



City of Apache Junction

300 East Superstition Blvd • Apache Junction, AZ 85119 • www.ajcity.net • (480) 982-8002



HEALTH & HUMAN SERVICES COMMISSION

Application for Financial Assistance

The City of Apache Junction Health and Human Services accepts applications requesting financial assistance for the support of health and human service needs within the City of Apache Junction serving city residents. The following provides instructions and eligibility information regarding the request for non-profit funding.

Information on this program may be found at <http://www.ajcity.net/995/Health-Human-Services-Commission>.

The commission was formed under city code Article § 2-11.

This program is made possible under city code Article § 2-14 Request for Financial Assistance.

The city code is available at <http://www.ajcity.net/614/Read-the-City-Code>.

Application Due Date: **January 31, 2021**

Per city code, the request for financial assistance must be submitted to the city clerk's office during the month of January to be considered for the following fiscal year. All funding is subject to the execution of an agreement with the city, the approval of a budget allocating funds to the program, and the city council's approval.

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Eligible Applicants: **501 c(3)**

A valid, non-profit organization as qualified by the Internal Revenue Service and as registered with the Arizona Secretary of State, Arizona Corporation Commission or other appropriate state office.

The applicant must provide a service or perform work on behalf of the city and its residents and demonstrate a presence within the community.



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Required Documentation per Ordinance No. 659:

1. Most recent audit report (the City Clerk's office has discretion to accept a P&L report and IRS tax filings in lieu of an audit report for smaller nonprofits with an estimated \$250,000 or less gross revenue)
2. Most recent financial statement
3. Detailed expenditure statement to include detailed accounting for all previously received City funds (if applicable)
4. Source and amount of funding received from all other sources (non-governmental agencies; membership fees and dues; private contributions)
5. Client service information as applicable to City residents (may not apply in all cases)
6. Proof of non-profit status (IRS determination)
7. Proof of corporate status to include copies of by-laws and Articles of Incorporation
8. Source and amount of funding received from other governmental agencies
9. Names and addresses of all current board members of agency governing board

Eligible Activities:

Programs and services affording health, public health, and human services care to all people, especially, to individuals of underprivileged conditions.

Populations Served:

Elderly, handicapped, developmentally disabled, and other special populations.

Priority Projects:

The Commission reserves the right to identify priority projects for funding.



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HEALTH & HUMAN SERVICES COMMISSION

Application for Financial Assistance

Agency Information:

Name of Agency

Address

Website

Phone Number

Name of Agency Director

Email Address

Direct Line

Project Manager

Email Address

Direct Line

Secondary Contact

Email Address

Direct Line



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Organization Information:

Provide background information on your agency to include services currently being provided.

Provide target population and demographic information on your current clientele to include percentage located within the City of Apache Junction.



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Provide an example of a previous project success similar to what is being proposed and/or one that was successful with Health and Human Services funding support. Include how it was determined to be successful.

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Provide a detailed description of current partnerships within the community include the name of the project/activity and how your agency partnered to make it successful.

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HEALTH & HUMAN SERVICES COMMISSION

Application for Financial Assistance

Does your agency have adequate capacity to complete the project being requested?

Is the execution of this project dependent upon new staff funded through this program?

Are your board members listed on your website?

Does your website include your mission and vision statements?

Do you have a strategic plan?

Are you listed on the www.211Arizona.org website?

Have you participated in a Project Connect event in the past?

Have you participated in a Health and Wellness Expo in the past?

Have you participated in the Apache Junction Community Resource Center in the past?

Provide your 501c3 Identification number and renewal date.*

Do you have current By Laws signed by the Board of Directors?*

Do you have current Articles of Incorporation signed by the Board of Directors?*

Are you filed with the Arizona Secretary of State or Arizona Corporation Commission?*

*These items shall be submitted every five years to be held on file at the city. Should any document change or be updated, a new copy shall be submitted to the city within 10 working days.



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HEALTH & HUMAN SERVICES COMMISSION

Application for Financial Assistance

Problem Statement:

What is the nature and extent of the problem to which you are trying to address?

To whom is this happening?

Why is this happening? What are the reasons or causes for the problem?



