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FEB 23 2011

CARSON CITY
EXECUTIVE OFFICES

Carson City, a Consolidated Municipality

Application for

Community Support Services Funding

Fiscal Year 2011-2012

Name of Organization: RON WOOD FAMILY RESOURCE CENTER

Amount Requested: $27,200.00

Contact Person: Joyce Buckingham - Executive Director

Mailing Address: 2621 Northgate Lane ~ Suite 62

City: Carson City State: NV Zip Code: 89706

Phone Number: (775) 884-2269 E-mail: (775) 884-2730

501(c)3 Taxpayer I.D. Number: 86-0865470

Date Submitted: ______________________________

Please mail completed application and attachments to:
Carson City Executive Offices
201 N. Carson Street, Suite 2
Carson City, NV 89701

Carson City Community Support Services

APPLICATION FOR GRANT FUNDS

Fiscal Year 2011-2012

Organization Information

1. What is the overall purpose or goal of your organization?

   Our Mission Statement: Create a lasting community-wide effort between private sector and governmental agencies to promote healthy family relationships through education and support services. Ron Wood works diligently to identify the gaps in services in the community. Our extended mission is to supplement services in the community while avoiding duplicating services.

2. How long has your organization been in existence? 16 Years 0 Months

   How long has your organization been in Carson City? 16 Years 0 Months

3. Describe in general the activities or services of your organization:

   Ron Wood Family Resource Center provides information and referrals, parenting classes, infant and toddler classes, child car seat safety classes and car seats, child abuse and neglect intervention, youth anger management classes, truancy accountability for the Carson City School District, substance abuse prevention for youth, mental health and behavioral counseling for youth, childhood obesity prevention, nutritional education, individual case management, resource lending library, foster youth self-sufficiency programs, WIC supplemental food program, breastfeeding support and emergency food bank assistance.

4. How many people do you intend to serve during this Fiscal Year 2011-2012?

   # of Youth 15000 # of Adults 14000 # of Seniors 2500

5. How many people served this Fiscal Year 2011-2012 will be Carson City residents?

   # of Youth 13500 # of Adults 12600 # of Seniors 2250

6. How many paid employees/volunteers does your organization employ?

   # of full-time employees 13 # of part-time employees 6

7. Percentage of organizational funds to be utilized for administrative costs (i.e., salaries, travel, training, etc): 25%+/-

8. Describe how your organization is managed and governed (i.e., Board of Directors).

   Board of Directors

9. Please provide information on your Executive Board members or contact person:

Name	Title	Phone
Paul R. Saucedo	Chairman	(775) 883-3626
Valeri Wood	Vice Chairperson	(775) 781-2468
Ruth Aberasturi	Secretary	(775) 882-3649
Rick Redican	Treasurer	(775) 882-6911

Program/Proposal Information

10. Amount of funds requested? $ **27,200.00**

11. Purpose of Program/Proposal: Describe the program/proposal, target population, number to be served, what the grant will specifically fund. Explain your organization's qualifications to deal with the issue.

Program: Community Essentials Food Bank
Offers emergency food to children/families in need.

Proposal Objectives/Description:

1. To provide emergency food to Carson City families experiencing hardship with our current economy and high unemployment rate.
2. To offer families the benefit of supplemental food while working with these families through ongoing case management, developing attainable household budgets, offering information and referrals for associated services; housing, utility assistance, reducing the ongoing need for services and supporting each family toward their path back to self-sufficiency.
3. Continue the contract with our Food Bank Volunteer Coordinator (10 hours per week) to manage food bank activities, load and unload product, complete food baskets for families, coordinate volunteer recruitment, scheduling and reconciling volunteer hours toward inkind/match for grantee.
4. Offset Food Bank operating costs; utilities and insurance for Food Bank operations

Targeted Population
Carson City residents
Very Low to Moderate Income Index (per HUD Federal Income guidelines)

Number to be Served
28,350 - Carson City Residents ONLY (cost per participant < $1.04)

Organizations qualifications to deal with issue:
Ron Wood Family Resource Center has provided food for those in-need for the past 7 years. As a full service family resource center, Ron Wood provides emergency food assistance to individuals in the local area one time per month.

