



MEMO

Date: October 15, 2018

To: Marion-Polk Food Share Board of Directors

From: James E. Green

Re: FY 2019 Proposed Revised Budget

Each quarter, Food Share prepares and evaluates the projected annual results for the current fiscal year. This report contains the proposed revised budget prepared by the management team.

Statement of Activities compared to the prior approved budget (see report 1)

- Operating deficit shrinks from \$167 thousand to \$132 thousand
- Total deficit shrinks from \$225 thousand to \$186 thousand
- Operating revenue increases \$75 thousand with additional donations and grants
- Operating expenses increase \$40 thousand with additional food purchases funded by OFB and expenses for AWARE of Woodburn

Statement of Financial Position – 7 year trend (report 2):

- Changes mostly reflect a change in the starting point, audited statement of financial position instead of the May 2018 statement of financial position
- Capital spending is decreased from \$110 thousand to \$104 thousand due to savings on a budgeted phone system and removing a budget system. Additions include MOW route software that is already funded and a hoop house for the Youth Farm that is also funded.

Statement of Activities – 7 year trend (report 3):

- This report is presented for comparative purposes to see trending from fiscal year 2015 through the 2021 forecast.
- Donation revenue is not as bullish for 2019-2021 as 2018 actual.
- Program revenue is trending up with home delivered meals and vocational training.
- Increases in 2019 operating expenses are centered in people costs. Fiscal 2020 and 2021 people cost increases are slight over 2019.
- Advertising in 2019 is up with a non-recurring rebranding effort.

Bridge from prior approved budget to proposed revised budget (report 4):

- Beginning with the prior budget approved last July, columns present the more significant changes by affected financial statement line item.
- This page may best help focus our discussion of the budget changes proposed by management.

Marion-Polk Food Share Proposed Revised Budget to Approved Budget Comparison Report FYE 6/30/2019

	FY19 Budget Approved January 2018	Budget Approved July 2018	Proposed Revised Budget October 2018	October vs. July Variance
Operating				
Operating Revenue				
Donations				
General donations and grants	2,902,788	3,011,062	3,114,162	103,100
Government grants and contracts	349,323	430,093	367,759	(62,334)
Special event revenue	194,276	187,276	201,781	14,505
Planned gifts	56,540	56,540	64,103	7,563
Total Donations	3,502,927	3,684,971	3,747,805	62,834
Program Service Revenue				
MOW Home Delivered Meal Revenue	575,916	583,716	586,588	2,872
Contract Revenue (Grand Ronde)	111,976	111,976	111,976	-
Food Service Revenue	102,046	102,046	85,910	(16,135)
Vocational Training Contract Revenue	114,241	114,241	115,796	1,555
Farm Revenue	26,500	28,000	28,000	-
SNAP Programs	57,628	46,814	62,111	15,297
Miscellaneous Revenue	8,835	8,200	16,721	8,521
Total Program Service Revenue	997,141	994,992	1,007,102	12,109
Interest and investments	58,411	58,411	58,649	238
Total Operating Revenue	4,558,479	4,738,374	4,813,556	75,181
Operating Expenses				
Emergency Food Purchase (for distribution)	204,796	232,860	241,384	8,525
Production Food Purchases	226,635	219,945	236,773	16,828
Salaries & Related Expenses	2,934,146	3,174,366	3,146,502	(27,864)
Contracts & Professional Fees	107,703	123,979	145,054	21,075
Supplies, Printing, Postage	280,710	281,682	276,071	(5,610)
Program Supplies	149,100	153,675	160,345	6,670
Network Development	6,000	6,000	6,454	454
Occupancy Expenses	204,729	200,098	179,564	(20,534)
Equipment and Vehicle Expenses	135,076	136,083	139,780	3,697
Travel, Meetings and Trainings Expense	43,982	49,332	50,279	947
Volunteer & Donor Development	24,472	28,181	27,225	(956)

Increased OFB, AWARE, Senior Townhouse

Lower MOW cafe, increased ABAWD grant, SNAP outreach,

Increased OFB
Vacancies
Temps

Lower phone expense

Marion-Polk Food Share Proposed Revised Budget to Approved Budget Comparison Report FYE 6/30/2019

	FY19 Budget Approved January 2018	Budget Approved July 2018	Proposed Revised Budget October 2018	October vs. July Variance	
Advertising, Marketing & Event Expenses	103,986	107,554	128,828	21,274	
Computer Expenses	84,201	86,950	104,521	17,570	Branding program
Membership & Related Costs	4,951	3,692	3,819	127	Replacement spending
Bank Fees	39,713	43,089	41,886	(1,203)	
Liability Insurance Expense	31,307	30,707	33,502	2,795	
Other Expenses	37,489	26,992	23,268	(3,724)	
Total Operating Expenses	4,618,996	4,905,184	4,945,256	40,071	
Net surplus/(deficit) - Operating	(60,517)	(166,810)	(131,700)	35,110	
Food					
Donated food					
Food Received-Donated	-	7,895,000	8,175,745	280,745	
Food Received-USDA	-	868,000	775,501	(92,499)	
Total Donated food	-	8,763,000	8,951,246	188,246	
Food distributed (donated)					
Distributed Food - USDA	-	868,000	775,501	(92,499)	
Distributed Food - Non USDA	-	7,895,000	8,175,745	280,745	
Total Food distributed	-	(8,763,000)	(8,951,246)	(188,246)	
Total Food	-	-	-	-	
Capital					
Capital Revenue	-	187,500	194,500	7,000	USDA EQIP, MOW software
Less: depreciation	211,813	246,000	249,540	3,540	
Net Surplus/(Deficit) - Capital	(211,813)	(58,500)	(55,040)	10,540	
Endowment					
Endowment Revenue	2,400	600	580	(20)	
Net Surplus/(Deficit) - Endowment	2,400	600	580	(20)	
In-kind					
Contributions	-	-	10,728	10,728	
Less: In-kind expense	-	-	10,728	10,728	
Net surplus/(deficit) - In-Kind	-	-	-	-	
NET SURPLUS/(DEFICIT)	(269,930)	(224,710)	(186,160)	38,550	

