Agency	Hays County Food Bank
Program	Food Distribution Programs
San Marcos Service Address	220 Herndon, other locations in San Marcos
Requested	\$85,000
Recommended	\$85,000

Application Completeness Check for HSAB	Hays County Food Bank Food Distribution Programs
Questions	
Are all questions answered?	Yes
Is the application signed? (this is a certification)	Yes
Does the program have measurable outcomes?	Yes
Is the agency a Human Services Agency?	Yes
Is the agency overseen by a Board of Directors?	Yes
Required Attachments	
BUDGETS	
Agency budget for current fiscal year	Yes
Agency budget proposed for next fiscal year	Yes
3. Program budget for current fiscal year	Yes
4. Program budget proposed for next fiscal year	Yes
5. Budget showing the exact uses of the HSAB funding	Yes
BOARD OF DIRECTORS INFORMATION	
6. Board of Directors membership roster	Yes
7. Board of Directors Meeting Attendance Record for current year	Yes
8. Board of Directors City of Residence	Yes
9. Board of Directors membership criteria	Yes
ORGANIZATION INFORMATION	
10. Organizational chart with names and titles of staff	Yes
11. Current IRS Form 990, pages 1 and 2 (not required for churches)	Yes
12. Non-discrimination policy statement	Yes
Preferred Attachments - 3 Letters of Support	
Letters of support from members of the San Marcos Community	Yes
Attachments if Applicable	
Latest audit or CPA signed review, if applicable	Yes
Policies and Procedures for the proposed Program, if available	
Note: We are not requiring Texas Secretary of State registration	

City of San Marcos Human Services Grants FY 2025 Application

I. SUMMARY INFORMATION

Please spell out organization name and program name completely, without acronyms.								
Applicant Organization: Hays County Food Bank								
Contact Name: Kelley Carter	elephone: <u>(512) 392-8300 x 230</u>							
Contact E-Mail Address: kcarter@haysfoodbank.org Website:	www.haysfoodbank.org							
Mailing Address: 220 Herndon St. San Marcos, TX 78666								
San Marcos Service Address for this Program: 220 Herndon St. San Marcos	STX 78666							
Who is authorized to execute program documents? (Name, Title)	isa Young, Executive Director							
lyoung@haysfoodbank.org								
Program Name: Food Distribution Program (including Direct Food Distribu	ition and Last-Mile Distribution)							
Amount of Funds Requested: \$85,000								
What percentage of the cost of this program is requested as funding throu	igh this application? <u>30% of 287,354</u>							

II. QUESTIONS

All questions must be answered. Please type your answers.

OVERVIEW

1. What is the agency's or organization's mission?

Our mission is to be passionately committed to improving lives through food assistance programs, nutrition education, and advocacy.

2. Briefly summarize the program for which funding is being requested and the services it provides.

Our Food Distribution Program is the most integral part of Hays County Food Bank. Through this program, we supply nearly 200,000 food-insecure Hays County residents with healthy groceries. The two main branches of our Food Distribution program are direct food distribution and Last-Mile Site support. Through our direct food distribution, we provide on average 3,300 households a nutritionally balanced food box to people at or below 185% of the federal poverty line. Our methods of distribution include, Home Delivery to homebound seniors, Motel Delivery for those in the BR3T housing program, Transitional Unsheltered Food (TUF) Bags, and our yearly Holiday Meal Box. All of our programs

are seeing increased need. In particular, we have seen growth in TUF bag program as more individuals become unsheltered in San Marcos and offer them easy-to-open proteins, trail mix, electrolyte mixes, water, fruits, and vegetables.

Through our connections with thirty-one Last-Mile Sites, we provide nutritious meals to harder-to-reach populations including: domestic abuse survivors, unhoused individuals, students, seniors, and the disabled. These sites contribute about half of our food distribution throughout the year in Hays County and are more flexible and targeted than we can be. Sites like Bobcat Bounty at Texas State will be most active during the school year, while sites like Southside Community Center provide hot meals to our unhoused community. La Vista (pantry), Senior Citizen Center, Red Wood Assisted Living.Salvation Army, El Buen Pastor

The Last-Mile Sites we work with effectively double the number of San Marcos residents we reach. The large majority of relationships we have are based in San Marcos and operate in many ways, including community pantries, emergency shelters, meal sites, and TUF bag locations. In 2023, we distributed 862,644 pounds of food to Last-Mile Sites that serve San Marcos residents, 59% of our total Last-Mile Site assistance in Hays County.

Poundage of Food for Notable Last-Mile Sites, 2023

Touridage of Food for Not					
	lbs		lbs		lbs
La Vista Retirement Community	43,028	El Buen Pastor	34,417	Salvation Army	27,890
Senior Citizen Center 39,219		enter 39,219 Southside Community Center 35		Hays Caldwell Living Center	21,423
Red Wood Baptist	47,103	Bobcat Bounty (FCS TX STATE)	33,569	Promiseland Church	40,993

COMMUNITY NEED AND JUSTIFICATION - 20 POINTS

1. Describe in detail the need for this program in San Marcos

As food insecurity grows, our mission drives us to serve more people in the hopes of improving lives and supporting our community. In total, the number of individual clients served by HCFB was 177,472 in 2023. We are serving more people experiencing food insecurity in 2024, as our population expands and governmental food assistance is reduced, creating a barrier for families to eat a healthy, well-balanced diet. In addition, increased outreach has brought more eligible clients to our distributions. HCFB is requesting funds to support operations and the purchase of food. To reduce costs and minimize food waste, we rescue food from all over Hays County five days each week, which is sorted and re-distributed to the community. We receive two deliveries per week from CTFB which contain free USDA products.

Our current building has limited space for storing dry, refrigerated, and frozen food. We are subsidizing our current storage with a rented cooler to increase our ability to order fresh produce and protein for Hays County. We plan on a major relocation between 2024 and 2025, which will elevate our service capacity. This move will also involve renovation costs. While we are thrilled to increase our capacity with the larger facility, the physical constraints we dealt with pushed us to create the amazing network of Last-Mile Sites. With their help, we reduce the strain on our building and create more accessible avenues for clients to receive food assistance.

2. Has the need for this program been increasing in recent years?

The amount of food we supply to the county is increasing significantly- in 2023 we distributed over 1.3 million pounds of food. Our food distribution rose by 5% from 1.12 million pounds in 2020 to 1.17 million pounds in 2021 and 10.5%

between 2022 and 2023 (1.17 to 1.3 million). We are on track to exceed our goal set last year, of a 5% increase in food distributed. During the two quarter of 2024, we have served the same amount of food we served through a 70% of last year.

We attribute the recent increase to a reduction in pandemic-era programs that provided greater financial support and the huge impact this has had on household budgets. The USDA reported in 2024 that they have seen the largest one-year increase in food insecurity since 2008 (Feeding America). This was following a report from the Bureau of Labor Statistics, that the Consumer Price Index for staple foods has risen drastically. With recent benefit reductions and increased requirements, it is estimated that nationwide 47% of people experiencing food insecurity are not eligible for SNAP (Feeding America).

3. Client Information

Definitions:

<u>Direct Client</u> - individuals or families immediately affected or personally served by the helping agency.

Questions:

a. Describe the direct clients for this program.

Direct Clients for our Food Distribution Program can qualify in many different ways. They qualify if their household is under 185% of the federal poverty rate, or if they are in a federal assistance program (SNAP, TANF, WIC, SSI, SSDI). Clients may also qualify on a temporary basis if they experience emergency financial need due to life events (moving, job loss, unexpected medical bills).

b. How is the program marketed to direct clients? How do you find these clients?

