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Japanese Social Service

President Makoto Kai

JSS 2025 Holiday Drive Financial Report

Thank you very much for your generous cooperation and support for the 26th Annual Holiday Drive in 2025. Once again, this year, many members of the community extend warm kindness to families in need. Thanks to your support, we were able to deliver gifts to 45 households—112 individuals including children and seniors—before the holiday season in December 2025. The purpose of this report is to explain how the donated funds are managed, and the policies governing their use and carryover.

Positioning of the Holiday Drive

The Holiday Drive is separate from JSS's general operating funds and other program donations. It is a drive with a clear purpose: to deliver gifts directly to families in need using the funds entrusted to us as donations. Therefore, funds raised through the Holiday Drive are:

- Managed separately from other JSS funds, and
- Used exclusively for the purpose of the Holiday Drive (gift distribution).

Review of Operational Policy and Board Decisions

Past Challenges : In previous years, we assumed that a certain amount of donations would be received by December. Based on that assumption, gifts were purchased in advance in November and delivered to eligible families in early December.

However, if donations fell short of expectations, there was a risk that JSS would need to draw from its limited general funds. As JSS does not have abundant financial reserves, this approach was deemed unsustainable. In response to this challenge, the Board made the following decisions:

Holiday Drive Operational Rules

- i. Donations received by late November of the given year will be used to purchase gifts. Donations received after late November will be carried over to the following year's Holiday Drive.
- ii. Previously, carryover funds from the prior year were used for the following year's Summer Drive. Going forward, these funds will be used exclusively for the Holiday Drive, and the Summer Drive will no longer be held.

- iii. As a result, the Holiday Drive will use both the prior year's carryover funds and the donations received by late November of the current year to purchase gifts.

These rules ensure that JSS does not purchase gifts exceeding the amount of donations received for that year.

Operation Cost

For the 2025 Holiday Drive, 15% of the total donations received has been allocated as Operation Cost.

This includes staff time and other administrative expenses required to run the Holiday Drive. Although the actual operational cost exceeds 15%, the Board has decided to apply a flat 15% rate going forward for clarity and simplicity in calculation.

Carryover from the 2024 Holiday Drive

Flow of funds from 2024 to 2025: The carryover from the 2024 Holiday Drive was \$5,406, of which \$5,214 was used for gifts during the 2025 Summer Drive. As a result, \$192 was carried over to the 2025 Holiday Drive.

2025 Holiday Drive Financial Summary

Please refer to the financial summary below for details of the 2025 Holiday Drive. The carryover amount of \$6,114 will be used for gift purchases for the 2026 Holiday Drive.

Carryover from 2024 Holiday Drive	\$ 192
2025 Dec Holiday Drive Donations	\$ 18,405
2025 Dec Holiday Drive Funds in Total (A)	\$ 18,597
Purchase of Gifts in total	\$ 9,722
2025 Operation Costs (Donation \$18,405*15%)	\$ 2,761
2025 Dec Holiday Drive Expenses in Total (B)	\$ 12,483
Carryover to 2026 Holiday Drive (A)-(B)	\$ 6,114

Appreciation to Our Donors

We would like to express our deepest gratitude for your continued understanding and support.

This report serves as both our expression of thanks and our update on the use and management of your generous contributions. Thank you very much.

Sincerely,

Japanese Social Services