

# Organization Information

Email \*

sedwards@food4hungry.org

Name of Applicant Organization: \*

Food Bank for Monterey County

Name and Position/Title of staff applying on behalf of the Organization: \*

Melissa Kendrick, Executive Director

Organization Mailing Address: \*

mkendrick@food4hungry.org

Telephone Number: \*

831-758-1523

Email: \*

mkendrick@food4hungry.org

Geographic Area(s) the Organization serves: \*

Monterey County

Age groups served by the Organization: \*

- ☒ 0-12
- ☒ 13-17
- ☒ 18-24
- ☒ 25-34
- ☒ 35-44
- ☒ 45-54
- ☒ 55-64
- ☒ 65 and over

Number of Carmel-by-the-Sea (93921) residents the Organization serves: \*

400 households per month

Is this Organization incorporated as a Nonprofit Organization? \*

- ☒ Yes
- ☐ No

Is this Organization a Carmel school? \*

☐ Yes

☒ No

### Project/Program Details

Project/Program Name: \*

Emergency Supplemental Food Assistance

Amount requested (up to \$3,000): \*

3000

Please provide a description of the Project, Program, or Service that the City of Carmel-by-the-Sea grant funding will be used to support. \*

Funds will be used to provide fresh produce, eggs, dairy, lean proteins and other nutritious foods to City of Carmel residents in need at our weekly direct distribution site that takes place at St. Philip's Lutheran Church on the 1st and 3rd Fridays of every month and serves City residents of all ages.

Please provide the project, program, or service objectives that the City of Carmel-by-the-Sea grant funding will be used to support. \*

Emergency food assistance is a vital service proven to "benefit the City's community and enhance the well-being of its citizens." In addition to our twice-monthly direct distribution sites, we also stock the emergency pantries of Carmel area nonprofits such as Pacific Meadows Retirement Community and Our Lady of Mount Carmel, who serve struggling residents. We also continue to maintain senior-only sites in Carmel Valley and Cachagua that City of Carmel seniors are welcome to attend.

Please describe the specific benefit to the Carme-by-the-Sea community that your project, program, or service will provide, including the target population and number of community members that will be served. \*

As residents and already-struggling families contend with increasingly higher costs of basic needs, our healthful foods will help City of Carmel seniors, veterans, families, persons with disabilities, children, and other vulnerable residents to adhere to medically required diets, manage chronic illnesses such as Type 2 diabetes and hypertension, and maintain health. Last year, we provided over 170,000 pounds of food, or 42,000 meals, to Carmel residents in need.

Please describe how your organization would use the funding awarded, including equipment or services that would be purchased and why. \*

Funds would be used to provide nutritious food, including fresh produce, dairy, eggs, proteins, and healthful staple items, to City of Carmel residents who cannot afford to nourish themselves. Our rents, already among the nation's highest, continue to rise, and inflation has caused the prices of gas, food, and other basics to rise. The healthiest foods, already prohibitively expensive for working families and seniors on fixed incomes, are put even further out of the reach of those who need them most.

## Attachments

Please provide the following attachments via email to [cityclerk@ci.carmel.ca.us](mailto:cityclerk@ci.carmel.ca.us). Make sure to include the name of the Organization in the subject line of the email and on all attachments.

- A copy of the Organization's proof of non-profit status, with a copy of the letter from the IRS.
- A detailed, line item budget plan for the project, program, or service's use of the grant funds.
- A current, detailed operating budget that includes information on your organization's annual sources of revenue received.
- The Organization's past two year's financial statements - including the current year - with balance sheets, sources of revenue, profit/loss statements and indicating the percentage of revenue that is used for administration, salaries and program costs.

