

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

Name of Organization: Sitka Community Development Corporation

Alaska State Business License Number (if applicable): 928116

Name of Contact Person: Mim McConnell

Phone: 907-747-2860 Email: sitkacdc@gmail.com

Mailing address: PO Box 6461, Sitka, AK 99835

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
  - Community Development
- Special Emergency Grant

Dollars Requested: \$10,000

Match Dollars Committed: \$17,512 Percentage: \_\_\_\_\_

Sources of Matched Dollars: Donations

Brief Description of the Purpose of the Grant: \_\_\_\_\_

The Community Development funds will be used for administrative operations, specifically: preparing documents for administering the Sitka Community Land Trust program, time spent working with prospective homebuyers, lenders, the building contractor, and the new homeowner

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

Name: **Mim McConnell**

Digitally signed by Mim McConnell  
DN: cn=Mim McConnell, o=Shelter Cove Publishing, ou,  
email=sheltercovepublishing@gmail.com, c=US  
Date: 2014.08.11 11:13:00 -08'00'



Title: Executive Director Date: 8/11/14

**Detailed project description overview (one page only) – Total pts 10**

- *What grant category are you applying for (you may choose only annual or special emergency grant, and only one category under annual grants)?* Annual Grant: Community Development
- *What will be done with these funds?* The Community Development funds will be used to administer the Sitka Community Land Trust program, specifically, to develop owner selection processes and to work with prospective homebuyers, lenders, and the building contractor.
- *Who will do it?* Mim McConnell, Executive Director, Sitka Community Development Corporation (SCDC)
- *Who will be served?* The community of Sitka will be served, with a low to moderate income resident being the specific target of SCDC services.
- *When will this service be provided?* SCDC is hoping to have the home built and occupied by early 2015.

**Expected Outcomes (one page only) – total pts 10**

- *How will the project be measured as successful?* The Sitka Community Land Trust (CLT) land on Lillian Drive will have a new house built on it and sold to and occupied by its first homeowner.
- *What will the tangible community benefit be?* There will be a family that can afford to live and work in Sitka because they own a house built on CLT land. The community will always benefit from the donation of this land to the CLT because it will always be an affordably priced home.
- *What are some benchmarks during the project that indicate things are going in the right direction?*

Date	Benchmark
8/25/2014	Homebuyer Application packet available online
9/10-11/2014	AHFC Home Choice and CLT Orientation class in Sitka (applicants required to attend)
9/15/2014	House Plan selected and bids sought
10/15/14	Homebuyer selected
10/15/14	Contractor selected
Early spring	House built
Spring, 2015	Homeowner moved in

**Statement of Need (one page only) – total pts 10**

- *How does this project align with the funding category that you are applying for?* SCDC is a Community Development corporation. It is organized, as stated in its Articles of Incorporation, " ... exclusively for charitable, religious, educational, and/or scientific purposes under Section 501(c)(3) of the Internal Revenue Code. Such purposes include promotion and facilitation of affordable housing for persons of low and moderate income in the City and Borough of Sitka and elsewhere in Southeast Alaska." Permanently affordable housing is necessary for a community's economic well-being. Implementing the CLT program and leasing property to its first homebuyer will help one family achieve their financial goals, and promote community development by creating affordable housing stock for Sitka employees which will help keep workers in our community.
- *What documented needs (ie McDowell Reports, the Comprehensive Plan, Youth Risk Behavior Survey, etc.) does this project address?* (Thanks to SEDA for the following paragraphs.) The *2007 City and Borough of Sitka Comprehensive Plan Update*, as adopted through Resolution No. 2007-06 (passed by unanimous consent on April 10, 2007) identifies affordable housing as a "**pressing community issue** (pg 40)." This *Comprehensive Plan* includes the following identified goals and policies:

2.1.23. Adequate, safe and affordable housing.

2.2.15. Provide housing that can be acquired by a median income Sitka household using no more than 30 percent of its gross income;

2.2.16. Improve the availability of affordable housing, both long-term and short-term, to accommodate working families, seasonal workers, and students;

2.4.8. To seek out ways to make housing more affordable for all Sitkans through various measures....

Reports from 2005<sup>1</sup> and 2007<sup>2</sup> both illustrate that the gap between incomes and housing prices in Sitka is growing. The pressing need for housing that is affordable for Sitka's workforce and seniors has not diminished since 2007.