Our services are listed on many resource directories including 2-1-1, findhelp.org, the Central Texas Food Bank, and Feeding America. We also do social media outreach instructing clients when distributions will occur and what they need to do to qualify. All of this information is also located on our website (www.haysfoodbank.org).

c. Expected total annual unduplicated direct clients who are City of San Marcos residents:

As of Jun 30, 2024 we are projecting that 3,100 unique direct clients who are residents of San Marcos will visit us at least once this year. 36% of the clients in San Marcos have received assistance from us more than once. In 2025, we would expect that number to be a minimum of 3,500 at the current rate of change.

IMPLEMENTATION - 15 POINTS

1. How exactly will these funds be used?

Costs of Food Distribution Program

- Gas and maintenance for the 3 HCFB vans for food rescue and distribution 5 days a week.
- Food processing items such as gloves and bags for separating and sorting foods.
- Food purchases weekly to subsidize USDA and community food donations for distribution, Last-Mile Sites, and the Client-Choice Market.
- Food purchases for the Transitional Unsheltered Foods (TUF) bags program. These bags are designed to provide
 easy-to-open balanced foods for San Marcos residents experiencing homelessness or those temporarily housed
 in motels with limited access to a kitchen.
- Food purchases for our yearly holiday meal box program Turkeys Tackling Hunger. In 2023 we provided 1800 families with a turkey and sides including fresh produce for a holiday meal.

2. What specific, measurable outcomes or results do you hope to achieve with this program?

Hays County Food Bank aims to reduce hunger and increase our community health by 1) increasing the number of pounds of food that we distribute by 5% in 2025 by strengthening current partnerships and building additional ones. 2) Ensuring that we continue to meet or exceed the goal of 30% of all food we provide to direct clients and Partner Agencies across the county in 2025 is fresh, nutritious produce.

Each year we closely track a number of metrics including, individuals & households served and their geographic distribution, new clients added, pounds of food distributed, and pounds of food rescued from landfills. In 2025 we plan to increase our capacity for service delivery by making two major infrastructure improvements. These include moving to a new facility with additional warehouse space, a client choice distribution center, and creating a mobile TUF bag distribution for unhoused individuals.

Goals	Measurables				
Continue to build Last-Mile Sites	5% increase in food distributed to agencies				
Continue ensuring healthy food distribution	2025 fresh produce average at or above 30%				
Relocate to new facility	Relocation/renovation complete				
Expand TUF bag program	10% more TUF bags distributed				
Introduce Client Choice Market	Clients utilizing the Client Choice Market				

3. List the title of each position for which funding is requested and the activities associated with those positions. If funding is not available at the requested amount, what is the minimum Human Services Grant funding needed to be able to run this program?

Program Director- Oversees the operation and supervision of all of our Food Distribution programming.

Warehouse Manager- Manages volunteer labor force in sorting community donations and preparing food distribution.

Distribution Manager- Supervises volunteers and manages all direct food distribution.

Food Rescue Specialist- Organizes and oversees community food pickups and van maintenance.

Client Services Coordinators- Handle registration, client check-ins and client relationships.

Volunteer Coordinator- Schedules volunteers, and certifies court-mandated community service and community outreach.

If full funding is not available a grant award of \$70,000 is roughly what we expect to spend on food purchases this year. A grant award at this rate would allow us to focus on funding our operating costs, without scrambling for the funds necessary to purchase food.

IMPACT AND COST EFFECTIVENESS - 25 POINTS

1. Programs can provide value by deeply impacting the lives of a few, with effects that may ripple through generations, or by providing smaller but meaningful impact to a larger group. Describe in detail the impact this program will have on the identified need and on San Marcos residents.

In the short term, our Food Distribution program aims to increase access to healthy food for those experiencing food insecurity- defined by the United States Department of Agriculture as the lack of access, at times, to enough food for an active, healthy life. Access to emergency or short-term food assistance is vital for people lacking the necessary nutrients to provide energy for jobs, childcare, and other necessities when unexpected financial challenges occur. Long-term food assistance is also incredibly beneficial to San Marcos because it frees up funds that an individual might need to pay for medical costs, energy bills, childcare, and housing.

100% of clients who visit our new Client-Choice Market will have access to a greater variety of ingredients and be able to build meals that better meet their dietary and cultural needs, compared to our current direct food distribution. One study of food banks that added a client-choice model found an 85% increase in client satisfaction and we hope to see similar improvements (Journal of Hunger and Environmental Nutrition). In the long term, we expect the Client-Choice Market to have many intangible benefits for our clients. We hope they will experience increased independence, dignity, and the confidence that comes with being in charge of your own food decisions. Clients will also be able to practice budgeting and meal planning in a safe environment more similar to a traditional grocery store. Volunteers will also have

2. Discuss the amount of overhead compared to program costs.

Our current organizational overhead rate is 7.7%. We are careful to manage our funds with an eye to the future- ensuring that we are able to continue operating for years to come. USDA programs and Community contributions, in-kind and financial, make it possible for us to minimize the percentage of our budget that we spend on food purchases. However, in the increasingly tight economy, we anticipate needing to purchase more of the food in the coming years.

3. Provide a brief description of other funding sources, volunteers, or in-kind donations that are expected to be used with this program.

Table 2; HCFB Funding

Hays County Food Bank Funding - 2023							
Fund	# of Transactions	Received					
Hays County	10	59,583.33					
Civic Clubs & Orgs	115	17,509.00					
Corporate Donations	233	183,559.52					
Church/Affiliated Donations	120	35,312.52					
Schools	23	2,740.30					
Individual Donations	2526	392,672.35					
Employee Giving	20	6,811.50					
Total	3047	\$698188.52					

4. What has your organization done in the past two years to raise different funding for this program?

Hays County Food Bank continues to seek funding through grant opportunities from government agencies, community donations, and public and private foundations. HCFB funding plans include outreach to local businesses, corporations, civic organizations, churches, and individuals. Our funding strategy aims to strengthen our relationships with individuals and organizations, foster partnerships with corporations, and increase awareness of food insecurity. Our Board of

Directors oversees this strategy via our Fund Development Committee. We invite donors to participate in annual fundraisers and strive to ensure donor satisfaction by reviewing and evaluating each of our best practices. Furthermore, we engage in marketing and public relations via consistent email communications and social media outreach (i.e.: Facebook, and Instagram).

COMMUNITY SUPPORT - 10 POINTS

1. Please submit 3-5 letters of reference that indicate strong local support for the program and the agency's ability to implement it as described in the application.

See attached.

2. How is the Board of Directors selected?

Board Qualifications – Directorships shall not be denied to any person on the basis of race, creed, sex, sexual preference, or national origin. In addition, applicants must:

- a. reside or be employed in the Food Bank's service area when first elected to the Board;
- b. submit an application;
- c. attend a Board meeting as a guest;
- d. agree to make an annual financial contribution to the Food Bank at a personally meaningful level;
- e. strongly support the mission of the Food Bank and commit to advocating for the agency and its mission in the community;
- f. attend new director orientation and tour of the Food Bank within thirty (30) days after election to the Board (conducted by the Executive Director and/or a Nominations Committee member);
- g. agree to serve on committee(s), attend committee meetings, and perform committee work, as needed;
- h. agree to meet the attendance requirements set forth in these bylaws;
- i. be willing to attend the annual workshop;
- i. agree to do volunteer work at or on behalf of the Food Bank, as the need arises and schedule permits;
- k. agree to respect the dignity and privacy of all persons affiliated with the Food Bank; safeguard the confidentiality of Food Bank clients, staff, and volunteers; agree not to discuss confidential matters with those outside the Board; and sign a confidentiality agreement.
- 3. How often does the Board meet?