Marion-Polk Food Share
Statement of Financial Position
Trend Report

Report 2

	Prior Years			Current Year		Future Years	
	Actual 6/30/2015	Actual 6/30/2016	Actual 6/30/2017	Actual 6/30/2018	Proposed Revised Budget 6/30/2019	Forecast 6/30/2020	Forecast 6/30/2021
ASSETS							
Cash and other assets							
Liquid cash, cash equivalents	\$ 1,176,541	\$ 692,406	\$ 1,164,929	\$ 1,390,422	\$ 546,336	\$ 546,336	\$ 546,336
Accounts & grants receivable, net	217,596	265,829	221,913	188,255	188,255	185,434	185,434
Prepaid expenses and deferred charges	69,247	118,740	105,499	121,727	121,726	118,289	118,289
Total cash and other assets	1,463,384	1,076,975	1,492,341	1,700,403	856,317	850,059	850,059
Inventory							
Food inventory	933,838	1,127,308	672,466	638,941	638,941	664,368	664,368
Total Inventory	933,838	1,127,308	672,466	638,941	638,941	664,368	664,368
Investments							
Investments	923,198	875,208	925,729	958,883	1,762,849	1,454,260	1,245,962
Investments - OCF True Endowment	137,176	222,408	240,621	252,420	252,420	255,180	255,780
Total Investments	1,060,374	1,097,616	1,166,351	1,211,303	2,015,269	1,709,440	1,501,742
Land, buildings and equipment, net							
Land, buildings, and equipment, net	3,125,695	3,208,899	3,097,584	3,164,695	3,018,655	2,948,334	2,666,334
Total Land, buildings and equipment, net	3,125,695	3,208,899	3,097,584	3,164,695	3,018,655	2,948,334	2,666,334
Total ASSETS	\$ 6,583,290	\$ 6,510,798	\$ 6,428,742	\$ 6,715,342	\$ 6,529,182	\$ 6,172,201	\$ 5,682,503
LIABILITIES & NET ASSETS							
Liabilities							
Accounts payable and accrued expenses	\$ 88,571	\$ 109,862	\$ 62,892	\$ 103,572	\$ 103,572	\$ 64,671	\$ 64,671
Deferred revenue	48,641	61,940	73,837	61,470	61,470	71,675	71,675
Accrued payroll liabilities	136,683	77,360	86,899	100,720	100,720	85,083	85,083
Total Liabilities	273,895	249,162	223,629	265,762	265,762	221,429	221,429
Net assets							
Unrestricted	1,740,890	1,475,256	1,753,807	2,194,421	2,165,746	1,870,870	1,662,572
Temporarily restricted	374,573	224,981	443,946	202,253	202,253	228,350	228,350
Permanently restricted	134,400	235,935	237,310	237,825	237,825	238,850	239,450
Land, buildings and equipment, net	3,125,695	3,198,156	3,097,584	3,164,695	3,018,655	2,948,334	2,666,334
Inventory	933,838	1,127,308	672,466	650,386	638,941	664,368	664,368
Total Net assets	6,309,396	6,261,636	6,205,113	6,449,580	6,263,420	5,950,772	5,461,074
Total LIABILITIES & NET ASSETS	\$ 6,583,290	\$ 6,510,798	\$ 6,428,742	\$ 6,715,342	\$ 6,529,182	\$ 6,172,201	\$ 5,682,503

Marion-Polk Food Share
Statement of Activities
7 year trend - FY View

	Historical				Current	Future	
	Actual Year ended 6/30/2015	Actual Year ended 6/30/2016	Actual Year ended 6/30/2017	Actual Year ended 6/30/2018	Projected Year ending 6/30/2019	Forecast Year ended 6/30/2020	Forecast Year ended 6/30/2021
Operating							
Operating Revenue							
Donations							
General donations and grants	\$ 2,838,704	\$ 2,483,405	\$ 2,784,451	\$ 3,079,097	\$ 3,114,162	\$ 3,038,675	\$ 3,066,374
Government grants and contracts	328,377	264,252	344,975	424,285	367,759	355,723	345,455
Special event revenue	-	1,500	173,892	193,171	201,781	187,276	187,276
Planned gifts	52,246	18,882	72,929	172,252	64,103	56,540	56,540
Miscellaneous donations	-	1,500	-	-	-	-	-
Total Donations	3,219,327	2,769,539	3,376,248	3,868,805	3,747,805	3,638,215	3,655,645
Program Service Revenue							
MOW Home Delivered Meal Revenue	174,478	433,779	461,807	579,720	586,588	612,168	617,658
Contract Revenue (Grand Ronde)	41,490	91,550	111,976	111,976	111,976	111,976	111,976
Food Service Revenue	60,243	110,958	96,940	88,071	85,910	103,962	103,962
Vocational Training Contract Revenue	57,458	61,452	124,237	81,294	115,796	119,542	119,542
Farm Revenue	28,519	8,873	27,813	27,322	28,000	28,000	28,000
Food Product Sales & Share	30,365	15,064	13,500	-	-	-	-
SNAP Programs	-	24,201	36,728	41,080	62,111	43,832	43,832
Miscellaneous Revenue	138,474	23,249	15,714	29,498	16,721	8,200	8,200
Total Program Service Revenue	531,025	769,125	888,715	958,960	1,007,102	1,027,680	1,033,170
Interest and investments	10,063	(19,165)	115,163	93,150	58,649	58,411	58,411
Total Operating Revenue	3,760,415	3,519,499	4,380,126	4,920,915	4,813,556	4,724,305	4,747,226
Operating Expenses							
Emergency Food Purchase (for distribution)	327,967	226,254	172,428	255,358	241,384	232,860	232,860
Production Food Purchases	93,270	169,687	190,486	235,920	236,773	224,345	227,545
Salaries & Related Expenses	1,963,250	2,320,242	2,495,711	2,633,869	3,146,502	3,220,966	3,267,566
Contracts & Professional Fees	142,502	170,187	143,669	222,899	145,054	112,229	106,354
Supplies, Printing, Postage	212,448	220,551	234,119	288,421	276,071	278,551	278,551
Program Supplies	95,226	123,313	150,085	171,114	160,345	152,840	154,241
Network Development	11,333	4,849	6,072	5,577	6,454	6,000	6,000
Occupancy Expenses	142,708	195,133	181,903	185,798	179,564	197,727	197,727
Equipment and Vehicle Expenses	91,334	111,147	130,085	121,140	139,780	136,083	136,083
Travel, Meetings and Trainings Expense	58,792	50,141	36,943	51,636	50,279	47,002	47,002
Volunteer & Donor Development	11,655	19,773	16,026	12,806	27,225	28,548	28,548
Advertising, Marketing & Event Expenses	57,709	71,464	89,248	71,378	128,828	94,554	94,554
Computer Expenses	68,944	76,207	71,934	88,857	104,521	89,013	89,013
Membership & Related Costs	2,630	4,657	5,592	5,323	3,819	3,692	3,692
Bank Fees	27,242	32,085	40,331	38,239	41,886	43,089	43,089