The United States Department of Housing and Urban Development (HUD) defines *affordable housing* as **housing that costs a household no more than 30 percent of its annual income.**

- 25.8% of Sitkans with mortgages pay more than 30% of household income for housing
- 57.6% of Sitkans who rent pay more than 30% of household income for housing
- Sitka's rental vacancy rate is 1.5% - HUD defines a healthy rate at 5%

Source: *2007-2011 American Community Survey 5-Year Estimates*, US Census Bureau. This data is a five-year rolling average and is considered to be the most reliable for communities with a small population.

<sup>1</sup> *Affordable Housing in Sitka: A Report to the Sitka Long Range Planning & Economic Development Commission*. October 2005. Prepared by Agnew Beck Consulting.

<sup>2</sup> *2007 Sitka Housing Report: Survey, Market Analysis, Action Plan*. Draft April 18, 2007. Prepared by Felix AuYeung, CBS Affordable Housing Program Manager.

- *Does the funding from this request help leverage other funds for the project? How?* There is no other grant we are currently applying for though receiving funding from CBS would no doubt assist us in successfully applying for other funds later this fiscal year.



**Organizational Capacity (one page only) – total pts 10**

- *Track record (this or similar project delivery and management)* SCDC received a grant from the Rasmuson Foundation September 2013 to hire and work with a CLT consultant in order to create the Sitka CLT. The work with Michael Brown of Burlington Associates in Community Development was completed in May 2014 and the Sitka CLT has been created with a plot of land received for its first CLT home. Organizational and business documents were created and adopted by the SCDC Board of Directors.

- *Community Support*

The community has so far donated \$17,512 in 2014 with a total of \$27,439.67 donated since 1/1/2011.

The City and Borough of Sitka Assembly has shown its support by selling one lot to SCDC for \$1.

The SEDA Board of Directors has made Affordable Housing a high priority and the Executive Director, Garry White, has been working closely with SCDC.

The Greater Sitka Chamber of Commerce has affordable housing as one of its priorities:

**Support Affordable Housing Initiatives in Sitka**

The Sitka Chamber supports affordable housing initiatives as a way to retain current residents and businesses and attract new residents and businesses to Sitka including increasing low cost housing options and increasing higher paying jobs through economic development.

When the Economic Forum was held Spring, 2012, participants chose Affordable Housing as one of the three top items to work on during 2012-2013. The resulting committee was instrumental in the development of an RFP for Benchlands housing development. The community was supportive of the resulting land sale.

- *Board Attendance* Average board attendance for 2014 is 86%.

- *List of Board Members and Officers*

Randy Hughey, President  
Melissa Marconi-Wentzel, Vice President  
Joshua Houston, Secretary  
Patrick Fowler, Treasurer  
Michael LaGuire  
James Poulson  
Joshua Houston  
Erin Matthes

**Budget – total pts 10**

- *Statement of assets, revenues, and expenditures for previous year.* See attached Balance Sheet and Income Statement
- *Detailed budget for current year (FY 2015), including funds for this project.* See attached Budget to Actual
- *Include itemized list of grants received or pending for prior and current years* See attached Grant Income report

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08/05/14  
Accrual Basis

Sitka Community Development Corporation  
**Balance Sheet**  
As of August 5, 2014

	Aug 5, 14
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1000 · Alaska Pacific Checking	1,109.30
1100 · Alaska Pacific Savings	7,892.02
Total Checking/Savings	9,001.32
Other Current Assets	
15500 · Sales Tax Deposit	50.00
Total Other Current Assets	50.00
Total Current Assets	9,051.32
<b>TOTAL ASSETS</b>	<b>9,051.32</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-37.53
Total Accounts Payable	-37.53
Other Current Liabilities	
2050 · LaGuire Loan	200.00
2400 · Payroll Liabilities	
941 FICA/FWT	1,080.00
SUI	130.40
Total 2400 · Payroll Liabilities	1,210.40
Total Other Current Liabilities	1,410.40
Total Current Liabilities	1,372.87
Total Liabilities	1,372.87
Equity	
Unrestricted Net Assets	14,317.83
Net Income	-6,639.38
Total Equity	7,678.45
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>9,051.32</b>