Our board meets monthly, with additional meetings for special committees or other needs.

4. What actions do Board members take to support the programs of the agency or organization?

Board members hold fiduciary oversight responsibility, the execution of legal documents, disbursement of funds and our yearly audit process. Our Board of Directors promotes our financial strategy via our Fund Development Committee.

5. How many volunteers does your agency or organization have and how many hours do they spend on the program requesting funding?

In 2023, we had 14,240 volunteer hours donated by more than 2,300 volunteers with nearly all hours dedicated to the Food Distribution program.

COUNCIL PRIORITIES - 30 POINTS

1. How long has this program served San Marcos residents? (10 points if at least 2 years)

We have been serving San Marcos for 40 years. Originally established in 1984 as the San Marcos Food Bank.

2. Does the agency have an office in San Marcos? (10 points if yes)

Yes, our current and future locations are in San Marcos.

Describe how this funding creates an increase in services or an increase in the number of people served. (10 points)

This funding will help us meet the rising need in San Marcos by giving us the capacity to purchase additional food and supplies for our Last-Mile Sites and TUF bag distribution. This funding would also be instrumental in ensuring our operating costs are covered when we move to a larger facility next year. Moving to a new facility, while increasing our costs will also allow us to order more efficiently because of the greater storage space.

II. FUNDING RESTRICTIONS

By signing this application I certify the following to be true:

- All Human Services Grant funding will be spent on San Marcos residents, except for school-based programs, in which case it may be spent within the San Marcos Consolidated Independent School District boundary.
- 2. Funding requested is not more than 50% of the total funding for the agency.
- 3. Funding will not be used to fund more than 20% of a full-time position.
- 4. Agency has been in existence for at least 2 years. (This can include serving communities other than San Marcos.)

SUBMITTED AND APPROVED BY: Signature	July 26, 2024
LISA YOUNG	
Printed Name	
EXECUTIVE DIRECTOR	
Title	

s County Food Bank		PROPOSED
	FY 24	FY 25
rdinary Income/Expense		
Income		
INTERGOVERNMENTAL FUNDS		
4100 · FEDERAL		
4100-01 · FEMA	\$13,000.00	\$13,000.0
Total 4100 · FEDERAL	13,000.00	\$13,000.0
4200 · LOCAL		
4200-01 · City of Kyle	\$0.00	\$0.0
4200-02 · City of Martindale	\$0.00	\$0.0
4200-03 · City of San Marcos	\$80,000.00	\$80,000.0
4200-04 · Hays County	\$55,000.00	\$55,000.0
4200-05 · Other-DA office	\$0.00	\$0.0
4200-06 · City of Buda	\$0.00	\$0.0
Total 4200 · LOCAL	\$135,000.00	\$135,000.0
Total INTERGOVERNMENTAL FUNDS	\$148,000.00	\$148,000.0
4300 · NON-GOVERNMENTAL FUNDS		
4300-01 · Civic Clubs & Organizations	\$15,000.00	\$17,000.0
4300-02 · Corporate Donations	\$92,000.00	\$92,000.0
4300-03 · Church Affiliated Donations	\$39,000.00	\$46,500.0
4300-04 - Schools	\$2,700.00	\$2,200.0
4300-05 - Individuals	\$273,000.00	\$313,000.0
4600 · Employee Giving/UW	\$15,000.00	\$15,500.0
4700 · Grants	\$35,000.00	\$40,000.0
4800 - Interest	\$8,000.00	\$10,000.0
4900 · Other-Sales of Assets, etc	\$0.00	\$0.0
Total 4300 · NON-GOVERNMENTAL FUNDS	479,700.00	\$536,200.0
Total Income	\$627,700.00	\$684,200.0
Gross Profit	627,700.00	\$684,200.0
Expense		
OPERATING EXPENSES		
7510 · Fundraising		
7510-01 · Online Donation Fees	\$9,700.00	\$6,500.0
7510-02 · Hunger Strike Bowling Tourn	\$0.00	\$0.0
7510-03 · Turkeys Tackling Hunger	\$3,056.00	\$5,000.
7510-04 · Direct Mail	\$1,000.00	\$1,000.0
7510-05 · Fundraising - Other	\$4,000.00	\$4,000.0
Total 7510 · Fundraising	\$14,156.00	\$16,500.
7590 · Volunteer Services	\$1,130.00	\$1,180.0
8110 · Supplies		
8110-01 Office Supplies	\$1,500.00	\$1,500.0
8110-02 Janitorial Supplies	\$2,100.00	\$2,100.0
Total 8110 - Supplies	\$3,600.00	\$3,600.0
8130 · Telecommunications	\$2,670.00	\$3,000.0
8140 - Postage & Shipping	\$750.00	\$1,070.0
8180 · Subscriptions	\$400.00	\$500.0
8210 · Facility Main/Equipment Repairs	\$12,010.00	\$12,010.0

8220 · Utilities	\$10,300.00	\$10,300.00
8260 · Equipment Rental & Maintenance	\$21,794.00	\$21,794.00
8310 · Travel		
8310-01 · Inspections/Reg fees	\$400.00	\$400.00
8310-02 · Maintenance	\$5,725.00	\$5,725.00
8310-03 · Motor Fuels and Lubricants	\$6,200.00	\$6,600.00
8310-04 · Mileage Expense Reimburseme	ent \$1,500.00	\$1,100.00
8310-05 - Meals & Parking	\$750.00	\$750.00
8310-06 Vehicle Purchase/Lease	\$0.00	\$0.00
Total 8310 · Travel	\$14,575.00	\$14,575.00
8320 · Board Expenses	\$0.00	\$0.00
8520 - Insurance		
8520-01 · Insurance - D&O/Commercial	\$10,926.00	\$27,000.00
8520-02 · Insurance - Automobile	\$10,060.00	\$10,516.00
Total 8520 - Insurance	\$20,986.00	\$37,516.00
8530 - Memberships	\$2,578.00	\$2,448.00
8560 · IT Services	\$11,930.00	\$12,445.92
8570 · Public Relations/Promotion	\$2,870.00	\$3,070.00
Total OPERATING EXPENSES	\$119,749.00	\$140,008.92
PERSONNEL SERVICES		
7210 · Exempt Salaries	\$119,157.04	\$125,783.84
7220 · Non-exempt Salaries	\$202,432.70	\$223,476.48
7240 · Health Insurance	\$22,000.00	\$28,800.00
7250 · Payroll Taxes	\$30,551.04	\$33,033.94
8540 · Training	\$1,360.00	\$1,360.00
Total PERSONNEL SERVICES	\$375,500.78	\$412,454.26
7520 - Accounting Fees		
7520-01 - Bank Fees & Charges	\$30.00	\$30.00
7520-02 - Payroll Service	\$696.00	\$696.00
7520-03 - Audit Services	\$7,900.00	\$7,900.00
Total 7520 - Accounting Fees	\$8,626.00	\$8,626.00
8111 · ProgramSupplies		
8111-01 Food	\$80,000.00	\$91,000.00
8111-02 Nutrition Program	\$1,200.00	\$1,200.00
8111-03 Garden/Adopt a Farm	\$2,650.00	\$2,650.00
8111-04 Food Processing Supplies	\$1,740.00	\$2,470.00
Total 8111 - Program Supplies	\$85,590.00	\$97,320.00
Total Expense	\$589,465.78	\$658,409.18
Net Ordinary Income	\$38,234.22	\$25,790.82
Net Income	\$38,234.22	\$25,790.82