Marion-Polk Food Share
Statement of Activities
7 year trend - FY View

	Historical				Current	Future	
	Actual Year ended 6/30/2015	Actual Year ended 6/30/2016	Actual Year ended 6/30/2017	Actual Year ended 6/30/2018	Projected Year ending 6/30/2019	Forecast Year ended 6/30/2020	Forecast Year ended 6/30/2021
Liability Insurance Expense	25,523	32,296	29,421	31,948	33,502	30,707	30,707
Other Expenses	11,322	32,379	51,944	40,385	23,268	11,992	11,992
Total Operating Expenses	3,343,855	3,860,367	4,045,996	4,460,667	4,945,256	4,910,198	4,955,524
Net surplus/(deficit) - Operating	416,560	(340,868)	334,130	460,248	(131,700)	(185,892)	(208,298)
Food							
Donated food							
Food Received-I	7,246,321	7,829,173	8,855,195	8,307,536	8,175,745	7,895,000	7,895,000
Food Received-U	770,166	944,209	925,755	733,974	775,501	868,000	868,000
Total Donated food	8,016,487	8,773,383	9,780,950	9,041,510	8,951,246	8,763,000	8,763,000
Food distributed (donated)							
Distributed Food	762,997	932,325	894,755	748,223	775,501	7,895,000	7,895,000
Distributed Food	7,989,845	7,631,403	9,349,598	8,302,371	8,175,745	868,000	868,000
Total Food distributed	(8,752,842)	(8,563,727)	(10,244,353)	(9,050,593)	(8,951,246)	(8,763,000)	(8,763,000)
Total Food	(736,355)	209,655	(463,403)	(9,083)	-	-	-
Capital							
Capital Revenue	258,803	194,740	294,492	37,912	194,500	-	-
Less: depreciation	208,601	219,522	225,366	245,125	249,540	282,000	282,000
Net Surplus/(Deficit) - Capital	50,202	(24,781)	69,125	(207,213)	(55,040)	(282,000)	(282,000)
Endowment							
Endowment Revenue	2,119	101,585	1,375	515	580	600	600
Net Surplus/(Deficit) - Endowment	2,119	101,585	1,375	515	580	600	600
In-kind							
Contributions	98,544	54,246	27,542	32,351	10,728	-	-
Less: In-kind expense	88,544	47,596	25,292	32,351	10,728	-	-
Net surplus/(deficit) - In-Kind	10,000	6,650	2,250	-	-	-	-
NET SURPLUS/(DEFICIT)	(257,474)	(47,760)	(56,523)	244,467	(186,160)	(467,292)	(489,698)

**Marion Polk Food Share
Revised Budget for FY 19**

<i>(in thousands)</i>	Former Approved Budget	OHRF	OFB	Donations	Food Service	ABAWD	AWARE	Warehse temps	Vacancies	Farm Rx	Branding	Market Survey	Phone Savings	Computer upgrades	Better Than Mama's	Other	Total Changes	Proposed Budget	
Donations	3,685	(26)	26	41			22									-	63	3,748	
Revenue	995				(18)	15									7	8	12	1,007	
Investment	58															1	1	59	
Total revenue	4,738	(26)	26	41	(18)	15	22	-	-	-	-	-	-	-	7	8	75	4,813	
Opx																		-	
Purchased food	453		26														(1)	25	478
Payroll	3,174						21		(27)	(18)							(4)	(28)	3,146
Prof & contract	124							15			(5)	8					3	21	145
Program supplies	154																6	6	160
Occupancy	200												(21)				-	(21)	179
Computers	87						2							10			6	18	105
Advertising	108										23						(2)	21	129
Supplies, printing	281										(18)			10			3	(5)	276
Other	324																3	3	327
Total expenses	4,905	-	26	-	-	-	23	15	(27)	(18)	-	8	(21)	20	-	14	40	4,945	
Net operating	(167)	(26)	-	41	(18)	15	(1)	(15)	27	18	-	(8)	21	(20)	7	(6)	35	(132)	



**Marion-Polk Food
Share
Financial Reports for
Board Packet**

For the period ending
September 30, 2018

Financial Reports

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MEMO

Date: October 12, 2018

To: Marion-Polk Food Share Board of Directors

From: James E. Green

Re: September 2018 Financials

Summary

The first three months of fiscal year 2019 (ended September 30th) again showed strong financial performance. The organization is healthy with a net operating surplus of \$225,000. That is \$329,000 better than budget and substantially the same as last year. The total surplus including donated food was \$734,000, \$854,000 better than budget and \$488,000 better than last year. Total net assets increased by \$733,000 from last year. Cash and investments totaled \$2.8 million, \$289,000 better than last year.

