



**Community Action Partnership of Madera County, Inc.
Board of Directors Meeting**

Thursday, April 8, 2021

**1225 Gill Avenue
Madera, CA 93637**

WebEx Meeting Information

Meeting number: 146 208 1692 | Password: CAPMC1225

Meeting Link: <https://maderacap.webex.com/maderacap/j.php?MTID=m876f6692b88957dc5300bb4a4d139117>

Join by phone: 1-844-992-4726 United States Toll Free

Access code: 146 208 1692

AGENDA

Supporting documents relating to the items on this agenda that are not listed as “Closed Session” are available for inspection during the normal business hours at Community Action Partnership of Madera County, 1225 Gill Avenue, Madera, CA 93637. Supporting documents relating to the items on the agenda that are not listed as “Closed Session” may be submitted after the posting of the agenda and are available at Community Action Partnership of Madera County, Inc. during normal business hours.

Please visit www.maderacap.org for updates.

CALL TO ORDER BOARD OF DIRECTORS

ROLL CALL – Cristal Sanchez

A. PUBLIC COMMENT

The first ten minutes of the meeting are reserved for members of the public to address the Board of Directors on items of interest to the public that are within the subject matter jurisdiction of the agency. Speakers shall be limited to three minutes. Attention is called to the fact that the Board is prohibited by law from taking any action on matters discussed that are not on the agenda, and no adverse conclusion should be drawn if the Board does not respond to the public comments at this time.

B. ADOPTION OF THE AGENDA

B-1 ADDITIONS TO THE AGENDA: Items identified after posting the Agenda for which there is a need to take immediate action and cannot reasonably wait for the next regularly scheduled Board meeting. Two-third vote, or unanimous vote if quorum is less than full board, required for consideration. (Government code 54954.2(g) (2)) Any items added to the agenda will be heard following all Discussion/Action Items (Section E).

B-2 ADOPTION OF AGENDA: Adoption of agenda as presented or with approved additions.

C. TRAINING/ADVOCACY ISSUES

C-1 Community Services Block Grant (CSBG) Annual Report
Elizabeth Wisener, Community Services Program Manager

D. CONSENT ITEMS

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Discussion Items at the request of any member of the Board or any person in the audience.

D-1 Review and consider approving the Minutes of the Regular Board of Directors Meeting – March 11, 2021

D-2 Review and consider approving the Minutes of the Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting – March 4, 2021

D-3 Review and consider approving the Minutes of the Madera Migrant/Seasonal Head Start Policy Council Committee Meeting – March 9, 2021

D-4 Review and consider approving the Minutes of the Fresno Migrant/Seasonal Head Start Policy Committee Meeting – March 10, 2021

D-5 Review and consider accepting the Bank of America Credit Card Statements:
• March 2021

D-6 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:
• February 2021

D-7 Review and consider approving the following **Madera/Mariposa Regional Head Start** Reports:
• Monthly Enrollment Report – February 2021
• In-Kind Report – February 2021

D-8 Review and Consider approving the following **Madera Early Head Start** Reports:
• Monthly Enrollment Report – February 2021
• In-Kind Report – February 2021

- D-9 Review and Consider approving the following **Madera Migrant/Seasonal Head Start** Reports:
- Monthly Enrollment Report – February 2021
 - In-Kind Report – February 2021
 - CACFP Program Report – February 2021
 - Program Information Report (PIR) – February 2021
- D-10 Review and consider approving the following **Fresno Migrant Head Start** reports:
- Monthly Enrollment Report – February 2021
 - In-Kind Report – February 2021
- D-11 Review and consider approving the following **Fresno Migrant *Early* Head Start** reports:
- Monthly Enrollment Report – February 2021
 - In-Kind Report – February 2021
- D-12 Review and consider approving Fresno Migrant/Seasonal Head Start’s Recruitment and Selection Procedures for the 2021–2022 program year.
- D-13 Review and consider approving the 2021-2025 Community Needs Assessment Final Report for Community Action Partnership of Madera County-Fresno Migrant/Seasonal Head Start.
- D-14 Review and consider approving the Suspension and Expulsion Procedure for the Fresno Migrant/Seasonal Head Start Program.
- D-15 Review and consider accepting Fresno Migrant & Seasonal Early Head Start’s 2019-2020 Program Information Report (PIR).
- D-16 Review the Madera County Child Advocacy Center (CAC) Program Report for March 2021 (Informational Only)
- D-17 Review the Child Care Alternative Payment and Resource & Referral Program Report for March 2021. (Informational Only)
- D-18 Review the Victim Services Report for March 2021. (Informational Only)
- D-19 Review the Community Services Report for March 2021. (Informational Only)
- D-20 Review the Homeless Engagement for Living Program (H.E.L.P.) Center Report March 2021. (Informational Only)
- E. DISCUSSION ITEMS**
- E-1 Review and consider approving the 2021-2022 Madera/Mariposa Regional and Early Head Start COLA Grant Application.
- E-2 Review and consider approving the updated Emergency Succession Plan for the Executive Director of Community Action Partnership of Madera County, Inc.

- E-3 Review and consider authorizing the Chief Financial Officer to file tax and information returns of Community Action Partnership of Madera County, Inc. prepared by Brown Armstrong CPA's.
- E-4 Consider approving the Agency to award its annual entity-wide single audit for June 30, 2021 and its 403B Plan audit for calendar year 2020 to Brown Armstrong CPA's.

F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
F-2 Personnel Committee Report – None
F-3 Executive Director Monthly Report – (March 2021)
F-4 Financial Statements (March 2021) – Informational
F-5 Head Start Policy Council/Committee Reports
F-6 Work Related Injury Report – (March 2021)
F-7 CAPMC Board of Directors Attendance Report – (March 2021)
F-8 Staffing Changes Reports for: March 3, 2021 – March 29, 2021

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence dated March 19, 2021 from the Office of Head Start regarding Head Start Center-Based Service Duration Requirement for 45 Percent of Slots.

I. ADJOURN

I, Cristal Sanchez, Strategic Plan Coordinator & Assistant to the Executive Director, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for April 8, 2021, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on April 2, 2021.



Strategic Plan Coordinator &
Assistant to the Executive Director

COMMUNITY SERVICES BLOCK GRANT (CSBG) ANNUAL REPORT



HIGHLIGHTS OF 2020

MANAGEMENT ACCOMPLISHMENTS



- CAPMC played a lead role in providing emergency services to the Community during one of the most challenging times of the century.
- CAPMC remained open to serve the most vulnerable residents in Madera County.
- The CAPMC management team identified new methods of service delivery and all employees remained working throughout 2020.