Sitka Community Development Corporation  
**Profit & Loss by Class**  
 January 1 through August 5, 2014

	10 General ...	50 Rasmuson	60 Lillian Dr...	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · Grant Income	12,500.00	0.00	0.00	12,500.00
4100 · Donation Income				
Board Donations	500.00	0.00	0.00	500.00
Over \$500	16,500.00	0.00	0.00	16,500.00
4100 · Donation Income - Other	512.00	0.00	0.00	512.00
<b>Total 4100 · Donation Income</b>	<b>17,512.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,512.00</b>
4500 · Reuse Sales	1,168.46	0.00	0.00	1,168.46
<b>Total Income</b>	<b>31,180.46</b>	<b>0.00</b>	<b>0.00</b>	<b>31,180.46</b>
<b>Expense</b>				
100 · PERSONNEL EXPENSE				
110 · Payroll Tax Expense	1,543.50	0.00	0.00	1,543.50
120 · Director Salary	15,000.00	0.00	0.00	15,000.00
140 · Worker's Comp Insurance	220.00	0.00	0.00	220.00
<b>Total 100 · PERSONNEL EXPENSE</b>	<b>16,763.50</b>	<b>0.00</b>	<b>0.00</b>	<b>16,763.50</b>
200 · TRAVEL	2,028.61	0.00	0.00	2,028.61
300 · FACILITY EXPENSE				
310 · Office Rent	1,050.00	0.00	0.00	1,050.00
<b>Total 300 · FACILITY EXPENSE</b>	<b>1,050.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,050.00</b>
400 · SUPPLIES				
410 · Office				
411 · Postage, Shipping & PO Box Rent	158.00	0.00	0.00	158.00
412 · Bank Fees	16.80	0.00	0.00	16.80
410 · Office - Other	109.18	0.00	0.00	109.18
<b>Total 410 · Office</b>	<b>283.98</b>	<b>0.00</b>	<b>0.00</b>	<b>283.98</b>
<b>Total 400 · SUPPLIES</b>	<b>283.98</b>	<b>0.00</b>	<b>0.00</b>	<b>283.98</b>
600 · OTHER EXPENSE				
610 · Advertising/Printing	10.50	0.00	0.00	10.50
620 · Insurance				
625 · D&O	1,000.00	0.00	0.00	1,000.00
626 · Liability	800.00	0.00	0.00	800.00
<b>Total 620 · Insurance</b>	<b>1,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,800.00</b>
650 · Dues & Memberships	300.00	0.00	0.00	300.00
660 · Legal & Professional Services				
661 · Other Professional Fees	0.00	0.00	22.00	22.00
665 · Accounting	1,307.86	0.00	0.00	1,307.86
666 · Legal	1,121.00	0.00	0.00	1,121.00
667 · Professional Fees	0.00	13,000.15	0.00	13,000.15
<b>Total 660 · Legal &amp; Professional Services</b>	<b>2,428.86</b>	<b>13,000.15</b>	<b>22.00</b>	<b>15,451.01</b>
690 · Taxes, Licenses & Permits	25.00	0.00	0.00	25.00
699 · Meeting Expense	111.00	0.00	0.00	111.00
<b>Total 600 · OTHER EXPENSE</b>	<b>4,675.36</b>	<b>13,000.15</b>	<b>22.00</b>	<b>17,697.51</b>
<b>Total Expense</b>	<b>24,801.45</b>	<b>13,000.15</b>	<b>22.00</b>	<b>37,823.60</b>
<b>Net Ordinary Income</b>	<b>6,379.01</b>	<b>-13,000.15</b>	<b>-22.00</b>	<b>-6,643.14</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Interest Income	4.76	0.00	0.00	4.76
<b>Total Other Income</b>	<b>4.76</b>	<b>0.00</b>	<b>0.00</b>	<b>4.76</b>
<b>Other Expense</b>				
Ask Mim	1.00	0.00	0.00	1.00
<b>Total Other Expense</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>



