

City and Borough of Sitka
ANNUAL GRANTS FROM GENERAL FUND
SUMMARY SHEET

Name of Organization: United Methodist Church of Sitka

Alaska State Business License Number (if applicable): 132646

Name of Contact Person: Marcia Hirai

Phone: [REDACTED] Email: [REDACTED]

Mailing address: [REDACTED]

Grant Category (check either annual or special emergency grant, and check type of services for annual grant):

- ☒ Annual Grant:
 - ☒ Human Services or
 - ☐ Cultural and Educational Services or
 - ☐ Community Development
- ☐ Special Emergency Grant

Dollars Requested: \$1,600.00

Match Dollars Committed: \$1,600.00

Percentage: 100%

Sources of Matched Dollars: Contributions of money, goods, and services, grant funds.

Brief Description of the Purpose of the Grant: Provide a meal one a month to homeless and those who are

Facing food insecurity in Sitka through the Manna Meal program. Manna Meal is a Sunday Lunch offered by

Five churches in Sitka to make sure that there is food available every day of the week to those in need.

I, Marcia Hirai, do hereby certify that all information provided for this grant application is accurate and complete to the best of my knowledge.

Name: Marcia Hirai

Title: Chairperson of the Administrative Board of the UMCSitka

Date: July 13, 2025

City and Borough of Sitka
General Fund Grants for Non-profit Organizations
United Methodist Church of Sitka

Detailed project descriptions overview

The United Methodist Church of Sitka (UMCSitka) is applying for an annual grant under the category of Human Services.

The funds will be used to purchase food and supplies to provide lunch once a month to any Sitkan who is in need of a meal. Our budget for 2025 is \$1,600.00, however that is only about half of the true cost, which is provided by church members. Each month members may purchase supplies, give money to the program or prepare soup and cookies. We make enough food to feed 25 people. They may eat in or take the meal to go.

This service will be done by members and volunteers of the United Methodist Church of Sitka including families with children. The jobs include shopping, preparing food, gathering food and supplies and transporting them to the meal site, serving the meal, clean up and transporting the supplies back to UMCSitka. Between 12 and 15 people volunteer each month.

Those being served are those who identify as in need of a meal. Those who come to the meal which is served out of the Fellowship Hall and kitchen of the Sitka Lutheran Church are primarily known Sitkans who are homeless and a few who have difficulties paying for food, but may have a home. We serve families, single adults, and elders.

This service is called Manna Meal and is provided each Sunday from 12:30pm to 1:30pm. Five different churches serve on different Sunday's of each month. The UMCSitka serves the meal on the first Sunday of each month.

This is the second time the UMCSitka has applied for the General Fund Grants. In FY2025 we were awarded \$1,129.00.

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Expected Outcomes

The success of this project is measured by the numbers of meals served and the expressed gratitude of those we feed. Another success is providing a safe place for homeless persons to eat a meal, and to fellowship with others including those from the church who serve the meal. Homeless persons spend a lot of time outdoors and walking. An hour to sit out of the weather enjoying a meal and resting, every week, is success. For those who are not homeless, but in need of food, this meal is lifesaving. Over and over again we are thanked for this service.

The tangible community benefit is providing a basic human need, food, to those who need it the most. Manna Meal was started by five churches who came together to fill a gap in services. The gap was that in Sitka at that time a meal for homeless persons and others who could not obtain food or cook for themselves was available only Monday through Saturday. This group filled the gap by providing a meal on Sunday.

Some of the Benchmarks during the project are numbers of meals needed. We keep track of the numbers of persons who come to the meals, and adjust the numbers of meals as necessary. Normally, we serve fewer meals in the summer than in the fall, winter and spring. This summer we have not decreased our number of meals, 25, which is an indication of the current need in our community, and an increased cost of the program.

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Statement of Need

The UMCSitka Manna Meal project aligns perfectly with Human Services category for which we are applying, since this project addresses a basic human need, food. Because the Manna Meal project fills a gap in services, every day of the week and every week of the year someone in Sitka in need of food, and or who has no means of cooking in Sitka can obtain a meal.

The documented needs this project addresses can be found in the "Sitka 2022-2027 Strategic Plan." The mission stated in the Strategic Plan is to "Provide public services for Sitka that support a livable community for all." The Goal addressed is #1 "Preserve the quality of life for all Sitkans," Action #1.5 "Convene Community partners to develop an action plan that will address the challenges of food security." The Strategic Plan goes on to state under "Notes", "Sitka Assembly declare food security a priority".

