



S.L. Gimbel Foundation Fund Holiday Food Program Grant Application

Internal Use Only:
Grant :



Organization / Agency Information

Organization/Agency Name: Oregon Food Bank		
Physical Address: 7900 NE 33rd Drive		City/State/Zip Portland, OR 97211
Mailing Address: Same as above		City/State/Zip
CEO or Director: Susannah Morgan		Title: CEO
Phone: (503) 419-4190	Fax: (503) 439-6621	Email: smorgan@oregonfoodbank.org
Contact Person: Maggie Bonjean		Title: Grant Writer
Phone: (971) 205-5014	Fax: (503) 439-6621	Email: grants@oregonfoodbank.org
Web Site Address: www.oregonfoodbank.org		Tax ID: 93-0785786

Program / Grant Information

Program/Project Name: Food Acquisition and Distribution			Amount of Grant Requested: \$15,000
Total Organization Budget:	Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100):	Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100):	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100):
\$73,836,266	92.2%	2.2%	7.8%
Purpose of Grant Request (one sentence): Oregon Food Bank requests \$14,997 from the S.L. Gimbel Foundation Fund to purchase 786 cases of masa flour for distribution across Oregon and Clark County, Washington.			
Gimbel Holiday Grants Received: List Year(s) and Award Amount(s) January 2019 - \$15,000			

Signatures

Board President / Chair: (Print name and Title)	Signature:	Date:
Patrick Criteser, Immediate Past Chair		11/11/2019
Executive Director/President: (Print name and Title)	Signature:	Date:
Susannah Morgan , CEO		11/11/19

S.L. Gimbel Foundation Fund Holiday Grant Application

Please provide the following information for items I. through III. by answering all questions in ONE PAGE-12 Font. Please be thorough, clear, specific, and concise.

I. Organization/Agency Background: State your mission, vision, purpose, and provide a brief history. What are your core programs and activities? How many people do you serve? How many paid staff, full time and part-time? How many volunteers?

The mission of Oregon Food Bank (OFB) is to eliminate hunger and its root causes...because no one should be hungry. Founded in 1982, OFB's primary activity has been the distribution of food through a network of 21 Regional Food Banks, four operated by OFB, and over 1,200 Partner Agency food distribution programs serving Oregon and Clark County, Washington. Each month, OFB distributes food to 260,000 hungry people across our service area. We know that hunger is a community-wide symptom of barriers to employment, education, housing and health care. We seek to dismantle these barriers by addressing the root causes of hunger through grassroots policy advocacy, nutrition and garden education, and support for healthy community food systems. OFB has 170 full-time and 10 part-time employees, and leverages the donated time of 40,000 unique volunteers each year.

II. Project Information: Describe your food distribution program. **ANSWER ALL QUESTIONS.** Explain the community need including demographics, geographic characteristics of the area or community to be served, community conditions and income level. What are the specific activities of the food program?

OFB requests a \$14,997 grant to purchase 34,584 pounds of masa flour for distribution to food insecure clients throughout Oregon and Southwest Washington.

OFB's Food Acquisition and Distribution services provide hungry individuals and families an assortment of fresh vegetables and fruit, meat or fish, shelf-stable or prepared meals, eggs, rice or pasta, cereal, grains, and dairy products. An average food distribution feeds a family of four for 3-5 days. OFB sources food from the USDA, farmers, processors, manufacturers, and retailers to feed our community. OFB distributes this food through the OFB Network of over 1,200 partner agencies and programs throughout its service area.

In Oregon, there are over 500,000 people –more than 165,000 children – who do not have enough food (Feeding America, 2019). Hunger impacts the health and wellbeing of people of all ages. Food insecure adults experience higher rates of arthritis, cancer, depression, and pregnancy complications. Children experience developmental risk, multiple physical and mental health issues, and poor educational performance and academic outcomes (FRAC, 2017). Providing food works to alleviate and prevent the negative impact of hunger on our community members.

How do you identify/qualify those in need? How often is the food distribution offered?

OFB provides food assistance for individuals and families struggling to put food on the table. All food recipients are considered low-income and 69% live below 100% of the Federal Poverty Level (\$25,100 for a family of four). Food is distributed in abundance according to various schedules of OFB programs and partner agencies.

How many people will be served by the food distribution program (children, youth, adults, seniors)? Please explain how you keep track of number of people served.