Food Assistance Program Budget 2024	Jan - Dec 2024	Description	
Food Purchases	\$71.800.00	Yearly food purchases	
Food Processing Supplies	\$2,470.00	rearry reed parenases	
Additional Food Storage	\$19,884.00		
Vehicle Maintenance	\$5,725.00		
Food Rescue/Distribution Fuel	\$6,600.00		
Vehicle Insurance (3 Vans)	\$10,060.00		
Non-Exempt Salaries	\$145,065.10	Food Rescue Specialist 25hrs/wk , Food DIstribution Specialist 32hrs/wk, Client Intake 24hr/wk, Programs Director 75%, Volunteer Coordinator 50%, Operations Coordinator 60%	10.00
·			115.00
Total	\$261,604.10		233.00
			120.00
			23.00
			2,526.00
Food Assistance Program Budget 2025	Jan- Dec 2025	Description	20.00
		·	\$3,047.00
Food Purchases	\$91,000.00	Yearly food purchases	
Food Processing Supplies	\$2,470.00		
Additional Food Storage	\$19,884.00		
Vehicle Maintenance	\$6,200.00		
Food Rescue/Distribution Fuel	\$6,600.00		
Vehicle Insurance (3 Vans)	\$11,200.00		
Non-Exempt Salaries	\$150,000.00	Food Rescue Specialist 25hrs/wk , Food Distribution Specialist 32hrs/wk, Client Intake 24hr/wk, Programs Director 75%, Volunteer Coordinator 50%, Operations Coordinator 60%	
Total	\$287,354.00		



Hays County Food Bank 220 Herndon St. San Marcos, TX 78666 (512) 392-8300 www.haysfoodbank.org

2024 BOARD OF DIRECTORS

The Hays County Food Bank's Board of Directors is a dedicated group that volunteers many hours to implement the mission of the agency. These individuals work behind the scenes to oversee finances, prepare budgets, conduct strategic planning sessions, and keep the food bank on the right track.

Officers

President – Jamie Lee CaseCity of San Marcos
San Marcos, TX

Vice President – Mark JonesFormer Hays County Commissioner
Kyle, TX

Members

Mae Parrish-Watts
Damron Group Realty
San Marcos, TX

Gerald Madden *H-E-B*Buda, TX

Robert RizoCity of Kyle Council Member
Kyle, TX

Treasurer – Kathy Martinez-Prather *Texas State University*San Marcos, TX

Secretary – Jessica Ramos City of San Marcos San Marcos, TX

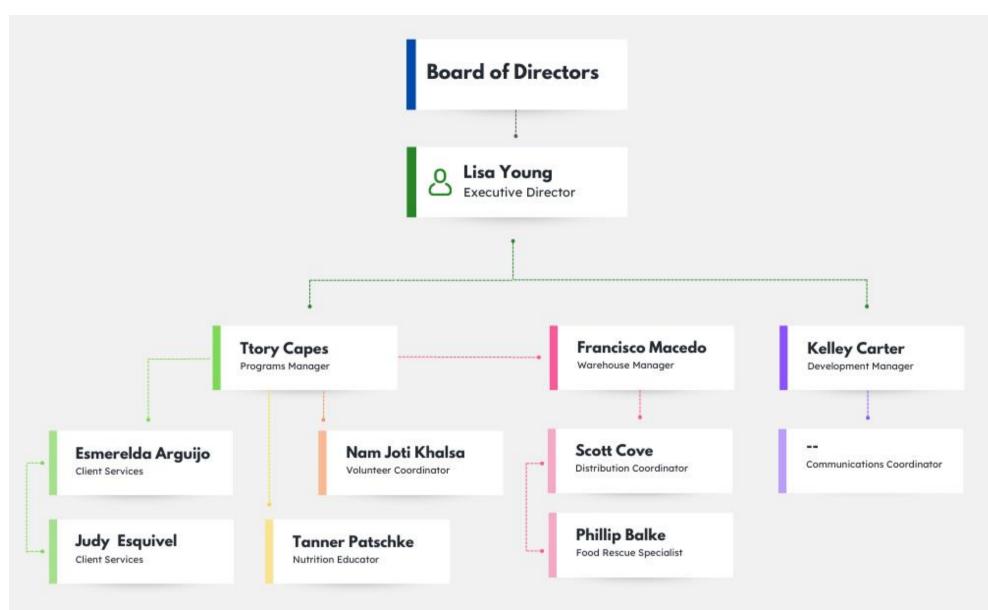
Kathy Martinez-Prather Texas State University San Marcos, TX

Jayna Love *Keller Williams Realty*Buda, TX

Dr. Michelle CohenCommissioner, Precinct 2, Hays County
Kyle, TX



Hays County Food Bank													
Board of Directors Attendance 2023													
Board Member	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	March 2024	April 2024	May 2024
Jamie Lee Case	Present	Present	Present	Present	Present	Present	Present	No meeting	Present	Presnt	Present	Present	Present
Mark Jones	Present	Present	Present	Present	Present	Present	Present	No meeting	Present	Absent	Absent	Present	Present
Kathy Martinez-Prather	Present	Present	Present	Present	Present	Absent	Absent	No meeting	Absent	Absent	Present	Present	Present
Jessica Ramos	Present	Present	Present	Present	Present	Present	Present	No meeting	Present	Present	Present	Present	Present
Mae Watts Parrish	Present	Present	Present	Present	Absent	Present	Present	No meeting	Present	Present	Present	Present	Present
Michelle Cohen	Present	Present	Present	Present	Absent	Present	Present	No meeting	Present	Present	Absent	Present	Present
Robert Rizo	Present	Present	Present	Present	Present	Present	Present	No meeting	Present	Present	Present	Present	Absent
Sarah Rayburn	Present	Present	Present	NA - left board	NA - left board	NA - left board	NA left board	No meeting	NA - left board	NA - left board	NA left board	NA	NA
Gerald Madden	Absent	Present	Present	Present	Present	Present	Absent	No meeting	Present	Absent	Present	Absent	Present
Jayna Love	Absent	Present	Present	Present	Present	Absent	Present	No meeting	Present	Absent	Present	Present	Absent
Kristin Warner	Absent	Present	Present	Present	Present	Absent	Present	No meeting	Present	Present	Present	Absent	Present
Lisa Young - Exec Director	Present	Present	Present	Present	Present	Present	Present	No meeting	Present	Present	Absent	Present	Present



Hays County Food Bank

2024 Organizational Chart

Updated: 3-6-2024

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

Department of the Treasury Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations) Do not enter social security numbers on this form as it may be made public. Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