The funding from this request will augment both funds that the church provides and in kind donations made by members and volunteers. Each week members and volunteers provide food that is used for the meal, for example, two large pots of soup and homemade cookies. Others purchase and donate needed items such as paper goods, and other food used to make sandwiches to name a few. Currently our budget is \$1,600.00, and the in kind donations are also worth about \$1,600.00. Also, the time that 12-15 volunteers give each month have value that is not reflected in the numbers.

City and Borough of Sitka
General Fund Grants for Non-profit Organizations
Organizational Capacity

Then UMC Sitka has a long track record of providing services to the community since our inception in 1965. This document will discuss two services. First, Manna Meal is a project in which we have successfully been involved for six years with four other churches. Since inception, we have provided meals every first Sunday of every month with no exceptions, including holidays. Each month 12-15 members and volunteers have provided up to 25 meals through services, monetary and donations.

The second project is new to the UMC Sitka, providing the place for a winter homeless shelter starting in January 2024 by partnering with the Homeless Coalition. Before the Shelter opened we visited with our neighbors in person and via letters, and found overwhelming support. Some neighbors offered suggestions to improve the service, such as opening and closing times, which we were very happy to incorporate. The Homeless Coalition has statistical information to show how successful this program proved to be.

The Community of Sitka has been supportive of this project. Support has come by way of donations from non members, and the gratitude of those who receive this service. Of course, our members have been very supportive by way of time, talent and money.

UMC Sitka has an Administrative Board of 7 people and meets monthly. Most meetings all 7 people attend. The Board members and Officers are as follows:

Chairperson and Pastor Parrish Relations Committee Chair: Marcia Hirai
Pastor: Rev. Murray Crookes
Lay Leader: Julia Smith
Lay Delegate to Conference: Janice Michael
Finance Committee Chair and Financial Secretary: Nancy Young
Treasurer: Kathy Finsley
Board of Trustees: Mike Hirai

The United Methodist Church of Sitka

Balance Sheet Roll Forward Report

01-01-2024 to 12-31-2024

Assets

Name	Starting	Increase	Decrease	Balance
Cash / Bank				
Checking (100)	29,603.58	132,788.84	153,850.98	8,541.44
Savings account (101)	6,462.19	7.38	3,000.00	3,469.57
ALPS FCU Checking (103)	25.00	0.00	0.00	25.00
Cash / Bank Totals	36,090.77	132,796.22	156,850.98	12,036.01
Other Current Assets				
ALPS CD (102)	15,426.69	0.00	0.00	15,426.69
Other Current Assets Totals	15,426.69	0.00	0.00	15,426.69
Totals	51,517.46	132,796.22	156,850.98	27,462.70

Funds Awaiting Deposit

Name	Starting	Increase	Decrease	Balance
Funds Awaiting Deposit	(350.00)	130,844.03	130,494.03	0.00
Assets + FAD Totals	51,167.46	263,640.25	287,345.01	27,462.70

Liabilities

Name	Starting	Increase	Decrease	Balance
Current Liabilities				
sales tax payable (200)	0.00	0.00	0.00	0.00
Current Liabilities Totals	0.00	0.00	0.00	0.00
Totals	0.00	0.00	0.00	0.00

Funds

Name	Starting	Increase	Decrease	Balance
General	40,740.27	140,284.18	165,510.21	15,514.24
Pastor's Gift	50.00	965.00	1,015.00	0.00

Name	Starting	Increase	Decrease	Balance
UMCOR	0.00	50.00	50.00	0.00
Youth Camp Scholarship	0.00	410.00	410.00	0.00
Native American Ministries	0.00	50.00	50.00	0.00
Thanksgiving Offering	228.29	215.00	203.20	240.09
Peace & Justice	0.00	115.00	115.00	0.00
Miscellaneous	0.00	15,000.00	15,000.00	0.00
Homeless Coalition	0.00	389.00	389.00	0.00
GBGM Grant Fund #21752	25.00	0.00	25.00	0.00
Sunday School Offering	98.00	0.00	0.00	98.00
New Windows	592.70	0.00	0.00	592.70
Memorial Garden	500.00	0.00	0.00	500.00
Sunshine Fund Inc	1,100.00	0.00	0.00	1,100.00
Parking Lot Paving	5,270.00	0.00	0.00	5,270.00
Technology Upgrade	819.77	0.00	0.00	819.77
Manna Lunch Mission	1,743.43	1,329.00	575.91	2,496.52
World Communion Day	0.00	50.00	50.00	0.00
Legacy Endowment	0.00	1,000.00	1,000.00	0.00
Interest Income	0.00	584.53	584.53	0.00
Wayne Hagerman Memorial	0.00	831.38	0.00	831.38
Church Supplies Income	0.00	255.00	255.00	0.00
1-810 AK Conference Support	0.00	2,000.00	2,000.00	0.00
Totals	51,167.46	163,528.09	187,232.85	27,462.70
Liability + Fund Totals	51,167.46	163,528.09	187,232.85	27,462.70