12. Goals, Objectives & Measurable Outcomes: The events and/or services must assist the City to fulfill its vision statement and accomplish one or more of the City's Goals. Please indicate which goal(s) will be met. Clearly state measurable outcomes of the project. Tell how you propose to achieve the outcomes of the project in terms of specific activities, including a timetable (proposed starting date and duration of the project):

City Goals: A Safe and Secure Community
A Healthy Community
A Community Where Information is Available to All
A Community Dedicated to Excellence in Education

Measurable Outcomes:
1. Ron Wood's Community Essential Food Bank will serve over 31500 individuals from July 1, 2011 to June 30, 2012.
2. Ron Wood will insure that 100% of 28350 individuals receiving food are Carson City residents in the very low to moderate income level.
3. Ron Wood will expand food donation program by holding 10 food donation drives
4. Ron Wood will insure that 50% of food distributed will feed our in-need youth
5. Ron Wood will expand the Food Bank of Northern Nevada's USDA Commodity Supplemental Food Program (homebound senior program) by 50% (total of 30) which delivers commodities to seniors that are unable to leave their homes.

13. Indicate who will benefit from the use of these funds, and how they will benefit. If this is an ongoing event, please state how you intend to fund the program in future years.

Individuals that will benefit from these funds will be 100% Carson City residents and 100% of these residents will be in the very low to moderate income guideline as stated by HUD. These individuals are receiving 2-3 days of emergency food (once per month)

Ron Wood Family Resource Center is working toward ongoing self-sufficiency in the following manner:

1. Amending upcoming grant requests to include a component to charge Food Bank costs to individual grants whenever the grant supports this expenditure.
2. Conducting more food drives to supplement inventory for the Food Bank.
3. Outreach to food retailers to donate surplus food.
4. Increase fund raising efforts to compensate for food bank budget shortfall.
5. Add more fee-for-service programming by offering mental health services and substance abuse services to Medicaid recipients (pending state approval) & Supervised visitations for non-custodial parents.
6. WE CAN (Ways To Enhance Children's Activity and Nutrition) program has 4 community gardens that will donate produce to our food bank.

14. Are you aware of any other private sector/nonprofit/governmental/agencies in the area providing the same services as your program/proposal? If yes, please explain how your project will compliment other existing programs?

YES - Similar services

1. Food Bank of Northern Nevada is utilizing Ron Wood Family Resource Center as a "Food Bank Hub" by offering a mobile pantry unit that is in Carson City on a monthly basis. Produce furnished once per month.
2. F.I.S.H. (Friends In Service Helping) - FISH offers food assistance on a limited basis. Individuals in the community are given assistance "once per lifetime".

   Ron Wood and FISH collaborate and coordinate activities frequently. Ron Wood receives bulk meats, dairy and extra produce. Donations are made from RWFRC to the FISH Dining Room to support the meals. Ron Wood has donated a variety of meats, milk, bread, salad and produce when the Food Bank is overstocked with perishables or receives bulk items that aren't appropriate for individuals or families.

3. Eagles' Wing Christian Fellowship has opened a Food Bank for distribution one day per week.
4. Food For Thought is a back pack program that sends food home with each child in-need for nourishment over the weekend.

15. Please include a detailed budget for this program/event, and detailed list of intended expenditures and revenues.

Food	12 months @ $1500.00 per month	18,000.00
Volunteer Coordinator	10 hours per week/52 weeks @ $15.00	7,800.00
Gas – Food Pick Up	12 months @ $75.00 per month	900.00
Workman's comp	12 months	50.00
Liability Insurance	12 months	200.00
Misc. Supplies	Bags, cleaning supplies, misc.	250.00

16. Has your organization been funded by Carson City previously? ☒ Yes ☐ No
If yes, please list:

Year	Amount	Program/Event
9-10	$31,800.00	Community Essentials Emergency Food Bank
10-11	$23,000.00	Community Essentials Emergency Food Bank

Required Attachments:

X A copy of your 501(c)3 Designation Letter from the IRS. For branches of a larger organization (i.e., local troop of Boy Scouts of America), please provide the letter for your umbrella organization.

X A copy of your most recent audited financial statement. For smaller organizations, or branches, a more simple budget showing income and expenses is acceptable. Also include an IRS form 990.