Some highlights:

Statement of Financial Position - Year-over-Year (Report 1):

- Food inventory was \$409,000 better than last year.
- Investments were \$286,000 better than last year.

Statement of Cash Flows – Year-over-Year (Report 2):

- Capital expenditures were \$14,000 for work in process on route planning software for Meals on Wheels and for a new phone system.

Statement of Activities - Actual to Budget/Year-over-Year Variance (Report 3):

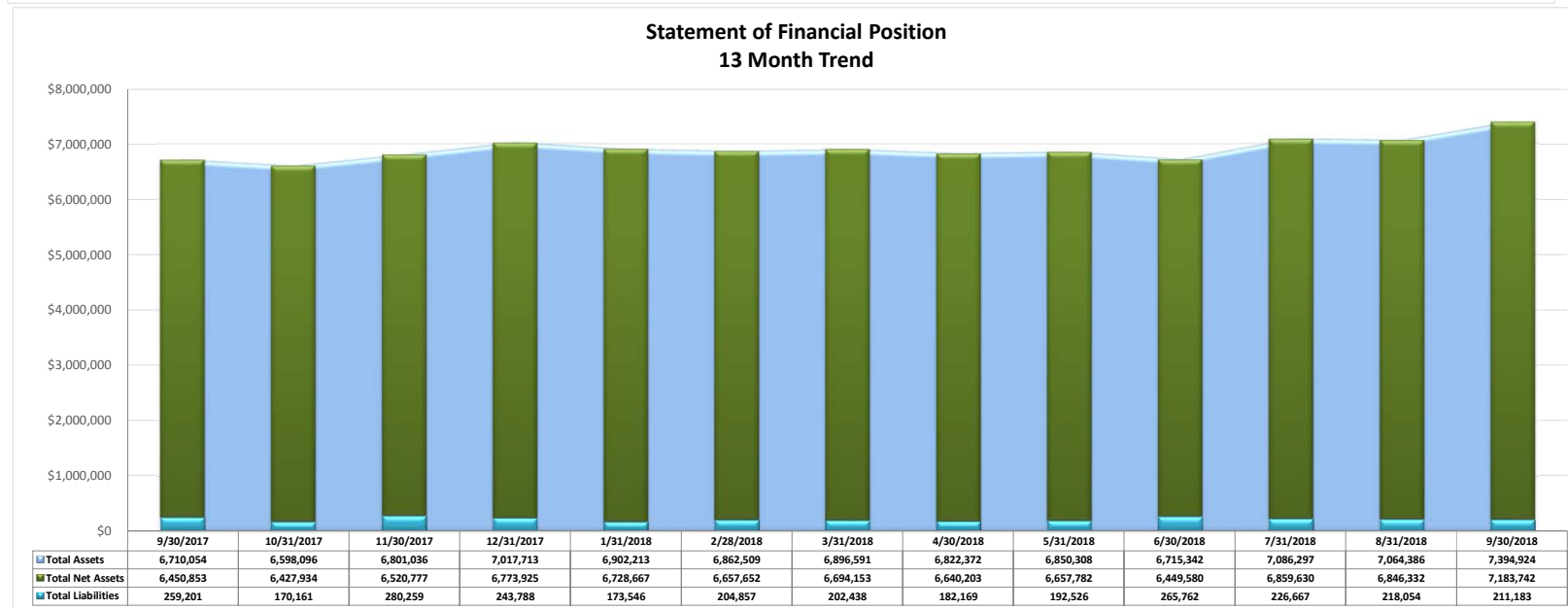
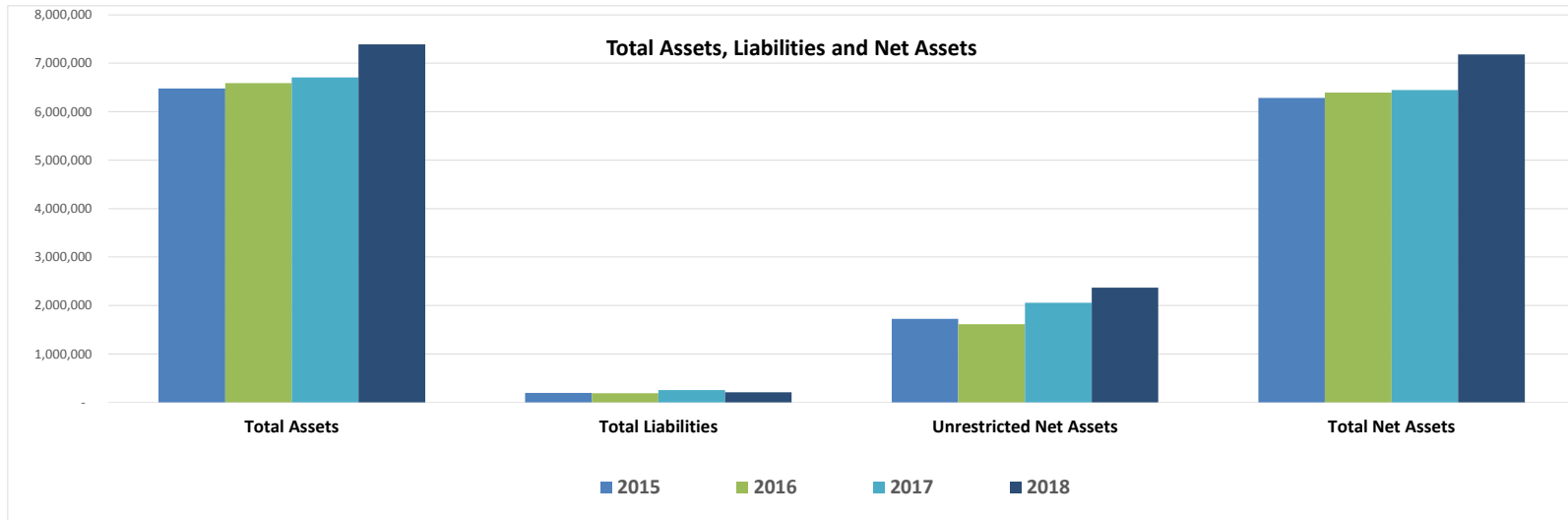
Operating revenue was nearly \$188,000 better than budget.