CAPMC: INFORMATION TECHNOLOGY

- Technology was upgraded to meet the needs of the agency.
- Setup and supported telework capabilities
- Provided updated laptops for staff to be able to work remotely
- Ensured email and phone services continued to function
- Increased Social Media presence



CAPMC: HUMAN RESOURCES



- Safe communication
- Staff supplied with PPE to help keep them safe
- Learned new laws about Covid-19
- Increased work load due to processing Covid-19 leaves



CAPMC MAINTENANCE

- Extra steps taken to provide a sanitized work environment for staff
- Installation of work station protection equipment



CAPMC: FISCAL

2020 EXPENDITURES

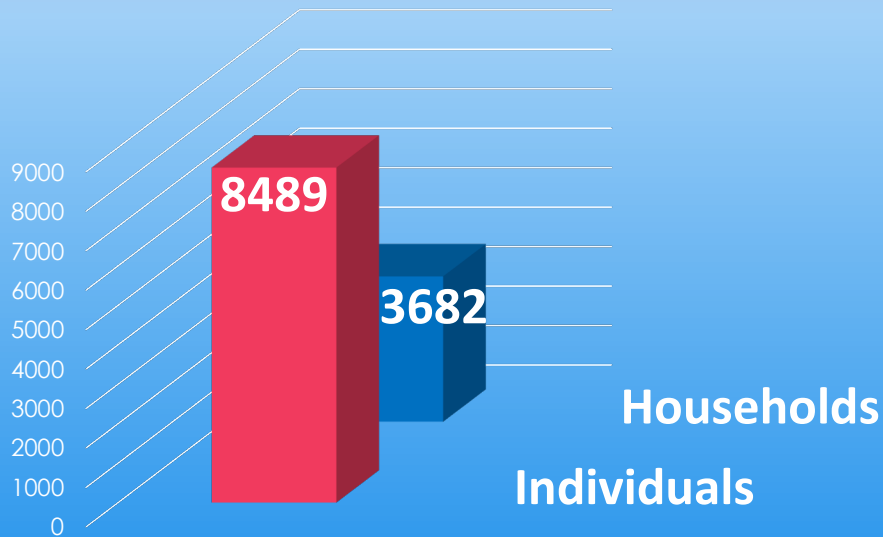


➤ Total CSBG
Expenditures
\$360,306

➤ Total Agency
Expenditures
\$29,897,283

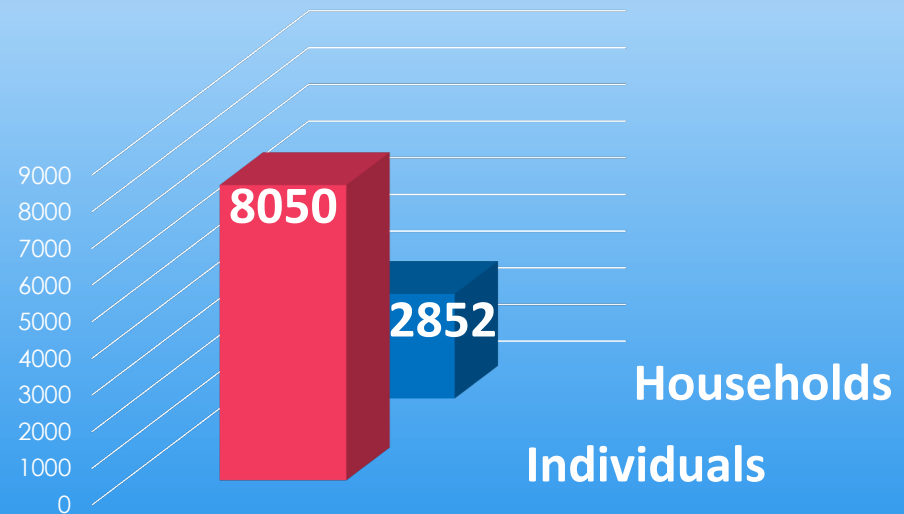
TOTAL INDIVIDUALS AND HOUSEHOLD SERVED

Number of Individuals /
Households Assisted
2019



■ Individuals ■ Households

Number of Individuals /
Households Assisted
2020

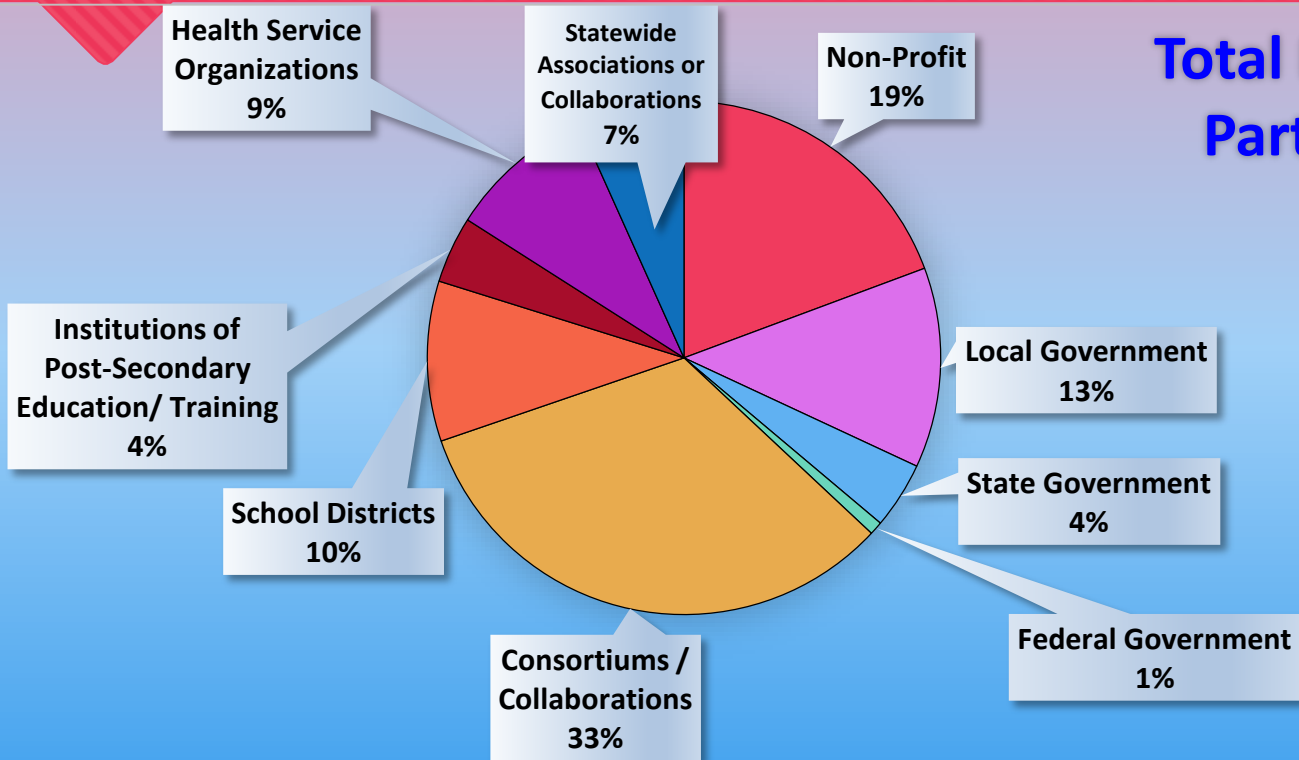


■ Individuals ■ Households

COMMUNITY PARTNERSHIPS



Total Number of Partnerships
119



■ Non-Profit

■ State Government

■ Consortiums / Collaborations

■ Institutions of Post-Secondary Education/ Training

■ Statewide Associations or Collaborations

■ Local Government

■ Federal Government

■ School Districts

■ Health Service Organizations

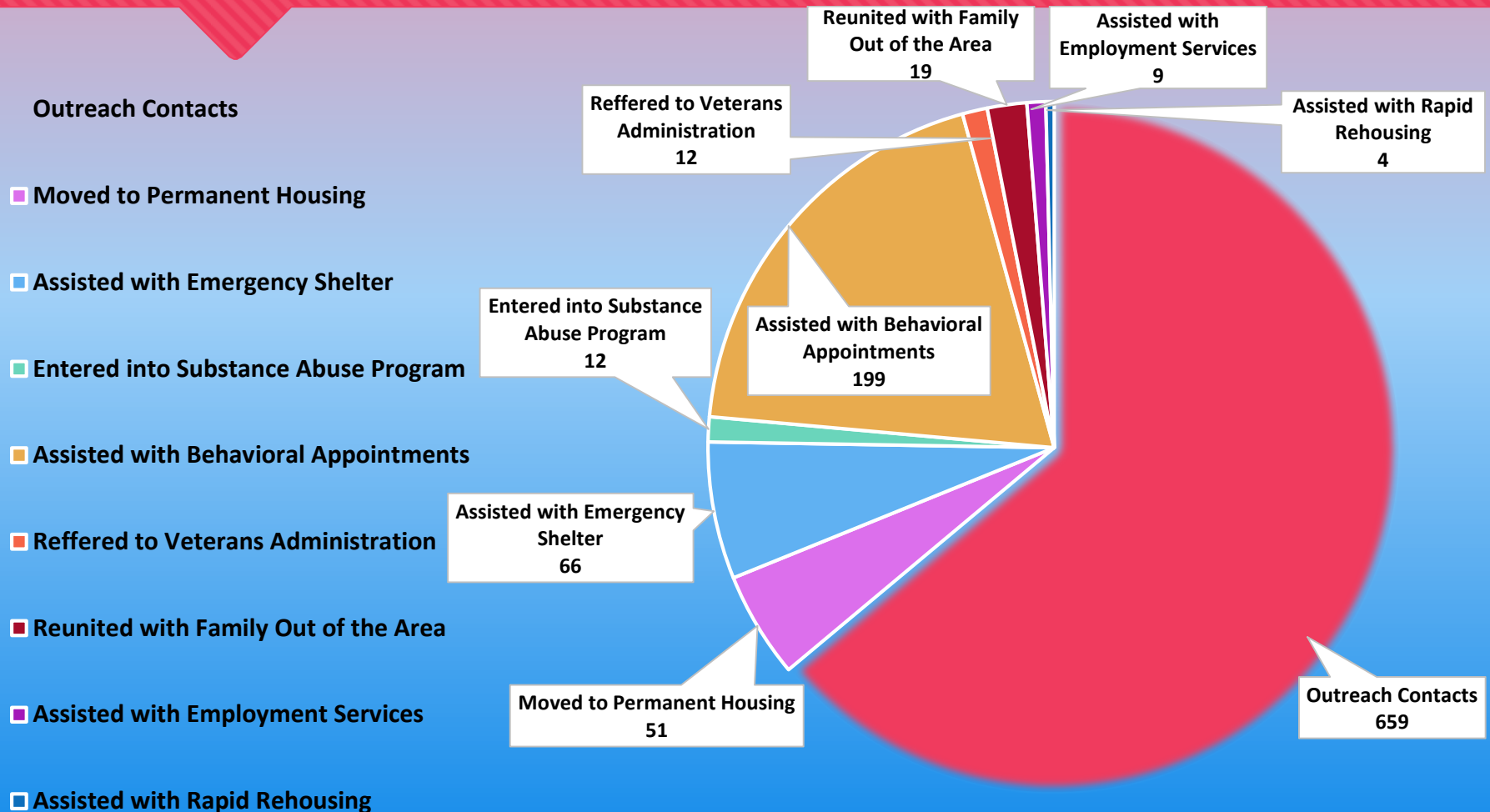