Α	For the	2022 calend	dar year, or tax year beginning	, 202	22, and end	ling			, 20
В	Check if	applicable:	C Name of organization Hays County Food	Bank				D Emple	oyer identification number
	Address	change	Doing business as						74-2331781
$\overline{\Box}$	Name ch	nange	Number and street (or P.O. box if mail is not	delivered to street addre	ess)	Room	n/suite	E Teleph	none number
$\overline{\Box}$	Initial ret	-	220 Herndon Street						(512)392-8300
$\overline{\Box}$		rn/terminated	City or town, state or province, country, and	ZIP or foreign postal coo	le				· ,
П	Amended		San Marcos, TX, 78666	5 1				G Gross	receipts \$ 3,181,622
П		on pending	F Name and address of principal officer: Jami	e Lee Case			H(a) Is this a gro		or subordinates? Yes No
	, ippout.	o poag	220 Herndon Street San Marcos TX 7866				†		es included? Yes No
$\overline{}$	Tax-exer	npt status:		(insert no.) 4947(a)(1) or 527	7	1 ' '		st. See instructions.
	Website	-	intyfoodbank.org		,		H(c) Group ex		
K		organization:		ther	L Year of for	mation			of legal domicile: Texas
_	art I	Summa							
			cribe the organization's mission or mo	ost significant activi	ties:				
Ģ	_	-	unger by distributing food to families who a	•		ork of v	olunteers an	d other	agencies within Havs
Activities & Governance		county.	3 -		5				
Ĭ	2	Check this	box if the organization discontinu	and its operations of	r diennear	l of m	ore than 25	% of it	e nat accate
ŏ	l .		voting members of the governing boo	•				3	11
<u>დ</u>			independent voting members of the					4	11
es	l .		per of individuals employed in calenda			,		5	15
ξ	l .				-			6	2,200
ĊĖ			per of volunteers (estimate if necessar						
۹			ated business revenue from Part VIII,	* *:				7a	0
	b	ivet unreia	ted business taxable income from For	m 990-1, Part I, Ilne	911			7b	0
		0	one and amounts (Dout VIIII for a 41-)				Prior Year		Current Year
Revenue			ons and grants (Part VIII, line 1h)				2,0	63,861	3,168,715
	9	Program service revenue (Part VIII, line 2g)						0	0
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)						9,504	12,907
	l .		ther revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)						0
		•	ue-add lines 8 through 11 (must equa			_	2,8	373,369	3,181,622
			I similar amounts paid (Part IX, colum					0	0
			aid to or for members (Part IX, column					0	0
S			her compensation, employee benefits (3	09,096	344,179
Expenses			al fundraising fees (Part IX, column (A					0	0
жb	b	Total fundr	aising expenses (Part IX, column (D),	line 25)	115,744				
Ш	17	Other expe	enses (Part IX, column (A), lines 11a-1	1d, 11f-24e) .				38,383	2,413,661
	18	Total expe	nses. Add lines 13–17 (must equal Pa	ırt IX, column (A), lin	ne 25) .		2,2	47,479	2,757,840
	19	Revenue le	ess expenses. Subtract line 18 from lin	ne 12			6	25,890	423,782
or						Beg	inning of Curre	ent Year	End of Year
Net Assets or Fund Balances	20	Total asset	s (Part X, line 16)				2,4	62,486	2,870,009
t As	21	Total liabili	ties (Part X, line 26)					7,503	7,521
울	22	Net assets	or fund balances. Subtract line 21 fro	om line 20			2,4	54,983	2,862,488
Pa	art II	Signatu	re Block						
Un	der pena	Ities of perjury	, I declare that I have examined this return, inclu	uding accompanying sch	edules and s	tateme	nts, and to the	best of	my knowledge and belief, it is
tru	e, correct	, and complet	e. Declaration of preparer (other than officer) is b	pased on all information of	of which prep	arer ha	s any knowled	ge.	
Si	gn	Signature of officer Date							
Here Jamie Lee Case President									
		Type or print	name and title						
	: al	Print/Type	preparer's name Preparer's	s signature		Date		Check	if PTIN
Pa		Stacy Brit						self-emp	_
	epare	r Firm's nor		ER PC			Firm's	FIN	74-2902112
Us	se Onl	Firm's add					Phone		(512)442-0380
Ma	v the IF		this return with the preparer shown at		ons				. X Yes No
	,								

Form 990 (2022) Page **2**

		, age _
Part	Ш	Statement of Program Service Accomplishments
		Check if Schedule O contains a response or note to any line in this Part III
1	Brie	ly describe the organization's mission:
	To al	eviate hunger by distributing food to families who are food deprived through a network of volunteers and other agencies within Hays
	Cour	
		·
2		he organization undertake any significant program services during the year which were not listed on the
	prio	Form 990 or 990-EZ?
	If "Y	es," describe these new services on Schedule O.
3		the organization cease conducting, or make significant changes in how it conducts, any program
•		•
		es," describe these changes on Schedule O.
4		cribe the organization's program service accomplishments for each of its three largest program services, as measured by
		nses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others,
	the t	otal expenses, and revenue, if any, for each program service reported.
40	/Cas	2 1/Cypanaca © 2 244 695 including graphs of © \(\(\text{(Payanus ©} \)
	(Coc	
_	Γο alle	viate hunger by distributing food to families who are food deprived through a network of volunteers and other agencies within Hays
4b	(Coc	e:) (Expenses \$ including grants of \$) (Revenue \$)
	(000	, (c.peness v, terovide v,
	′0	
4c	(Coc	e:) (Expenses \$including grants of \$) (Revenue \$)
A al	O+1-	r program conject (Deparity on Schodule O.)
4d		r program services (Describe on Schedule O.)
	<u> </u>	enses \$ 0 including grants of \$ 0) (Revenue \$ 0)
4e	Tota	program service expenses 2,511,685



Hays County Food Bank is committed to a work environment in which all individuals are treated with respect and dignity. Each individual has the right to work in a professional atmosphere that promotes equal employment opportunities and prohibits unlawful discriminatory practices, including harassment. Therefore, HCFB expects that all relationships among persons in the office will be business-like and free of explicit bias, prejudice and harassment.

HCFB has developed this policy to ensure that all its employees can work in an environment free from unlawful harassment, discrimination and retaliation. HCFB will make every reasonable effort to ensure that all concerned are familiar with these policies and are aware that any complaint in violation of such policies will be investigated and resolved appropriately.

Any employee who has questions or concerns about these policies should talk with the director of human resources or a member of the personnel practices committee.

These policies should not, and may not, be used as a basis for excluding or separating individuals of a particular gender, or any other protected characteristic, from participating in business or work-related social activities or discussions. In other words, no one should make the mistake of engaging in discrimination or exclusion to avoid allegations of harassment. The law and the policies of HCFB prohibit disparate treatment on the basis of sex or any other protected characteristic, with regard to terms, conditions, privileges and perquisites of employment. The prohibitions against harassment, discrimination and retaliation are intended to complement and further those policies, not to form the basis of an exception to them.

Equal employment opportunity

It is the policy of HCFB to ensure equal employment opportunity without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, national origin, genetic information, or any other characteristic protected by law. HCFB prohibits any such discrimination or harassment.



Retaliation

HCFB encourages reporting of all perceived incidents of discrimination or harassment. It is the policy of HCFB to promptly and thoroughly investigate such reports. HCFB prohibits retaliation against any individual who reports discrimination or harassment or participates in an investigation of such reports.

Sexual harassment

Sexual harassment constitutes discrimination and is illegal under federal, state and local laws. For the purposes of this policy, "sexual harassment" is defined, as in the Equal Employment Opportunity Commission Guidelines, as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when, for example: a) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, b) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or c) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Title VII of the Civil Rights Act of 1964 recognizes two types of sexual harassment: a) quid pro quo and b) hostile work environment. Sexual harassment may include a range of subtle and not-so-subtle behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering, whistling or touching; insulting or obscene comments or gestures; display in the workplace of sexually suggestive objects or pictures; and other physical, verbal or visual conduct of a sexual nature.