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HEALTH & HUMAN SERVICES COMMISSION

Application for Financial Assistance

How do you know this is a problem? Provide statistics that support your claim. If available, please use statistics collected from your agency data and/or local documentation.

What will happen if the problem is not addressed?

What are the gaps between what exists and the solution?



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HEALTH & HUMAN SERVICES COMMISSION

Application for Financial Assistance

Is there local documentation which identifies this as a problem?

Has the city or the commission identified this as a problem?



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HEALTH & HUMAN SERVICES COMMISSION

Application for Financial Assistance

Project Proposal:

What is the proposed project to address the problem identified above? Please address the who, what, when, where, why, and how.

Is this a best practice or has it been proven successful in other places?

Is this a new or continuing project?

Why is this a need to be addressed?



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Who will you serve with this project?

How and will you sustain this project after the agreement has ended?

Are there any community partners on this project? If so, please list.



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Application for Financial Assistance

Please complete the chart below to answer the following questions for each component of your project.

Approach: What are you going to do?

Inputs/Resources: What resources do you have to complete the project?

Activities: What specific actions will take place?

Outputs: What is the direct product of the activities?

Outcomes: What is the benefit or change as a result of the project?

Goals: What is the overall goal of the project?

| Project Component | Approach | Input | Activities | Outputs | Outcomes | Goals |
|-------------------|----------|-------|------------|---------|----------|-------|
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HEALTH & HUMAN SERVICES COMMISSION

Application for Financial Assistance

Financial Information:

What is your Tax ID number?

What is your Arizona Tax Privilege License number?

Does your agency have internal financial controls in place to track, report, and account for all funds which promotes transparency?

Is a certified public accountant responsible for your daily financials?

Is a certified public accountant responsible for creating your monthly financial statements? Please provide most recent report.

Is a certified public accountant responsible for your filing your taxes?

When was your last 990 reported?

Where can it be found?

Have you had an audit completed and when?*

Do you have an annual agency budget? Please provide.

Who is responsible for creating your annual budget?

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*These items may be submitted every five years to be held on file at the city. Should any document change or be updated, a new copy shall be submitted to the city within 10 working days.

Provide a list of your annual fundraisers and average amount raised.

| |
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Provide a list of your funding sources and the average amount received, including membership dues and private contributions.

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HEALTH & HUMAN SERVICES COMMISSION

Application for Financial Assistance

Project Budget:

Please provide a detailed budget by quarter for each itemized expense.

| | Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 | Total |
|-------|-----------|-----------|-----------|-----------|-------|
| 1 | | | | | \$ |
| 2 | | | | | \$ |
| 3 | | | | | \$ |
| 4 | | | | | \$ |
| 5 | | | | | \$ |
| 6 | | | | | \$ |
| 7 | | | | | \$ |
| 8 | | | | | \$ |
| 9 | | | | | \$ |
| 10 | | | | | \$ |
| Total | | | | | |

What percentage of the project budget is being requested? \$ _____

What percentage of your budget is the requested funding? \$ _____



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HEALTH & HUMAN SERVICES COMMISSION

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Narrative:

Please provide a detailed budget narrative for each itemized expense.

1

2

3

4

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6

7

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10



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HEALTH & HUMAN SERVICES COMMISSION

Application for Financial Assistance

Project Evaluation:

How will you determine your project was successful in reaching your goals and what methods will you use?

Project a minimum of two SMART Objectives by completing the chart below.

| | Direction of change | What is changing | Target population | Degree of change | Timeframe | Measure |
|---|---------------------|------------------|-------------------|------------------|-----------|---------|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |

Completed applications and documents can be submitted in person to the City Clerk's Office or via e-mail to Jennifer Pena (jpena@apachejunctionaz.gov) and to Jill Bright (jbright@apachejunctionaz.gov).



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HEALTH & HUMAN SERVICES COMMISSION

Application for Financial Assistance

Scoring Rubric for Commissioners:

Eligibility Questions

Y/N

Application was submitted by the required due date.

Application was complete and provided adequate detail.

Applicant meets eligibility requirements.