- Donation revenue was \$212,000 better than to budget. Most of this is expected to be timing and not indicative of a change in our annual budget. Donation revenue was also \$105,000 better than last year.

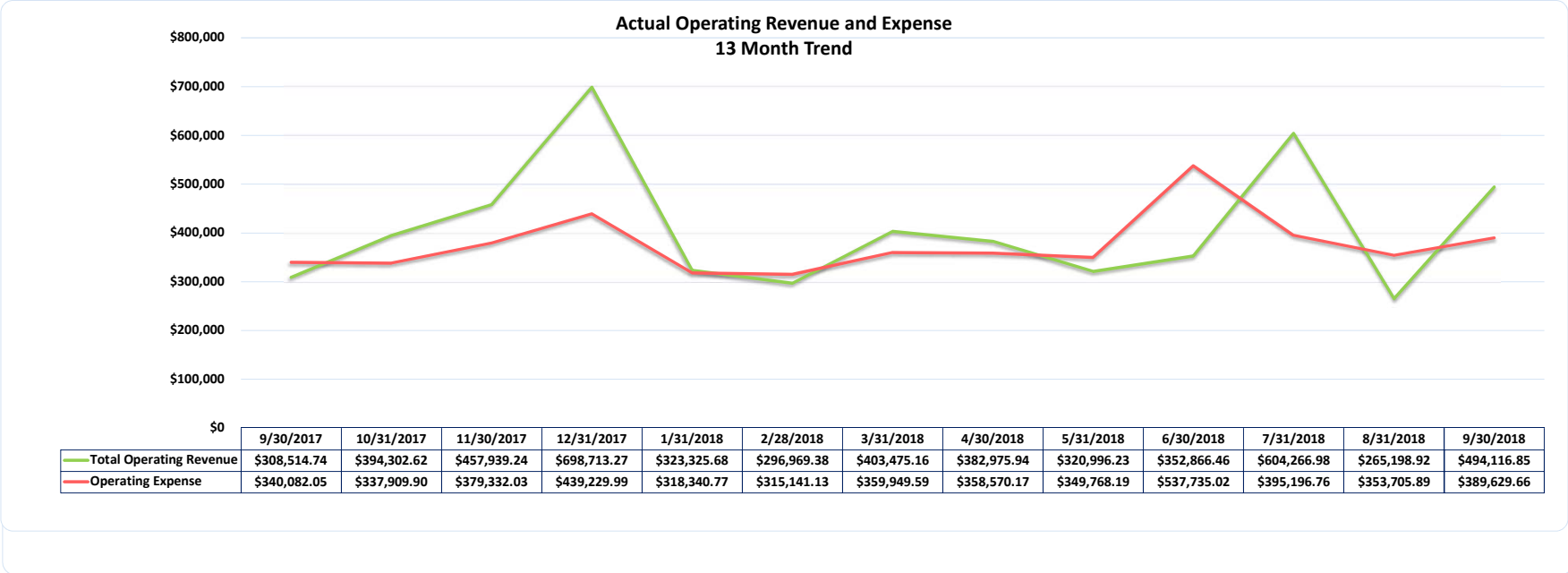
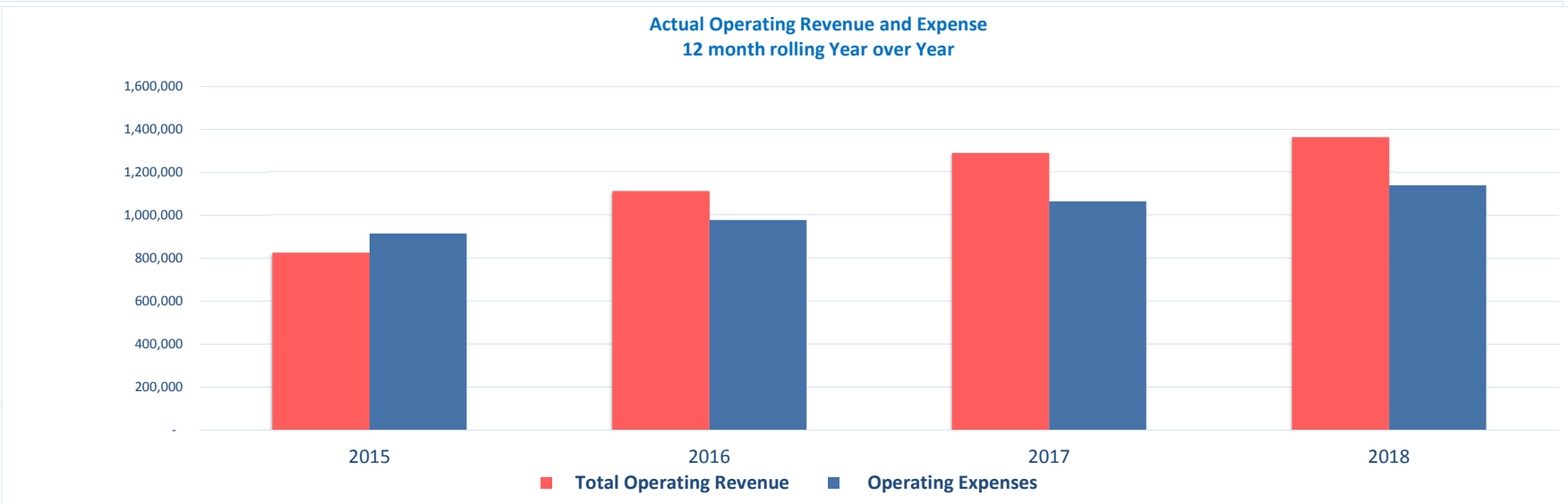
Operating expense was \$141,000 better than budget.