X **Previous Grantees: If your organization received grant funding in Fiscal Year 2010-2011 you must complete and submit an Annual Report form detailing how those funds were spent. Applications for former grantees will not be considered if an Annual Report has not been included.**

X Signed Guidelines for Grants (please keep a copy for your files).

Carson City, a Consolidated Municipality

Annual Report
For Community Support Services Funding
Fiscal Year 2010-2011

Name of Organization: RON WOOD FAMILY RESOURCE CENTER

Program/Project: Community Essentials Food Bank

Amount of Funds Received $23,000.00

Contact Person: Joyce Buckingham

Mailing Address: 2621 Northgate Lane ~ Suite 62

City: Carson City State: NV Zip Code: 89706

Phone Number: (775) 884-2269 E-mail: executive_director@carson-family.org

Date Submitted: ______________________

1. Please attach a final financial income and expense statement that specifically explains how grant funds were used, including a comparison between your budgeted and your actual incomes and expenses.

2. Evaluate your achievement of the measurable outcomes listed in your application:

   1. Ron Wood's Community Essential Food Bank will serve over 26000 individuals from July 1, 2010 to June 30, 2011.

   - July 1, 2010 to December 31, 2010 - 20,445 individuals have been served (6 months)

   2. Ron Wood will insure that 100% of 26000 individuals receiving food are Carson City residents

   - July 1, 2010 to December 31, 2010 - 18,570 Carson City residents have received food. 90% of the total food distributed went to Carson City residents

   3. Ron Wood will expand food donation program by holding 6 food donation drives

   - 6 Food Drives have been held during the first 6 months - Save Mart, Payless Cleaners, Boy Scouts, Comstock Casino, Thanksgiving Food Drive and Christmas Food Drive.

   4. Ron Wood will insure that 50% of food distributed will feed our in-need youth

   - 9582 very low to moderate income youth received food through our food bank (47%)

5. Ron Wood will expand the Food Bank of Northern Nevada's USDA Commodity Supplemental Food Program (homebound senior program) by 50% (total of 20) which delivers commodities to seniors that are unable to leave their homes.

- Ron Wood's Community Essential Food Bank on Wheels distributed food to 192 seniors for the first 6 months of the fiscal year or 32 per month.

3. Approximately how many people benefitted from your project? How many of those people were Carson City residents? What were some of the individual benefits?

- 20,445 individuals have been served from 7-1-10 to 12-31-10 and 18,570 individuals were Carson City residents or 90%. Individual benefits of Carson City residents that received food; 7862 Adults, 9582 youth and 1126 seniors received 2-3 days supply of emergency food provisions.

4. What specific community benefit did your project provide Carson City?

- 178,000+ lbs of wholesome and nutritious emergency food provisions during this economic recession. These provisions allowed families more financial freedom to utilitize their funds more efficiently during the first 6 months of the fiscal year.

5. Will this program/project be reoccurring? How do you anticipate funding the project in the future?

- YES - the program is reoccurring. Ron Wood's Community Essentials Food Bank has increased the service level 30%+ over the last year. With a local unemployment rate at between 14 - 25%, many new families are working with RWFRC on providing healthy meals to their families and working on housing & energy needs as well as other basic needs. Future fund raising, food drives and additional grant opportunities and donations will support Carson City community demand.

6. Describe any challenges that impacted your program.

- Funding received through Carson City has been almost depleted for 2010-2011. RWFRC was able to secure $10K to assist with the shortfall in our budget. High unemployment rate, high foreclosure rates and reduction in other grant funding streams all impact this program.

Ron Wood Family Resource Center
Transaction Detail By Account
July 1, 2010 through February 18, 2011