The United Methodist Church of Sitka

General Ledger

01-01-2024 to 12-31-2024

Manna Lunch Mission fund exp

Date	Type	Num	Payee	Description	Cleared	Debit	Credit	Balance
2024-02-15	Payment	11459	HAMES CORPORATION	097856	U	\$126.02	\$0.00	\$126.02
2024-08-21	Payment	11522	HAMES CORPORATION	Acct 4750	U	\$55.64	\$0.00	\$181.66
2024-09-24	Payment	11537	HAMES CORPORATION	109392	U	\$82.16	\$0.00	\$263.82
2024-09-24	Payment	11537	HAMES CORPORATION	109325	U	\$63.07	\$0.00	\$326.89
2024-12-05	Payment	11560	HAMES CORPORATION		U	\$129.86	\$0.00	\$456.75
2024-12-24	Payment	11567	HAMES CORPORATION	111550	U	\$59.73	\$0.00	\$516.48
2024-12-24	Payment	11567	HAMES CORPORATION	111767	U	\$59.43	\$0.00	\$575.91

The United Methodist Church of Sitka
General Ledger
01-01-2025 to 07-31-2025

Manna Lunch Mission fund exp

Date	Type	Num	Payee	Description	Cleared	Debit	Credit	Balance
2025-02-17	Payment	11589	HAMES CORPORATION	117680 January	U	\$78.14	\$0.00	\$78.14
2025-02-17	Payment	11589	HAMES CORPORATION	118730 February	U	\$72.20	\$0.00	\$150.34
2025-03-19	Payment	11596	HAMES CORPORATION	Inv 111215	U	\$71.49	\$0.00	\$221.83
2025-03-20	Payment	11600	MARCIA HIRAI	Cups/lids/Sandwich bags/Lunch bags	U	\$118.90	\$0.00	\$340.73
2025-05-10	Payment		HAMES CORPORATION	117436	U	\$126.25	\$0.00	\$466.98
2025-05-18	Payment	11624	HAMES CORPORATION	Inv 117436	U	\$126.25	\$0.00	\$593.23
2025-06-16	Payment	11641	HAMES CORPORATION	116926	U	\$63.00	\$0.00	\$656.23
2025-06-16	Payment	11641	HAMES CORPORATION	113727	U	\$24.22	\$0.00	\$680.45

The United Methodist Church of Sitka

Budget Report

2025

General Fund

	Amount
Income	
PLATE AND PLEDGE INCOME	
1-400 Plate and Pledge Offerings	100,000.00
PLATE AND PLEDGE INCOME Total:	100,000.00
OTHER INCOME	
1-800 Incidental Income	2,000.00
1-801 Interest	200.00
1-802 Lakeside Donation Program	150.00
1-804 Pastor/Pension Contribution/UMPIP/BEFORE	6,741.00
1-805 Pastor/Med Ins Contribution/Hlth Part Sh	5,532.00
1-810 AK Conference support	20,000.00
OTHER INCOME Total:	34,623.00
BUILDING USE	
1-851 Incidental Building Use	6,500.00
1-852 Ocean Wave Quilters	750.00
BUILDING USE Total:	7,250.00
Total Income:	141,873.00
Expense	
AD COUNCIL	
1-500 Apportion. Connectional Ad	4,671.00
1-501 Apportion. Clergy Support	6,793.00
1-502 Apportion. Other Gen. Conf.	765.00
1-503 Apportion. World Service	2,472.00
1-507 Office Op. Internet	1,500.00
1-508 Office Op. Postage	300.00
1-509 Office Op. Supplies	1,500.00
1-510 Office Op. Telephone	610.00
1-511 Office Op. Web Site Maint.	275.00
1-512 Office Op. Online Giving Fee	1,000.00
AD COUNCIL Total:	19,886.00
CH. & SOC. MISSIONS COMMITTEE	
1-520 Evangelism and Hospitality	350.00
1-576 Manna Lunch	1,600.00
CH. & SOC. MISSIONS COMMITTEE Total:	1,950.00
EDUCATION COMMITTEE	
1-532 Church School Curriculum	150.00
1-533 Church School Supplies	200.00
1-534 VBS Curriculum	200.00
1-535 VBS Supplies	200.00
1-537 Tweens Youth Group	300.00
EDUCATION COMMITTEE Total:	1,050.00
PPR COMMITTEE	
1-540 Janitor	2,300.00
1-542 Pastor Base Salary	59,290.00
1-543 Pastor Continuing Education	1,500.00
1-544 Pastor Medical Insurance	16,800.00

