



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

Internal Use Only:
Grant :

Organization / Agency Information

1) Organization/Agency Name: Second Helpings		
2) Physical Address: 11-A Marina Side Drive, Hilton Head Island, SC 29928		City/State/Zip
3) Mailing Address: P.O. Box 23621, Hilton Head Island, SC 29925		City/State/Zip
4) CEO or Director: Marcus Tanner, Executive Director		Title:
5) Phone: 843-689-3616	6) Fax:	7) Email: execdirector@secondhelpingslc.org
8) Contact Person: Angel Marcinkoski, Operations Administrator		Title:
9) Phone: 843-689-3689	10) Fax:	11) Email: officeadmin@secondhelpingslc.org
12) Web Site Address: www.secondhelpingslc.org		13) Tax ID: 57-0938469

Program / Grant Information

Interest Area:

14) Program/Project Name: Supplemental Healthy Proteins for Persons in Need			15) Amount of Grant Requested: \$98,663
16) Total Organization Budget: 801,084 (2024) 690,722 (2022 Form 990)	17) Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 623,159	18) Per 990, Percentage of Management & General Expenses Only (Column C/ Column A x 100): 7.590319	19) Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D/ Column A x 100): 9.781504
20) Purpose of Grant Request (one sentence): Provide supplemental proteins to our agency partners in Beaufort, Jasper, and Hampton Counties, SC, to benefit the nearly 10,000 food-insecure persons we collaboratively serve.			
21) Program Start Date (Month and Year): 6/20/24		22) Program End Date (Month and Year): 12/31/24	
23) Gimbel Grants Received: List Year(s) and Award Amount(s) N/A			

Signatures

24) Board President / Chair: (Print name and Title) Mary Ann Bell, Board President	Signature: 	Date: 3/26/24
25) Executive Director/President: (Print name and Title) Marcus Tanner, Executive Director	Signature: 	Date: 3-26-24

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?

Second Helpings is a nonprofit (501(c)3) food rescue organization fighting hunger and food insecurity in Beaufort, Jasper, and Hampton counties. We are unique in that we are a nonprofit that serves other nonprofits. We use our fleet of nine trucks and community of 468 volunteers to collect edible food that would otherwise go to waste and distribute it, free of charge, to 54 local food pantries, soup kitchens, and family programs for people in need. We acquire funding to buy healthy produce and proteins to supplement our food rescue efforts.

Second Helpings has been rescuing food since 1992. Local Hilton Head Island residents noticed how much food was being thrown away by grocery stores and restaurants and decided to act. Using their own cars, a dozen dedicated volunteers started collecting the food and bringing it to several local family programs. They bought their first refrigerated truck six months later. Thanks to the support of many donors and hundreds of volunteers, we have grown steadily over the years to become an organization of 468 volunteers with nine refrigerated trucks (and a refrigerated van) that collects food six days a week, 52 weeks a year. We recently marked a milestone: 50 million pounds rescued and distributed for our neighbors in need.

Hunger has a local address. We distribute all of the food we rescue and purchase to our 54 Agency Partners (which are local food pantries, soup kitchens, and family programs), free of charge. In 2023, we provided 3.4 million pounds of food, enough for 54,000 meals per week. In total, our Agency Partners provide food (primarily in a farmers' market-style format) to nearly 10,000 local residents every week.

Second Helpings has been awarded Angel Charity status by the South Carolina Secretary of State for good financial stewardship. Virtually all of our funding comes from private donations, with \$0.90 of every dollar we receive going directly to providing food for our neighbors in need. Our volunteers keep our overhead low (enabling us to employ only two full-time and three part-time staff), while allowing our Agency Partners to use their funds on their core missions with no overlap of services. Second Helpings is governed by a 13-person volunteer board of directors. Most of our directors also rescue and distribute food on our trucks, and all are active in our community.

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

Second Helpings has been rescuing food for 32 years. Food rescue is our primary mission and our largest program. Through our relationship with the Lowcountry Food Bank (part of Feeding America), Second Helpings is the only agency authorized to rescue food from the many national grocery chain stores in Beaufort and Jasper counties. We also rescue food from drug and dollar

stores, regional chain stores, quick-serve restaurants, farms, and a deer processor. In all, we have 47 food donors, who provided approximately \$6 million worth of rescued food in 2023.