Type	Date	Num	Source Name	Memo	Class	Amount
6560 · Payroll Expenses						
6561 · Workman's Comp						
Check	08/20/2010	11322	Employers Insuranc...		Programs:Food Bank	15.41
Check	11/18/2010	11649	Employers Insuranc...		Programs:Food Bank	20.42
Check	12/22/2010	11744	Employers Insuranc...		Programs:Food Bank	11.99
Total 6561 · Workman's Comp						47.82
Total 6560 · Payroll Expenses						47.82
7000 · Grant & contract expense						
Check	07/09/2010	11171	Mark Kluever		Programs:Food Bank	300.00
Check	07/21/2010	11204	Mark Kluever		Programs:Food Bank	300.00
Check	08/06/2010	11248	Mark Kluever		Programs:Food Bank	300.00
Check	08/20/2010	11292	Mark Kluever		Programs:Food Bank	300.00
Check	08/30/2010	11357	Mark Kluever		Programs:Food Bank	300.00
Check	09/17/2010	11405	Mark Kluever		Programs:Food Bank	300.00
Check	09/20/2010	11429	Mark Kluever	Final Check	Programs:Food Bank	300.00
Check	10/15/2010	11533	Kevin Maher		Programs:Food Bank	300.00
Check	10/29/2010	11585	Kevin Maher		Programs:Food Bank	300.00
Check	11/12/2010	11648	Kevin Maher		Programs:Food Bank	300.00
Check	11/24/2010	11676	Kevin Maher		Programs:Food Bank	300.00
Check	12/10/2010	11703	Kevin Maher		Programs:Food Bank	300.00
Check	12/22/2010	11749	Kevin Maher		Programs:Food Bank	300.00
Check	01/07/2011	11813	Kevin Maher		Programs:Food Bank	300.00
Check	01/21/2011	11823	Kevin Maher		Programs:Food Bank	300.00
Check	02/04/2011	11884	Kevin Maher		Programs:Food Bank	300.00
Check	02/18/2011	11922	Kevin Maher		Programs:Food Bank	300.00
Total 7000 · Grant & contract expense						5,100.00
8100 · Non-personnel expenses						
8110 · Supplies						
8112 · Program Supplies						
Check	08/20/2010	11316	Food Bank of North...		Programs:Food Bank	2,941.86
Check	09/15/2010	11403	Wal-Mart Business		Programs:Food Bank	45.59
Check	09/17/2010	11428	Food Bank of North...	Mark and Ci...	Programs:Food Bank	0.00
Check	09/24/2010	11441	Food Bank of North...		Programs:Food Bank	2,010.44
Check	11/29/2010	11700	Grocery Outlet	Thanksgiving ...	Programs:Food Bank	1,501.01
Check	12/03/2010	11486	Food Bank of North...		Programs:Food Bank	2,491.60
Check	12/20/2010	11802	Grocery Outlet	Christmas	Programs:Food Bank	3,283.06
Check	01/07/2011	11812	Buckingham, Joyce	Baggies	Programs:Food Bank	3.22
Check	01/21/2011	11829	Food Bank of North...		Programs:Food Bank	2,672.12
Check	02/17/2011	11920	Food Bank of North...		Programs:Food Bank	1,104.64
Total 8112 · Program Supplies						16,053.54
Total 8110 · Supplies						16,053.54
Total 8100 · Non-personnel expenses						16,053.54

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: AUG 29 2001

RON WOOD FAMILY RESOURCE CENTER
625 FAIRVIEW DR #113
CARSON CITY, NV 89701

Employer Identification Number:
86-0865470
DLN:
17053202737041
Contact Person:
STEPHANIE L JONES ID# 31395
Contact Telephone Number:
(877) 829-5500
Our Letter Dated:
May of 1997
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.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

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

Letter 1050 (DO/CG)

RON WOOD FAMILY RESOURCE CENTER
FINANCIAL STATEMENTS
JUNE 30, 2008

TABLE OF CONTENTS

Mary C. Sanada, CPA
2832 Table Rock Dr.
Carson City, NV 89706

To the Board of Directors
Ron Wood Family Resource Center

<u>Independent Auditor's Report</u>

I have audited the accompanying statement of financial position of the Ron Wood Family Resource Center, as of June 30, 2008, and the related statements of activities, cash flows and functional expenses for the year then ended. These financial statements are the responsibility of the Organization's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Ron Wood Family Resource Center, as of June 30, 2008, and the changes in net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Mary C Sanada