COMMUNITY SERVICES STAFF



HOMELESS ENGAGEMENT FOR LIVING PROGRAM (HELP) CENTER



HOMELESS ENGAGEMENT FOR LIVING PROGRAM (HELP) CENTER



COMMUNITY SERVICES: LIHEAP / WEATHERIZATION

- 1,214 Energy Assistance Households Served
- 66 Homes were Weatherized



**COMMUNITY
SERVICES:
HOME BOUND
PROGRAM/ WATER /
RENTAL ASSISTANCE**

Homebound Program

- Meals Served 42,077
- Households Serviced 194

Water

- Households Served with Drinking Water 111

Rental Assistance

- 167 Households Served with Rental Assistance



WE ARE
Meals On Wheels
So no senior goes hungry.



Water Assist[®]

COVID-19
RENTAL ASSISTANCE



**COMMUNITY
SERVICES:
SHUNAMMITE
PLACE**



- 29 Individuals were Housed
- 93% Individuals Remained in Housing

ALTERNATIVE PAYMENT RESOURCE & REFERRAL



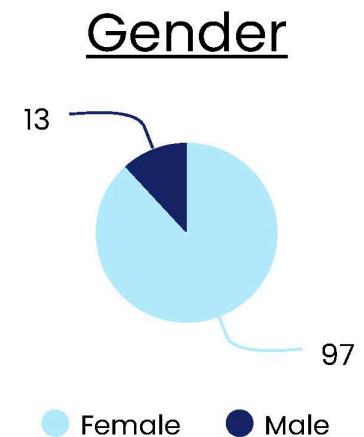
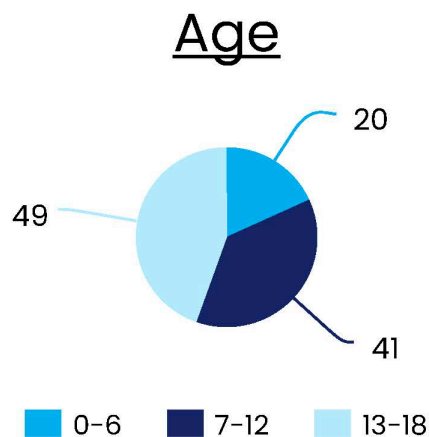
- 1,266 Children Were Provided Day Care
- 553 Referrals
- \$3,615,738 Increase in Funding
- 196 Increase in Children Served



CHILD ADVOCACY CENTER JANUARY – DECEMBER 2020

105 Individuals Ages 0-18 years

Total Child Forensic Interviews 110 (5 Children were interviewed twice)



CHILD ADVOCACY CENTER

JANUARY – DECEMBER 2020

Forensic Interviews Year to Date

Month	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
2020	9	10	11	13	11	12	13	6	3	8	8	6
2020 YTD	9	19	30	43	54	66	79	85	88	96	104	110
2019 YTD	9	20	32	38	45	54	70	82	92	101	106	111