- Salaries & related was \$110,000 better than budget primarily due to vacancies and \$67,000 worse than last year.
- Supplies, printing & postage were \$26,000 better than budget and \$24,000 better than last year. This is due to timing of direct mailing and the variance is expected to narrow.
- Program supplies were \$12,000 worse than budget and \$3,000 better than last year. This was due to the timing of purchasing trays for Meals on Wheels and is not expected to be a permanent budget variance.

**Marion-Polk Food Share, Inc.
September 2018**



Marion-Polk Food Share, Inc.
September 2018



Marion-Polk Food Share
Statement of Financial Position - Year over Year Review
As of September 30, 2018

	<u>Current year</u>	<u>Prior year</u>	
	<u>Actual</u>	<u>Actual</u>	<u>Variance</u>
	<u>9/30/2018</u>	<u>9/30/2017</u>	<u>Fav (Unfav)</u>
ASSETS			
Cash and other assets			
Liquid cash, cash equivalents	\$1,356,251	\$1,352,772	\$3,479
Accounts & grants receivable, net	\$173,244	\$237,559	(\$64,314)
Prepaid expenses and deferred charges	\$108,098	\$106,525	\$1,573
Total cash and other assets	<u>\$1,637,594</u>	<u>\$1,696,856</u>	<u>(\$59,262)</u>
Inventory			
Food inventory	\$1,159,605	\$750,274	\$409,331
Total Inventory	<u>\$1,159,605</u>	<u>\$750,274</u>	<u>\$409,331</u>
Investments			
Investments	\$1,233,375	\$950,259	\$283,116
Investments - OCF True Endowment	\$252,420	\$249,267	\$3,154
Total Investments	<u>\$1,485,795</u>	<u>\$1,199,526</u>	<u>\$286,270</u>
Land, buildings and equipment, net			
Land, buildings, and equipment, net	\$3,111,931	\$3,063,398	\$48,532
Total Land, buildings and equipment, net	<u>\$3,111,931</u>	<u>\$3,063,398</u>	<u>\$48,532</u>
Total ASSETS	<u><u>\$7,394,924</u></u>	<u><u>\$6,710,054</u></u>	<u><u>\$684,871</u></u>
LIABILITIES & NET ASSETS			
Liabilities			
Accounts payable and accrued expenses	\$69,611	\$126,948	\$57,338
Deferred revenue	\$48,010	\$49,500	\$1,490
Accrued payroll liabilities	\$93,562	\$82,752	(\$10,810)
Total Liabilities	<u>\$211,183</u>	<u>\$259,201</u>	<u>\$48,018</u>
Net assets			
Unrestricted	\$2,371,148	\$2,057,677	\$313,471
Temporarily restricted	\$303,232	\$416,542	(\$113,310)
Permanently restricted	\$237,825	\$237,310	\$515
Land, buildings and equipment, net	\$3,111,931	\$3,066,857	\$45,074
Inventory	\$1,159,605	\$672,466	\$487,139
Total Net assets	<u>\$7,183,742</u>	<u>\$6,450,853</u>	<u>\$732,889</u>
Total LIABILITIES & NET ASSETS	<u><u>\$7,394,924</u></u>	<u><u>\$6,710,054</u></u>	<u><u>(\$684,871)</u></u>

* Inventory value is updated at the end of the fiscal year. Donated inventory is valued at \$1.25 per pound.

* Unrestricted net assets - Designated by the governing board includes the Board Designated Endowment; current balance is 683,041.

Marion-Polk Food Share
Statement of Cash Flows

YTD ending September 30, 2018

CASH FLOWS FROM OPERATING ACTIVITIES

NET SURPLUS/(DEFICIT) FOR PERIOD	\$ 734,162
ADJUSTMENTS TO RECONCILE NET INCOME TO NET CASH	(574,149)
CASH PROVIDED BY OPERATING ACTIVITIES	<u>160,013</u>

CASH FLOWS FROM INVESTING ACTIVITIES

ASSET ADDITIONS	(13,918)
CASH USED IN INVESTING ACTIVITIES	<u>(13,918)</u>

NET INCREASE IN CASH 146,094

CASH AND CASH EQUIVALENTS AS OF 7/1/2018 1,210,157

CASH AND CASH EQUIVALENTS AS OF 9/30/2018 \$ 1,356,251

Marion-Polk Food Share
Statement of Activities - Consolidated Organization
 Actual to Budget & Year-Over-Year Variance Report