Second Helpings started the Healthy Food Initiative (HFI) in 2016. This program, which is funded by grants and donations, enables us to provide several hundred thousand pounds of healthy produce and proteins every year to our Agency Partners to supplement rescued food. Rescued food tends to be high in carbohydrates, fats, and sodium, so this program is an effective way to improve the nutritional quality of food provided to our neighbors in need. This grant request would be an expansion of our current HFI program.

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

We achieved record results in 2023: we increased the amount of food rescued by 34% and the number of volunteers by 56% over the last three years, since 2020.

In 2021, we established a closer working relationship with the Lowcountry Food Bank (part of Feeding America), which gave us access to Feeding America's food insecurity data by census tract throughout our service area. We have adopted a data-driven approach to food distribution to ensure that we are directing every pound of precious food to where it's needed most. As a result:

- The amount of rescued and purchased food distributed to each Agency Partner (food pantry, soup kitchen, or family program) is based on persons served per week. Agency Partners are encouraged and incented to attract more food insecure persons in order to receive more food, and Second Helpings encourages and shares success stories among them.
- We have established eight new Agency Partners in under-served areas in the past 12 months. These areas include Lady's Island in Beaufort, where no agency existed to support 1,400 food-insecure residents, and the south end of Hilton Head Island, where two small agencies could not meet the needs of the nearly 1,500 food-insecure people living there.

In 2023, we also launched two additional food rescue programs: the Post-Vacation Food Donation to collect surplus and leftover food from tourists leaving Hilton Head Island on Saturday mornings; and the Beaufort Farmers' Market food rescue/donation program, which benefits Beaufort Agency Partners. These programs have also raised community and visitor awareness of hunger in tourist communities.

II. Project Information:

A) Statement of Need

Specify the community need(s) you want to address and are seeking funds for.

Include demographics, geographic characteristics of the area or community to be served, community conditions and income level. Include relevant statistics.

Demographics:

According to Feeding America, there are 20,610 food insecure persons in our service area of Beaufort, Jasper, and Hampton counties. Food insecurity is defined as lacking reliable access to enough affordable, nutritious food to support a healthy life. These are the people that Second Helpings and our Agency Partners are dedicated to reaching and serving.

Our Agency Partners are currently providing food to 9,792 persons per week. Those receiving food include the working poor, families with children, the homeless, people with disabilities, and the elderly. Some are visiting food pantries for the first time because of an unforeseen challenge to their finances or their health.

Here is a snapshot (as of January 2024) of the food-insecure persons that we and our Agency Partners serve:

<u>Area</u>	<u>Food Insecure</u>	<u>Persons Served</u>	<u>Persons Served:</u>		
			<u>Adults</u>	<u>Children</u>	<u>Seniors</u>
Beaufort	6,480	3,175	1,035	1,104	1,036
Bluffton	5,440	2,159	959	699	501
Hilton Head Island	2,840	1,469	653	562	254
Total Beaufort County	14,760	6,803	2,647	2,366	1,790
Jasper County	3,110	2,318	800	671	847
Hampton County	2,740	671	259	206	206
Grand Total	20,610	9,792	3,706	3,243	2,843

As noted above, in the last 12 months alone Second Helpings has added eight new food pantries to reach food insecure populations that are underserved. We are continuing these efforts in Bluffton (specifically the Okatie area, home to a large senior population in Sun City, which our data suggests includes long-retired residents whose fixed incomes are no longer adequate to cover their expenses). Hampton County agencies are heavily served by the Lowcountry Food Bank (part of Feeding America), which is the reason that Second Helpings' persons served numbers are lower in that county in comparison to the others.

One in three people receiving food from our Agency Partners is under 18. This is influenced by the fact that our Agency Partners include two Boys & Girls Clubs, which provide farmers' market-style food pantries to parents picking up their children after school every day, and the children served by the Child Abuse Prevention Association in Beaufort, which is also an Agency Partner.

Food Provided:

Over 90% of the food Second Helpings provides our Agency Partners is rescued from grocery stores and other retail outlets. Rescued food mainly consists of grocery store items that were not sold by their sell-by dates.