Every month, more than 260,000 people – over 85,000 of them children – eat a meal provided through the OFB Network. We track food distribution metrics through Primarius (our food tracking database) and we track client participation through the Link2Feed database and partner agency reports. These systems capture number of visits, demographics, and pounds of food distributed.

**S.L. Gimbel Foundation Fund
Holiday Grant Application**

III. Project Budget

Please provide a detailed line-item budget for your project by completing the budget form below. **The maximum requested amount is \$15,000** or 25% of your operating budget, whichever is less. You can request for less than \$15,000. You may delineate your line items requests per examples below:

- 85% of total request for the purchase of food items only. (Ex. Total request of \$15,000; 85% is \$12,750 for food)
- 15% of total request for female hygiene products and/or diapers. (Ex. Total request of \$15,000; 15% is \$2,250 for diapers and female hygiene products)
- 100% of total request for the purchase of food items
- Canned tuna will not be funded.

Food items must be delineated (i.e. canned vegetables, soup, pasta, dried beans, rice, etc.). For each food item, indicate the cost per unit (pound, carton, case, etc.) and the quantity. See attached example.

Line Item	Line Item Description	Requested Amount
Masa Flour	787 cases – 1 case has 10 4.4lb bags @ \$19.08 a case	\$15,015.96
TOTAL:		\$15,015.96

IV. Administrative Expenses Percentage

This section calculates how much the organization spent for general management, overhead, indirect items as a percentage of the organization's total expenses. The figures are based on your most current **990 form that you submitted, Part IX Statement of Functional Expenses.**

Management & general expenses (Column C only)	/Total expenses (Column A)	= Administrative Percentage
\$1,594,682	\$71,201,929	2.2 %

PR RECD JAN 10 2005

Internal Revenue Service

Date: December 1, 2004

Oregon Food Bank Inc.
7900 NE 33rd Dr.
Portland, OR 97211

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Rebecca Bowden ID# 31-03098
Internal Revenue Agent
Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
93-0785786

Dear Sir or Madam:

This is in response to your request of December 1, 2004, regarding your organization's tax-exempt status.

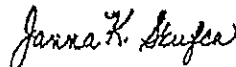
In February 1982 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Janina K. Skufca, Director, TE/GE
Customer Account Services



2019 OREGON FOOD BANK BOARD OF DIRECTORS

January 11, 2019

****CONFIDENTIAL**

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Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 ...	50,235,333.	50,235,333.		
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	303,935.	210,979.	28,594.	64,362.
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	9,183,418.	6,374,737.	863,983.	1,944,698.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	410,923.	285,245.	38,660.	87,018.
9 Other employee benefits	1,472,501.	1,022,147.	138,534.	311,820.
10 Payroll taxes	785,221.	545,067.	73,874.	166,280.
11 Fees for services (non-employees):				
a Management				
b Legal	9,514.		9,514.	
c Accounting	47,591.		47,591.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17	454,085.			454,085.
f Investment management fees	48,337.		48,337.	
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	348,504.	297,432.	-2,219.	53,291.
12 Advertising and promotion				
13 Office expenses	1,067,954.	672,819.	72,169.	322,966.
14 Information technology	337,118.	209,262.	44,426.	83,430.
15 Royalties				
16 Occupancy	851,762.	703,393.	47,160.	101,209.
17 Travel	188,439.	139,425.	22,468.	26,546.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	148,597.	109,946.	17,718.	20,933.
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	757,445.	598,381.	45,447.	113,617.
23 Insurance	82,659.	63,596.	11,457.	7,606.
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a FOOD TO BUY PROGRAM	2,663,565.	2,663,565.		
b TRANSPORTATION	823,507.	823,507.		
c FOOD RELATED COSTS	651,182.	651,182.		
d DUES AND FEES	330,339.	50,412.	86,969.	192,958.
e All other expenses				
25 Total functional expenses. Add lines 1 through 24e	71,201,929.	65,656,428.	1,594,682.	3,950,819.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here ☐ if following SOP 98-2 (ASC 958-720)



Oregon Food Bank
Organizational Budget

Budget 19-20

Revenue

Contributed Support	\$16,329,999
Government Support	\$3,284,408
Food Share Contributions	\$342,144
Food to Buy Program, net	\$116,907
Other Operating Income	\$67,000
Endowment Transfer to Operations	\$85,000
Donated Food Received	\$35,842,787
USDA Food Received	\$13,502,148
Pass Thru Government Support Received	\$2,169,983
Donor Designated Funds Received	\$275,000
Net Investment Income (Loss)	\$600,000
Use of prior years' fund surpluses	\$1,220,890
TOTAL REVENUE	\$73,836,266