Mary C. Sanada, CPA

July 23, 2010

Phone: 775-885-7962 *e-mail: mcsanada@sbcglobal.net* *FAX: 775-546-6062*

RON WOOD FAMILY RESOURCE CENTER
STATEMENT OF FINANCIAL POSITION
June 30, 2008

ASSETS	
Current assets:	
Cash	$ 58,203
Grants receivable	216,005
Accounts receivable	585
Total current assets	274,793
Fixed assets:	
Property and equipment	11,520
Accumulated depreciation	(4,957)
Total fixed assets	6,563
Other assets:	
Marketable securities	144,155
Software	7,110
Deposits	2,640
Total other assets	153,905
Total assets	$ 435,261
LIABILITIES AND NET ASSETS	
Liabilities	
Current liabilities:	
Accounts payable and accruals	$ 89,505
Current portion, lease obligation	2,242
Total current liabilities	91,747
Long-term liabilities:	
Accrued vacation	15,619
Capital lease obligation	1,755
Other liabilities	
Total long-term liabilities	17,374
Total liabilities	109,121
Net assets	
Unrestricted	326,140
Total net assets	326,140
Total liabilities and net assets	$ 435,261

See accompanying notes to financial statements

RON WOODS FAMILY RESOURCE CENTER
STATEMENT OF ACTIVITIES
Year Ended June 30, 2008

Changes in unrestricted net assets:	
Revenues:	
Contributions	$ 12,342
Grants	507,029
Service revenue	5,410
Event income	871
Investment income	(703)
Other income	3,343
Total unrestricted revenues	528,292
Expenses:	
Program	528,245
General and administrative	22,239
Fundraising	9,016
Total expenses	559,500
Increase (decrease) in net assets	(31,208)
Net assets at beginning of year	357,348
Net assets at end of year	$ 326,140

See accompanying notes to financial statements

RON WOOD FAMILY RESOURCE CENTER
STATEMTENT OF CASH FLOWS
Year Ended June 30, 2008

Cash flow from operating activities:	
Cash received from donors and others	$ 20,095
Cash received from government grants	405,622
Cash received from investment earnings	2,090
Cash paid to suppliers	(116,697)
Cash paid to employees	(320,802)
Cash paid for payroll taxes	(24,186)
Net cash flow from operating activities	(33,878)
Cash flow from investing activities:	
Purchase of equipment and software	(8,018)
Net cash flow from investing activities	(8,018)
Cash flow from financing activities:	
Payments on capital lease	(2,135)
Net cash flow from financing activities	(2,135)
Net increase in cash	(44,031)
Cash and cash equivalents at the beginning of the year	102,234
Cash and cash equivalents at the end of the year	$ 58,203
Reconciliation of change in net assets to net cash flow from operating activities:	
Change in net assets	$ (31,208)
Adjustment to reconcile net income to net cash:	
Depreciation and amortization	1,330
Unrealized loss on marketable securities	3,378
In-kind donation of asset	(1,000)
Increase in grants receivable	(101,407)
Increase in accounts receivable	(585)
Increase in accounts payable and accruals	89,505
Increase in accrued vacation	6,109
Total adjustments	(2,670)
Net cash flow from operating activities	$ (33,878)

See accompanying notes to financial statements

RON WOODS FAMILY RESOURCE CENTER
STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended June 30, 2008

	Program Services	Supporting Services: Management and General	Supporting Services: Fund Raising	Supporting Services: Total Supporting Services	Total
Salary & related:					
Salaries	$ 312,419	$ 7,753	$ 6,738	$ 14,491	$ 326,910
Payroll taxes	22,440	1,598	504	2,102	24,542
Employee benefits	21,984	775	408	1,183	23,167
Total salary & related	356,843	10,126	7,650	17,776	374,619
Advertising/marketing	1,413	313	-	313	1,726
Contract services	35,956	1,535	-	1,535	37,491
Insurance	5,386	-	-	-	5,386
Interest	-	313	-	313	313
Meetings/conferences	654	-	-	-	654
Miscellaneous	1,533	1,609	849	2,458	3,991
Occupancy	79,306	12	-	12	79,318
Postage and delivery	2,604	415	-	415	3,019
Printing/copying	1,501	-	517	517	2,018
Supplies	31,721	4,502	-	4,502	36,223
Telephone	4,908	130	-	130	5,038
Training/development	3,324	1,026	-	1,026	4,350
Travel	3,096	928	-	928	4,024
Depreciation	-	1,330	-	1,330	1,330
Total expenses	$ 528,245	$ 22,239	$ 9,016	$ 31,255	$ 559,500

See accompanying notes to financial statements

RON WOOD FAMILY RESOURCE CENTER
NOTES TO FINANCIAL STATEMENTS
For the Year Ended June 30, 2008

NOTE 1 - NATURE OF ACTIVITIES

The Ron Wood Family Resource Center (Center), founded in 1997, is a nonprofit corporation organized under the laws of the State of Nevada.