VICTIM SERVICES

CAPMC Victim Services

1225 Gill Ave. - Madera CA 93637
(559) 661-1000

24-Hour Crisis Line
1-800-355-8989

- 76 Served in Martha Diaz Emergency Shelter
- 34 Individuals in Transitional Housing
- 1,600 Crisis Response Calls
- 568 Domestic Violence



YOU ARE
NOT
ALONE

VOLUNTEERS

Volunteer Hours Donated



- Total number of volunteer hours donated to the agency
- Of the above, the total number of volunteer hours donated by individuals with low incomes



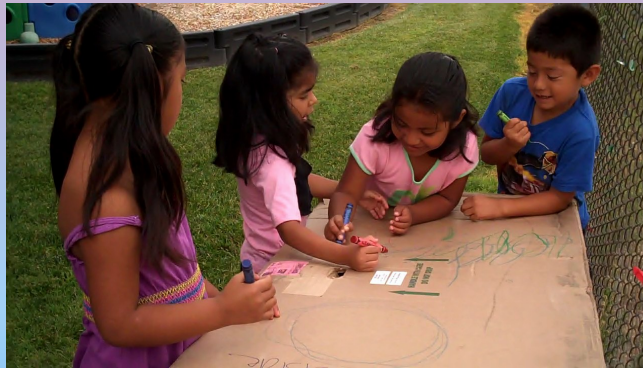
MADERA MIGRANT, SEASONAL & REGIONAL HEAD START

- 865 HS Children Served
- 81 EHS Children Served
- 59,502 Meals Served



FRESNO MIGRANT & SEASONAL HEAD START

- 153 HS Children Served
- 19 EHS Children Served
- 18,855 Meals Served



STRENGTHENING FAMILIES PROGRAM PARENTING CLASSES

- 194 Attended
- 150 Graduated



Parenting Programs

CAPMC Parenting Programs is a training model that aims to enhance confidence in parenting and deliver effective ways to strengthen family relationships and improve behavior in children.



Parents within Madera County are provided an opportunity to participate in group sessions that they can attend with their children. CAPMC offers our families class incentives for participation, attendance, and completion of the program.



THANK YOU

For More information, please visit our
website at:

<https://maderacap.org>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Regular Board of Directors Meeting

March 11, 2021

1225 Gill Ave. Madera, CA 93637

Meeting Link: https:

<https://maderacap.webex.com/maderacap/j.php?MTID=m876f6692b88957dc5300bb4a4d139117>

ACTION SUMMARY MINUTES

The Board of Directors Meeting was called to order at 5:31 p.m. by Chair Sheriff Tyson Pogue.

Members Present In-Person

Sheriff Tyson Pogue, Chair

Eric LiCalsi, Vice-Chair

David Hernandez,
Secretary/Treasurer

Aurora Flores

Donald Holley

Martha Garcia

Vicki Bandy

Members Present Virtually

Supervisor Leticia Gonzalez

Councilman Steve Montes

Councilman Artemio Villegas,
Alternate

Debi Bray

Deborah Martinez

Molly Hernandez

Members Absent

Councilman John Chavez

Patricia Trevino

Richard Gutierrez

Personnel Present In-Person

Mattie Mendez

Cristal Sanchez

Nancy Contreras-Bautista
Daniel Seeto

Personnel Present Virtually

Irene Yang

Maritza Gomez-Zaragoza

Jennifer Coronado

Public – Other Present Virtually

Donna Tooley, Consultant

Russ Ryan, Esq., Agency Legal Counsel

Robert Macaulay, Madera County BOS

A. PUBLIC COMMENT

Mattie Mendez, Executive Director, shared that Board Member David Hernandez is retiring from his position as Director of Community Services and Parent Resource Centers effective June 30, 2021.

B. ADOPTION OF THE AGENDA

ADDITIONS TO THE AGENDA: Items identified after posting of the Agenda for which there is a need to take immediate action and cannot reasonably wait for the next regularly scheduled Board meeting. Two-thirds vote, or unanimous vote if quorum is less than full board, required for consideration. (Government Code 54954.2(g) (2)) Any items added to the agenda will be heard following all Discussion/Action Items (Section F)

ADOPTION OF THE AGENDA: Adoption of the agenda.

Motion: APPROVE AS PRESENTED

Moved By Donald Holley, Seconded By Supervisor Leticia Gonzalez

Vote: Carried Unanimously

C. TRAINING/ADVOCACY ISSUES

None

D. BOARD OF DIRECTOR'S CONSENT CALENDAR

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Discussion Items at the request of any member of the Board or any person in the audience.

- D-1 Review and consider approving the Minutes of the Regular Board of Directors Meeting – February 11, 2021
- D-2 Review and consider approving the Minutes of the Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting – February 4, 2021
- D-3 Review and consider approving the Minutes of the Madera Migrant/Seasonal Head Start Policy Council Committee Meeting – February 9, 2021
- D-4 Review and consider accepting the Bank of America Credit Card Statements:
- February 2021
- D-5 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:
- January 2021
- D-6 Review and consider approving the following **Madera/Mariposa Regional Head Start** Reports:
- Monthly Enrollment Report – January 2021
 - In-Kind Report – January 2021
- D-7 Review and Consider approving the following **Madera *Early* Head Start** Reports:
- Monthly Enrollment Report – January 2021
 - In-Kind Report – January 2021
- D-8 Review and Consider approving the following **Madera Migrant/Seasonal Head Start** Reports:
- Monthly Enrollment Report – January 2021
 - In-Kind Report – January 2021
 - CACFP Program Report – January 2021
 - Program Information Report (PIR) – January 2021

- D-9 Review and consider approving the following **Fresno Migrant Head Start** reports:
- Monthly Enrollment Report – January 2021
 - In-Kind Report – January 2021
- D-10 Review and consider approving the following **Fresno Migrant Early Head Start** reports:
- Monthly Enrollment Report – January 2021
 - In-Kind Report – January 2021
- D-11 Review and consider approving the 2020-2021 Madera/Mariposa Regional and Early Head Start (MMRHS) Self-Assessment Program Plans of Action and recommendations.
- D-12 Review and consider approving the 2019-2020 Regional Head Start/Fresno & Madera Migrant & Seasonal Head Start Fiscal Self-Assessment.
- D-13 Review the Madera County Child Advocacy Center (CAC) Program Report for February 2021 (Informational Only)
- D-14 Review the Child Care Alternative Payment and Resource & Referral Program Report for February 2021. (Informational Only)
- D-15 Review the Community Services Report for February 2021. (Informational Only)
- D-16 Review the Homeless Engagement for Living Program (H.E.L.P.) Center Report February 2021. (Informational Only)

Motion: APPROVED AS PRESENTED

Moved By Donald Holley, Eric LiCalsi

Vote: Carried Unanimously

E. DISCUSSION / ACTION ITEMS

Board Members Martha Garcia and Deborah Martinez joined the meeting.

E-1 Review and consider approving Daniel Seeto as the selected candidate to fill the Chief Financial Officer position.