We monitor rescued food by type in order to identify nutritional trends. Here is a chart of how our 3.4 million pounds of food distributed in 2023 breaks down by type:

<u>Food Type</u>	<u>Rescued</u>	<u>Purchased</u>	<u>Food Drive</u>	<u>Transported</u>	<u>Totals</u>	<u>As a % of Total</u>
Produce	854,949	109,010			963,959	28%
Meat	822,081				822,081	24%
Bakery	791,373				791,373	23%
Grocery	357,910		17,165	134,261	509,336	15%
Deli	126,642	5,871			132,513	4%
Dairy	119,845	52,840			172,685	5%
Total Distributed	3,072,800	167,721	17,165	134,261	3,391,947	100%

Although meat is our second-largest food type, we estimate that only 20% of what we rescue is healthy poultry products. The remainder is higher-fat red meats, ground pork, and high-sodium processed meat, including hot dogs and marinated products. Fresh chicken is a scarce and prized commodity among those that we and our Agency Partners serve.

According to the Harvard School of Public Health, “Available evidence indicates that it’s the source of protein (or, the protein “package”), rather than the amount of protein, that likely makes a difference for our health. Here’s the evidence-based takeaway: eating healthy protein sources like beans, nuts, fish, or poultry in place of red meat and processed meat can lower the risk of several diseases and premature death.” Reference: <https://www.hsph.harvard.edu/nutritionsource/what-should-you-eat/protein/>

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.

Second Helpings is a local nonprofit food rescue organization fighting hunger and food insecurity in the South Carolina Lowcountry. We are unique in that we are a nonprofit that serves other nonprofits. When produce, bakery, and other perishable items no longer meet the grocery store sell-by date, they are pulled from the shelves and staged for donation to Second Helpings. More than 300 of our 468 volunteers drive and serve as helpers on our nine refrigerated trucks, collecting and distributing rescued food, the same day, to 54 Agency Partners in Beaufort, Jasper, and Hampton counties. This same-day delivery enables perishable and short-dated food to be distributed and consumed quickly, avoiding food waste.

In 2023, we provided 3.4 million pounds of food, enough for 2.8 million equivalent meals (more than 54,000 meals per week) to 54 Agency Partners, free of charge. We recently celebrated a major milestone: 50 million pounds of food rescued and distributed to neighbors since 1992.

Since we do not distribute food directly to our neighbors in need (that is done via our 54 Agency Partners), our role is to ensure that the Agency Partners are operating safely and effectively. We do this in a number of ways:

- Each Agency Partner must apply to continue working with Second Helpings annually. This enables us to reinforce our requirements of how they must operate. A copy of the Agency Application and Agency Partnership Agreement can be found on our website at the following link: <https://www.secondhelpingslc.org/wp-content/uploads/2024/02/Agency-Application-and-Agency-Partner-Agreement.pdf>.
- We conduct annual Agency Conferences in each of five geographies to present the latest information on food insecurity in their communities (by census tract) and best practices for conducting outreach to more persons in need. We also discuss data collection, changes in food distribution, evolving needs, and any issues that we or the agencies are having. All agencies are required to send representatives.
- We provide online food safety training and require Agency Partner staff and volunteers to complete it at least every two years.
- At least annually (more frequently if a significant issue is discovered), Second Helpings staff and trained volunteers make unannounced visits to each Agency Partner during one of their food distributions. We assess food safety practices as well as whether the distribution complies with our rules.
- Quarterly, our Agency Partners report their persons served. We closely monitor and seek explanations for changes in this information, as it affects the amount of food allocated to each agency. Failure to provide this information will result in a site visit.
- We require our Agency Partners to prominently post our organization's name and phone number so that clients can report perceived unfair practices. This happens occasionally, and we investigate and resolve the situations promptly with a site visit.

Agencies who do not address significant exceptions identified during a site visit are given a warning and 60 days for remediation before we consider revoking their association with us. We have issued two such warnings in the last 12 months. One has completely addressed its issues, while the other is in progress and will be re-inspected next month.

As noted, we have added Agency Partners since the COVID-19 pandemic while some others have closed. The amount of food we provide is up 34% since the pandemic (2020). The number of Agency Partners has also increased, from 50 in 2020 to 54 today. We only know of one Agency Partner which decreased the number of distributions post-pandemic, from two to one per week.