Serves AJ residents

Has a presence in the community

Is a 501 c(3) non-profit

Provides a health and human services need

Proposal Review

1 to 5

Organization Review - 25 points total

Provided information on residents served

Demonstration of successful projects

Demonstration of agency partnerships

Demonstration of agency capacity

Provided all required documentation per Ordinance No. 659

Problem Statement Review - 15 points total

Adequately identified the problem

Adequately identified the gaps

Identified a documented problem

Proposal Review - 20 points total

Provided detailed project information

Demonstration of need

Demonstration of community partners

Provided a detailed project scope

Financial Review - 15 points total

Provided required documentation

Demonstrated a financial need

Provided detailed and eligible budget

Evaluation Review - 10 points total

Comprehensive evaluation plan

Provided a minimum of two SMART objectives

85 points total

0

1 = Did not address adequately

2 = Addressed somewhat

3 = Addressed

4 = Adequately addressed

5 = Exceeded expectation



ATLANTA GA 39901-0001

In reply refer to: 0752484920
Feb. 07, 2019 LTR 4168C 0
94-1156347 000000 00

00003933
BODC: TE

THE SALVATION ARMY
TERRITORIAL HEADQUARTERS
% TERRY O HUGHES
30840 HAWTHORNE BLVD
RCH PALOS VRD CA 90275-5301

Attachment A

020350

Employer ID number: 94-1156347
Form 990 required: NO

Dear The Salvation Army Territorial:

We're responding to your request dated Jan. 20, 2019, about your tax-exempt status.

We issued you a determination letter in June, 2011, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(i).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

0752484920
Feb. 07, 2019 LTR 4168C 0
94-1156347 000000 00
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THE SALVATION ARMY
TERRITORIAL HEADQUARTERS
X TERRY O HUGHES
30840 HAWTHORNE BLVD
RCH PALOS VRD CA 90275-5301