Its mission is to create a lasting community-wide cooperative effort between the private sector and governmental agencies to promote healthy family relationships through education and support services.

The Center is supported primarily through grants from State and local governments. The Center qualifies as a not for profit organization under Section 501(c)(3) of the Internal Revenue Code.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Property – Purchased assets are recorded at cost and property and equipment donated to the Center are recorded at their estimated values at the date of receipt. Depreciation has been recorded on a straight-line basis with useful lives of 5-7 years.

Contributed Services - During the year ended June 30, 2008, the value of contributed services meeting the requirements for recognition in the financial statements was not material and has not been recorded. In addition, many individuals volunteer their time and perform a variety of tasks that assist the Center to maintain the trail fund facilities, but these services do not meet the criteria for recognition as contributed services.

Financial Statement Presentation - The Center has adopted Statement of Financial Accounting Standards (SFAS) No. 117, Financial Statements of Not-for-Profit Associations. Under SFAS No. 117, the Center is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. As permitted by the statement, the Center does not use fund accounting.

Contributions - The Center has also adopted SFAS No. 116, Accounting for Contributions Received and Contributions Made. Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence or nature of any donor restrictions. Restricted contributions received and spent in the same year are considered unrestricted.

Investments - The Center has adopted SFAS No. 124, "Accounting for Certain Investments Held by Not-for-Profit Organizations." Under SFAS No. 124, investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets. Investment income and gains restricted by a donor are reported as increases in unrestricted net assets if the restrictions are met (either by passage of time or by use) in the reporting period in which the income and gains are recognized.

Cash and Cash Equivalents - For purposes of the statements of cash flows, the Center considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Functional Expenses – Expenses relating to more than one function are allocated to program service, management and general and fundraising based on appropriate usage factors.

Income Taxes - As a nonprofit organization, Ron Wood Family Resource Center is exempt from income taxes under Internal Revenue Code Section 501(c)(3) for all program related activities. The Center does not have any income which is subject to tax on unrelated business activities.

Use of Estimates – The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Advertising – The Center expenses advertising costs as they are incurred.

NOTE 3 – MARKETABLE SECURITIES

In October 2006, the Center received shares in Employer's Insurance Company when it de-mutualized and issued stock to its policy holders. The stock was sold in September, 2008.

NOTE 4 – INVESTMENT RETURN

Investment income is generated by interest on cash held in a reserve account and dividends from its stock holdings. Total return is as follows:

Interest	$	1,004
Dividends		1,671
Net loss on investments carried at market		(3,378)
Total investment return	$	(703)

NOTE 5 – CREDIT RISK

The Center's cash is held in a commercial banks and credit union. All cash is insured by the Federal Deposit Insurance Corporation.

NOTE 6 – LEASE OBLIGATIONS

The Center is obligated under a lease for office space. The initial term of the lease was for 5 years, commencing June 15, 2004. The lease was amended in October 2004 to expand space. Minimum least payment is as follows:

Year Ended June 30	Amount	
2009	$	45,816
2010		19.090
Total	$	64,906

NOTE 6 – LEASE OBLIGATIONS (CONT.)

The Center is also obligated under a capital lease for a copier. Future minimum lease payments are as follows:

Year Ended June 30	Amount
2009	$ 2,242
2010	1,755
Total	$ 3,997

NOTE 7 – FUNDRAISING EVENT

The Center held a fundraising event in May. Event income is presented on the Statement of Activities net of direct benefits. The following is an analysis of the event:

Gross income	$ 4,690
Direct benefits	3,819
Event income	871
Donations	6,769
Event expenses	567
Realized income	$ 7,073

NOTE 8 – CONTINGENCIES

The Center receives the majority of their revenue from federally funded programs. These programs are subject to special audit by the grantor agencies. Such audits could result in claims against the resources of the Center or in a reduction of future amounts of aid. At June 30, 2008, there were no such claims in existence, and no provision has been made for any liabilities that may arise from such audits since the amounts, if any, cannot be determined.

