

CITY OF LONG BEACH

HOMELESS SERVICES ADVISORY COMMITTEE (HSAC)

**APPLICATION FOR MAYOR'S FUND TO END
HOMELESSNESS**

For more information on the Mayor's Fund to End Homelessness, please visit:
<http://www.longbeach.gov/health/services/directory/mayors-fund/>

1. Date: 8/26/2021

2. Applicant Eligibility

a. Organization: Long Beach Community Table

b. Contact: lbcommunitytable@gmail.com

c. 501(c)(3) Number: 83-1361910

d. Address:

Mailing address: 3166 Ostrom Ave Long Beach, CA 90808

e. Attach Non-Profit Entity Status Letter

<https://www.ftb.ca.gov/help/business/entity-status-letter.asp>

f. Attach proof of address (rent, utility bill, etc.)

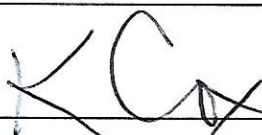


3. Provide the following information (.pdf preferred):

- a. Number of years serving persons experiencing homelessness: 3.5
- b. Current services provided:
Currently we bring healthy food, hygiene products and clothing to low income individuals and families living in food deserts surrounding 8 parks every weekend. During the week, we have 4 open food pantries and also deliver to low income seniors, veterans, physically or mentally disabled, transitional housing or sober living facilities. Our goal isto enrich the lives of disadvantaged populations in greater LB
- c. Populations served (e.g. veterans, seniors, LGBTQ, etc.):
We work with all populations without discrimination. Most of the people we work with are either unhoused or so close to it that they would be unhoused if they did not receive our services. MANY of the people we work with also volunteer in the parks, warehouse, picking up donated food, or if homebound, on technical support.
- d. Number of persons served in an average month: 12,000
- e. Amount of money requested: \$8000
- f. Attach Statement of Need – Please explain your gap need and how the money will be used. One page maximum.
- g. Attach Cost Breakdown of Proposed Project. One page maximum.

4. Signature and Acknowledgement

Date: 08/26/2021

Signature: 

Title: Executive Director

Organization: Long Beach Community Table

Funding is based upon cost reimbursement. Submission of an application is not a guarantee of funding. Applications will be reviewed by the Homeless Services Advisory Committee and must be approved by the Long Beach City Council.

For more information, please email HomelessServices@LongBeach.gov



Mayor's Fund for Homeless Relief - Statement of Need

To whom it may concern,

Long Beach Community Table is deeply invested in trying to solve the problem of homelessness and the resulting impact on those who are unhoused and their neighbors in the community.

After spending time in disadvantaged communities for years, and seeing that certain populations are disproportionately impacted, about 30 local activists came together in the fall of 2017 to see what we could do in our own community. We came upon the idea of delivering healthy food, clothing and hygiene products directly to the most impacted populations. We then obtained our 501c3 status and focused on a mutual aid model. We started by bringing about 50 lbs of food in my old minivan to roughly 2 dozen people our first weekend in September 2018. Now we serve roughly 3000 people per week.

Most are either unhoused, under-housed or on the verge of losing their homes due to financial difficulty. When people become unhoused or fear becoming unhoused, they become desperate. They are more likely to resort to crime. Once unhoused, they are more likely to contract disease due to unsafe sanitary conditions. These things impact the greater community but can be mitigated, if not eliminated. Most important to our mission is to provide dignity and compassion and an opportunity to give back to the community. Many of our volunteers are currently or have at one point been unhoused. They love contributing and being seen as productive and worthwhile human beings. Just this one thing can decrease or prevent suicide, substance abuse and domestic violence.