local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,



Teri M. Johnson
Operations Manager, AM Ops. 3

August 31, 2020

| | Actual 2 Years Prior 2018 | Actual Last Year 2019 | Actual Year to Date 2020 | Budget This Year 12 Mo 2020 | Budget Next Year 12 Mo 2021 |
|---|---------------------------------|-----------------------------|--------------------------------|-----------------------------------|-----------------------------------|
| | Apache Junction Corps | Apache Junction Corps | Apache Junction Corps | Apache Junction Corps | Apache Junction Corps |
| 4100 Contributions | 296,641 | 328,981 | 315,925 | 340,500 | 325,000 |
| 4003/4 Meeting Collections | 15,337 | 21,839 | 8,907 | 24,300 | 11,500 |
| 4X05 World Service Contributions | 557 | 1,407 | 317 | 4,885 | 500 |
| 4121/4200 Special Fund Raising Events | 0 | 223 | 843 | 46,000 | 12,500 |
| 405X Gifts-In-Kind | 217,361 | 185,189 | 107,135 | 270,000 | 270,000 |
| 4609 Special Appeals Appropriations | 0 | 0 | 858 | 0 | 0 |
| 4600 Associated Organizations | 180,422 | 186,513 | 32,631 | 26,000 | 79,000 |
| 4691 THQ Program Trust Distributions | 13,215 | 13,215 | 5,506 | 13,215 | 13,215 |
| 4695 Income Res Distributions | 657 | 661 | 272 | 661 | 652 |
| 4696 Field Support Fund Distributions | 0 | 0 | 6,933 | 0 | 0 |
| 6000 Membership Dues - Net | 31 | 67 | 16 | 50 | 50 |
| 6200 Program Service Fees | 1,397 | 1,232 | 103 | 2,500 | 1,000 |
| 6900 Miscellaneous Revenue | 447 | 147 | 751 | 1,500 | 1,500 |
| TOTAL INCOME | 726,065 | 739,474 | 480,196 | 729,611 | 714,917 |
| EXPENSE | | | | | |
| 7000 Salaries & Allowances | 244,881 | 242,503 | 153,520 | 215,844 | 178,407 |
| 7100 Officer & Employee Benefits | 18,945 | 19,608 | 16,435 | 20,831 | 21,578 |
| 7200 Employment Taxes | 9,029 | 8,636 | 5,739 | 9,271 | 10,024 |
| 8000 Professional Fees | 17,684 | 18,763 | 28,958 | 18,386 | 37,553 |
| 8100 Supplies | 17,303 | 19,538 | 11,999 | 8,385 | 5,575 |
| 8189 GIK: Supplies | 50 | 0 | 0 | 0 | 0 |
| 8200 Telephone | 3,317 | 3,544 | 3,268 | 3,400 | 3,200 |
| 8300 Postage & Shipping | 6,013 | 6,558 | 6,578 | 6,422 | 7,548 |
| 8400 Occupancy | 39,381 | 50,792 | 41,753 | 28,056 | 46,082 |
| 8500 Equipment/Furnishings | 14,073 | 31,655 | 9,563 | 10,120 | 6,620 |
| 8600 Printed Materials | 21,711 | 21,090 | 21,536 | 17,276 | 23,589 |
| 8700 Transportation/Meals | 38,997 | 33,917 | 30,879 | 24,222 | 24,543 |
| 8800 Conf/Councils/Special Meetings | 7,668 | 8,729 | 850 | 200 | 2,350 |
| 8900 Specific Assistance To Individuals | 37,159 | 35,255 | 26,015 | 28,500 | 33,300 |
| 89x9 GIK Specific Assistance To Individuals | 217,311 | 168,189 | 107,135 | 270,000 | 270,000 |
| 9000 Membership Dues | 508 | 540 | 275 | 250 | 250 |
| 9100 Awards & Grants | 472 | 968 | 250 | 500 | 500 |
| 9400 Miscellaneous Expense | 1,887 | 1,511 | 963 | 1,279 | 1,383 |
| 9500 Depreciation | 683 | 992 | 1,157 | 0 | 1,984 |
| 9600 Indirect/Agency Allocations | 0 | 0 | 4,436 | 0 | 0 |
| 9605 World Service Expense | 3,648 | 3,756 | 4,477 | 4,885 | 4,885 |
| 969? Indirect/Agency Support Service | 32,065 | 36,031 | 33,397 | 42,864 | 35,544 |
| Expenses Before Admin Allocation | 732,786 | 712,575 | 509,183 | 710,691 | 714,917 |
| TOTAL EXPENSE | 732,786 | 712,575 | 509,183 | 710,691 | 714,917 |
| Current Surplus / (Deficit) | (6,721) | 26,899 | (28,987) | 18,920 | (0) |
| Prior Year Surplus / Deficit | 13,796 | 7,075 | 33,974 | 0 | 0 |
| Accum Surplus/Deficit Operating | 7,075 | 29,506 | 4,988 | 18,920 | (0) |
| Accum Surplus/Deficit Fixed Assets | 0 | 4,468 | 0 | 0 | 0 |
| Accum Surplus/Deficit Temp Restricted | 0 | 0 | 0 | 0 | 0 |
| Total Accumulated Surplus/Deficit | 7,075 | 33,974 | 4,988 | 18,920 | (0) |

Officer in Charge/Program Director:

Corps Council:

Advisory Board Chair:

THE SALVATION ARMY, A CALIFORNIA CORP.

