



CDSS

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STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
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EDMUND G. BROWN JR.
GOVERNOR

November 9, 2012

COUNTY FISCAL LETTER (CFL) NO. 12/13-21

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

SUBJECT: FISCAL YEAR (FY) 2012-13 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 FY 2012-13 is \$596,000.

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 funds allocated according to the 60/40 methodology currently utilized. The 60/40 formula is based 60 percent on the number of persons in households within the county having incomes below the federal poverty level (based on the 2010 census data) and 40 percent on the number of unemployed persons within the county (obtained yearly from the Employment Development Department).
- 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, 2012 through June 30, 2013. 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, 2013.**

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

Sincerely,

Original Document Signed By:

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

Attachment

c: Sue Sigler, CAFB

FISCAL YEAR 2012-13 EMERGENCY FOOD ASSISTANCE PROGRAM TAX CHECK-OFF DISBURSEMENT

County	MOU #	60/40		Base	60/40 Funding	Total Annual Allocation
		Percentage				
Alameda	10-6024	3.31%		\$5,000	\$11,784	\$16,784
Amador	10-6025	0.09%		\$5,000	\$320	\$5,320
Butte	10-6026	0.96%		\$5,000	\$3,418	\$8,418
Calaveras	10-6027	0.11%		\$5,000	\$392	\$5,392
Contra Costa/Solano	10-6028	3.10%		\$5,000	\$11,036	\$16,036
Del Norte	10-6029	0.10%		\$5,000	\$356	\$5,356
El Dorado/Alpine	10-6030	0.35%		\$5,000	\$1,246	\$6,246
Fresno	10-6031	3.62%		\$5,000	\$12,887	\$17,887
Humboldt	10-6032	0.42%		\$5,000	\$1,495	\$6,495
Imperial	10-6033	0.88%		\$5,000	\$3,133	\$8,133
Inyo/Mono	10-6034	0.08%		\$5,000	\$285	\$5,285
Kern (CAP)	10-6035	3.17%		\$5,000	\$11,285	\$16,285
Kings	10-6036	0.52%		\$5,000	\$1,851	\$6,851
Lake	10-6037	0.24%		\$5,000	\$854	\$5,854
Lassen/Modoc	10-6038	0.14%		\$5,000	\$498	\$5,498
Los Angeles (FBSC)	10-6039	11.33%		\$5,000	\$40,335	\$45,335
Los Angeles (RFB)	10-6040	17.72%		\$5,000	\$63,084	\$68,084
Madera	10-6041	0.54%		\$5,000	\$1,922	\$6,922
Mendocino	10-6043	0.26%		\$5,000	\$926	\$5,926
Merced/Mariposa	10-6044	1.14%		\$5,000	\$4,058	\$9,058
Monterey	10-6045	1.32%		\$5,000	\$4,699	\$9,699
Napa	10-6046	0.26%		\$5,000	\$926	\$5,926
Nevada	10-6047	0.21%		\$5,000	\$748	\$5,748
Orange (CAP)	10-6048	2.80%		\$5,000	\$9,968	\$14,968
Orange (SHFB)	10-6049	3.43%		\$5,000	\$12,211	\$17,211
Placer	10-6050	0.63%		\$5,000	\$2,243	\$7,243
Riverside	10-6051	5.82%		\$5,000	\$20,719	\$25,719
Sacramento (CFB)	10-6052	3.97%		\$5,000	\$14,133	\$19,133
San Benito	10-6053	0.16%		\$5,000	\$570	\$5,570
San Bernardino	10-6054	6.02%		\$5,000	\$21,431	\$26,431
San Diego	10-6055	7.31%		\$5,000	\$26,024	\$31,024
San Francisco/ Marin	10-6056	2.20%		\$5,000	\$7,832	\$12,832
San Joaquin	10-6057	2.15%		\$5,000	\$7,654	\$12,654
San Luis Obispo	10-6058	0.64%		\$5,000	\$2,278	\$7,278
Santa Barbara	10-6059	1.09%		\$5,000	\$3,880	\$8,880
Santa Clara/San Mateo	10-6060	4.63%		\$5,000	\$16,483	\$21,483
Santa Cruz	10-6061	0.75%		\$5,000	\$2,670	\$7,670
Shasta	10-6062	0.54%		\$5,000	\$1,922	\$6,922
Siskiyou	10-6063	0.14%		\$5,000	\$498	\$5,498
Sonoma	10-6064	0.99%		\$5,000	\$3,524	\$8,524
Stanislaus	10-6065	1.73%		\$5,000	\$6,159	\$11,159
Tehama	10-6066	0.21%		\$5,000	\$748	\$5,748
Trinity	10-6067	0.05%		\$5,000	\$178	\$5,178
Tulare	10-6068	1.79%		\$5,000	\$6,372	\$11,372
Tuolumne	10-6069	0.15%		\$5,000	\$534	\$5,534
Ventura	10-6070	1.79%		\$5,000	\$6,372	\$11,372
Yolo	10-6071	0.58%		\$5,000	\$2,065	\$7,065
Yuba/Sutter	10-6072	0.56%		\$5,000	\$1,994	\$6,994
TOTAL		100.00%		\$240,000	\$356,000	\$596,000