Our gap need is for funding to help reimburse program expenses related to the distribution of food to our food and housing insecure client in the greater Long Beach area. We receive grants, however, those funds are often earmarked for a particular program expense and quite often take months to receive after the award notification. Your funding will help bridge the gap for food purchases and hygiene products that we did receive via in-kind donations, and to cover vehicle and personnel expenses related to the transportation of the food and hygiene products (and clothing), benefitting roughly 3000 people/week. We never want to be in a position where we have to turn people away or reduce our current level of service. We provide stipends for our drivers but while we are waiting for other funding to come in, we know that things are going to be tight for the next few weeks to a month. On an average week, we pay people to drive the bus to food deserts on the weekends and also to do larger pickups at large food banks several times per week. Without these pickups and driving the bus we would have to significantly decrease our services.

People living on the edge of homelessness are constantly concerned about money and how to meet their basic needs. Many tell us that they "would not be making it without us". Because they don't need to worry about food, clothing or hygiene products, they can save more money and pay their other bills, including things like prescriptions for the elderly, rent, fuel for their vehicle so they can get to work, utilities or they can start saving to find an apartment or temporary housing. When tension levels are high, substance abuse, parental neglect, lower academic scores and domestic violence, increase so our efforts impact the community in a large number of ways. In fact, our locally grown produce and classes on gardening basics also help to lower emissions which decreases pollution, especially on the west side of Long Beach where life expectancy is lowest due to pollution. In addition, the volunteers at all of our locations, including the gardens, are treated with dignity and respect and learn new skills.

Thank you for your time and consideration, Kristen Cox

Long Beach Mayor's Fund to End Homelessness Budget

Food and packaging purchases	2850
Hygiene purchases	1850
Vehicle Maintenance, Insurance, Repairs, Rentals, etc	2500
<u>Personnel</u>	<u>800</u>
	8000



STATE OF CALIFORNIA
FRANCHISE TAX BOARD
PO BOX 942857
SACRAMENTO CA 94257-0540

Entity Status Letter

Date: 8/26/2021

ESL ID: 4575637038

Why You Received This Letter

According to our records, the following entity information is true and accurate as of the date of this letter.

Entity ID: 4152796

Entity Name: LONG BEACH COMMUNITY TABLE

- ☒ 1. The entity is in good standing with the Franchise Tax Board.
- ☐ 2. The entity is **not** in good standing with the Franchise Tax Board.
- ☒ 3. The entity is currently exempt from tax under Revenue and Taxation Code (R&TC) Section 23701 d.
- ☐ 4. We do not have current information about the entity.
- ☐ 5. The entity was administratively dissolved/cancelled on _____ through the Franchise Tax Board Administrative Dissolution process.

Important Information

- This information does not necessarily reflect the entity's current legal or administrative status with any other agency of the state of California or other governmental agency or body.
- If the entity's powers, rights, and privileges were suspended or forfeited at any time in the past, or if the entity did business in California at a time when it was not qualified or not registered to do business in California, this information does not reflect the status or voidability of contracts made by the entity in California during the period the entity was suspended or forfeited (R&TC Sections 23304.1, 23304.5, 23305a, 23305.1).
- The entity certificate of revivor may have a time limitation or may limit the functions the revived entity can perform, or both (R&TC Section 23305b).

Connect With Us

Web: ftb.ca.gov
Phone: 800.852.5711 from 7 a.m. to 5 p.m. weekdays, except state holidays
916.845.6500 from outside the United States
TTY/TDD: 800.822.6268 for persons with hearing or speech impairments

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

DEPARTMENT OF THE TREASURY

Date: SEP 11 2018

LONG BEACH COMMUNITY TABLE
3166 OSTROM AVENUE
LONG BEACH, CA 90815-0000

Employer Identification Number:
83-1361910
DLN:
26053650002558
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
May 14, 2018
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

Alvin Teng

From: Long Beach Community Table <lbcommunitytable@gmail.com>
Sent: Wednesday, September 29, 2021 4:23 PM
To: Alvin Teng; allison@densalonlb.com; Lisa Hoffmaster Personal
Subject: Re: Gap funding

-EXTERNAL-

Hi Alvin!