Expenses

Salaries and Related Expenses	\$13,708,274
Professional & Contract Services	\$370,510
Supplies	\$446,930
Telephone and Computer Support	\$491,094
Publications & Postage	\$776,504
Transportation and Commercial Storage	\$806,022
Occupancy	\$861,366
Insurance	\$163,001
Equipment and Maintenance	\$329,863
Conferences, Meetings, and Travel	\$427,770
Dues and Fees	\$321,486
Depreciation	\$840,000
Food Related Costs	\$809,875
Partner Support	\$624,773
Network Support Funds	\$500,000
Purchased Food	\$568,880
Donated Food Distributed	\$35,842,787
USDA Food Distributed	\$13,502,148
Pass Thru Government Support Distributed	\$2,169,983
Donor Designated Funds Distributed	\$275,000
TOTAL EXPENSES	\$73,836,266

S. L. Gimbel Foundation Fund Holiday Food Grant

Organizational Information

Question Title

***1. Name of your organization.**

Oregon Food Bank

Question Title

***2. Grant #**

20180980

Question Title

***3. Grant Period**

January 1, 2019 - September 30, 2019

Question Title

***4. Location of your organization**

City | Portland

State | Oregon

Question Title

***5. Name and Title of person completing evaluation.**

Maggie Bonjean, Grant Writer

Question Title

***6. Phone Number:**

971-205-5014

Question Title

***7. Email address.**

grants@oregonfoodbank.org

Question Title

***8. Total number of clients served through this grant funding:**

32,900 meals

Question Title

***9. Approximate volume of food purchased with grant funds? (i.e 10 lbs of fresh produce; 1000 boxes; 10 cases, etc)**

Rice Long grain - 15 2lb bags per case, Approx. 1,316 cases purchased with grant funds

10. Describe the project's key outcomes and results based on your goals and objectives:

Our vision is that everyone shall have ready access to an ample, nutritious, and affordable food supply. Since Oregon Food Bank's (OFB) founding in 1982, our primary activity has been the collection and distribution of food through a statewide network of 21 regional food banks and over 1,200 agency

programs. Each month, OFB and the OFB Network serve 260,000 people – over 86,000 of them children – with food. Last year, we distributed 96 million pounds of food to those in need.

OFB's Food Acquisition and Distribution Program provides individuals and families with an assortment of fresh vegetables and fruit, meat or fish, shelf-stable or prepared meals, eggs, rice, pasta, cereal, grains, and dairy products. An average food distribution feeds a family of four for 3-5 days. This program sources shelf stable foods from the USDA and leverages donations from farmers, processors, manufacturers, and retailers to meet the hunger needs of the community. All purchased and donated food is brought to OFB warehouses, processed by volunteers, and distributed to the community.

The objective of this project was to purchase a truckload of pinto beans for distribution through the OFB Network. After review of our "purchased staple plan", OFB made a request to The Community Foundation to change the purchased item to rice. We were successful in purchasing the rice and getting it to the people who need it most in our service area.

11. Please describe any challenges/obstacles the organization encountered (if any) in attaining stated goals & Objectives.

OFB is dedicated to ensuring programs are accessible to all food insecure members of the community. We understand that specific communities run a disproportionate risk of being food insecure. OFB is working to center our clients in all that we do and that means ensuring our programs nurture a sense of community and celebrate cultural differences.

12. How did you overcome and/or address the challenges and obstacles?

OFB learned a great deal about effective food distribution models, volunteer recruitment, and client feedback loops. This project strengthened the OFB Network's ability to test the open food distribution model, farmer's market style distributions, and new client engagement strategies. We also conducted equity training with key distribution partners to ensure they have the capacity to serve the community in a way that creates safe spaces for all clients and preserves the dignity of those we serve.

13. Describe any unintended positive outcomes as a result of the efforts supported by this grant.

With the added resources, OFB focused on developing the capacity of community-based and culturally responsive organizations to distribute high volumes of product effectively to those experiencing hunger. Through investment in cold-storage, low-barrier distributions, and equity training, the OFB Network is more prepared and better equipped to distribute healthy and fresh food to the community in a culturally responsive way.