As presented in one of the charts above, our 54 Agency Partners serve 9,792 food-insecure persons (3,706 adults, 3,243 children, and 2,843 seniors). This is the number that we are seeking to provide with fresh chicken as an expansion of our Healthy Food Initiative (HFI) Program. It will be obtained from a local vendor and will be distributed out to our agency partners based on their number of persons served. The number of food-insecure persons served is obtained through quarterly reports received from all 54 agency partners. Our Agency Partners enroll the households and families served; our Agency Partner Agreement requires that they act in the interests of equity and non-discrimination.

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.**

As an important extension of our HFI program, which supplements and enhances the nutritional value of rescued food, we propose to offer our Agency Partners one five-pound pack of chicken

thighs (including skin and bones) per family once per month for three months. Our Agency Partners report serving 9,792 persons per week, or approximately 3,300 households. This number is obtained through quarterly reports. We maintain close communication with each of our agency partners and monitor the number of people they serve against the amount of food received.

Our Homeplate software is also used to record the amount of food rescued and purchased from each donor and delivered to each agency. This data is reviewed weekly to ensure that all truck routes have been recorded. Homeplate provides the staff and board with a suite of reports on demand, which are used to monitor trends in the quantity and type of food rescued, the amount of food delivered, and adherence to delivery targets.

The average price of a 4.5 to 5.9-pound pack of chicken thighs is currently \$9.06 (<https://www.walmart.com/ip/Perdue-No-Antibiotics-Ever-Fresh-Chicken-Thighs-4-5-5-9-lb-Tray/51259012?from=/search>) so each distribution is expected to cost approximately \$29,900, plus distribution and administrative cost of \$2,990. The total three-month program cost would be \$98,663. We will compare and report the actual spending and number of persons receiving chicken to this estimate. Additionally, we always gain valuable insight from targeted food distribution programs, which we will apply as we design future supplemental food programs.

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: Enhance and supplement the diet of food-insecure households in Beaufort, Jasper, and Hampton counties by providing healthy, fresh chicken three times, in September, October, and December.

OBJECTIVE: Distribute approximately 50,000 pounds of fresh chicken to our Agency Partners for distribution to 9,792 of our neighbors in need.

ACTIVITIES:

- 1) Notify our 54 Agency Partners and establish their ability to participate in the program, the method and timing for receiving the chicken for distribution, and the reporting required. (A handful of our agencies are small and are open only bi-weekly or monthly; in these cases, we will reach their clients through another local agency if these small agencies are unable to participate.)
- 2) Obtain pricing from several of our national Food Donors (including Walmart and Kroger) to provide the chicken, and check wholesale pricing available through the Lowcountry Food Bank. Select lowest cost source.
- 3) Arrange for Second Helpings trucks and volunteers to distribute the chicken to Agency Partners.
- 4) Track the number of persons served with this supplemental program at each distribution.
- 5) Assess the outcome of the program and consider adjusting our Healthy Food Initiative assortment going forward.

OUTCOME: We expect to provide approximately 50,000 pounds of chicken to our Agency Partners, enhancing the diets and enjoyment of 9,792 food-insecure residents.

EVALUATION: Using our Homeplate system, we will record the amount of chicken provided to each Agency Partner. Through required supplemental reporting, we will determine how many households and persons received chicken from each Agency Partner and consolidate this information. We will compare this to the expected Outcome and will account for differences in the number of pounds of chicken provided and the number of persons 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: 6/20/24

The project end date is: 12/31/24

Include timeframes for specific activities, as appropriate.

June 2024 – July 2024:

- 1) Discuss the program with Agency Partners and plan distribution logistics, and
- 2) research and determine the best vendor(s) to handle orders of this size.

August 2024 – November 2024:

- 3) Place orders with vendor(s) for three deliveries.

September 2024 – December 2024:

1) Distribute proteins to Agency Partners once per month for three of those months, to enable prompt and safe distribution to their clients.

E) Target Population

1. Who will this grant serve?

The grant will benefit the 9,792 persons that we and our 54 Agency Partners serve in Beaufort, Jasper, and Hampton counties who are food insecure (meaning they lack reliable access to enough affordable, nutritious food to support a healthy life).

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

A total of 9,792 food insecure persons will be impacted: 3,706 adults; 3,242 children; and 2,843 seniors.