## Certification and Signature

The Applicant Organization acknowledges and agrees to the following:

- That it is subject to all City Council Discretionary Funds Grant Program requirements, including submittal deadlines and payment disbursements.
- That it will not spend City Council Discretionary Funds Grant Program funds on ineligible activities/services as outlined in City Council Policy C16- : City Council Discretionary Funds Grant Program.
- The awarding of City Council Discretionary Funds Grant Program funding does not constitute an automatic annual allocation.
- City Council Discretionary Funds Grant Program funding, if allocated, will be for the sole use as reflected in this application form.
- As a condition of receiving funds, an agreement with the City of Carmel-by-the-Sea in a form and with content provided by the City, will be signed and executed by a duly authorized representative of the applicant organization.
- All funds awarded must be spent by the end of the fiscal year (June 30).
- The recipient shall provide a full accounting with documentation on the use of awarded funds within 30 days after the end of the Project/Program/Service or by June 30 of the fiscal year in which funds were awarded.
- The recipient shall return to the City any funds not spent or documented per the signed agreement.
- The City reserves the right to conduct an audit and/or require additional backup information to substantiate how funds received from the City were expended. Failure to provide proper documentation may jeopardize future funding.

I certify on behalf of the above named nonprofit applicant organization that I have read, understand and agree that the aforesaid information is accurate, factual, and current.

Name and Title of staff applying on behalf of the Organization \*

Melissa Kendrick

Organization name \*

Food Bank for Monterey County

Date \*

MM DD YYYY

03 / 31 / 2023

This form was created inside of Carmel-by-the-Sea.

Google Forms

INTERNAL REVENUE SERVICE  
DISTRICT DIRECTOR  
2 CUPANIA CIRCLE  
MONTEREY PARK, CA 91755-7406

DEPARTMENT OF THE TREASURY

Date: FEB 20 1996

FOOD BANK FOR MONTEREY COUNTY  
815 W MARKET ST STE 5  
SALINAS, CA 93901

Employer Identification Number:  
77-0270228  
Case Number:  
956039020  
Contact Person:  
TYRONE THOMAS  
Contact Telephone Number:  
(213) 894-2289  
Our Letter Dated:  
April 1991  
Addendum Applies:  
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

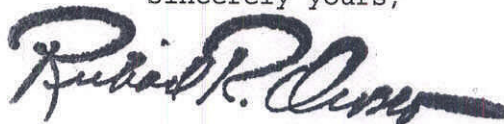
Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



Richard R. Orosco  
District Director

Letter 1050 (DO/CG)

**FBMC BUDGET FOR GRANT FUNDS REQUESTED FROM CITY-OF-CARMEL-BY-THE-SEA CITY COUNCIL  
DISCRETIONARY GRANT FUNDS**

	Amount Requested from City Council Discretionary Funds	
Food (fresh produce, eggs, dairy, lean proteins, basic nourishing staple items) for our City of Carmel-by-the-Sea direct distribution site	\$3000	



**FOOD BANK for MONTEREY COUNTY**  
**Annual Operating Budget**  
**For Fiscal Year's 2022/2023**

**2022-2023**

**Revenues:**

Contributions	\$ 2,350,000.00
Church, Corp, & Service Club	\$ 450,000.00
Special Events	\$ 900,000.00
Product Fees	\$ 300,000.00
Government Grants	\$ 555,000.00
Foundation Grants	\$ 1,400,000.00
Revenue Other	\$ 175,000.00
Interest & Miscellaneous	\$ 110,000.00
In-Kind Personnel	\$ 600,000.00
In-Kind Food	\$ 10,000,000.00
USDA Commodities	\$ 3,000,000.00
<b>Total:</b>	<b>\$ 19,840,000.00</b>

**Total Revenues:**

(Total Revenues less In-Kind)