I'm going to cut and paste your email so that I can give clear responses. My answers will be highlighted in italics and bold for clarity also.

We have been in the process of reviewing your application for funding. Before I forward your application to the Community Capacity Building Subcommittee for review, I wanted to provide some feedback based on what HSAC looks for in applications.

- It sounds like you are requesting funding be provided up front for your program. However, the Mayor's Fund is disbursed on a reimbursement basis – you would provide receipts and proof of transaction and we would reimburse you for costs within about a month. I'm not sure it solves the issue that you outline in your statement of need. Please let me know if you would still be interested in applying if it is on a reimbursement basis. ***OK we can do that. We have receipts for food, fuel, insurance on our own vehicles and Uhaul rentals once/week for bigger pickups. How far back can we go?***
- Can you also clarify what you mean by "help bridge the gap for food purchases and hygiene products that we did receive via in-kind donations"? I'm not sure what gap this refers to – has there been a decrease in donations? ***Yes, the donation sizes from the food banks have been generally decreasing across the board, which means that we have had to purchase more recently. Every food bank has been experiencing decreases in available food from the larger food banks. Southern California Food Bank, in Long Beach is one such example. In order to keep up with lingering covid 19 needs, we are now having to purchase food again. Since the beginning of the year, there's been a slow but sure decrease in the availability of food to similar agencies and now it's SIGNIFICANTLY less than it was before.***
- Generally, the Mayor's Fund is intended to help support one-time needs, rather than an ongoing programmatic need. Could you clarify how this is a one-time need? ***We are waiting for other funding to come in so its a one time need meant to help us through until more grant money, LB Gives money and other donations from individuals, foundations and more, come in. We've also had to do some vehicle repairs recently.***
- Could you also further break down what constitutes vehicle expenses? Are you using existing vehicles or renting? We currently have 2 vehicles, a bus and a pick up, that need insurance, maintenance, fuel, and we rent a Uhaul once/week.

Please feel free to resubmit with an edited Statement of Need that incorporates the above feedback. Let me know if you have any questions. ***Do you have a copy of the previous one so that we can amend it?***

Thanks again!!!!

Kristen Cox
Executive Director

Long Beach Community Table
Growing Sustainable Community with Dignity and Compassion
www.LongBeachCommunityTable.com
LBCommunityTable@gmail.com
(562) 548-0774



On Tue, Sep 28, 2021 at 6:39 PM Alvin Teng <Alvin.Teng@longbeach.gov> wrote:

Hi Kristen,

Thank you for following up and I apologize for my delay in responding.

We have been in the process of reviewing your application for funding. Before I forward your application to the Community Capacity Building Subcommittee for review, I wanted to provide some feedback based on what HSAC looks for in applications.

- It sounds like you are requesting funding be provided up front for your program. However, the Mayor's Fund is disbursed on a reimbursement basis – you would provide receipts and proof of transaction and we would reimburse you for costs within about a month. I'm not sure it solves the issue that you outline in your statement of need. Please let me know if you would still be interested in applying if it is on a reimbursement basis.
- Can you also clarify what you mean by "help bridge the gap for food purchases and hygiene products that we did receive via in-kind donations"? I'm not sure what gap this refers to – has there been a decrease in donations?
- Generally, the Mayor's Fund is intended to help support one-time needs, rather than an ongoing programmatic need. Could you clarify how this is a one-time need?
- Could you also further break down what constitutes vehicle expenses? Are you using existing vehicles or renting?

Please feel free to resubmit with an edited Statement of Need that incorporates the above feedback. Let me know if you have any questions.

Thanks,

Alvin Teng

From: Long Beach Community Table <lbcommunitytable@gmail.com>
Sent: Wednesday, October 13, 2021 3:49 PM
To: Alvin Teng
Subject: Re: Revised Mayor's Fund to end homelessness gap request

-EXTERNAL-

Hi Alvin,

Yes, we provide stipends for our drivers but while we are waiting for other funding to come in, we know that things are going to be tight for the next few weeks to a month.