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Accrual Basis

**Sitka Community Development Corporation**  
**Profit & Loss by Class**  
January 1 through August 5, 2014

	<u>10 General ...</u>	<u>50 Rasmuson</u>	<u>60 Lillian Dr...</u>	<u>TOTAL</u>
Net Other Income	3.76	0.00	0.00	3.76
Net Income	<u>6,382.77</u>	<u>-13,000.15</u>	<u>-22.00</u>	<u>-6,639.38</u>

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Accrual Basis

**Sitka Community Development Corporation**  
**General Fund Budget to Actual**  
 January 1 through August 5, 2014

	Jan 1 - Aug ...	Budget	\$ Over Bud...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · Grant Income	12,500.00	22,500.00	-10,000.00	55.6%
4100 · Donation Income				
Board Donations	500.00	700.00	-200.00	71.4%
Over \$500	16,500.00	0.00	16,500.00	100.0%
4100 · Donation Income - Other	512.00	12,416.00	-11,904.00	4.1%
<b>Total 4100 · Donation Income</b>	17,512.00	13,116.00	4,396.00	133.5%
4500 · Reuse Sales	1,187.14	5,000.00	-3,812.86	23.7%
<b>Total Income</b>	31,199.14	40,616.00	-9,416.86	76.8%
<b>Expense</b>				
100 · PERSONNEL EXPENSE				
110 · Payroll Tax Expense	1,543.50	2,712.00	-1,168.50	56.9%
120 · Director Salary	15,000.00	24,000.00	-9,000.00	62.5%
140 · Worker's Comp Insurance	220.00	230.00	-10.00	95.7%
<b>Total 100 · PERSONNEL EXPENSE</b>	16,763.50	26,942.00	-10,178.50	62.2%
200 · TRAVEL				
220 · Board/Staff Training	0.00	4,200.00	-4,200.00	0.0%
200 · TRAVEL - Other	2,028.61	0.00	2,028.61	100.0%
<b>Total 200 · TRAVEL</b>	2,028.61	4,200.00	-2,171.39	48.3%
300 · FACILITY EXPENSE				
310 · Office Rent	1,050.00	2,400.00	-1,350.00	43.8%
<b>Total 300 · FACILITY EXPENSE</b>	1,050.00	2,400.00	-1,350.00	43.8%
400 · SUPPLIES				
410 · Office				
411 · Postage, Shipping & PO Box Rent	158.00	200.00	-42.00	79.0%
412 · Bank Fees	16.80	50.00	-33.20	33.6%
410 · Office - Other	109.18	50.00	59.18	218.4%
<b>Total 410 · Office</b>	283.98	300.00	-16.02	94.7%
<b>Total 400 · SUPPLIES</b>	283.98	300.00	-16.02	94.7%
600 · OTHER EXPENSE				
610 · Advertising/Printing				
615 · Web Site Maintenance	0.00	160.00	-160.00	0.0%
610 · Advertising/Printing - Other	10.50	1,000.00	-989.50	1.1%
<b>Total 610 · Advertising/Printing</b>	10.50	1,160.00	-1,149.50	0.9%
620 · Insurance				
625 · D&O	1,000.00	1,350.00	-350.00	74.1%
626 · Liability	800.00	805.00	-5.00	99.4%
<b>Total 620 · Insurance</b>	1,800.00	2,155.00	-355.00	83.5%
650 · Dues & Memberships	300.00	424.00	-124.00	70.8%
660 · Legal & Professional Services				
665 · Accounting	1,307.86	1,700.00	-392.14	76.9%
666 · Legal	1,121.00	0.00	1,121.00	100.0%
<b>Total 660 · Legal &amp; Professional Services</b>	2,428.86	1,700.00	728.86	142.9%
690 · Taxes, Licenses & Permits	25.00	100.00	-75.00	25.0%
699 · Meeting Expense	111.00	50.00	61.00	222.0%
<b>Total 600 · OTHER EXPENSE</b>	4,675.36	5,589.00	-913.64	83.7%
<b>Total Expense</b>	24,801.45	39,431.00	-14,629.55	62.9%
<b>Net Ordinary Income</b>	6,397.69	1,185.00	5,212.69	539.9%
<b>Other Income/Expense</b>				
Other Income				
Interest Income	4.76	0.00	4.76	100.0%