Mattie Mendez, Executive Director, presented regarding the approval of Daniel Seeto as the selected candidate to fill the Chief Financial Officer position. Mattie Mendez shared that recruitment for the Chief Financial Officer (CFO) position began after Donna Tooley, former CFO, announced her retirement. Recruitment was extended to November 20, 2020. After the extended recruitment period closed the behavior-based interviews and the written skill set assessment were conducted. Two individuals were interviewed by a panel consisting of Deborah Martinez from the Department of Social Services, the CFO from Stanislaus Office of Education, and Melisa DaSilva from Madera County. Daniel was selected from the two candidates interviewed. Mr. Seeto has been working for CAPMC for over a year and has been instrumental in revising certain assigned budgets. Mattie also noted that the Head Start grant reequipments call for approval of the CFO from the Office of Head Start. All necessary documents were submitted to the Office of Head Start for the approval of Daniel

Seeto as CFO for CAPMC. Daniel was approved by the Office of Head Start and the Madera/ Fresno Policy Committees and Policy Councils to assume the position of CFO.

Motion: APPROVE AS PRESENTED

Moved By Donald Holley, Seconded By Deborah Martinez
Vote: Carried Unanimously

E-2 Review and consider approving the authorized signers and the bank accounts maintained at West America Bank and the closure of the Migrant Head Start Money Market account.

Mattie Mendez, Executive Director, presented regarding the approval of the authorized signers and the bank accounts maintained at West America Bank and the closure of the Migrant Head Start Money Market account. Approval was requested to add Daniel Seeto as an authorized signer and keep Mattie Mendez (Executive Director), Sheriff Tyson Pogue (Chairperson), and David Hernandez (Secretary/Treasurer) as authorized signers for the bank accounts maintained at West America Bank. Staff also recommended the closure of the Migrant Head Start Money Market account, which was authorized by the Board of Directors in 2007, to assist the fiscal staff to demonstrate the cash management with the Agency's delegate Head Start funds as part of a protocol and process, however, the requirement has been eliminated since 2015. There is currently a balance of \$2,500 in the Money Market account. It is recommended to move this amount in to the savings account. The signatures on the agency's checks will remain as Tyson Pogue and Mattie Mendez.

Motion: APPROVE AS PRESENTED

Moved By Donald Holley, Seconded By Eric LiCalsi

Vote: Carried Unanimously

F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – (February 2021)
- F-4 Financial Statements (February 2021) – Informational
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – (February 2021)
- F-7 CAPMC Board of Directors Attendance Report – (February 2021)
- F-8 Staffing Changes Reports for: February 7, 2021 – March 2, 2021

G. CLOSED SESSION

Public session was adjourned at 5:48 p.m. by Chair Sheriff Tyson Pogue.

- G-1 Government Code Section 54956.9(d)(2), (d)(1)
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Public Records Act Request from The Fresno Bee
- G-2 Government Code Section 54957(a)
THREAT TO PUBLIC SERVICES OR FACILITIES

The meeting was reconvened to public session at 6:18 p.m. by Chair Sheriff Tyson Pogue.

(Pursuant to California Government Code 54957.1)

H. CORRESPONDENCE

- H-1 2021 Community Correspondence dated February 19, 2021 from the Office of Head Start Regarding FY 2021 Head Start Funding Increase.
- H-2 Child Advocacy Center National Child Abuse Prevention Month (April 2021)
#WearBlue4Kids Flyer
- H-3 Victim Services Center Upcoming Events
- H-4 Victim Services Center 65-Hour Domestic Violence/Sexual Assault Training Flyer

I. ADJOURN

Chair Sheriff Tyson Pogue adjourned the Board of Directors meeting at 6:19 p.m.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded By Aurora Flores

Vote: Carried Unanimously

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting
Thursday, March 4, 2021
MINUTES

The Madera/Mariposa Regional & Early Head Start Policy Council Committee meeting was called to order by at Patricia Trevino 5:34 p.m.

Committee Members Present

Citlali Chavez
Patricia Trevino
Angelica Tapia
Rosana Perez
Marisol Espinoza-Lira
Tanya Hamilton
Perla Barrita
Maile Mendoza

Committee Members Absent

Gloria Conde
Karen Bradley
Martha Garcia
Angelica Murillo-Virgen

Personnel Present

Maritza Gomez-Zaragoza, Head Start Program Director
Maru Gasca Sanchez, Direct Support Manger
Jissel Rodriguez, Executive Administrative Assistant
Norma Blanco, Deputy Director Education and Facilities

ROLL CALL

- A. **PUBLIC COMMENT** – None
- B. **TRAINING** – Regional & Early Head Start School Readiness Goals – Norma Blanco reviewed the Framework for infant and toddler and preschool domains. She also reviewed the school readiness goals.
- C. **ADOPTION OF THE AGENDA**
C-2 Patricia Trevino asked for the motion to approve the agenda as presented. Motion made by Rosana Perez, seconded by Citlali Chavez to approve the agenda as presented. Motion carried unanimously.
- D. **ADJOURN TO CLOSED SESSION** – None
- E. **APPROVAL OF MINUTES**
E-1 Minutes Madera/Mariposa Regular Regional Head Start Policy Council Meeting – February 4, 2021. Motion made by Mariela Lopez, seconded motion by Angelica Tapia. Motion carried unanimously.
- F. **DISCUSSION / ACTION ITEMS**
F-1 Review and accept the Community Action Partnership of Madera County audit report for the year ended June 30, 2020 – Ms. Gomez-Zaragoza went over the audit letter stating there were no findings. Patricia Trevino requested a motion to approve the Community Action Partnership of Madera County audit report for the year ended June 30, 2020. Mariela Lopez made the first motion, seconded by Rosana Perez. Motion carried unanimously.

F-2 Review and consider approving the 2020-2021 Madera/Mariposa Regional and Early Head Start Self-Assessment Action Plans – Ms. Gomez-Zaragoza shared the results during a prior meeting. Although there were no findings there were recommendations. She went over the recommendations and how we happen to improve them.

Patricia Trevino requested a motion to approve the 2020-2021 Madera/Mariposa Regional and Early Head Start self-assessment actions plans. Maricela Lopez made the first motion, seconded by Patty Barragan. Motion carried unanimously.

F-3 Review and consider approving the selected candidate for the Chief Financial Officer position – Ms. Gomez-Zaragoza reviewed the candidates experience. She also reviewed the letter received from the Office of Head Start. Patricia Trevino requested a motion to approve the selected candidate for the Chief Financial Officer position. Rosana Perez made the first motion, seconded by Mariela Lopez. Motion carried unanimously.

G. ADMINISTRATIVE REPORTS

G-1 Staffing Changes (January 2021) – None.

G-2 Bank of America Business Card Monthly Credit Card Statement and all other Credit Card Expenses (December 2020 & February 2021) – Mrs. Gomez-Zaragoza reviewed the credit card expenses. No questions were asked.

G-3 Budget Status Reports (January 2021) – Ms. Gomez-Zaragoza reviewed the current budget is at a 49% spent.

G-4 In-Kind Report (January 2021) – Ms. Gomez-Zaragoza reviewed the in-kind percentages for the Regional and Early programs.

G-5 Program Enrollment & Attendance Report (January 2021) – Ms. Gomez-Zaragoza went over the enrollment and attendance report.