Harassment

Harassment on the basis of any other protected characteristic is also strictly prohibited. Under this policy, harassment is verbal, written or physical conduct that denigrates or shows hostility or aversion toward an individual because of his or her race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, marital status, citizenship, genetic information, or any



other characteristic protected by law, or that of his or her relatives, friends or associates, and that: a) has the purpose or effect of creating an intimidating, hostile or offensive work environment, b) has the purpose or effect of unreasonably interfering with an individual's work performance, or c) otherwise adversely affects an individual's employment opportunities.

Harassing conduct includes epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes; and written or graphic material that denigrates or shows hostility or aversion toward an individual or group that is placed on walls or elsewhere on the employer's premises or circulated in the workplace, on company time or using company equipment by e-mail, phone (including voice messages), text messages, social networking sites or other means.

Individuals and Conduct Covered

These policies apply to all applicants and employees, whether related to conduct engaged in by fellow employees or by someone not directly connected to Hays County Food Bank (e.g., an outside vendor, consultant or customer).

Conduct prohibited by these policies is unacceptable in the workplace and in any work-related setting outside the workplace, such as during business trips, business meetings and business-related social events.

Reporting an Incident of Harassment, Discrimination or Retaliation

Hays County Food Bank encourages reporting of all perceived incidents of discrimination, harassment or retaliation, regardless of the offender's identity or position. Individuals who believe that they have been the victim of such conduct should discuss their concerns with their immediate supervisor, the Executive Director or the HCFB Board of Directors. See the complaint procedure described below.

In addition, HCFB encourages individuals who believe they are being subjected to such conduct to promptly advise the offender that his or her behavior is unwelcome and to request that it be discontinued. Often this action alone will resolve the problem. HCFB recognizes, however, that an individual may prefer to pursue the matter through complaint procedures.



Complaints

Individuals who believe they have been the victims of conduct prohibited by this policy or believe they have witnessed such conduct should discuss their concerns with their immediate supervisor, Executive Director, or the Board of Directors.

HCFB encourages the prompt reporting of complaints or concerns so that rapid and constructive action can be taken before relationships become irreparably strained. Therefore, while no fixed reporting period has been established, early reporting and intervention have proven to be the most effective method of resolving actual or perceived incidents of harassment.

Any reported allegations of harassment, discrimination or retaliation will be investigated promptly. The investigation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the alleged conduct or may have other relevant knowledge.

HCFB will maintain confidentiality throughout the investigatory process to the extent consistent with adequate investigation and appropriate corrective action.

Retaliation against an individual for reporting harassment or discrimination or for participating in an investigation of a claim of harassment or discrimination is a serious violation of this policy and, like harassment or discrimination itself, will be subject to disciplinary action. Acts of retaliation should be reported immediately and will be promptly investigated and addressed.

Misconduct constituting harassment, discrimination or retaliation will be dealt with appropriately. Responsive action may include, for example, training, referral to counseling or disciplinary action such as a warning, reprimand, withholding of a promotion or pay increase, reassignment, temporary suspension without pay, or termination, as HCFB believes appropriate under the circumstances.

If a party to a complaint does not agree with its resolution, that party may appeal to HCFB's Board of Directors.

False and malicious complaints of harassment, discrimination or retaliation (as opposed to complaints that, even if erroneous, are made in good faith) may be the subject of appropriate disciplinary action.

Montemayor Britton Bender

PC CERTIFIED PUBLIC ACCOUNTANTS

HAYS COUNTY FOOD BANK, INC.

FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT

31 DECEMBER 2022 Montemayor Britton Bender PC

CERTIFIED PUBLIC ACCOUNTANTS

Board of Directors and Management Hays County Food Bank, Inc.

INDEPENDENT AUDITOR'S REPORT

Opinion

We have audited the accompanying financial statements of Hays County Food Bank, Inc. (HCFB), which comprise the statement of financial position as of 31 December 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financialstatementsreferred to above present fairly, in all material respects, the financial position of HCFB as of 31 December 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of HCFB and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance

with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about HCFB's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

2110 BOCA RATON DRIVE BUILDING B, SUITE 102 AUSTIN, TEXAS 78747 PHONE: 512.442.0380 FAX: 512.442.0817

www.montemayor.team
In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of HCFB's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
 - Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about HCFB's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal controllelated mattersthat we identified during the audit

HAYS COUNTY FOOD BANK, INC.

STATEMENT OF FINANCIAL POSITION

31 DECEMBER 2022

ASSETS

CURRENT ASSETS

Cash \$2,531,359 Investments 143,203 Donations receivable 76,283 Contributed food inventory 26,880 2,777,725

FIXED ASSETS <u>92,284</u> <u>\$2,870,009</u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable and accrued liabilities \$7,521

NET ASSETS

Without donor restrictions 2,787,307 With donor restrictions-building fund 75,181 2,862,488

\$2,870,009

3

HAYS COUNTY FOOD Restrictions

BANK, INC. STATEMENT OF

ACTIVITIES YEAR ENDED

31 DECEMBER 2022

REVENUE Without With Donor

Donor Restrictions Total

Contributed food \$2,231,225 \$0 \$2,231,225 Donations 697,079 5,000 702,079 Government awards 164,663 0 164,663 Grants 70,748 0 70,748 Other, investment income (3,370) 0 (3,370) 3,160,345 5,000 3,165,345

EXPENSES

Program 2,511,685 0 2,511,685 Administrative 130,411 0 130,411 Fundraising 115,744 0 115,744 2,757,840 0 2,757,840

CHANGE IN NET ASSETS 402,505 5,000 407,505 BEGINNING NET ASSETS <u>2,384,802 70,181</u> 2,454,983 ENDING NET ASSETS \$2,787,307 \$75,181 \$2,862,488

HAYS COUNTY FOOD BANK, INC.

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED 31 DECEMBER 2022

Program Administrative Fundraising Total

Contributed food \$2,255,345 \$0 \$0 \$2,255,345 Payroll and related 175,531 79,161 89,487 344,179 Repairs and maintenance 20,176 2,522 2,522 25,220 Program supplies 22,994 0 0 22,994 Insurance 0 20,250 0 20,250 Depreciation 14,040 1,755 1,755 17,550 Information technology services 5,158 2,326 2,629 10,113 Fundraising 0 0 9,949 9,949 Utilities 4,857 2,191 2,476 9,524 Other 13,584 22,206 6,926 42,716 \$2,511,685 \$130,411 \$115,744 \$2,757,840

5

HAYS COUNTY FOOD BANK, INC.

STATEMENT OF CASH FLOWS

YEAR ENDED 31 DECEMBER 2022

CASH FLOWS FROM OPERATING ACTIVITIES

Change in net assets \$407,505 Depreciation 17,550 Unrealized (gain)/loss 16,277 Change in contributed food inventory 24,120 Change in donations receivable 16,417 Change in accounts payable and accrued liabilities 18 481,887

CASH FLOWS FROM INVESTING ACTIVITIES

Purchases of investments (7,611) Purchases of fixed assets (9,776) (17,387)

NET CHANGE IN CASH 464,500 BEGINNING CASH <u>2,066,859</u> ENDING CASH <u>\$2,531,359</u>

6

HAYS COUNTY FOOD BANK, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1: ORGANIZATION

Hays County Food Bank, Inc. (HCFB) is passionately committed to improving lives through food programs, nutrition education and advocacy. Since its incorporation in 1984, food has been collected from donations and supplemental purchases and distributed to people through a network of charitable organizations and direct distributions. HCFB is primarily funded by donations and grants.