F) Community Partners

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

This program is part of our Healthy Food Initiative, which provides supplemental food to improve and enhance the diets of those who depend on rescued food. As with rescued food, all supplemental food is provided to our Agency Partners at no cost to them. In the spirit of caring for our neighbors, we work hard to help ensure that food is available to those who need it, wherever they are.

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

Second Helpings works with 47 Food Donors to serve 54 nonprofit Agency Partners in Beaufort, Jasper, and Hampton counties. We are funded by private donations and foundations, and work closely with the Lowcountry Food Bank.

Agency Partners: These organizations distribute the food that they receive from Second Helpings and other sources. They operate according to our policies and procedures to serve existing clients and conduct outreach to expand their service. Our Agency Partners are food pantries, soup kitchens and family programs.

Food Donors: Our Food Donors are national grocery store chains, local stores, and quick-service restaurants that allow us to rescue food that they have deemed unsellable. Maybe the food has reached its “sell by” date; perhaps it’s an apple that is bruised, lettuce that is wilting, or a product that just isn’t selling. Whatever the reason, they donate it to us. An array of food is picked up daily by our teams of volunteers. We also have several farmers and a deer processor who donate food to us, which our volunteers also pick up.

Financial Supporters: Second Helpings is able to help thousands of people each week because of our donors’ generosity. Foundations, civic organizations, churches, thrift stores, and individual donors all support our food distribution programs.

The Lowcountry Food Bank: We have cultivated an excellent relationship with this organization, part of Feeding America, to advance our shared vision of eliminating hunger in the communities

we serve. They have approved us to rescue food from national grocery stores in Beaufort and Jasper counties, and we share data and insights extensively. We also work with them to purchase food at lower prices when available.

3. How are you utilizing volunteers?

Second Helpings has 468 active volunteers running eight refrigerated trucks that collect food seven days a week, 52 weeks a year, and deliver it the same day to our Agency Partners in Beaufort, Jasper, and Hampton Counties. We offer a range of volunteer opportunities to suit the active, the aging, and the physically challenged, including:

- **Food Rescue:** We have a pool of more than 300 volunteer truck drivers and helpers. Every day, 20 to 24 volunteers work on eight refrigerated trucks for about four hours, with each truck picking up and dropping off several thousand pounds of food to Agency Partners.
- **Fill The Need:** Every Thursday, six to nine volunteers distribute food to more than 60 hospitality and maintenance workers who ride Palmetto Breeze buses for up to two hours each way to work on Hilton Head Island and Bluffton. This enables them to provide food for their families, as grocery stores and food pantries are frequently closed by the time they arrive home.
- **Post-Vacation Food Donation:** Every Saturday morning during high tourist season, teams of three volunteers collect unopened food from tourists and residents on Hilton Head Island.
- **Food Drives and Neighborhood Outreach:** Our volunteers work with neighborhoods and clubs to hold food drives to collect nonperishable food items. They participate in volunteer fairs and other community events. Our volunteer Neighborhood Ambassadors help raise awareness about local hunger and how their neighbors can help.
- **Board of Directors:** We have 13 board members who dedicate time as a working board to establish policy and oversee committees and programs. More than half of our board members are also truck drivers and helpers, which gives them great insight into our day-to-day operations. Board members also chair our Committees.
- **Committees:** With a small staff, Second Helpings relies on volunteers to support the Executive Director and perform other important work. These committees include Agency, Donor Relations/Fundraising, Events, Executive, Finance, Nominating, Operations, Truck, and Volunteer.

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

These funds will be used to expand our Healthy Food Initiative to purchase approximately 50,000 pounds of chicken thighs for our Agency Partners to distribute three times over a four-month period to our neighbors in need. Despite the loss of COVID-related funding in 2024, we have been able to maintain our Healthy Food Initiative in 2024, thanks to obtaining several new grants. However, we still had to make a significant cut to the supplemental meat we purchase for our Agency Partners. This grant would more than restore that cut.

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.

The Healthy Food Initiative is an ongoing grant and donation-funded program. We are continually applying for grant opportunities across all of our service areas. We monitor and adjust the

assortment of products that we offer our Agency Partners, and will likely add limited amounts of chicken to our regular menu.

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?