Report 3

	Year-to-Date	Budget		Year-over-Year			
	Current Year FY 19 Actual 7/1 - 9/30/2018	Budget (Approved JULY 2018) 7/1 - 9/30/2018	\$ Variance Fa (Un)	% Variance Fa (Un)	Last Year FY 18 Actual 7/1 - 9/30/2017	\$ Variance Fa (Un)	% Variance Fa (Un)
Operating							
Operating Revenue							
Donations	\$1,129,892	\$918,047	\$211,845	23 %	\$1,025,361	\$104,530	10 %
Program Service Revenue	\$236,489	\$243,108	(\$6,619)	(3)%	\$228,702	\$7,787	3 %
Interest and investments	(\$2,798)	\$14,606	(\$17,403)	(119)%	\$35,288	(\$38,086)	(108)%
Total Operating Revenue	<u>\$1,363,583</u>	<u>\$1,175,760</u>	<u>\$187,823</u>	<u>16 %</u>	<u>\$1,289,351</u>	<u>\$74,232</u>	<u>6 %</u>
Operating Expenses	\$1,138,532	\$1,279,286	\$140,753	11 %	\$1,064,690	(\$73,842)	(7)%
Net surplus/(deficit) - Operating	<u>\$225,050</u>	<u>(\$103,525)</u>	<u>\$328,576</u>	<u>317 %</u>	<u>\$224,661</u>	<u>\$390</u>	<u>0 %</u>

Marion-Polk Food Share
Statement of Activities - Consolidated Organization
 Actual to Budget & Year-Over-Year Variance Report

Report 3

	Year-to-Date	Budget		Year-over-Year			
	Current Year FY 19 Actual 7/1 - 9/30/2018	Budget (Approved JULY 2018) 7/1 - 9/30/2018	\$ Variance Fa (Un)	% Variance Fa (Un)	Last Year FY 18 Actual 7/1 - 9/30/2017	\$ Variance Fa (Un)	% Variance Fa (Un)
Food							
Donated food							
Food Received-Donated	\$2,500,890	\$2,005,000	\$495,890	25 %	\$2,010,039	\$490,851	24 %
Food Received-USDA	\$235,844	\$196,000	\$39,844	20 %	\$196,754	\$39,090	20 %
Total Donated food	\$2,736,734	\$2,201,000	\$535,734	24 %	\$2,206,792	\$529,941	24 %
Food distributed (donated)							
Distributed Food - USDA	\$230,578	\$196,000	(\$34,578)	(18)%	\$219,734	(\$10,845)	(5)%
Distributed Food - Non USDA	\$1,985,491	\$2,005,000	\$19,509	1 %	\$1,909,251	(\$76,240)	(4)%
Total Food distributed	(\$2,216,070)	(\$2,201,000)	\$15,070	1 %	(\$2,128,985)	\$87,085	4 %
Total Food	\$520,664	\$0	\$520,664	0 %	\$77,807	\$442,857	569 %
Capital							
Capital Revenue	\$55,000	\$45,000	\$10,000	22 %	\$0	\$55,000	0 %
Less: depreciation	\$66,683	\$61,500	(\$5,183)	(8)%	\$56,828	(\$9,855)	(17)%
Net Surplus/(Deficit) - Capital	(\$11,683)	(\$16,500)	\$4,817	29 %	(\$56,828)	\$45,145	79 %
Endowment							
Endowment Revenue	\$130	\$150	(\$20)	(13)%	\$100	\$30	30 %
Net Surplus/(Deficit) - Endowment	\$130	\$150	(\$20)	(13)%	\$100	\$30	30 %
In-kind							
Contributions	\$10,728	\$0	\$10,728	0 %	\$17,124	(\$6,396)	(37)%
Less: In-kind expense	\$10,728	\$0	(\$10,728)	0 %	\$17,124	\$6,396	37 %
Net surplus/(deficit) - In-Kind	\$0	\$0	\$0	0 %	\$0	\$0	0 %
BEGINNING NET ASSETS	\$6,449,580	\$6,449,580	\$0	0 %	\$6,205,113	\$244,467	4 %
NET SURPLUS/(DEFICIT)	\$734,162	(\$119,875)	\$854,037	712 %	\$245,740	\$488,422	199 %
ENDING NET ASSETS	\$7,183,742	\$6,329,705	\$854,037	13 %	\$6,450,853	\$732,889	11 %

Marion-Polk Food Share

Account Category Description	Definition
Operating	
Operating Revenue	
Donations	Donation revenue from Raisers Edge, federal , state and local grant revenue, foundation grants
Program Service Revenue	
MOW Home Delivered Meal Revenue	Revenue for providing home delivered meals to private pay clients, as well as Medicare, Oregon Project Independence (OPI) and Older American Act (OAA) programs
Contract Revenue (Grand Ronde)	Revenue from Confederated Tribes of Grand Ronde contract
Food Service Revenue	Revenue from operation of MOW café, restaurant, and catering
Vocational Training Contract Revenue	Revenue to reimburse costs associated with JOBS + vocational training program
Farm Revenue	Revenue from crop sales, CSA sales, Saturday market sales, and land lease
Food Product Sales	Sales of Better Burger
SNAP Outreach	Reimbursement of costs related to SNAP outreach efforts
Miscellaneous Revenue	Sales of broken pallets, cardboard, etc. Plot rentals for community gardens. Other miscellaneous usually one-time items
Total Program Service Revenue	
Interest and investments	Revenue related to investment gains/losses and interest earnings
Total Operating Revenue	
Operating Expense	
Operating Expenses	
Emergency Food Purchase (for distribution)	Food purchases for distribution through agency networks or programs
Production Food Purchases	Food purchases for value-added food items (MOW meals and food service, ingredients for Better Burger production)
Salaries & Related Expenses	Salary costs, benefits and taxes
Contracts & Professional Fees	Legal fees, audit fees, consultant and independent contactor fees
Supplies, Printing, Postage	Office supplies, small equipment, postage and shipping, printing, books and subscriptions
Program Supplies	Supplies related to running programs (such as gardens, Youth Farm, MOW, VAC)
Network Development	Costs for equipment or monetary support of agencies in MPFS network
Occupancy Expenses	Building maintenance, utilities, telephones, rent (MOW facility and off-site food storage)
Equipment and Vehicle Expenses	costs to maintain and insure vehicles and equipment
Meetings & Professional Development	Costs for staff professional development and trainings, meetings, conferences, mileage reimbursement and other travel related costs. Also includes meetings/conferences MPFS staff hosts for agency network and other audiences.

