



CDSS

WILL LIGHTBOURNE  
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



EDMUND G. BROWN JR.  
GOVERNOR

November 25, 2013

COUNTY FISCAL LETTER (CFL) NO. 13/14-28

TO: ALL FOOD BANK EXECUTIVE DIRECTORS  
EMERGENCY FOOD ASSISTANCE PROGRAM (EFAP)  
COORDINATORS

SUBJECT: FISCAL YEAR (FY) 2014 EFAP TAX CHECK-OFF  
DISBURSEMENT

The purpose of this letter is to notify food banks of funding received for the Emergency Food Assistance Program (EFAP) through voluntary tax checkoffs on the state tax return, as authorized under Sections 18851-18855 of the Revenue and Taxation Code. During the 2013-2014 legislative session, Senate Bill 116 (Chapter 222, Statutes of 2013) authorized the voluntary checkoff through January 2019. The amount collected and available for allocation for fiscal year (FY) 2014 is \$426,000.

The disbursement of collected funds this year will follow the guidelines listed below:

- Each agency will receive a base amount of \$5,000 with the remaining funding allocated according to the 60/40 methodology currently utilized for all EFAP allocations.
- The funds will be disbursed **only** to agencies that have a current EFAP Memorandum of Understanding with the California Department of Social Services.
- The money is to be used **only** for the purchase of food for distribution to recipients free of charge. In addition, this funding cannot be used for administrative expenses.

- Food **must** be purchased from an outside vendor and not its own food bank. The funds are for the purchase of additional food for the EFAP and are not to be used to supplant food or funds.
- **No** shared maintenance fees can be collected for the food that is purchased.

Requests for an advance, up to 25 percent, and/or reimbursements are to follow the standard EFAP procedures. Food purchased for reimbursement from these funds must include an invoice and receipt for the period July 1, 2013 through June 30, 2014. The invoice and receipt must be attached and submitted with a Request for Reimbursement of Expenses. **All Requests for Reimbursement of Expenses must be submitted by July 31, 2014.**

A spreadsheet is attached detailing the total amount available and each food bank's allocation. Any funds that remain unused will be redirected statewide during the following FY, if minimum contributions are met.

If you need further information or have any questions, please contact your EFAP Program Consultant directly.

Sincerely,

***Original Document Signed By:***

SABRINA SASSMAN, Chief  
Welfare Fraud and Emergency Food Assistance Program Bureau

Attachment

TAX CHECK-OFF ALLOCATIONS  
 FY 2013-2014

County	MOU #	Base	60/40 Percentage	60/40 Funding	Total Annual Allocation
Alameda	10-6024	\$5,000	3.30%	\$6,138	\$11,138
Amador	10-6025	\$5,000	0.09%	\$167	\$5,167
Butte	10-6026	\$5,000	0.96%	\$1,786	\$6,786
Calaveras	10-6027	\$5,000	0.11%	\$205	\$5,205
Contra Costa/Solano	10-6028	\$5,000	3.09%	\$5,747	\$10,747
Del Norte	10-6029	\$5,000	0.11%	\$205	\$5,205
El Dorado/Alpine	10-6030	\$5,000	0.35%	\$651	\$5,651
Fresno	10-6031	\$5,000	3.66%	\$6,808	\$11,808
Humboldt	10-6032	\$5,000	0.42%	\$781	\$5,781
Imperial	10-6033	\$5,000	0.91%	\$1,693	\$6,693
Inyo/Mono	10-6034	\$5,000	0.08%	\$149	\$5,149
Kern (CAP)	10-6035	\$5,000	3.20%	\$5,952	\$10,952
Kings	10-6036	\$5,000	0.53%	\$986	\$5,986
Lake	10-6037	\$5,000	0.24%	\$446	\$5,446
Lassen/Modoc	10-6038	\$5,000	0.14%	\$260	\$5,260
Los Angeles (FBSC)	10-6039	\$5,000	11.25%	\$20,925	\$25,925
Los Angeles (RFB)	10-6040	\$5,000	17.60%	\$32,736	\$37,736
Madera	10-6041	\$5,000	0.54%	\$1,004	\$6,004
Mendocino	10-6043	\$5,000	0.26%	\$484	\$5,484
Merced/Mariposa	10-6044	\$5,000	1.15%	\$2,139	\$7,139
Monterey	10-6045	\$5,000	1.34%	\$2,492	\$7,492
Napa	10-6046	\$5,000	0.26%	\$484	\$5,484
Nevada	10-6047	\$5,000	0.21%	\$391	\$5,391
Orange (CAP)	10-6048	\$5,000	2.79%	\$5,189	\$10,189
Orange (SHFB)	10-6049	\$5,000	3.40%	\$6,324	\$11,324
Placer	10-6050	\$5,000	0.63%	\$1,172	\$6,172
Riverside	10-6051	\$5,000	5.84%	\$10,862	\$15,862
Sacramento (CFB)	10-6052	\$5,000	3.95%	\$7,347	\$12,347
San Benito	10-6053	\$5,000	0.16%	\$298	\$5,298
San Bernardino	10-6054	\$5,000	6.05%	\$11,253	\$16,253
San Diego	10-6055	\$5,000	7.34%	\$13,652	\$18,652
San Francisco/ Marin	10-6056	\$5,000	2.18%	\$4,055	\$9,055
San Joaquin	10-6057	\$5,000	2.16%	\$4,018	\$9,018
San Luis Obispo	10-6058	\$5,000	0.64%	\$1,190	\$6,190
Santa Barbara	10-6059	\$5,000	1.10%	\$2,046	\$7,046
Santa Clara/San Mateo	10-6060	\$5,000	4.59%	\$8,537	\$13,537
Santa Cruz	10-6061	\$5,000	0.76%	\$1,414	\$6,414
Shasta	10-6062	\$5,000	0.54%	\$1,004	\$6,004
Siskiyou	10-6063	\$5,000	0.14%	\$260	\$5,260
Sonoma	10-6064	\$5,000	0.98%	\$1,823	\$6,823
Stanislaus	10-6065	\$5,000	1.74%	\$3,236	\$8,236
Tehama	10-6066	\$5,000	0.21%	\$391	\$5,391

<b>Trinity</b>	10-6067	\$5,000	0.05%	\$93	\$5,093
<b>Tulare</b>	10-6068	\$5,000	1.83%	\$3,404	\$8,404
<b>Tuolumne</b>	10-6069	\$5,000	0.15%	\$279	\$5,279
<b>Ventura</b>	10-6070	\$5,000	1.81%	\$3,367	\$8,367
<b>Yolo</b>	10-6071	\$5,000	0.59%	\$1,097	\$6,097
<b>Yuba/Sutter</b>	10-6072	\$5,000	0.57%	\$1,060	\$6,060
<b>TOTAL</b>			100.00%		\$426,000