G-6 CACFP Monthly Report (January 2021) – Ms. Gomez-Zaragoza mention the program is currently not receiving reimbursement due to meals not being provided at the centers.

H. POLICY COMMITTEE MEMBER REPORTS

H-1- Center Report – *Patricia T.* (Ruth Gonzales) – They are doing the recycling study and her daughter made a desk organizer out of recyclables.

Maritza (Program Director) – We are getting the centers ready to open. Advocates will be reaching out to get information in regards to participation.

H-2- BOD report – None.

I. CORRESPONDENCE

I-1 Program Instruction regarding 2021 Head Start Funding Increase Issuance Date 02/19/2021.

J. FUTURE AGENDA ITEMS

None

K. ADJOURNMENT

Patricia Trevino asked for a motion to adjourn the meeting at 6:13 p.m. Motion made by Mariela Lopez, Patty Barragan seconded by. Motion carried unanimously.

Community Action Partnership of Madera County
Madera Migrant/Seasonal Head Start Policy Council Meeting
Tuesday, March 9, 2021

Minutes

The Madera Migrant/Seasonal Policy Committee called to order at 5:35 p.m. by Yasmin Torres

Committee Members Present

Yasmin Torres
Francisca Garcia Hernandez
Silvia Garcia Sanchez
Maria Sut-xon
Guadalupe de la Cruz

Committee Members Absent

Jose Cruz Villavicencio

Personnel Present

Maru Gasca Sanchez, Support Services Manager
Jissel Rodriguez, Executive Administrative Assistant

Others

None

A. Public Comment

None.

B. Training

None.

C. Adoption of the Agenda

C-1 Yasmin Torres asked for a motion to approve the agenda as presented. Motion made by Francisca Garcia Hernandez, seconded motion by Juana Zarate to approve the agenda as presented. The motion approved unanimously.

D. Closed Session

D-1 – None

E. Approval of Minutes

E-1 – Yasmin Torres requested a motion to approve the minutes of the meeting on February 9, 2021. Motion made by Juana Zarate, seconded motion by Francisca Garcia Hernandez to approve the minutes of the meeting. Motion approved unanimously.

F. Discussion / Action Items

F-1 Review and consider approving the selected candidate for the Chief Financial Officer position – Ms. Sanchez reviewed the candidates background. She also reviewed the letter from the Office of Head Start approving the selection. Yasmine Torres requested a motion to approve the selected candidate for the Chief Financial Officer position. Guadalupe de la Cruz made the first motion, seconded by Francisca Garcia Hernandez.

G. Administrative Reports

G-1 Staff Changes (January 2021) – None.

G-2 Bank of America Credit Card Account Statement – Agency and other credit cards (December 2020 & February 2021) – Ms. Sanchez reviewed the charges for the month. There were no questions about the charges.

G-3 Budget Report – (January 2021) – The program has currently spent 73% of its budget.

G-4 In-kind Report (January 2021) – Ms. Gomez-Zaragoza reviewed the In-kind percentage which is at 81.71%.

G-5 Report of enrollment in the program & attendance report (January 2021) – Ms. Sanchez went over the enrollment for the MHS programs and the attendance.

G-6 CACFP Monthly Report (January 2021) – Ms. Sanchez noted that the reimbursement for the month of January was \$5,860.64 for a total of 2,568 meals. There were no questions.

G-7 PIR Program Information Monthly Report (January 2021) – This report provides information and data about the program. This information is presented to the Head Start Office to show that there is a need for the Head Start program in our community.

H. Policy Committee Members Reports

H-1 Center Reports – **None**

H-2 Board of Directors Report – None. Items approved during tonight’s meeting will be presented to the Board for approval tomorrow.

H-3 Active Supervision, Challenges and Best Practices Report – Ms. Sanchez asked that members please remind the parents to keep 6 ft. apart and to continue to wear mask.

I. Correspondence

I-1 Program Information from the Office of Head Start regarding *2021 Head Start Funding Increase Issuance Date: 02/19/2021*

J. Future Agenda Items

J-1 Budget Revisions

K. Adjournment

Yasmine Torres requested a motion to adjourn the session. Motion made by Francisca Garcia Hernandez to adjourn the meeting at 6:04 p.m. in the afternoon, seconded by Guadalupe de la Cruz. Motion approved unanimously.

Community Action Partnership of Madera County
Fresno Migrant/Seasonal Head Start
Policy Committee Meeting
Wednesday, March 10, 2021

Minutes

The Fresno Migrant/Seasonal Policy Committee called to order at 5:32 p.m. by Monserrat Hernandez Francisco.

Committee Members Present

Maria Martinez
Aurora Flores
Erika Rodriguez
Monserrat Hernandez
Marianayelly Angeles
Gisela Aguirre Ramirez (came in at 5:44 pm)
Ivette Oregon (came in at 5:52 pm)

Committee Members Absent

Angelica Garcia
Areli Hernandez

Personnel Present

Maritza Gomez-Zaragoza, Head Start Director
Maru Gasca Sanchez, Deputy Director Direct Services
Luisa Marquez, Administrative Analyst

Others

None

A. Public Comment

None

B. Training

None

C. Adoption of the Agenda

Monserrat Hernandez Francisco asked for a motion to approve the agenda as presented. Motion made by Marianayelly Angeles, seconded motion by Maria Martinez to approve the agenda as presented. Motion approved unanimously.

D. Closed Session

D-1 – None

E. Approval of Minutes

E-1 – Monserrat Hernandez Francisco requested a motion to approve the minutes of the meeting on December 9, 2020. Motion made by Aurora Flores, seconded motion by Maria Martinez to approve the minutes of the meeting. Motion approved unanimously.

F. Discussion / Action Items

F-1 Review and approve 2021-2022 Criteria for Defining Enrollment, Recruitment, Selection, Eligibility and Attendance (ERSEA). Ms. Gomez-Zaragoza requested a motion to approve the ERESEA criteria. Marianayelly Angeles made the motion to approve, seconded by Aurora Flores. Motion approved unanimously.

F-2 Review and approve Fresno Migrant Seasonal Head Start 2021 Community Needs Assessment. Ms. Gomez-Zaragoza requested a motion to approve Community Needs Assessment Aurora Flores made the motion to approve, seconded by Erika Rodriguez. Motion approved unanimously.

F-3 Review and consider accepting the Audit Reports and the Audited Financial Statements for the year ended June 30, 2020. Ms. Gomez-Zaragoza requested a motion to approve the Audit Reports. Aurora Flores made the motion to approve, seconded by Maria Martinez. Motion approved unanimously.

F-4 Approve the Suspension and Expulsion Procedure for the Fresno Migrant/Seasonal Head Start Program. Ms. Gomez-Zaragoza requested a motion to approve the suspension and expulsion procedure. Marianayelly Angeles made the motion to approve, seconded by Ivette Oregon.

F-5 Review and consider accepting Fresno Migrant & Seasonal Early Head Start's 2019-2020 Program Information Report (PIR). Ms. Gomez-Zaragoza requested a motion to approve the EHS PIR. Aurora Flores made the motion to approve, seconded by Ivette Oregon.