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Accrual Basis

**Sitka Community Development Corporation**  
**General Fund Budget to Actual**  
January 1 through August 5, 2014

	<u>Jan 1 - Aug ...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Total Other Income	4.76	0.00	4.76	100.0%
Other Expense Ask Mim	1.00	0.00	1.00	100.0%
Total Other Expense	1.00	0.00	1.00	100.0%
Net Other Income	3.76	0.00	3.76	100.0%
Net Income	<u>6,401.45</u>	<u>1,185.00</u>	<u>5,216.45</u>	<u>540.2%</u>

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08/08/14

Accrual Basis

## Sitka Community Development Corporation Account QuickReport All Transactions

Type	Date	Num	Name	Memo	Split	Amount
<b>4000 - Grant Income</b>						
Deposit	01/25/2008		City Of Sitka	Deposit	1000 - Alaska ...	24,800.00
Deposit	04/04/2008	085890	City Of Sitka	Deposit	1000 - Alaska ...	24,800.00
Invoice	12/31/2008	1	Alaska Housing Fina...	Airfare 11/08	11000 - Accou...	438.50
Invoice	12/31/2008	1	Alaska Housing Fina...	Lodging (189....	11000 - Accou...	199.10
Invoice	12/31/2008	1	Alaska Housing Fina...	ground transp...	11000 - Accou...	40.00
Invoice	12/31/2008	1	Alaska Housing Fina...	perdiem	11000 - Accou...	100.00
Deposit	03/02/2009			reimbursemen...	1000 - Alaska ...	1,172.57
Deposit	03/23/2009		Neighborworks Amer...	reimbursemen...	1000 - Alaska ...	3,516.68
Deposit	06/02/2009			reimburse for ...	1000 - Alaska ...	501.70
Deposit	06/30/2009	96306	Alaska Housing Fina...	1Q payment f...	Alaska Pacific ...	9,873.41
Deposit	09/29/2009	6358	Alaska Housing Fina...	2 QTR	1000 - Alaska ...	13,997.58
Deposit	12/04/2009	10182	Alaska Housing Fina...	3 QTR	1000 - Alaska ...	3,484.71
Invoice	12/31/2009	2	Alaska Housing Fina...	2nd quarter G...	11000 - Accou...	1,399.53
Invoice	12/31/2009	3	Alaska Housing Fina...	3rd quarter Gr...	11000 - Accou...	8,480.90
Invoice	12/31/2009	4	Alaska Housing Fina...	2nd quarter G...	11000 - Accou...	2,400.00
Invoice	12/31/2009	5	Alaska Housing Fina...	3rd quarter Gr...	11000 - Accou...	8,455.35
Invoice	12/31/2009	2	Alaska Housing Fina...	rounding adju...	11000 - Accou...	0.02
Deposit	09/17/2012	106183	City & Bourough of S...	for travel to N...	1000 - Alaska ...	368.00
Deposit	10/01/2012		National CLT Network	Deposit	1000 - Alaska ...	600.00
Deposit	09/05/2013	6985	Rasmuson Foundation	Deposit	1000 - Alaska ...	20,500.00
Deposit	02/21/2014	112248	City & Bourough of S...	Deposit	1000 - Alaska ...	7,500.00
Deposit	03/04/2014	69916...	National CLT Network	Deposit	1000 - Alaska ...	5,000.00
Total 4000 - Grant Income						137,628.05
<b>TOTAL</b>						<b>137,628.05</b>



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

DEPARTMENT OF THE TREASURY

Date:

AUG 04 2008

SITKA COMMUNITY DEVELOPMENT  
CORPORATION  
C/O TAMBI CALVERT  
PO BOX 6461  
SITKA, AK 99835-0000

Employer Identification Number:  
35-2292107  
DLN:  
608213002  
Contact Person:  
L. WAYNE BOTHE ID# 31462  
Contact Telephone Number:  
(877) 829-5500