WESTERN TERRITORY BOARD OF DIRECTORS

| NAME | POSITION | CONTACT | TERM | ADDRESS |
|-----------------------------|------------------------------|--|--------------------|--|
| Commissioner David Hudson | Chairman of Board & Director | Vickie.Sledge@usw.salvationarmy.org (703) 684.5500 | 9.01.2017-Present | 615 Slater Lane Alexandria, VA 22313 |
| Commissioner Kenneth Hodder | President & Director | Michelle.Fischer@usw.salvationarmy.org (562) 436.7000 | 12.30.2016-Present | 30840 Hawthorne Blvd. Rancho Palos Verdes, CA 90275 |
| Colonel Douglas Riley | Vice President & Director | Michelle.Fischer@usw.salvationarmy.org (562) 436.7000 | 11.01.2015-Present | 30840 Hawthorne Blvd. Rancho Palos Verdes, CA 90275 |
| Commissioner Jolene Hodder | Director | Michelle.Fischer@usw.salvationarmy.org (562) 436.7000 | 12.30.2016-Present | 30840 Hawthorne Blvd. Rancho Palos Verdes, CA 90275 |
| Lt. Colonel Steve Smith | Director | Michelle.Fischer@usw.salvationarmy.org (562) 436.7000 | 7.01.2015-Present | 30840 Hawthorne Blvd. Rancho Palos Verdes, CA 90275 |
| Lt. Colonel Douglas Tollrud | Treasurer & Director | Michelle.Fischer@usw.salvationarmy.org (562) 436.7000 | 6.28.2017-Present | 30840 Hawthorne Blvd. Rancho Palos Verdes, CA 90275 |
| Lt. Colonel Kyle Smith | Director | Michelle.Fischer@usw.salvationarmy.org (562) 436.7000 | 10.01.2018-Present | 30840 Hawthorne Blvd. Rancho Palos Verdes, CA 90275 |
| Lt. Colonel Lisa Smith | Director | Michelle.Fischer@usw.salvationarmy.org (562) 436.7000 | 6.27.18-Present | 30840 Hawthorne Blvd. Rancho Palos Verdes, CA 90275 |
| Terry O. Hughes | Director & Secretary | Michelle.Fischer@usw.salvationarmy.org (562) 436.7000 | 09.16.2014-Present | 30840 Hawthorne Blvd. Rancho Palos Verdes, CA 90275 |

BYLAWS

OF

THE SALVATION ARMY

(a California corporation)

Amended through April 28, 1992

BYLAWS
OF
THE SALVATION ARMY

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BYLAWS
OF
THE SALVATION ARMY
(a California corporation)

ARTICLE I
THE CORPORATION

Section 1.01 Name and Location

The name of this Corporation shall be THE SALVATION ARMY, and its principal office and place of business shall be in the City of Rancho Palos Verdes, County of Los Angeles, State of California. The Corporation may have offices in such other places for the business of the Corporation and for the keeping of the books thereof as its Board of Directors may from time to time determine or the business of the Corporation may require.

Section 1.02 Objects

The general objects and purposes of this Corporation are those stated in its Articles of Incorporation and amendments thereto, including the custody, control, management and administration of all of the temporalities and property, real and personal, located in the Western Territory belonging to that branch of the Christian Church known as The Salvation Army, and the revenues therefrom, and administration of the same in accordance with the discipline, rules, regulations and usages of that branch of the Christian Church known as The Salvation Army.

Section 1.03 Powers of the Corporation

Consistent with state law, this Corporation has the power to serve as a trustee of a trust of which it is a beneficiary, either income or remainder. Nothing contained in this Section 1.03 shall be construed to limit any of the powers of the Corporation set forth in its Articles of Incorporation, as amended from time to time.

ARTICLE II
DIRECTORS

Section 2.01 Selection

The Board of Directors shall consist of the National Commander of The Salvation Army in the United States, the Territorial Commander of the Western Territory of The Salvation Army in the United States, and the Territorial Chief Secretary of the Western Territory of The Salvation Army in the United States, and four (4) other directors selected by the National Commander, Territorial Commander and Territorial Chief Secretary. Directors selected by the National Commander, Territorial Commander and Territorial Chief Secretary shall serve as directors until they

are removed by the Chairman of the Board or resign pursuant to the provisions of these Bylaws.

Section 2.02 Removal

The Chairman of the Board may remove those directors that are selected by the ex officio directors (National Commander, Territorial Commander, and Territorial Chief Secretary) under Section 2.01 above, at any time, with or without cause, pursuant to Section 5.01 of these Bylaws.

Section 2.03 Resignation

A director of this Corporation may resign at any time by causing to be delivered to the Board of Directors his written resignation, which resignation may be received by, acted upon, and accepted by the remaining directors at any regular or special meeting of the Board of Directors of this Corporation.