**\$ 19,840,000.00**  
**\$ 6,240,000.00**

**Expenses:**

Salaries	2,000,000.00
Payroll Taxes & Benefits	575,000.00
Professional Services	215,000.00
Printing & Advertising	65,000.00
Postage	20,000.00
Membership Dues/Subscriptions	50,000.00
Supplies	200,000.00
Telephone	25,000.00
Insurance & Utilities	190,000.00
Interest Expense - Building	-
Building Maintenance	40,000.00
Computer Expense	40,000.00
Equipment Expense	30,000.00
Vehicle Expense	185,000.00
Meetings, Training & Travel	40,000.00
Food Costs and Food Fees	2,000,000.00
Fundraising and Misc. Expense	25,000.00
Depreciation	536,000.00
Organizations Taxes	4,000.00
In-Kind Personnel	\$ 600,000.00
In-Kind Food	\$ 10,000,000.00
USDA Commodities	\$ 3,000,000.00

**Total Expenses**

(Total Expenses less In-Kind)

**\$ 19,840,000.00**  
**\$ 6,240,000.00**

**FOOD BANK FOR MONTEREY COUNTY**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>2021 Total</u>
<b>SUPPORT AND REVENUE:</b>			
General support and fees:			
Food donations	\$ 9,027,049	\$ —	\$ 9,027,049
Product fees	125,985	—	125,985
Cash contributions	7,293,359	—	7,293,359
In-kind contributions	143,350	—	143,350
Donated assets	193,757	—	193,757
Grants	2,580,445	75,000	2,655,445
Government contracts	33,720,370	—	33,720,370
Bequests	6,532	—	6,532
Bingo income	308,319	—	308,319
Investment return/(loss)	58,337	—	58,337
Miscellaneous income	—	—	—
Gain (loss) on sale of assets	—	—	—
Net assets released from restrictions	<u>402,013</u>	<u>(402,013)</u>	<u>—</u>
Total support and revenue	<u>53,859,516</u>	<u>(327,013)</u>	<u>53,532,503</u>
<b>EXPENSES:</b>			
Program services:			
Direct Distributions	7,758,081	—	7,758,081
Emergency Food Assistance Program (EFAP)	35,035,415	—	35,035,415
Education and Advocacy	18,533	—	18,533
Produce Market	1,275,754	—	1,275,754
Support services:			
Administration	803,408	—	803,408
Fundraising	<u>137,941</u>	<u>—</u>	<u>137,941</u>
Total expenses	<u>45,029,132</u>	<u>—</u>	<u>45,029,132</u>
Increase (decrease) in net assets	8,830,384	(327,013)	8,503,371
NET ASSETS, BEGINNING OF YEAR	<u>13,589,797</u>	<u>608,910</u>	<u>14,198,707</u>
NET ASSETS, END OF YEAR	<u>\$ 22,420,181</u>	<u>\$ 281,897</u>	<u>\$ 22,702,078</u>

**FOOD BANK FOR MONTEREY COUNTY**  
**STATEMENT OF FINANCIAL POSITION**  
**JUNE 30, 2021**

	<u>2021</u>
<b><u>ASSETS</u></b>	
CURRENT ASSETS:	
Cash and cash equivalents	\$ 13,270,896
Investments	229,828
Agency receivables	385,362
Grant and contract receivables	46,029
Inventory	2,532,476
Prepaid expenses	<u>1,144,106</u>
Total current assets	<u>17,608,697</u>
PLEDGE RECEIVABLE	-
PROPERTY AND EQUIPMENT- NET	12,043,229
CASH RESTRICTED TO SERVICE DEBT	<u>307,000</u>
TOTAL ASSETS	<u>\$ 29,958,926</u>
<b><u>LIABILITIES AND NET ASSETS</u></b>	
CURRENT LIABILITIES:	
Accounts payable	\$ 22,455
Accrued vacation	112,990
Refundable advance	-
Current portion of loan payable	<u>168,762</u>
Total current liabilities	<u>304,207</u>
LONG-TERM LIABILITIES -	
Loan payable	<u>6,952,641</u>
Total liabilities	<u>7,256,848</u>
NET ASSETS:	
Without donor restrictions:	
Undesignated	14,965,879
Held in property and equipment - net of related debt	4,921,826
Held in inventory	<u>2,532,476</u>
Total without donor restrictions	22,420,181
With donor restrictions	<u>281,897</u>
Total net assets	<u>22,702,078</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 29,958,926</u>