Accounting Period Ending:  
December 31  
Public Charity Status:  
509(a)(2)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
October 26, 2006  
Contribution Deductibility:  
Yes  
Advance Ruling Ending Date:  
December 31, 2010  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

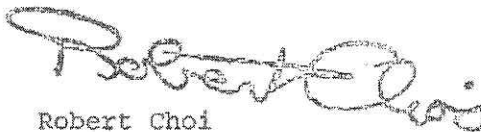
Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

SITKA COMMUNITY DEVELOPMENT

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in cursive script that reads "Robert Choi". The signature is written in dark ink and is positioned above the typed name and title.

Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Enclosures: Publication 4221-PC  
Statute Extension

Part X Public Charity Status (Continued)

- e 509(a)(4)—an organization organized and operated exclusively for testing for public safety.
- f 509(a)(1) and 170(b)(1)(A)(iv)—an organization operated for the benefit of a college or university that is owned or operated by a governmental unit.
- g 509(a)(1) and 170(b)(1)(A)(vi)—an organization that receives a substantial part of its financial support in the form of contributions from publicly supported organizations, from a governmental unit, or from the general public.
- h 509(a)(2)—an organization that normally receives not more than one-third of its financial support from gross investment income and receives more than one-third of its financial support from contributions, membership fees, and gross receipts from activities related to its exempt functions (subject to certain exceptions).
- i A publicly supported organization, but unsure if it is described in 5g or 5h. The organization would like the IRS to decide the correct status.

Handwritten notes: 1709, 9/24/08

6 If you checked box g, h, or i in question 5 above, you must request either an advance or a definitive ruling by selecting one of the boxes below. Refer to the instructions to determine which type of ruling you are eligible to receive.

- a Request for Advance Ruling: By checking this box and signing the consent, pursuant to section 6501(c)(4) of the Code you request an advance ruling and agree to extend the statute of limitations on the assessment of excise tax under section 4940 of the Code. The tax will apply only if you do not establish public support status at the end of the 5-year advance ruling period. The assessment period will be extended for the 5 advance ruling years to 8 years, 4 months, and 15 days beyond the end of the first year. You have the right to refuse or limit the extension to a mutually agreed-upon period of time or issue(s). Publication 1035, *Extending the Tax Assessment Period*, provides a more detailed explanation of your rights and the consequences of the choices you make. You may obtain Publication 1035 free of charge from the IRS web site at [www.irs.gov](http://www.irs.gov) or by calling toll-free 1-800-829-3676. Signing this consent will not deprive you of any appeal rights to which you would otherwise be entitled. If you decide not to extend the statute of limitations, you are not eligible for an advance ruling.

Consent Fixing Period of Limitations Upon Assessment of Tax Under Section 4940 of the Internal Revenue Code

For Organization

Signature of Linda Brandt

Linda Brandt  
(Type or print name of signer)

7-12-2007  
(Date)

President  
(Type or print title or authority of signer)

For IRS Use Only

Signature of Robert Elias

AUG 04 2008  
(Date)

IRS Director, Exempt Organizations

- b Request for Definitive Ruling: Check this box if you have completed one tax year of at least 8 full months and you are requesting a definitive ruling. To confirm your public support status, answer line 6b(i) if you checked box g in line 5 above. Answer line 6b(ii) if you checked box h in line 5 above. If you checked box i in line 5 above, answer both lines 6b(i) and (ii).

- (i) (a) Enter 2% of line 8, column (e) on Part IX-A, Statement of Revenues and Expenses. \_\_\_\_\_
- (b) Attach a list showing the name and amount contributed by each person, company, or organization whose gifts totaled more than the 2% amount. If the answer is "None," check this box.
- (ii) (a) For each year amounts are included on lines 1, 2, and 9 of Part IX-A, Statement of Revenues and Expenses, attach a list showing the name of and amount received from each disqualified person. If the answer is "None," check this box.
- (b) For each year amounts are included on line 9 of Part IX-A, Statement of Revenues and Expenses, attach a list showing the name of and amount received from each payer, other than a disqualified person, whose payments were more than the larger of (1) 1% of line 10, Part IX-A, Statement of Revenues and Expenses, or (2) \$5,000. If the answer is "None," check this box.