	Amount
1-545 Pastor Pension	4,494.00
1-546 Professional Expenses	500.00
1-548 Travel	100.00
1-549 Pastor Med Ins - Employee	5,532.00
1-557 Pastor Pension - Employee	6,741.00
PPR COMMITTEE Total:	97,257.00
TRUSTEES	
1-550 Ch. Bldg Elec. Water Sewer	6,600.00
1-551 Ch. Bldg Heating Oil	11,000.00
1-552 Ch. Insurance/Prop. Tax/W Comp	11,361.00
1-553 Ch. Bldg Maintenance	2,000.00
1-554 Ch. Bldg Major Improve./Repairs	1,000.00
1-555 Ch. Bldg Snow Removal	300.00
1-556 Ch. Bldg Supplies	500.00
1-560 Parsonage Elec. Water Sewer	5,000.00
1-561 Parsonage Heating Oil	5,000.00
1-562 Parsonage Maintenance	400.00
1-563 Parsonage Major Improve./Repairs	1,500.00
1-564 Parsonage Fund	1,000.00
1-565 Parsonage Phone TV Internet	1,500.00
TRUSTEES Total:	47,161.00
WORSHIP COMMITTEE	
1-570 Bulletins	100.00
1-572 Devotional Literature	200.00
1-574 Pulpit Supply	300.00
1-575 Worship Comm Supplies	1,000.00
WORSHIP COMMITTEE Total:	1,600.00
Total Expenses:	168,904.00
General Fund Net Income:	(27,031.00)

General Fund Grants for Non Profit Organizations
United Methodist Church of Sitka
Required Documentation

Copy of non profit designation

Our EIN number is [REDACTED] According to the United Methodist Church Group Ruling(2573) under section 501(c)(3), United Methodist Church of Sitka is a registered non profit.



Department of Commerce, Community, and Economic Development
**CORPORATIONS, BUSINESS & PROFESSIONAL
LICENSING**

State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database

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ENTITY DETAILS

Name(s)

Type	Name
Legal Name	United Methodist Church of Sitka

Entity Type: Religious Corporation

Entity #: 132646

Status: Good Standing

AK Formed Date: 12/21/2010

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 7/2/2026

Entity Mailing Address: [REDACTED] SITKA, AK 99835

Entity Physical Address: [REDACTED] SITKA, AK 99835

Registered Agent

Agent Name: MICHAEL HIRAI

Registered Mailing Address: [REDACTED], SITKA, AK 99835

Registered Physical Address: [REDACTED] SITKA, AK 99835

Officials

☐ Show Former

AK Entity #	Name	Titles	Owned
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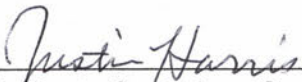
for Fiscal Year 2026

CBS Liabilities Form

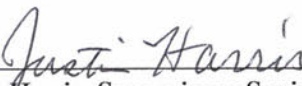
Complete and submit this form with your Non-Profit Grant Application.

Organization Name: United Methodist Church of Sitka

- Property Tax


Justin Harris, Supervisory Senior Accountant
747-1853

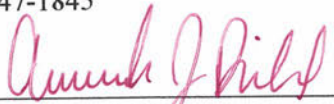
- Sales Tax


Justin Harris, Supervisory Senior Accountant
747-1853

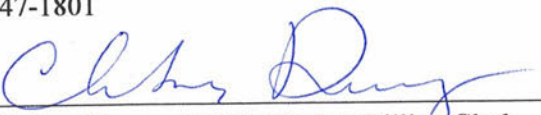
- Municipal Leases


Tori Fleming, Procurement Specialist
747-1845

- Loan/Promissory Note

 8/13/2025
Amanda Diehl, Controller
747-1801

- Utilities


Chelsey Dumag, Utility/Harbor Billing Clerk
747-1843

CBS Department signatures must be complete to verify your organization is current on all CBS liabilities.