Marion-Polk Food Share

Account Category	Description	Definition
	Volunteer & Donor Development	Costs associated with stewarding donors, volunteers and board
	Advertising, Marketing & Event Expenses	Costs to promote MPFS, including website, media advertisement, and events
	Computer Expenses	Costs to maintain technology: software, hardware and network. This includes outsourced IT professional support.
	Membership Dues	Dues for various organizations MPFS is members of (Rotary, Chamber, etc.)
	Bank Fees	Fees for banking services, including credit card merchant fees
	Liability Insurance Expense	Liability and Directors and Officers annual insurance premium fees
	Other Expenses	Miscellaneous expenses, licenses and fees, penalty and late fees, bad debt expense
	Total Operating Expenses	
	Net surplus/(deficit) - Operating	Operating revenue less operating expenses
Capital		
	Capital Revenue	Revenue for capital projects. Expenses for capital projects do not appear on the Statement of Activities. They appear on the Statement of Financial Position as increases to assets. An asset is capitalized if it is over \$5,000 and a life of one year or greater.
	Less: depreciation	Expense for the current period use of assets purchased in the past.
	Net Surplus/(Deficit) - Capital	Capital revenue less depreciation
Endowment		
	Endowment Revenue	Donations restricted to the endowment. The principal cannot be used, but earnings are allowed to be used for general operations, or as otherwise specified by the donor.
	Net Surplus/(Deficit) - Endowment	
In-kind		
	Contributions	Non-financial contributions, that are not capital assets (items over \$5,000 in value and with a life of over one year)
	Less: In-kind expense	In-kind gifts are usually immediately put to use, and the expense is recognized. This is the account used to realize the expense.
	Net surplus/(deficit) - In-Kind	In-kind contributions less in-kind expenses.
	BEGINNING NET ASSETS	Value of the organization's assets, less liabilities, at the beginning of the period.
	NET SURPLUS/(DEFICIT)	Total revenue less total expenses (includes operating, capital, endowment and in-kind)
	ENDING NET ASSETS	Value of the organization's assets, less liabilities, at the end of the period.

Marion-Polk Food Share

Donation Revenue by Fund Category and Activity

	Past Year	Current Year	Variance
	Fiscal Year to Date	Fiscal Year to Date	Fiscal Year to Date
	Actual	Actual	Variance
	7/1/2017 -	7/1/2018 -	
	9/30/2017	9/30/2018	
Operating Revenue			
Donor Communications	\$50,086	\$85,415	\$35,329
Events	\$142,639	\$150,061	\$7,422
Food and Food Drives*	\$151,437	\$163,133	\$11,696
Fundraisers	\$2,773	\$7,411	\$4,638
Grant Proposals	\$155,101	\$215,966	\$60,865
Mission and Brand Awareness	\$37,992	\$160,875	\$122,883
Monthly Sustainer Circle	\$189,309	\$190,409	\$1,101
Online Solicitations	\$0	\$0	\$0
Planned Gifts	\$118,095	\$55,912	(\$62,183)
Personal Solicitations	\$170,190	\$104,220	(\$65,970)
Total Operating Revenue	\$1,017,622	\$1,133,403	\$115,780
Capital Revenue			
Donor Communications	\$0	\$0	\$0
Fundraisers	\$0	\$0	\$0
Grant Proposals	\$0	\$0	\$0
Mission and Brand Awareness	\$0	\$0	\$0
Monthly Sustainer Circle	\$0	\$0	\$0
Personal Solicitations	\$0	\$55,000	\$55,000
Total Capital Revenue	\$0	\$55,000	\$55,000
Endowment Revenue			
Donor Communications	\$100	\$130	\$30
Food and Fund Drives	\$0	\$0	\$0
Mission and Brand Awareness	\$0	\$0	\$0
Planned Gifts	\$0	\$0	\$0
Personal Solicitation	\$0	\$0	\$0
Total Endowment Revenue	\$100	\$130	\$30
Total Revenue	\$1,017,722	\$1,188,533	\$170,810

* CenturyLink donation was \$100,000 in July 2017 and \$58,252 in July 2018.

Note: In this report, donations are recorded on a cash basis (when the donation arrives at the Food Share). These numbers will vary from other financial reports, which record revenue on an accrual basis. Government grants and event revenue are the most likely to have different cash and accrual dates.

Marion-Polk Food Share

Donation Revenue by Fund Category and Activity

The definitions below indicate the activity which generated the donation. They do not indicate the type of donor. For example, an unsolicited foundation grant is included in Mission and Brand Awareness. A donation from a Monthly Sustainer in response to a direct mail solicitation is included in Direct Mail.

Activity	Definition
Donor Communications	Mass mailings for communicating with donors and/or soliciting donations
Events	Events with ticket sales, includes revenue from sponsorships, auctions, donations during the event
Food and Food Drives	Food and Fund drives of all sizes
Fundraisers	Events without ticket sales
Grant Proposals	Grants received in response to a proposal
Mission and Brand Awareness	Donations which cannot be tracked to a specific activity, including unsolicited grants, general online donations, general mailed donations
Monthly Sustainer Circle	Donations made as part of a monthly sustainer commitment
Online Solicitations	Donations which can be tracked to a specific online activity, including email, social media links, etc.
Personal Solicitations	Face to face solicitation, including individuals and small groups
Planned Gifts	Bequests, annuities and other planned gifts