Section 2.04 Powers

Without prejudice to the general powers conferred by statute, by the Articles of Incorporation and amendments thereto, and by these Bylaws, the Board of Directors shall have the custody, control, management and administration of all of the temporalities and property, real and personal, belonging to the Corporation, and the revenues therefrom, and shall administer the same in accordance with the discipline, rules and usages of that branch of the Christian Church known as The Salvation Army or the governing body thereof. However this Section does not give to said directors any control over the policy of or control of the religious or ecclesiastical membership of that branch of the Christian Church known as The Salvation Army, or power to dismiss or remove any of the officers or members thereof, or power over any of the spiritual offices thereof. The directors shall be subject to the rules and discipline of said branch of the Christian Church known as The Salvation Army laid down by the General thereof or his successor in office. In addition to the above powers, it is hereby expressly declared that the Board of Directors shall have the following powers:

- A. from time to time to make and change rules and regulations, not inconsistent with law or these Bylaws, for the management of the Corporation's business and affairs;
- B. to lease, purchase, or otherwise acquire in any lawful manner for and in the name of the Corporation any and all real or personal property, rights, or privileges whatsoever deemed necessary or convenient for the prosecution of its activities, and which the Corporation is authorized to acquire, at such price or consideration and generally on such terms and conditions as they think fit, and at their

discretion to pay therefor either wholly or partly in money, bonds, debentures, or other securities of this Corporation;

- C. to lease, sell or otherwise dispose of any real or personal property, rights or privileges belonging to the Corporation whenever in their opinion its interests would be promoted thereby, at such price or consideration and on such terms and conditions as they think fit;
- D. to contract and discharge indebtedness, and to create, issue and make mortgages, promissory notes, bonds, deeds of trust, trust agreements, and negotiable or transferable instruments and securities, secured by mortgage or otherwise, and to do every other act and thing necessary to effectuate the same;
- E. to appoint any person or corporation to accept and hold in trust for the Corporation any property belonging to the Corporation, or in which it is interested, or for any other purpose, and to execute and do all such deeds and things as may be requisite in relation to any such trust; and
- F. to delegate any of the powers of the Board of Directors in the course of the current and usual business of the Corporation to any standing or special committee (subject to Article III hereof), or to any officer or agent, and to appoint any person to be the agent of the Corporation with such powers (including the power to subdelegate), upon such terms as the Board of Directors sees fit.

Section 2.05 Regular Meetings

Regular meetings of the Board of Directors may be held without notice, at such time and place as shall be determined from time to time by the Board of Directors.

Section 2.06 Special Meetings

Special meetings of the Board of Directors may be called by the Chairman of the Board, the President or the Secretary on five (5) days' notice to each director, either personally, by mail, or by telegram. Special meetings shall be called by the Secretary in like manner on the written request of four (4) directors. Special meetings of the Board of Directors may be held at any time or place, without notice, upon all of the members of the Board of Directors being present.

Section 2.07 Quorum

At all meetings of the Board of Directors a majority thereof shall be necessary and sufficient to constitute a quorum for the transaction of business, provided that either the President or the Vice President attends the meeting. If neither the President nor Vice President is counted towards the quorum, then a due quorum for purposes of this Section shall not exist. The act of the majority of such directors present at any meeting at which there is a duly constituted quorum shall be the act of the Board of Directors, except as may be otherwise specifically provided by statute, by the Articles of Incorporation and amendments thereto, or by these Bylaws.

Section 2.08 Action by Unanimous Written Consent

If and when the Board of Directors shall severally or collectively consent in writing to any action to be taken by the Corporation, such action shall be valid corporate action as though it had been authorized at a meeting of the Board of Directors.

Section 2.09. Compensation

Directors, as such, shall receive no stated salary for their services, but by resolution of the Board of Directors the expenses of the attendance, if any, may be allowed for attendance at each regular and special meeting of the Board of Directors. Nothing herein contained shall be construed as precluding any director from serving the Corporation in any other capacity and receiving compensation therefor.

ARTICLE III
COMMITTEES

Section 3.01 Committees

The Corporation shall have such committees as are authorized by The Salvation Army Orders and Regulations for Territorial Councils and Corporations in the United States of America, as amended from time to time ("Orders and Regulations"). Such committees shall be organized and governed pursuant to the provisions of the Orders and Regulations.

ARTICLE IV
OFFICERS

Section 4.01 Officers

The officers of this Corporation shall be a Chairman of the Board, a President, a Vice President, a Secretary, and a Treasurer. Any number of offices may be held by the same person

except that neither the Secretary nor the Treasurer may serve concurrently as the Chairman of the Board or the President.