**FOOD BANK FOR MONTEREY COUNTY**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED JUNE 30, 2020**

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>2020 Total</u>
<b>SUPPORT AND REVENUE:</b>			
General support and fees:			
Food donations	\$ 13,278,237	\$ —	\$ 13,278,237
Product fees	308,895	—	308,895
Cash contributions	4,899,643	—	4,899,643
In-kind contributions	1,500	—	1,500
Donated assets	11,712	—	11,712
Grants	1,622,430	654,000	2,276,430
Government contracts	4,704,372	—	4,704,372
Bequests	66,772	—	66,772
Bingo income	326,621	—	326,621
Investment return/(loss)	(14,815)	—	(14,815)
Miscellaneous income	762	—	762
Gain (loss) on sale of assets	(9,014)	—	(9,014)
Net assets released from restrictions	<u>760,823</u>	<u>(760,823)</u>	<u>—</u>
Total support and revenue	<u>25,957,938</u>	<u>(106,823)</u>	<u>25,851,115</u>
<b>EXPENSES:</b>			
Program services:			
Agency Clearinghouse Program	10,446,914	—	10,446,914
Emergency Food Assistance Program (EFAP)	6,927,531	—	6,927,531
Education and Advocacy	16,241	—	16,241
Family Market	2,013,438	—	2,013,438
Support services:			
Administration	709,384	—	709,384
Fundraising	<u>111,524</u>	<u>—</u>	<u>111,524</u>
Total expenses	<u>20,225,032</u>	<u>—</u>	<u>20,225,032</u>
Increase (decrease) in net assets	5,732,906	(106,823)	5,626,083
NET ASSETS, BEGINNING OF YEAR	<u>7,856,891</u>	<u>715,733</u>	<u>8,572,624</u>
NET ASSETS, END OF YEAR	<u>\$ 13,589,797</u>	<u>\$ 608,910</u>	<u>\$ 14,198,707</u>

**FOOD BANK FOR MONTEREY COUNTY**  
**STATEMENT OF FINANCIAL POSITION**  
**JUNE 30, 2020**

	<u>2020</u>
<u><b>ASSETS</b></u>	
<b>CURRENT ASSETS:</b>	
Cash and cash equivalents	\$ 6,929,302
Investments	124,953
Agency receivables	461,249
Grant and contract receivables	56,250
Inventory	1,989,686
Prepaid expenses	<u>66,947</u>
Total current assets	<u>9,628,387</u>
<b>PLEDGE RECEIVABLE</b>	236,496
<b>PROPERTY AND EQUIPMENT— NET</b>	11,906,182
<b>CASH RESTRICTED TO SERVICE DEBT</b>	<u>307,000</u>
<b>TOTAL ASSETS</b>	<u><b>\$ 22,078,065</b></u>
<u><b>LIABILITIES AND NET ASSETS</b></u>	
<b>CURRENT LIABILITIES:</b>	
Accounts payable	\$ 108,874
Vacation liability	105,559
Refundable advance	377,640
Current portion of loan payable	<u>160,843</u>
Total current liabilities	<u>752,916</u>
<b>LONG-TERM LIABILITIES —</b>	
Loan payable	<u>7,126,442</u>
Total liabilities	<u>7,879,358</u>
<b>NET ASSETS:</b>	
Without donor restrictions:	
Undesignated	7,081,611
Held in property and equipment — net, net of related debt	4,618,897
Held in inventory	<u>1,889,289</u>
Total without donor restrictions	13,589,797
With donor restrictions	<u>608,910</u>
Total net assets	<u>14,198,707</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><b>\$ 22,078,065</b></u>