Our board of directors is a 13-member volunteer organization that supervises, controls, and directs the strategy, management, affairs, and property of Second Helpings. They are elected to two-year terms. Board members chair committees comprised of staff and volunteers to support and advise the Executive Director, and accomplish initiatives and tasks. Board members lead the following committees, with the Executive Director and Board President serving as ex-officio members: Agency, Donor Relations/Fundraising, Events, Executive, Finance, Nominating, Operations, Truck, and Volunteer. Each committee reports to the Board and provides a report in advance of each board meeting.

The Board meets at least eight times per year and utilizes an agenda that is published in advance and includes permanent topics such as a financial report and the Executive Director's operational update. Any board member may add a topic to the agenda at any time. Board members are provided with committee reports and drafts of any board motions at least one week in advance. The board president presides over all board meetings and encourages discussion.

B) Management

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

The project will be managed by the Operations Administrator, Angelica (Angel) Marcinkoski. She has more than nine years of experience in program development, customer service, training, and grant-writing, most recently with Beaufort County Government. She holds a Bachelor of Science in Nutrition and Food Science and a Master of Public Health from Georgia Southern University and a Master of Business Administration from Lander University. She will be supported by the two area coordinators, Paula Fanelly and Merryn Mascaro, who are responsible for managing volunteers and communicating with our Agency Partners.

The Executive Director, Marcus Tanner, is the CEO of the organization. His salary is \$69,000.

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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
Fresh chicken to supplement and enhance the diets of food-insecure clients of Agency Partners.	Approximately 50,000 pounds of fresh bone-in chicken thighs at \$9.06 per tray			\$89,694	\$89,694
Transportation and coordination	10% of purchase cost			\$8,969	\$8,969
Other Healthy Food Initiative		\$40,000	\$135,000	\$0	\$175,000
TOTALS:		\$40,000	\$135,000	\$98,663	\$273,663

Provide a narrative for the line item Transportation OR Coordination.

We've estimated 10% of the cost of the purchased protein to cover truck operating expenses (fuel, insurance, maintenance) and a portion of the Operations Administrator's and our two area coordinators' time to coordinate the project with the agencies, vendor(s), and truck volunteers. The breakdown is as follows: truck operations \$4,000; area coordinator time (they are hourly employees) \$1,500 each, or \$3,000 total; and Operations Administrator time \$2,000.

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

Secured/Awarded

Name of Funder: Foundation, Corporation, Government, Individual donors, In-Kind, Other (specify)	Amount
Wexford Foundation	\$20,000
The Beaufort Fund	\$25,000
The Berkeley Hall Foundation	\$25,000
Second Helpings fundraiser to support Beaufort produce	\$40,000

Pending

Name of Funder: Foundation, Corporation, Government, Individual donors, Other (specify)	Amount	Decision Date
Gimbel Foundation	\$98,663	6/1/24
CLIF Bar Foundation	\$15,000	6/30/24
Colleton River Foundation	\$20,000	(submitted)
The Breedlove Foundation	\$15,000	(submitted)
Long Cove Charitable Foundation	\$15,000	(submitted)

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	\$405,321	52%	Interest	\$10,191	1%
Fundraising/Special Events	\$126,460	16%	Advertising	\$10,000	1%
Corp/Foundation Grants	\$208,305	26%	Investments	\$25,211	4%
Government Grants	\$ 0	3%			

Notes:

From 2023 pre-audit results.

S.L. Gimbel Foundation APPLICATION

VII. Financial Analysis

Agency Name: Second Helpings

Most Current Fiscal Year (Dates): From January 2024 To: December 2024

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
690,722	623,159	52,428	15,135

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%	90.218496	7.590319	2.191185

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

Percentage of Organization's <u>Current</u> Total Budget used for Administration	Column C, Management & general expenses per 990 above	Differential
8%	7.6%	0.4%

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
\$586,622	\$7,167	\$31,619	18.779

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$11,586	\$79,745

Notes:

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		

SAMPLE Budget Comparison

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

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

III. Project Budget SAMPLE

Project Budget and Narrative (Do not delete these instructions on your completed form).

Please provide a detailed line-item budget for your project by completing the budget form below.