Section 4.02 Ex Officio Officers

Whoever shall be National Commander of The Salvation Army in the United States of America, Territorial Commander of The Salvation Army in the Western Territory of the United States, and Chief Secretary of The Salvation Army in the Western Territory of the United States, shall be ex officio Chairman of the Board, President, and Vice President, respectively, of this Corporation.

Section 4.03 Elective Officers

The Board of Directors shall choose a Secretary and a Treasurer, who need not be members of the Board of Directors.

Section 4.04 Additional Officers

The Board of Directors may appoint such other officers and agents as it shall deem necessary, who shall have such authority, perform such duties, and serve for such period as may from time to time be determined by the Board of Directors.

Section 4.05 Chairman of the Board

The National Commander of The Salvation Army in the United States of America shall be ex officio the Chairman of the Board of the Corporation. He shall preside, if present, at all meetings of the Board of Directors, but shall not be under necessity to attend. He shall have general and active management of the business of this Corporation. He shall execute, on behalf of the Corporation, all mortgages, deeds, conveyances, bonds, notes, other contracts and documents requiring a seal, under the seal of the Corporation, and any and all documents, instruments, agreements and papers of every kind that may be or become necessary to be executed on behalf of this Corporation. He shall have the general powers of supervision and management usually vested in the office of the chairman of the board of a corporation. The Chairman of the Board may delegate any or all of his duties and powers to the President for such term and under such conditions as he shall consider advisable.

Section 4.06 President

In the absence or disability of the Chairman of the Board, the President shall have all of the rights, privileges and authority and shall perform all of the duties of the Chairman of the Board, with the following exception: only the Chairman of the Board shall have the power to appoint or remove officers or directors as provided in Section 5.01.

Section 4.07 Vice President

In the absence or disability of the President, the Vice President shall have all of the rights, privileges and authority and shall perform all of the duties of the President.

Section 4.08 Secretary

The Secretary shall attend all sessions of the Board of Directors, and act as clerk thereof, and record all votes and the minutes of the proceedings in a book to be kept for that purpose; and shall perform like duties for the committees when required. He shall give or cause to be given all notices of meetings of the Board of Directors and perform such other duties as may be prescribed by the Board of Directors or by the President, under whose supervision he shall be. He shall have custody of the corporate seal, and, when required to do so, shall affix the same³ to any instrument requiring the same, and attest the same by his signature as Secretary. A duplicate set of all books by him or in his custody, including all entries therein, shall be made by him and filed with the President of the Corporation.

Section 4.09 Treasurer

The Treasurer shall have custody of the corporate funds and securities, and shall keep full and accurate accounts of all receipts and disbursements in books belonging to the Corporation, and shall deposit all monies and valuable effects in the name of and to the credit of the Corporation, in such depositories as may be designated by the President or by the Board of Directors. He shall disburse the funds of the Corporation as may be ordered by either the President or the Board of Directors, taking proper vouchers for such disbursements, and shall render to the President and to the Board of Directors, at the regular meetings of the Board of Directors, or whenever the Board of Directors may require it, an account of all of his transactions as Treasurer and of the financial condition of the Corporation. He shall give to the Corporation a bond, if required by the President or the Board of Directors, in a sum and with one or more sureties as may be required by and satisfactory to the President or the Board of Directors, for the faithful performance of the duties of his office and for the restoration to the Corporation, in the event of his death, resignation, retirement or removal from office, of all books, papers, vouchers, money and other property of whatever kind, in his possession or under his control, belonging to the Corporation.

ARTICLE V REMOVAL AND FILLING VACANCIES

Section 5.01 Removal and Appointment

There shall be vested in the Chairman of the Board the power and authority and without the necessity to assign any cause