No problem providing check stubs, etc. On an average week, we pay people to drive the bus to food deserts on the weekends and also to do larger pickups at large food banks several times per week.

Without these pickups and driving the bus we would have to significantly decrease our services.

Thanks again for your help and patience,

Kristen Cox

Executive Director

Long Beach Community Table

Growing Sustainable Community with Dignity and Compassion

www.LongBeachCommunityTable.com

LBCommunityTable@gmail.com

(562) 548-0774



On Wed, Oct 13, 2021 at 12:28 PM Alvin Teng <Alvin.Teng@longbeach.gov> wrote:

Hi Kristen,

Thanks for following up. Could you provide a little more clarification on how the \$800 would go to the drivers – are you hoping to provide stipends?

Please note that the Mayor's Fund is provided on a reimbursement basis, so you would need to issue a check to your drivers and provide a copy to us for reimbursement.

Additionally, this may raise more questions from the Subcommittee as to whether this represents ongoing programmatic funding or a one-time need. Is this something you normally provide to drivers but are temporarily unable to fund?

Thanks,

Alvin

From: Long Beach Community Table <lbcommunitytable@gmail.com>
Sent: Tuesday, October 12, 2021 5:51 PM
To: Alvin Teng <Alvin.Teng@longbeach.gov>
Cc: lbctfinancials@gmail.com; Lisa Hoffmaster Personal <lisahoffmaster@adelphia.net>; Allison DEN account <allison@densalonlb.com>
Subject: Re: Revised Mayor's Fund to end homelessness gap request

-EXTERNAL-

Hi Alvin and everybody!

Yes, we saw that there was room for 10% of the funds to go to personnel and as I think I mentioned, there are expenses related to transportation. I reworded it slightly just now to be more clear that it involves drivers, etc..

Thanks again!!

Kristen Cox

Executive Director

Long Beach Community Table

Growing Sustainable Community with Dignity and Compassion

www.LongBeachCommunityTable.com

LBCommunityTable@gmail.com

(562) 548-0774



On Tue, Oct 12, 2021 at 5:12 PM Alvin Teng <Alvin.Teng@longbeach.gov> wrote:

Hi Kristen,

Thanks for forwarding this information. Sorry I had a clarifying question – I see that you added \$800 for personnel costs. Could you let me know what that entails? I didn't see it referenced in the revised Statement of Need.

Thanks,

Alvin

From: Long Beach Community Table <lbcommunitytable@gmail.com>

Sent: Thursday, October 7, 2021 6:08 PM

To: lbctfinancials@gmail.com; Lisa Hoffmaster Personal <lisahoffmaster@adelphia.net>; Allison DEN account <allison@densalonlb.com>; Alvin Teng <Alvin.Teng@longbeach.gov>

Subject: Revised Mayor's Fund to end homelessness gap request

-EXTERNAL-

Hi Mr Teng!

Please see the revised Statement of Need and Budget for the gap funding we discussed, and let me know if you have any questions or concerns! The other documents are in the previous email but if you want them sent together, let me know!

Thanks again!

Kristen Cox

Executive Director

Long Beach Community Table

Growing Sustainable Community with Dignity and Compassion

www.LongBeachCommunityTable.com

LBCommunityTable@gmail.com

(562) 548-0774



This communication may contain confidential Protected Health Information. This information is intended only for the use of the individual or entity to which it is addressed. The authorized recipient of this information is prohibited from disclosing this information to any other party unless required to do so by law or regulation and is required to destroy the information after its stated need has been fulfilled. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or action taken in reliance on the contents of these documents is STRICTLY PROHIBITED by Federal law. **If you have received this information in error, please notify the sender immediately** and arrange for the return or destruction of these documents.