RON WOOD FAMILY RESOURCE CENTER

212 East Winnie Lane
Carson City, NV 89706
(775) 884-2269 – Phone
(775) 884-2730 – Fax
www.carson-family.org

July 23, 2010

Mary C. Sanada, CPA
2832 Table Rock Dr.
Carson City, NV 89706

We are providing this letter in connection with your audit of the statements of financial position of the Ron Wood Family Resource Center as of June 30, 2008 and the related statements of activities, cash flows and functional expenses for the year then ended for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, changes in net assets, and cash flows of the Ron Wood Family Resource Center in conformity with U.S. generally accepted accounting principles. We confirm that we are responsible for the fair presentation in the financial statements of financial position, changes in net assets, and cash flows in conformity with generally accepted accounting principles. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control, and preventing and detecting fraud.

We confirm, to the best of our knowledge and belief, as of July 23, 2010, the following representations made to you during your audit.

1. The financial statements referred to above are fairly presented in conformity with U.S. generally accepted accounting principles and include all assets and liabilities under the organization's control.

2. We have made available to you all—

   a. Financial records and related data.

   b. Minutes of the meetings of the Board of Directors or summaries of actions of recent meetings for which minutes have not yet been prepared.

3. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.

4. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.

5. We believe the effects of the uncorrected financial statement misstatements summarized in the attached schedule are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

6. We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.

7. We have no knowledge of any fraud or suspected fraud affecting the Organization involving—
   a. Management,

   b. Employees who have significant roles in internal control, or

   c. Others where the fraud could have a material effect on the financial statements.

Carson City, A Consolidated Municipality

Guidelines for Grants

Fiscal Year 2011-2012

Vision

A leader among cities as an inviting, prosperous community where people live, work and play!

Mission

Preserve and enhance the quality of life and heritage of Carson City for present and future generations of residents, workers and visitors.

City's Goals

A Safe and Secure Community
A Healthy Community
An Active and Engaged Community
A Clean and Healthy Environment
A Vibrant, Diverse and Sustainable Economy
A Community Rich in History, Culture and the Arts
A Community Dedicated to Excellence in Education
A Physically and Socially Connected Community
A Community Where Information is Available to All

1. The competitive grant review process seeks to identify and fund those projects and programs with the greatest potential for furthering the City's goals while benefitting the community.
2. Funding is provided on a year to year basis only. Funding is strictly limited by the availability of funds.
3. Upon approval by the Board of Supervisors of the request, the grant money will be included in the next succeeding year's budget and will be dispensed by the City Manager's Office without further hearing. However, the Board shall continue to retain the prerogative and authority to deny any payment, if in the opinion of the Board, the applicant is not making a "good faith" effort in meeting the obligations and commitments outlined by said applicant within the application process. All grants approved shall be subject to funding availability.
4. The Board of Supervisors may in any event decide by majority vote to conduct a subsequent hearing concerning the application and, if so, the applicant will be notified as to the date of the subsequent hearing.
5. The applicant will utilize the grant monies solely for the general benefit of Carson City and the purpose set forth in the grant application.
6. These guidelines shall not prevent the City from entering into a contract to provide grant money for a term of years.
7. These guidelines shall not control any grants of money provided by any other public or private entity.

8. Approval of each request for funds and/or other forms of consideration shall have a condition that the applicant must complete an Annual Report form detailing all funds utilized, measurable outcomes and benefit to the citizens of Carson City. The completed Annual Report must be submitted to the City Manager's Office no later than March 1, 2011.

9 Any and all individuals and/or entities desiring a grant from the City must complete and execute an "Application for Grant Funds" form and include the required attachments as listed in the application.

10. The **original and nine (9) copies** of the application packet must be submitted to the City Manager's Office no later than **5:00 p.m. on February 23, 2011.** An electronic pdf version may also be e-mailed to cceo@carson.org.

I have read and understand the Guidelines for Grants. The information that is included within this application and its attachments are true to my knowledge.

Community Essentials Food Bank

Name of Program

Project Director Signature

2-22-11

Date

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Carson City, NV 89701
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