- 7 Did you receive any unusual grants during any of the years shown on Part IX-A, Statement of Revenues and Expenses? If "Yes," attach a list including the name of the contributor, the date and amount of the grant, a brief description of the grant, and explain why it is unusual.  Yes  No



**Alaska Department of Commerce, Community, and Economic Development**

Division of Corporations, Business and Professional Licensing  
P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

**SITKA COMMUNITY DEVELOPMENT CORPORATION**

PO BOX 6461 SITKA AK 99835

owned by

SITKA COMMUNITY DEVELOPMENT CORPORATION

is licensed by the department to conduct business for the period

October 10, 2013 through December 31, 2015  
for the following line of business:

62 - Health Care and Social Assistance

This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Susan K. Bell  
Commissioner





**Sara Peterson**

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**From:** Colleen Ingman  
**Sent:** Wednesday, September 03, 2014 8:20 AM  
**To:** Sara Peterson  
**Cc:** Melissa Henshaw  
**Subject:** FW: 2013 financials for SCDC  
**Attachments:** SCDC Balance Sheet.pdf; SCDC BTA YTD.pdf; SCDC 50 BTA.pdf

**From:** SCDC ED [mailto:sitkacdc@gmail.com]  
**Sent:** Wednesday, September 03, 2014 7:49 AM  
**To:** Colleen Ingman  
**Subject:** 2013 financials for SCDC

Hi Colleen,

While reading other grant applications, I realized I submitted the wrong documents for the 2013 assets, revenues and expenditures. I've attached those here.

Mim

11:07 AM  
12/23/13  
Accrual Basis

**Sitka Community Development Corporation**  
**Balance Sheet**  
As of December 23, 2013

	<u>Dec 23, 13</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Alaska Pacific Savings	14,500.00
Alaska Pacific Checking	263.01
<b>Total Checking/Savings</b>	<u>14,763.01</u>
<b>Other Current Assets</b>	
15500 · Sales Tax Deposit	50.00
<b>Total Other Current Assets</b>	<u>50.00</u>
<b>Total Current Assets</b>	<u>14,813.01</u>
<b>TOTAL ASSETS</b>	<u><u>14,813.01</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
LaGuire Loan	200.00
<b>2400 · Payroll Liabilities</b>	
941 FICA/FWT	238.00
SUI	121.80
<b>Total 2400 · Payroll Liabilities</b>	<u>359.80</u>
<b>Total Other Current Liabilities</b>	<u>559.80</u>
<b>Total Current Liabilities</b>	<u>559.80</u>
<b>Total Liabilities</b>	559.80
<b>Equity</b>	
Unrestricted Net Assets	520.39
Net Income	13,732.82
<b>Total Equity</b>	<u>14,253.21</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>14,813.01</u></u>