F-6 Review and consider approving the selected candidate for the Chief Financial Officer Position. Ms. Gomez-Zaragoza requested a motion to approve the Chief Financial Officer position. Maria Martinez made the motion to approve, seconded by Ivette Oregon.

G. Administrative Reports

G-1 Credit Card Account Statement – Agency and other credit cards: (January 2021) – Ms. Gomez-Zaragoza reviewed the charges for the month. There were no questions about the charges.

G-2 Budget Report – (January 2021) – Ms. Gomez-Zaragoza explained the most recent budget report for the month of August.

G-3 In-kind Report (January 2021) – Ms. Gomez-Zaragoza explained there was the In-kind reports for both programs.

G-4 Report of enrollment in the program and attendance report (January 2021) – Ms. Gomez-Zaragoza explained the enrollment reports.

G-5 CACFP Monthly Report (January 2021) – Ms. Gomez-Zaragoza explained the CACFP meals report.

H. Correspondence

H-1 Program Information from the Office of Head Start regarding *Interim Final Rule on Flexibility for Head Start Designation Renewals in Certain Emergencies: Issuance Date: 12/4/2020*

H-2 Program Information from the Office of Head Start 2021 *Head Start Funding Increase Issuance Date: 2/19/2021*

I. Adjournment

Monserrat Hernandez Francisco requested a motion to adjourn the session. Motion made by Erika Rodriguez to adjourn the meeting at 6:14 p.m. in the afternoon, seconded by Ivette Oregon. Motion approved unanimously.

**Bank of America Business Card ending 5045
Credit Card Charges**

March 4, 2021 Statement
Elizabeth Wisener / Community Services

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
2/13/2021	Displays2Go	No	Brochure display holder for HELP Center	\$239.63	272.0-6110-2.0-000-00	Yes
2/23/2021	Home Depot	No	Purchase blinds for Shunammite Place	\$197.23	224.0-6130-2.0-000-60	Yes
2/26/2021	Greyhound Lines	No	Send a homeless man to live with his family	\$230.99	249.0-7210-2.0-000-00	Yes
3/2/2021	Knights Inn	No	Lodging for homeless person during COVID-19	\$85.00	269-0-7226-2.0-000-76	Yes
3/1/2021	Bank of America	No	Annual Membership fee	\$25.00	207.0-6810-2.0-000-00	No
Total				\$777.85		

**Bank of America Business Card
Credit Card Charges**

March 2021 Statement

Mattie Mendez / Administration

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
03/04/21	W2, 1009, 1095 EFILING	No	ACA Proof of Health Insurance E-Filing via AccuFund	\$564.30	200.0-6850-2.0-000-90	YES
03/03/21	AMAZON	No	Child Abuse Prevention Month Face Masks	\$332.49	200.0-6130-2.0-000-90	YES
03/03/21	AMAZON	No	Office Supplies – Folders	\$22.80	200.0-6110-2.0-000-90	YES
03/01/21	AMAZON	No	Office Supplies – Business and Credit Card Organizer for Administration and I.T.	\$15.14	200.0-6110-2.0-000-90	YES
03/01/21	AMAZON	No	Office Supplies – Folders	\$20.42	200.0-6110-2.0-000-90	YES
03/01/21	POSITIVE PROMOTIONS	No	Child Abuse Prevention Month Pins	\$67.75	200.0-6130-2.0-000-90	YES
02/26/21	FORGRAVITY	No	IT – Tool for Digitalizing Agency Forms	\$267.33	200.0-6130-2.0-000-90	YES
02/18/21	AMAZON	No	VITA Program Supplies – Mouse Pads for Volunteers	\$38.48	212.0-6130-2.0-000-90	YES
02/16/21	AMAZON	No	Admin Program Supplies – (2) PPE Desk Sneeze Guards, Extension Cords, Stapler, Clipboard	\$220.70	200.0-6130-2.0-000-90	YES
02/16/21	AMAZON	No	Admin Program Supplies – Case for BOD Meeting Recorder	\$7.57	200.0-6130-2.0-000-90	YES
02/12/21	UPS POST	No	Postage for Payroll Checks (Postage Machine Down at Gill Office)	\$116.05	200.0-6170-2.0-000-90	YES
02/12/21	PANERA	No	Housing the Homeless Committee Lunch Meeting	\$200.75	200.0-6121-2.0-000-75	YES
02/12/21	PANERA	No	Board of Directors Meeting	\$175.64	200.0-6121-2.0-000-90	YES
02/10/21	MAILCHIMP	No	IT – Agency Newsletter Platform Monthly Subscription	\$51.99	200.0-6130-2.0-000-90	YES
02/10/21	CLEARSTREAM	No	IT – Mass Communications Platform	\$539.00	200.0-6130-2.0-000-90	YES
			Total	\$2,640.41		

Platinum Plus Business Card
Credit Card Charges

March Statement

Jennifer Coronado / Victim Services Center

Date of Transaction	PO NUM	Name of Vendor	Description	Amount	Account Charged	Receipt
03/01/21		Bank of America	Annual membership fee	\$8.33	500.0-6130-5.0-000-00	Yes
				\$8.33	501.0-6130-5.0-000-00	
				\$8.34	508.0-6130-5.0-000-00	
Total				\$25.00		

MBNA America Business Card
Credit Card Charges
March / marzo 2021 Statement
Maritza Gomez / Regional & Migrant Head Start

Date of Transaction	Purchase Order #	Name of Vendor	Description	Amount	Account Charged	Receipt
02/05/2021	NA	Dollar Tree.com	Credit for program supplies	\$-26.28	311.0-6130-3.1-002-00	No
02/05/2021	NA	Dollar Tree.com	Credit for program supplies	\$-26.28	311.0-6130-3.1-002-00	No
02/05/2021	NA	Dollar Tree.com	Credit for program supplies	\$-26.28	311.0-6130-3.1-002-00	No
02/05/2021	NA	Walmart.com	Credit for program supplies	\$-30.30	311.0-6130-3.1-009-00	Yes
02/05/2021	NA	Dollar Tree.com	Program supplies for Chowchilla	\$308.73	311.0-6130-3.1-000-00	Yes
02/06/2021	21400	Walmart.com	Program Supplies for Chowchilla	\$221.62	311.0-6130-3.1-002-00	Yes
02/13/2021	21493	Walmart.com	Program Supplies for the kitchen	\$173.39	390.0-6122-3.9-000-00	Yes
02/16/2021	NA	Dollar Tree.com	Program Supplies for Chowchilla	\$25.98	311.0-6134-3.1-002-00	Yes
02/16/2021	NA	Skill Path	Virtual Seminar	\$73.14	310.0-6742-3.1-000-00	Yes
02/16/2021	NA	Zoom	Video Conferencing system	\$14.99	311.0-6130-3.1-000-00 46%(\$6.90) 321.0-6130-3.2-000-00 54%(\$8.09)	Yes
02/19/2021	NA	Zoom	Video Conferencing system	\$14.99	831.0-6130-3.3-000-00	Yes
03/01/2020	NA	Bank of America	Annual Membership Fee	\$25.00	311.0-6850-3.1-000-00 46% (11.50) 321.0-6850-3.2-000-00 54% (13.50)	No
03/01/2021	NA	National CACFP	2021 CACFP Conference	\$169.00	390.0-6742-3.9-000-00	Yes
03/03/2021	NA	Vennagae.com	Monthly subscription for flyer software	\$11.61	311.0-6130-3.1-000-00 37% (9.34) 312.0-6130-3.1-000-00 9% (2.27)	No
TOTAL				\$929.31		

Comments: I certify that the items and charges above are true and correct, and that the charges inquired have been for business purposes only. Receipts are attached (if available).