The organization prepares its financial statements in accordance with generally accepted accounting principles promulgated in the United States of America for not-for-profits. The significant accounting and reporting policies used by the organization are described subsequently to enhance the usefulness and understandability of the financial statements

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

FINANCIAL STATEMENT PRESENTATION

Net assets, revenue, gains and losses are classified based on the existence or absence of donor imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions

Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions.

Net Assets With Donor Restrictions

Net assets subject to donor (or certain grantor) imposed restrictions. Some donor imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor imposed restrictions are released when a restriction expires, which includes when the stipulated time has elapsed, when the stipulated purpose for which the

restricted resource has been fulfilled, or both.

BASIS OF ACCOUNTING

HCFBuses the accrual basis of accounting. Revenue is recorded when earned and expenses are recognized when incurred.

INVESTMENTS

Investments consist of mutual funds with readily determinable fair values reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets. Investment earnings are reported as an increase in unrestricted net assets in the reporting period in which the income is recognized.

HAYS COUNTY FOOD BANK, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

REVENUE

Contributions are recognized as revenue is received or when the donor makes an unconditional promise to give to HCFB. Conditional promises to give are not recognized until all conditions upon which they depend are substantially met. Cost-reimbursement grants are recorded when the related costs are incurred. HCFB considers all receivables to be fully collectible; accordingly, no allowance for doubtful accounts has been recorded.

CONTRIBUTED GOODS AND SERVICES

Contributed food inventory is reflected in the accompanying statements at the estimated fair market value at date of receipt. Contributions of services are recognized if the services received create or enhance non-financial assets or require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donations. Other volunteer services that do not meet these criteria are not recognized the financial statements.

ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

FIXED ASSETS

Fixed assets are carried at cost or, if donated, at the estimated fair value at the date of donation. HCFB has a policy of capitalizing, at cost, all expenditures for fixed assets in excess of \$2,500. Before 1 January 2021, expenditures for fixed assets in excess of \$500 were capitalized. Depreciation is calculated on a straight-line over the estimated useful lives of the assets ranging from 3 to 30 years.

FUNCTIONAL ALLOCATION OF EXPENSES

HCFB incurs some expenses that are applicable to more than one program or supporting function. Therefore, HCFB allocates common expenses between program, administrative, and fundraising. The expense categories that are allocated are payroll and related, utilities and information technology services, which are allocated based on estimates of time spent by staff; depreciation, and repairs and maintenance, which are allocated based on estimates of space usage; and other, which is allocated based on knowledge of specific accounts and transactions.

HAYS COUNTY FOOD BANK, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

FEDERAL INCOME TAX STATUS

HCFB is a nonprofit organization exempt from Federal income taxes under Internal Revenue Code Section 501(c)(3), except to the extent it has unrelated business activities. Therefore, no provision has been made for Federal income tax in the accompanying financial statements.

SUBSEQUENT EVENTS

HCFB has evaluated subsequent events as of the date of the Independent Auditor's Report, the date the financial statements were available to be issued.

NOTE 3: CONCENTRATION

As of 31 December 2022, HCFB has cash balances of approximately \$1,311,000 in excess of FDIC coverage.

NOTE 4: INVESTMENTS

Mutual funds \$143,203 NOTE 5: FAIR VALUE DISCLOSURES

Quoted Prices Significant

in Active Other Significant
Markets for Observable Unobservable
Identical Inputs Inputs
Assets (Level (Level 2) (Level 3)

<u>Amount</u>

1)

Investments \$143,203 \$143,203 \$0 \$0 Contributed food inventory \$26,880 \$0

\$26,880 \$0

The value of contributed food inventory on hand at year-end is based on the estimated fair value of the average price per pound of food as reported by Feeding America.

NOTE 6: CONTRIBUTED NONFINANCIAL ASSETS

HCFBrecognized \$2,231,225 in contributed nonfinancial assets within revenue for donations of food. Contributed nonfinancial assets did not have donor-imposed restrictions. The contributed food was distributed to people through a network of fifty or more churches and other agencies. The contributed food is valued and reported at the estimated fair value in the financial statements based on Feeding America 2022 annual report.

HAYS COUNTY FOOD BANK, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 6: CONTRIBUTED NONFINANCIAL ASSETS

At year-end, HCFB had contributed food inventory on hand of \$26,880, which is reflected on the statement of financial position.

HCFB received 13,829 hours of volunteer services during 2022 in support of its program, with an estimated value of \$412,934. However, these volunteer services do not meet the criteria for recognition in the financial statements and are therefore not included in the financial statements.

HCFB leases land held in trust by the City of San Marcos, Hays County and the San Marcos Independent School District for \$1.00 a year. The fair value of the use of this property cannot be reasonably determined; therefore, no amounts have been recognized for contributed land in the statement of activities.

NOTE 7: LIQUIDITY AND AVAILABILITY

Financial assets available for general expenditure, that is, without donor restrictions limiting their use, within one year of the statement of financial position date, comprise the following:

Cash \$2,531,359 Investments 143,203 Donations receivable 76,283 Less: donor restricted for specific purposes (75,181) \$2,675,664

As part of HCFB's liquidity management, financial assets are structured to be available as general expenditures, liabilities, and other obligations come due. The policy is that monthly revenues are to cover monthly expenses. Monthly revenues and expenditures are deposited in and deducted from the organization's operating accounts.

NOTE 8: FIXED ASSETS

Building and improvements \$185,217 Vehicles 125,083 Furniture and equipment 43,406

Accumulated depreciation (261,422) \$92,284

HAYS COUNTY FOOD BANK, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 9: CHANGE IN ACCOUNTING PRINCIPLE

During the year, HCFB adopted Accounting Standards Update (ASU) 2020-07, Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets. The new guidance requires nonprofit entities to present contributed nonfinancial assets as a separate line item in the statement of activities, apart from contributions of cash and other financial assets. The standard also increases the disclosure requirements for contributed nonfinancial assets, including disaggregating by category the types of contributed nonfinancial assets a nonprofit entity has received. Adoption of this standard did not have a significant impact on the financial statements, with the exception of increased disclosure.



School of Family and Consumer Sciences 601 University Drive San Marcos, Texas 78666-4616 Office: 512.245.2155

July 23, 2024

Dear Human Services Committee Members,

It is my pleasure to write about the valuable asset that the Hays County Food Bank (HCFB) is to San Marcos, and specifically the support they provide to Bobcat Bounty, our student-led food pantry. Bobcat Bounty began its plans to address food insecurity among the Texas State community in 2017, and found immediate partnership from the HCFB. Since Feburary 1, 2018 the HCFB has provided food for every shopper of our weekly client-choice food panty on campus. Through this connection, we have been able to assess need, adapt to pandemic-era food system strain, and build a system to food assistance on campus.

Together, we extend our collective reach in addressing food insecurity as a student-run food pantry in San Marcos. At each distribution, we are able to provide for anywhere from 35 to 200 community members because of the food we receive. The gratitude felt from not only our participants, but also our Bobcat Bounty staff and the university community, is immense. For many, this singular partnership serves as a resource of nourishment, education, connection, and so much more.