11:07 AM  
 12/23/13  
 Accrual Basis

**Sitka Community Development Corporation**  
**General Fund Budget to Actual**  
 January 1 through December 23, 2013

	Jan 1 - Dec ...	Budget	\$ Over Bud...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · Grant Income	0.00	6,500.00	-6,500.00	0.0%
4100 · Donation Income				
Board Donations	667.31	0.00	667.31	100.0%
4100 · Donation Income - Other	6,900.00	12,200.00	-5,300.00	56.6%
<b>Total 4100 · Donation Income</b>	7,567.31	12,200.00	-4,632.69	62.0%
4500 · Reuse Sales	4,411.39	4,000.00	411.39	110.3%
<b>Total Income</b>	11,978.70	22,700.00	-10,721.30	52.8%
<b>Expense</b>				
100 · PERSONNEL EXPENSE				
110 · Payroll Tax Expense	551.50	2,712.00	-2,160.50	20.3%
120 · Director Salary	5,000.00	12,000.00	-7,000.00	41.7%
140 · Worker's Comp Insurance	217.00	230.00	-13.00	94.3%
<b>Total 100 · PERSONNEL EXPENSE</b>	5,768.50	14,942.00	-9,173.50	38.6%
200 · TRAVEL				
220 · Board/Staff Training	0.00	1,200.00	-1,200.00	0.0%
<b>Total 200 · TRAVEL</b>	0.00	1,200.00	-1,200.00	0.0%
300 · FACILITY EXPENSE				
310 · Office Rent	1,892.00	2,401.00	-509.00	78.8%
<b>Total 300 · FACILITY EXPENSE</b>	1,892.00	2,401.00	-509.00	78.8%
400 · SUPPLIES				
410 · Office				
411 · Postage, Shipping & PO Box Rent	176.29	200.00	-23.71	88.1%
412 · Bank Fees	25.20	102.00	-76.80	24.7%
410 · Office - Other	26.04	50.00	-23.96	52.1%
<b>Total 410 · Office</b>	227.53	352.00	-124.47	64.6%
<b>Total 400 · SUPPLIES</b>	227.53	352.00	-124.47	64.6%
600 · OTHER EXPENSE				
610 · Advertising/Printing				
615 · Web Site Maintenance	159.10	0.00	159.10	100.0%
610 · Advertising/Printing - Other	574.86	150.00	424.86	383.2%
<b>Total 610 · Advertising/Printing</b>	733.96	150.00	583.96	489.3%
620 · Insurance				
625 · D&O	0.00	1,000.00	-1,000.00	0.0%
626 · Liability	805.00	800.00	5.00	100.6%
<b>Total 620 · Insurance</b>	805.00	1,800.00	-995.00	44.7%
650 · Dues & Memberships	424.00	251.00	173.00	168.9%
660 · Legal & Professional Services				
665 · Accounting	1,686.53	1,200.00	486.53	140.5%
667 · Professional Fees	0.00	300.00	-300.00	0.0%
<b>Total 660 · Legal &amp; Professional Services</b>	1,686.53	1,500.00	186.53	112.4%
690 · Taxes, Licenses & Permits	100.00	0.00	100.00	100.0%
699 · Meeting Expense	0.00	50.00	-50.00	0.0%
<b>Total 600 · OTHER EXPENSE</b>	3,749.49	3,751.00	-1.51	100.0%
<b>Total Expense</b>	11,637.52	22,646.00	-11,008.48	51.4%
<b>Net Ordinary Income</b>	341.18	54.00	287.18	631.8%
<b>Other Income/Expense</b>				
Other Income				
Interest Income	1.94	0.00	1.94	100.0%
<b>Total Other Income</b>	1.94	0.00	1.94	100.0%
<b>Net Other Income</b>	1.94	0.00	1.94	100.0%

11:07 AM  
12/23/13  
Accrual Basis

**Sitka Community Development Corporation**  
**General Fund Budget to Actual**  
January 1 through December 23, 2013

	<u>Jan 1 - Dec ...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Net Income	<u>343.12</u>	<u>54.00</u>	<u>289.12</u>	<u>635.4%</u>



11:08 AM  
12/23/13  
Accrual Basis

**Sitka Community Development Corporation**  
**Rasmuson Budget to Actual**  
January 1 through December 23, 2013

	<u>Jan 1 - Dec 23, 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4000 - Grant Income	20,500.00	20,500.00	0.00
<b>Total Income</b>	<u>20,500.00</u>	<u>20,500.00</u>	<u>0.00</u>
<b>Expense</b>			
600 - OTHER EXPENSE			
660 - Legal & Professional Services			
667 - Professional Fees	6,000.00	20,500.00	-14,500.00
<b>Total 660 - Legal &amp; Professional Services</b>	<u>6,000.00</u>	<u>20,500.00</u>	<u>-14,500.00</u>
<b>Total 600 - OTHER EXPENSE</b>	<u>6,000.00</u>	<u>20,500.00</u>	<u>-14,500.00</u>
<b>Total Expense</b>	<u>6,000.00</u>	<u>20,500.00</u>	<u>-14,500.00</u>
<b>Net Ordinary Income</b>	<u>14,500.00</u>	<u>0.00</u>	<u>14,500.00</u>
<b>Net Income</b>	<u>14,500.00</u>	<u>0.00</u>	<u>14,500.00</u>