(1) to remove or suspend any elected or appointed officer, agent or employee of the Corporation, either permanently or temporarily; and (2) to remove or suspend any director thereof. Such removal or suspension shall be in writing and shall take effect immediately upon the Chairman of the Board of this Corporation causing notice thereof to be served upon the Secretary of this Corporation. Such notice may also be given by telegram. Notice of such removal or suspension may also be mailed to or served upon the individual to whom it is applicable, but the giving of notice to the individual to whom it is applicable shall not be prerequisite to the taking effect, in the manner hereinabove provided, of such removal or suspension. Should this power of removal or suspension be exercised by the Chairman of the Board, then authority is hereby vested in the Chairman of the Board to fill any vacancy that is occasioned thereby, by appointment in writing, in which event the individual so appointed shall exercise all of the powers and is hereby expressly given all of the power and authority vested by these Bylaws in the office to which he is so appointed, and he shall hold office until a successor to the person so appointed shall have been elected or appointed and shall have qualified. Such appointment shall take effect from the moment a notice in writing to that effect is signed by the Chairman of the Board of this Corporation. Such appointment may be by telegram. Notice of such appointment may also be mailed to or served upon the Secretary of this Corporation, but the giving of notice to the individual to whom it is applicable, or the service of notice upon the Secretary shall not be prerequisite to the taking effect, in the manner herein provided, of such appointment.

Section 5.02 Vacancies -- How Filled

If the office of any director (other than a designated ex officio directorship) or of any elected or appointed officer or agent becomes vacant for any reason other than by removal by the Chairman of the Board (in which event the vacancy shall be filled as hereinbefore provided), the Board of Directors may choose a successor or successors, who shall hold office for the unexpired term in respect of which such vacancy occurred. No individual shall be so chosen by the Board of Directors who has not been previously nominated or approved in writing by the Chairman of the Board of this Corporation.

ARTICLE VI INDEMNIFICATION OF DIRECTORS, OFFICERS, EMPLOYEES AND OTHER AGENTS

Section 6.01 Indemnification of Directors, Officers, Employees and Other Agents

To the extent permitted under, and in accordance with California law, any person who is or was a director, officer, employee, or other agent of this Corporation shall be entitled to indemnification by the Corporation for any expenses, judgments,

finances, and settlements incurred as a result of any claims or proceedings against such person by reason of his or her position or relationship as an agent of this Corporation.

ARTICLE VII
INDEBTEDNESS

Section 7.01 Indebtedness

No indebtedness obligating the Corporation in any one transaction of business in excess of the amount stipulated by the General of that branch of the Christian Church known as The Salvation Army in the memorandum of appointment to the Territorial Commander of The Salvation Army in the Western Territory of the United States of America shall be incurred without the written approval thereof of the Chairman of the Board having been first procured, and which written approval shall be placed on file in the record book of this Corporation and preserved among the records.

ARTICLE VIII
MISCELLANEOUS

Section 8.01 Seal

The Corporation shall have a corporate seal of which the impression set opposite this Section shall be an identification.

Section 8.02 Fiscal Year

The Corporation's fiscal year shall begin on the first day in October in each year.

Section 8.03 Notices

Whenever under provisions of these Bylaws notice is required to be given to any director or officer (including notices of removal or suspension) it shall not be construed to mean personal notice, but such notice may be given in writing by depositing the same in the post office or letter box, in a postpaid, sealed wrapper, addressed to such director or officer, at such address as appears on the books of the Corporation, or in default of such address then to such officer or director at the general post office in Rancho Palos Verdes, California, and such notice shall be deemed to have been given and served at the time when it is mailed.

Section 8.04 Waiver of Notice

Any director or officer may waive any notice required to be given under these Bylaws.

Section 8.05 Gender Neutral

Whenever the masculine gender is used herein it shall include the feminine.

ARTICLE IX
AMENDMENT AND REPEAL OF BYLAWS

Section 9.01 Amendment and Repeal of Bylaws

The Board of Directors, by the affirmative vote of all of its members, including the Chairman of the Board of the Corporation, may alter or amend these Bylaws at any regular or special meeting of the Board of Directors.

CERTIFICATE

I, Evelyn J. Hunter, do hereby certify that I am the duly elected, qualified and acting Secretary of The Salvation Army, a California corporation (the "Corporation"), that the foregoing copy of Bylaws is a true and correct copy of the Bylaws of the Corporation, as amended by resolution of the Board of Directors of the Corporation, and such Bylaws have not been further amended or modified and are, on the date hereof, in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and attached the official seal of the Corporation this 28 day of April, 1992, at the office of the Corporation in Rancho Palos Verdes, California.


Evelyn J. Hunter, Secretary