notes: Food costs are in income/expense, which vary greatly. Cash includes restricted funds for warehouse and designated staffing over a 3-year period.

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)
#2	Your current operating budget and the previous year's actual expenses (see sample Budget Comparison)	#7	A copy of your most recent 990. **Please make sure that the Form 990 you submit is no more than two (2) years old.**
#3	Part IX **only** of the 990 form, Statement of Functional Expenses (one page). **Please make sure that the Form 990 you submit is no more than two (2) years old.**		
#4	For past grantees, a copy of your most recent final report.		
#5	A copy of your current 501(c)(3) letter from the IRS		

SAMPLE Budget Comparison

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

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

SHSG Budget Comparison

Expense Account		2023 Actuals	2024 Budget	Variance
6000 · Labor Expenses				
6005 · Labor		$ **1,159,695.42**	$ 1,200,000.00	-3.4%
	CEO Salary	$ **194,501.58**	$ 194,501.58	0.0%
	Payroll taxes	$ **108,809.84**	$ 95,000.00	14.5%
	6045 · Workman's Comp Insurance	$ **17,627.00**	$ 36,000.00	-51.0%
	6070 · Casual Labor	$ **220,967.00**	$ 300,000.00	-26.3%
Total 6000 · Labor Expenses		$ 1,701,600.84	$ 1,825,501.58	-6.8%
7000 · Professional Fees				
	Professional fees	$ **113,736.00**	$ 150,000.00	-24.2%
Total 7000 · Professional Fees		$ 113,736.00	$ 150,000.00	-24.2%
8000 · Warehouse Expense				
	Occupancy expenses	$ **840,121.00**	$ 573,000.00	46.6%
	8056 · Equipment Rental and Maintenance	$ **78,738.00**	$ 150,000.00	-47.5%
Total 8000 · Warehouse Expense		$ 918,859.00	$ 723,000.00	27.1%
9000 · Office Expense				
	9005 · Office Supplies	$ **2,254.00**	$ 7,500.00	-69.9%
	9030 · Telephone/Mobile/Data Trans.	$ **58,833.00**	$ 110,000.00	-46.5%
	Office expense - other	$ **5,021.00**	$ 10,000.00	-49.8%
	9040 · Printing and Publications	$ **7,173.00**	$ 6,000.00	19.6%
Total 9000 · Office Expense		$ **73,281.00**	$ 133,500.00	-45.1%
9300 · Fundraising/Special Events				
	General fundraising	$ **21,430.00**	$ 30,000.00	-28.6%
Total 9300 - Fundraising / Special Events		$ **21,430.00**	$ 30,000.00	-28.6%
9500 · Transportation				
	Transportation	$ **613,240.00**	$ 565,000.00	8.5%
Total 9500 · Transportation		$ 613,240.00	$ 565,000.00	8.5%
9600 · Program Expenses				
	Food Bank Program	$ **1,791,577.52**	$1,696,700.00	5.6%
	9605 · CACFP Program	$ **1,241,683.00**	$1,275,000.00	-2.6%
	9606 · SFSP Program	$ **213,738.00**	$212,000.00	0.8%
	9620 · SNAP Food Purchases	$ **659,274.00**	$250,000.00	163.7%
	9624 · Power Purchase Program Food and Nonfood	$ **38,102.00**	$54,000.00	-29.4%
Total 9600 · Program Expenses		$3,944,374.52	$3,487,700.00	13.1%
9700 · Memberships				
	9705 · Feeding America	$ **5,635.00**	$ 7,500.00	-24.9%
	9725 · Other Memberships	$ **24,742.00**	$ 15,000.00	64.9%
Total 9700 · Memberships		$ 30,377.00	$ 22,500.00	35.0%
9800 · Administration Expenses				
	9810 · Travel/Training National Meeting	$ **10,089.00**	$ 12,000.00	-15.9%
	Liability Insurance	**$138,764.52**	$ 115,000.00	20.7%
Total 9800 · Administration Expenses		$ **148,853.52**	$ 127,000.00	17.2%
9639 . Cost of Goods Sold Inventory		$ **30,428,392.00**	$32,945,000.00	-7.6%

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	29,029,682.	29,029,682.		
2 Grants and other assistance to domestic individuals. See Part IV, line 22	2,681,261.	2,681,261.		
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	433,774.	80,595.	284,823.	68,356.
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	1,220,968.	1,193,981.	17,198.	9,789.
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	350.		350.	
c Accounting	39,055.		39,055.	
d Lobbying	7,375.		7,375.	
e Professional fundraising services. See Part IV, line 17	326,964.			326,964.
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	23,130.		23,130.	
12 Advertising and promotion	3,447.	2,412.		1,035.
13 Office expenses	62,865.		62,865.	
14 Information technology	6,871.			6,871.
15 Royalties				
16 Occupancy	121,409.	121,409.		
17 Travel	46,762.		46,762.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	222,027.	165,825.	56,202.	
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	351,210.	344,297.	6,913.	
23 Insurance	111,646.		111,646.	
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 KIDS CAFE	1,216,657.	1,216,657.		
b WAREHOUSE EXPENSE	458,813.	458,813.		
c TRANSPORTATION	413,784.	413,784.		
d SUMMER FEEDING PROGRAM	211,234.	211,234.		
e All other expenses	377,366.	179,637.	176,063.	21,666.
25 **Total functional expenses.** Add lines 1 through 24e	37,366,650.	36,099,587.	832,382.	434,681.
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)				

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248467585
Oct. 06, 2011 LTR 4168C E0
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00016850
BODC: TE

SECOND HARVEST OF SOUTH GEORGIA INC
% FRANKLIN J RICHARDS II
1411 HARBIN CIR
VALDOSTA GA 31601-6535

14338

Employer Identification Number: 58-2208545
Person to Contact: Mrs Pamela Skiles
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Sep. 27, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in August 1996.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

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Oct. 06, 2011 LTR 4168C E0
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SECOND HARVEST OF SOUTH GEORGIA INC
% FRANKLIN J RICHARDS II
1411 HARBIN CIR
VALDOSTA GA 31601-6535

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

Sincerely yours,

S. A. Martin

S. A. Martin, Operations Manager
Accounts Management Operations