14. Briefly describe the impact this grant has had on your organization.

Funding like this helps OFB build the capacity to more effectively and equitably distribute high volumes of shelf stable product. Our transportation and warehouse infrastructure is flexed when we can make large, efficient purchases of food for distribution of the community. This helps us make incremental improvements to our systems along the way. It's far more cost effective to buy and process product at a larger scale.

15. Please provide a narrative on how the funds were used to fulfill grant objectives. Explain what was purchased and how funds were utilized based upon the budget that was submitted. Utilize your grant request and explain expenditures that were made. This can be accomplished by inserting a side by side explanation

Oregon Food Bank purchased white rice for distribution. Funds were solely applied to the purchase of rice. Receipt will be sent separately.

16. Please relate a success story:

OFB thanks the S.L. Gimbel Foundation Fund for its partnership in the fight against hunger. The impact of this gift can best be expressed through the following client story.

Third-grader Pedro gets food for his family at the school pantry at his elementary school. He and his mom Diane and older sister Selena also volunteer at the pantry, helping set up the distribution in the school cafeteria. The family used to get food stamps, but Pedro's father, who has a manufacturing job, now makes too much for them to qualify. So they rely on the food pantry. Pedro and Selena love the vegetables, and their mom appreciates getting meat, staples, and fruit that she can't afford to buy at the store."

Oregon Food Bank (OFB) financial report to S.L. Gimbel Fund
Program period: January 15, 2019 – November 1, 2019

Grant Amount from S.L. Gimbel	OFB Actual Expenditures:
\$15,000	\$16,279.20

22577



Gulf Pacific
12010 Taylor Road
Houston, TX 77041

PAGE NO. 1	INVOICE NO. IN-145161	APPLY TO	INVOICE DATE 05/01/2019	CUST NO ORE001
INVOICE			SALES ORDER NO.	

SOLD TO
OREGON FOOD BANK
P.O.BOX 55370
PORTLAND OR 972385370
United States
503-282-0555

SHIP TO
OREGON FOOD BANK - STATEWIDE W
7900 NE 33RD DR.
PORTLAND OR 97211

DATE SHIPPED 05/01/2019	PURCHASE ORDER NUMBER 840157	SHIP VIA INTERMODAL	SOL 10-01 000101681	F.O.B. DELIVERED	TERMS NET 30
BUYER	DATE REQUESTED 04/30/2019	LOCATION 10-01	SALESPERSON MARK HESLA		TERRITORY Oregon
ITEM NUMBER GPLG15X2#-72	DESCRIPTION (15X2#) BALES, U.S. LONG GRAIN MILLED RICE, "GULF PACIFIC" BRAND PALLETTIZED AND STRETCH WRAPPED SHIPMENT: MAY 1,2019 ==== B/L NO. 80-31 000101681 ==== PO 840157 EX - OTWELL, AR SO NO. 78409		QUANTITY ORDERED 1428.00	QUANTITY SHIPPED 1428.00	UNIT PRICE 11.4000 EXTENDED PRICE 16279.20
<p>ALL OVERAGES, SHORTAGES, & DAMAGES FOR TRUCK SHIPMENTS MUST BE REPORTED WITHIN 3 DAYS FROM RECEIPT OF PRODUCT. CALL 713-464-0606 (LAURIE OR DARLEEN) OR FAX 713-467-0325. IF NOTIFICATION IS NOT RECEIVED AS OUTLINED, NOCLAIM WILL BE PROCESSED AND PAYMENT OF THIS INVOICE IS DUE IN FULL. NO EXCEPTIONS!</p> <p>THIS INVOICE SHALL BE SUBJECT TO AND GOVERNED BY THE LAWS OF THE STATE OF TEXAS. ANY AND ALL OBLIGATIONS OR PAYMENTS ARE DUE AND PAYABLE IN HARRIS COUNTY, TEXAS WHERE VENUE SHALL BE PROPER.</p> <p>THERE WILL BE A \$35.00 HANDLING FEE ASSESSED ON ALL RETURNED CHECKS.</p> <p>INTEREST WILL BE CHARGED AT 9% PER ANNUM FOR PAYMENTS RECEIVED AFTER DUE DATE.</p> <p>**USA RICE MILLERS' ASSOCIATION TERMS AND CONDITIONS TO APPLY; DISPUTES TO BE ARBITRATED PER USA RICE MILLERS' ASSOCIATION ARBITRATION RULES**</p>					
SUBTOTAL 16,279.20		State	FREIGHT TOTAL ORDER VALUE 16,279.20		

Handwritten signature: Qui Monas