The HCFB is more than just an organization providing food assistance in Hays County. They also build upon our community's capacity to address food and nutrition security bridging public-private efforts to support working with schools, neighborhood organizations, faith-based organizations, medical establishents. While doing this, the HCFB brings in Texas State students and other community members to provide valuable hands-on training of their model and education of the operations of the Feeding America system. Bobcat Bounty humbly asks for your continued support of the Hays County Food Bank.

Sincerely,

Lesli Biediger-Friedman

Lesli Biediger-Friedman, PhD, MPH, RD (she/her/hers) Associate Professor, Nutrition and Foods Program Director, Bobcat Bounty

Natalie Powell, BS Bobcat Bounty Opperations Manager M.S. Student in Human Nutrition



Dear Health and Human Services Committee Members,

I am writing in support of the grant application of the Hays County Food Bank. I have been a pediatrician in central Texas for over twenty years and have watched the rates of food insecurity in our local population rise steadily. The Hays County Food Bank is crucial to helping families in need feed their children nourishing meals. I have seen first hand how lack of adequate nutrition negatively impacts a child's growth, development, and academic performance.

Corridor Primary Care is committed to the health and well-being of all of our patients and feel strongly about the importance of giving back to our community. In that spirit, we recently partnered with the Hays County Food Bank to become a 'Last Mile' community food pantry site. When a family affected by food insecurity is identified, they are given a bag of food to bring home to supplement what they buy at the grocery store.

Please continue to generously support the Hays County Food Bank and help us keep feeding our hungry patients and their families.

Sincerely,

Angela P. Black, M.D., F.A.A.P.

Corridor Primary Care

512-392-1700 601B Leah Ave. San Marcos, TX 78666 apblackmd@gmail.com www.eatgreenswithdrblack.com



San Marcos Lions Club

102 Wonder World Drive Suite 304, Box 630 San Marcos, Texas 78666

July 23, 2024

Dear Human Services Committee Members:

My name is Corey Wheeler and I am the current president of the San Marcos Lions Club. The Hays County Food Bank plays a vital role in keeping San Marcos and Hays County fed daily. The Lions Club has spent many hours as an organization helping to distribute food to the citizens of this great city. The Lions Club knows firsthand that many, many families count of the food they receive from the Food Bank to provide weekly nourishment. Without this service, these same families would not have the food needed to live healthy lives. One of our 8 pillars of the Lions Club is Hunger. I cannot think of a better organization to support in their efforts to feed as many people as possible here in our area.

The San Marcos Lions Club overwhelmingly supports this grant application being submitted by the Hays County Food Bank. We ask that you continue to support the Hays County Food Bank, which supports the residents of San Marcos and Hays County.

Sincerely

Colley Wheeler

President - San Marcos Lions Club

president@sanmarcoslionsclub.org

512-787-5825

"We Serve"

sanmarcoslionsclub.org

tubesanmarcos.com



410 W. Hutchison, San Marcos, TX 78666 512-392-1144

www.fpcsanmarcos.org

Members of Human Services Grant Committee,

This letter is to enthusiastically and without reservation support the application of the Hays County Food Bank for the 2025 for their grant. As the chair of the Homeless Coalition of Hays County and the pastor of First Presbyterian Church of San Marcos, I can say that the work of the Food Bank is vital to the survival and success of many of our San Marcos Neighbors. The Food Bank helps meet the most critical needs of persons who are going through difficult times, namely food insecurity. They are also great partners in meeting the multifaceted needs of the people who live here, willingly working alongside other service organizations to love and serve this city.

I cannot think of a more worthy recipient in this community.

Thank you for your consideration,

Rev. Joshua Sutherlun

Co-Pastor, First Presbyterian Church of San Marcos Co-Chair Homeless Coalition of Hays County



HUMAN SERVICES ADVISORY BOARD GRANT 2023 FINAL PERFORMANCE REPORT

Agency Name:

Hays County Food Bank

Program Name:

Public Food Distribution Program

Program Year:

2023

Reporting Period:

January – December, 2023 (preferred deadline January 31, 2024)

NOTE ON DEADLINE: This report must be received by October 24, 2024, or your organization's application for 2025 funding for this program will not be considered.

PROGRAM STATUS

Please provide a brief written description of actions taken this period and how they helped achieve your program goals.

We have increased the number of emergency boxes and TUF (Temporarily Unhoused Food) bags given out each week here at our location. We have also increased the number of TUF bags provided by us for the Salvation Army. Our weekly public distributions have increased at every location, with our Monday San Marcos drive through now reaching 350 households each week. We have increased our contribution to the Bobcat Bounty food pantry on university campus, collaborating with them to order extra food to meet the needs of their students. Recently, we have provided extra food for Southside Resource Center to support the winter weather shelter. We also provided food support to the Homeless Coalition for the annual Point In Time count, and we continue to support the women's center, youth center, and school and church food pantries. Our Thanksgiving program reached 1800 households throughout the county, about 55% of them San Marcos residents.

PROGRAM BENEFICIARIES

For the program that received HSAB funding, please report either number of unduplicated individuals served or number of unduplicated households served.

Check one: _____ Unduplicated Individuals X Unduplicated Households

	Jan – Dec, 2023
Total # Served	7153
# San Marcos Residents Served	3798
% San Marcos Residents	53

PROGRAM EXPENDITURES

For the final report of the year, please provide a bulleted list that briefly summarizes what the HSAB funding was spent on.

- Purchased food unhoused
- Purchased food holiday meal box program
- Purchased food public distribution
- Supplies public distribution
- Supplies holiday meal box program

Certification: I certify that to the best of my knowledge and belief the inj Performance Report is factual and accurate.	formation reported in this Quarterly
Lisa Young Signature	1/31/2024 Date
Printed name	Title



Hays County Food Bank 220 Herndon St. San Marcos, TX 78666 (512) 392-8300 www.haysfoodbank.org

Proposed Grant Funds Budget

Food Assistance Program	Funds
General operations; incluing food purchases, transportation expenses and salaries.	\$85,000
Program Total	\$85,000





Hays County Food Bank 220 Herndon St. San Marcos, TX 78666 (512) 392-8300 www.haysfoodbank.org

Board of Directors Selection Criteria

Qualifications – Directorships shall not be denied to any person on the basis of race, creed, sex, sexual preference, or national origin. In addition, applicants must:

- a. reside or be employed in the Food Bank's service area when first elected to the Board;
- b. submit an application;
- c. attend a Board meeting as a guest;
- d. agree to make an annual financial contribution to the Food Bank at a personally meaningful level;
- e. strongly support the mission of the Food Bank and commit to advocating for the agency and its mission in the community;
- f. attend new director orientation and tour of the Food Bank within thirty (30) days after election to the Board (conducted by the Executive Director and/or a Nominations Committee member);
- g. agree to serve on committee(s), attend committee meetings, and perform committee work, as needed;
- h. agree to meet the attendance requirements set forth in these bylaws;
- i. be willing to attend the annual workshop;
- j. agree to do volunteer work at or on behalf of the Food Bank, as the need arises and schedule permits;
- k. agree to respect the dignity and privacy of all persons affiliated with the Food Bank; safeguard the confidentiality of Food Bank clients, staff, and volunteers; agree not to discuss confidential matters with those outside the Board; and sign a confidentiality agreement.

Nominating Process - Each October, the Nominating Committee shall review the open positions and determine which incumbents are eligible for an additional term and of those eligible, whom to recommend for re-election. Thereupon, the Committee will recommend additional qualified individuals who meet the criteria outlined in Article 3, Section 3 above.