The maximum requested amount is \$100,000 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 \$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	Line Item Description	Requested Amount
<i>Eggs</i>	15 dz/case, \$12/case , 400 cases	\$ 4,800
<i>Fresh Milk</i>	½ gallon 1%, \$2/unit , 19,600 units delivered	\$39,200
<i>Oil</i>	12 32 oz case, \$23/case , 400 cases	\$ 9,200
<i>Frozen Chicken Breast</i>	75 ind. wrapped breasts/case, \$115/case , 320 cases	\$36,800
<i>Coordination</i>	10% of \$100,000 total request	\$10,000
TOTAL:		\$100,000

Second Helpings
Budget Comparison
2023 Pre-Audit Actuals vs. 2024 Operating Budget
Pre-Audit

	2023 Actuals	2024 Budget	Fav/(Unfav) Variance
Income:			
Contributions	405,321	363,750	(41,571)
Fundraising / Special Events	126,460	122,000	(4,460)
Corporate/Foundation Grants	208,305	305,300	96,995
Interest	10,191	6,000	(4,191)
Advertising	10,000	4,375	(5,625)
Investments & Misc Income	25,211	-	(25,211)
Total Income	785,488	801,425	15,937
Expenditures:			
Purchased Food (HFI Program)	208,548	175,000	33,548
Fill the Need Program	5,490	12,000	(6,510)
<u>Personnel:</u>			
CEO Salary	67,000	69,000	(2,000)
Staff Salaries	122,477	200,401	(77,924)
Payroll Taxes	16,013	20,663	(4,650)
Training	80	1,000	(920)
Total Personnel	205,570	291,064	(85,494)
<u>Other Expenses:</u>			
Office Rent	18,000	24,420	(6,420)
Office Moving Expense	7,342	-	7,342
Utilities	7,897	7,200	697
Other Office Expenses	8,146	3,500	4,646
Accounting & Audit	11,042	12,000	(958)
Advertising & Promotion	6,745	20,800	(14,055)
Fundraising	2,500	10,000	(7,500)
Mileage	4,834	2,400	2,434
Printing & Postage	8,746	7,400	1,346
Licenses & Fees	4,219	4,600	(381)
Volunteer Recognition	6,583	12,000	(5,417)
Fuel	37,870	36,000	1,870
Truck Maintenance	77,484	37,000	40,484
Insurance	43,928	42,000	1,928
Equipment & Technology	28,387	12,000	16,387
Operating Supplies & Uniforms	20,401	7,000	13,401
Depreciation	51,981	74,000	(22,019)
All Other Expenses	8,189	10,700	(2,511)
Total Other Expenses	354,294	323,020	31,274
Total Expenses	773,902	801,084	(27,182)
Income Greater Than Expenses	11,586	341	(11,245)

Second Helpings Food Grant Application

Line Item	Line Item Description	Requested Amount
Fresh Chicken Thighs (Perdue, No Antibiotics Ever, 4.5-5.9 lb. Tray) \$9.06 (priced using walmart.com on 3/26/24)	\$9.06 per tray; 9,900 trays (3,300 trays required for each of three distributions)	\$ 89,694
Transportation and Coordination	10% of \$89,694 total request	\$ 8,969
TOTAL		\$ 98,663

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☒**Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.**

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	67,016	59,644	4,021	3,351
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	101,936	90,287	5,870	5,779
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes	12,925	11,470	757	698
11 Fees for services (nonemployees):				
a Management				
b Legal				
c Accounting	10,651	3,515	7,136	
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.)				
12 Advertising and promotion	1,676	838		838
13 Office expenses				
14 Information technology				
15 Royalties				
16 Occupancy	10,838	2,168	8,670	
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	34,439	34,439		
23 Insurance				
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 Operations supplies	207,984	207,984		
b Food purchases	68,464	68,464		
c Insurance	40,842	33,445	7,397	
d Fuel	39,357	39,357		
e All other expenses	94,594	71,548	18,577	4,469
25 Total functional expenses. Add lines 1 through 24e	690,722	623,159	52,428	15,135
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)				

OGDEN UT 84201-0038

In reply refer to: 0437907700
Apr. 04, 2018 LTR 4168C 0
57-0938469 000000 00
Input Op: 0437907700 00038403
BODC: TE

SECOND HELPINGS
PO BOX 23621
HILTON HEAD SC 29925-3621



013923

Employer ID Number: 57-0938469
Form 990 required: Yes

Dear Taxpayer:

This is in response to your request dated Mar. 26, 2018, regarding your tax-exempt status.

We issued you a determination letter in April 1992, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

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

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

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

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

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