



CDSS

WILL LIGHTBOURNE
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES

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EDMUND G. BROWN JR.
GOVERNOR

December 16, 2011

COUNTY FISCAL LETTER (CFL) NO. 11/12-34

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

SUBJECT: FEDERAL FISCAL YEAR (FFY) 2012 EFAP TAX CHECK-OFF
DISBURSEMENT

During the 1997-98 legislative session, Assembly Bill 2366 established a voluntary contribution check-off on the State income tax form to benefit the EFAP. The bill had a sunset date of January 2004; however, subsequent legislation has authorized the tax check-off through January 1, 2014, as long as the contributions continue to meet the minimum level required by law. The amount available for allocation in FFY 2012 is \$626,000.

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

- Each agency will receive a base amount of \$5,000, with the remaining allocated according to the 60/40 methodology currently utilized.
- 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, there can be no hold-back 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 not to be used to supplant food or funds.
- No shared maintenance fees can be collected for the food that is purchased.

Food purchased for reimbursement from these funds must include an invoice and receipt for the period July 1, 2011, through June 30, 2012. Any funds that remain unused will be redirected statewide.

A spreadsheet is attached detailing the total amount available and each food bank agency's allocation. Requests for an advance, up to 25 percent, and/or reimbursements are to follow the standard EFAP procedures; however, you must attach food purchase invoices and receipts to your Request for Reimbursement of Expenses form. **Please submit all Requests for Reimbursement of Expenses by July 31, 2012.**

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

Sincerely,

Original Document Signed By:

LORI STARNES
Chief
Welfare Fraud and Emergency Food Assistance Program Bureau

Attachment

c: EFAP Coordinators
Sue Sigler, CAFB

FFY 2012 EMERGENCY FOOD ASSISTANCE PROGRAM TAX CHECK-OFF DISBURSEMENT

County	MOU #	60/40	Base	60/40	Total Annual Allocation
		Percentage		Funding	
				\$386,000	
Alameda	10-6024	3.36268%	\$5,000	\$12,980	\$17,980
Amador	10-6025	0.09022%	\$5,000	\$348	\$5,348
Butte	10-6026	0.94949%	\$5,000	\$3,665	\$8,665
Calaveras	10-6027	0.11379%	\$5,000	\$439	\$5,439
Contra Costa/Solano	10-6028	3.12879%	\$5,000	\$12,077	\$17,077
Del Norte	10-6029	0.10254%	\$5,000	\$396	\$5,396
El Dorado/Alpine	10-6030	0.36310%	\$5,000	\$1,402	\$6,402
Fresno	10-6031	3.57085%	\$5,000	\$13,783	\$18,783
Humboldt	10-6032	0.41390%	\$5,000	\$1,598	\$6,598
Imperial	10-6033	0.85650%	\$5,000	\$3,306	\$8,306
Inyo/Mono	10-6034	0.07787%	\$5,000	\$301	\$5,301
Kern (CAP)	10-6035	3.15059%	\$5,000	\$12,161	\$17,161
Kings	10-6036	0.51699%	\$5,000	\$1,996	\$6,996
Lake	10-6037	0.24327%	\$5,000	\$939	\$5,939
Lassen/Modoc	10-6038	0.13783%	\$5,000	\$532	\$5,532
Los Angeles (FBSC)	10-6039	11.20710%	\$5,000	\$43,259	\$48,259
Los Angeles (RFB)	10-6040	17.52905%	\$5,000	\$67,662	\$72,662
Madera	10-6041	0.53644%	\$5,000	\$2,071	\$7,071
Mendocino	10-6043	0.26102%	\$5,000	\$1,008	\$6,008
Merced/Mariposa	10-6044	1.12105%	\$5,000	\$4,327	\$9,327
Monterey	10-6045	1.30502%	\$5,000	\$5,037	\$10,037
Napa	10-6046	0.26229%	\$5,000	\$1,012	\$6,012
Nevada	10-6047	0.21628%	\$5,000	\$835	\$5,835
Orange (CAP)	10-6048	2.84767%	\$5,000	\$10,992	\$15,992
Orange (SHFB)	10-6049	3.48049%	\$5,000	\$13,435	\$18,435
Placer	10-6050	0.64375%	\$5,000	\$2,485	\$7,485
Riverside	10-6051	5.82794%	\$5,000	\$22,496	\$27,496
Sacramento (CFB)	10-6052	3.98870%	\$5,000	\$15,396	\$20,396
San Benito	10-6053	0.16675%	\$5,000	\$644	\$5,644
San Bernardino	10-6054	6.08040%	\$5,000	\$23,470	\$28,470
San Diego	10-6055	7.29494%	\$5,000	\$28,158	\$33,158
San Francisco/ Marin	10-6056	2.23997%	\$5,000	\$8,646	\$13,646
San Joaquin	10-6057	2.13675%	\$5,000	\$8,248	\$13,248
San Luis Obispo	10-6058	0.64781%	\$5,000	\$2,501	\$7,501
Santa Barbara	10-6059	1.08553%	\$5,000	\$4,190	\$9,190
Santa Clara/San Mateo	10-6060	4.76716%	\$5,000	\$18,401	\$23,401
Santa Cruz	10-6061	0.74627%	\$5,000	\$2,881	\$7,881
Shasta	10-6062	0.54863%	\$5,000	\$2,118	\$7,118
Siskiyou	10-6063	0.14108%	\$5,000	\$545	\$5,545
Sonoma	10-6064	0.99201%	\$5,000	\$3,829	\$8,829
Stanislaus	10-6065	1.72260%	\$5,000	\$6,649	\$11,649

Tehama	10-6066	0.20627%	\$5,000	\$796	\$5,796
Trinity	10-6067	0.04527%	\$5,000	\$175	\$5,175
Tulare	10-6068	1.77258%	\$5,000	\$6,842	\$11,842
Tuolumne	10-6069	0.15251%	\$5,000	\$589	\$5,589
Ventura	10-6070	1.80497%	\$5,000	\$6,967	\$11,967
Yolo	10-6071	0.58231%	\$5,000	\$2,248	\$7,248
Yuba/Sutter	10-6072	0.56098%	\$5,000	\$2,165	\$7,165
TOTAL		100.00000%	\$240,000	\$386,000	\$626,000