

**ANNUAL REPORT**  
**The Cultural Cup Food Bank**  
**Year Ending 31 December 2022**

The Cultural Cup Food Bank incorporated on 23 June 2003 as an "Alternative" food Bank in the state of Arizona, Maricopa County.

It was registered with the Internal Revenue as a non-profit 501 (c) (3) 10 Dec 2003 and received final determination as such on 7 Apr 2008.

**Employers Identification Number (EIN):** 81-0622721  
**DUNNS:** 141339254

**Registered Address:**  
342 E Thomas Rd  
Phoenix, AZ 85012

<b>Governing Board Members:</b> Name	Designation	Date of Appointment
<b>Sabiha Keskin</b>	Chief Executive Officer	17 Jul 2013/Nov 2003
<b>Mini'imah El Amin</b>	Officer	16 May 2016/Jun2010
<b>Bridget Pettis</b>	Officer	5 Feb 2019

**OBJECTIVE**

The Cultural Cup Food Bank (CCFB) and its staff of employees and volunteers are committed to "providing an environment that protects and maintains a high level of dignity and respect for people in need in which they may receive the best service we can provide. Our focus is on, but not limited to those individuals with medical or religious dietary restrictions. CCFB acknowledges the diversity of those people when faced with dietary or religious food restrictions during times of hardship. CCFB utilizes the concept of volunteerism to enhance the quality of life for all community members. Building community relationships that foster unity in diversity."

**POLICIES**

The Cultural cup Food Bank follows established "Governance Policies" that adhere to its By Laws and Articles of Incorporation. The following Policies and Procedures are in place for CCFB:

Conflict of Interest Policy, Confidentiality Policy, Work Place Policy, Safety Policy, Front Desk Policy, Emergency Preparedness, Anti-Terrorism Policy, Donor Privacy Policy, Financial Policy, Records Retention Policy, Procurement Policy, Gift in Kind Policy, Charity Effectiveness Policy.

**Funding Sources**

The Cultural Cup is funded and supported by donations from private donors in the community, SNAP Assistor Program and small grants.

**REVIEW OF YEAR 2022**

**Staffing**

As of 31 Dec 2022, there are three volunteer staff at CCFB.

## Activities

- Mondays: Products from St Mary's Food Bank Alliance, delivered, sorted and shelved.
- Tuesdays: Emergency food distribution 10:30 am - 11:30 am.
- Wednesday: Emergency food distribution 10:30 am - 11:30 am.
- Thursday: Emergency food distribution 10:30 am - 11:30 am.
- Fridays, Saturdays, and Sundays: Closed.

## Calendar of Events

- Winter Clothing Drive Continues from December previous year.
- July: Back to school Supply Drive
- August: Back to school backpack and supply distribution.
- September: 9/11 Interfaith food drive-receive, sort and distribute donated foods.
- November: Thanksgiving food drive
- December: Annual Winter Clothing Drive-Coats, jackets, socks and blankets for the homeless and families with children.
- Periodic Hygiene kit drive.

## Other Activities

- **SNAP Program:** Enabling clients to apply or renew SNAP (food stamps).
- **Lunch Bag Program:** Sandwiches, snacks and drinks to provide a lunch bag for the homeless, as well as families with children.

## Fundraising Event and Activity

Fundraising: Community outreach (Email, Letters mailed).

## REVIEW OF FINANCIAL STATE AND EXPLANATION OF MAJOR FINANCIAL TRANSACTIONS

CCFB has no major transactions. Final Covid-19 Grants awarded during the year to help support the organization.

## REVIEW AND CHANGES IN THE POLICY

The By Laws and Articles of Incorporation were amended, restated and adopted with approval of the Board 2 February 2017. A Governance Policy implemented as of 2 Feb 2017. Other Policies and Procedures amended to conform to the Mission of CCFB as well as State and Federal Laws.

## FINANCES END OF FISCAL YEAR 2022

- Total Income Fiscal Year 2022: \$145,460.00
- Program Expenses: \$77,834.00
- Occupancy Expenses: \$33,630.00 (Rent, Supplies, Maintenance)
- Postage, Printing: \$1,554.00
- Salary: \$2,152.00
- Administration Expenses: \$14,679.00
- Total end-of-year net assets: \$584.00

# INCOME 2022