Maritza Gomez, Head Start Director

Date

Bank of America Business Card
Credit Card Charges

March 2021 Statement

Irene Yang / Human Resources

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
2/1/2021	Biometrics4all, Inc.	No	Livescan relay fee	0.75 1.50	426.0-6852-0.0-000-00 200.0-6852-0.0-000-00	Yes
2/23, 2/24	AMZN Mktp	21517	Safety Store and Wellness items	1,494.08	Allocation sheet is attached	No
3/1/2021	Bank of America	No	Annual membership fee	25.00	200.0-6850-2.0-000-00	No
3/4/2021	Credits			-11.95		
TOTAL:				1,509.38		

**American Express
Credit Card Charges**

FEBRUARY 2021 Statement

Fiscal

Name of Vendor	Description	Amount	Receipt
ATT	Telephone	34431.41	Yes
Comcast	Net service	1109.42	Yes
Community Playthings	Supplies for centers	2490.85	Yes
Discount School Supply	Supplies for centers	3304.42	Yes
DS Water	Water/rental	936.08	Yes
Ecolab	Dishwasher rental/repairs	100.79	Yes
Fedex	Postage	359.02	Yes
HD Pro / Supply Works	Supplies for office/centers	6237.63	Yes
Lakeshore	Supplies for centers	4648.31	Yes
Matson Alarm	Alarm service	522.00	Yes
Philadelphia	Insurance	0.00	No
Shred it	Shredding service	204.54	Yes
Smart Care	Kitchen equipment repairs	0.00	Yes
Verizon	Wireless devices	4748.17	Yes
Office Depot	Supplies for office/centers	13435.76	Yes
	TOTAL	72528.40	02/28/20 LA

Card Member Service

Credit Card Charges

COSTCO

February 02, 2021 Statement

Card Holder	Description	G/L Account Number	Amount	Card Amount
Maritza Gomez-Zaragoza	Office supplies	371.0-6130-3.1-000-00		323.91
			Total	323.91

Credit Card Charges February 2021

Fiscal

Name of Vendor	Description	Amount
Home Depot	Supplies for centers	13659.89
Walmart	Supplies for centers	0.00
Wex Bank (Chevron)	Fuel	0.00
Wex Bank (Valero)	Fuel	1308.37
FEB STMT DATES		
LA		

03/26/21
J D C



MADERA HEAD START MONTHLY ENROLLMENT REPORT

Madera/Mariposa Regional Head Start

Months of Operation:
August 2020 – May 2021

Reporting Month
February 2021

Total Funded Enrollment <div style="font-size: 24pt; font-weight: bold;">246</div>	Current Enrollment: <div style="font-size: 24pt; font-weight: bold;">172</div> <p>-----</p> Cumulative Enrollment <div style="font-size: 24pt; font-weight: bold;">220</div>	Centers with Vacancies: Chowchilla: 1 Cottonwood: 9 North Fork: 0 Eastside: 8 Oakhurst: 4 Fairmead: 5 Ruth Gonzales: 6 Mariposa: 0 Valley West: 6 Mis Tesoros: 0 Verdell: 6
No. of Children on Waiting List Income Eligible: 7 No. of Children on Waiting List Over Income : 18	No. of Children with Disabilities: <div style="font-size: 24pt; font-weight: bold;">21</div> <small>Must be at least 10% of enrollment (↑26)</small>	No. of Over Income Families: <div style="font-size: 24pt; font-weight: bold;">22</div> <small>Must be less than 10% of enrollment (↓ 26)</small>
Average Monthly Attendance: Due to COVID -19 Attendance is collected via phone contact with families.		

Madera Early Head Start

Months of Operation:
June 2020– May 2021

Reporting Month
February 2021

Total Funded Enrollment <div style="font-size: 24pt; font-weight: bold;">42</div>	Current Enrollment: <div style="font-size: 24pt; font-weight: bold;">42</div> <p>-----</p> Cumulative Enrollment <div style="font-size: 24pt; font-weight: bold;">51</div>	Vacancies: <div style="font-size: 24pt; font-weight: bold;">0</div>
No. of Children on Waiting List Income Eligible: 1 No. of Children on Waiting List Over Income : 1	No. of Children with Disabilities: <div style="font-size: 24pt; font-weight: bold;">8</div> <small>Must be at least 10% of enrollment (↑5)</small>	No. of Over Income Families: <div style="font-size: 24pt; font-weight: bold;">4</div> <small>Must be less than 10% of enrollment (↓ 4)</small>
Average 4 Home Visits Due to COVID- 19 home visits are conducted via phone contact with families.		

Community Action Partnership of Madera County
 1225 Gill Avenue
 Madera, CA 93637
 (559) 673-9173

IN-KIND MONTHLY SUMMARY REPORT 2020-2021 / REPORTE SUMARIO MENSUAL DE IN KIND 2020-2021

REGIONAL HEAD START 2020-2021

Month-Year February 2021/ Mes-Año Febrero 2021

CATEGORY/Categoría	BUDGET Presupuesto	PREVIOUS/Previo TOTAL	CURRENT/Corriente TOTAL	Y-T-D/Asta ahora TOTAL	REMAINING IN-KIND NEEDED Resto de In Kind para recaudar
NON-FEDERAL CASH/EFFECTIVO NO FEDERAL					
Volunteer Services/Servicios Voluntarios	881,982.00	88,134.46	67,460.60	155,595.06	726,386.94
A. Professional Services/Servicios Profesionales	0.00	0.00	872.50	872.50	(872.50)
B. Center Volunteers/Voluntarios en el Centro	881,982.00	86,368.55	66,588.10	152,956.65	729,025.35
Other/Policy Council/Otro/Comité de Póliza	0.00	1,765.91		1,765.91	(1,765.91)
OTHER - FOOD DONATIONS	0.00	0.00		0.00	0.00
Donated Supplies/Materiales Donados	5,541.00	0.00		0.00	5,541.00
Donated Food/Comida Donada	0.00	0.00		0.00	0.00
Donated Space/Sitio Donado	139,143.00	101,042.00	12,630.25	113,672.25	25,470.75
Transportation/Transportación	0.00	0.00		0.00	0.00
TOTAL IN-KIND/TOTAL DE IN KIND	1,026,666.00	189,176.46	80,090.85	269,267.31	757,398.69

A. Y-T-D In-Kind / In-Kind asta ahora	269,267.31
B. Contracted In-Kind/ In-kind Contratado	1,026,666.00
C. Percent Y-T-D In-Kind/ Porcentaje de in-kind ásta ahora	
CONTRACT AMOUNT/CANTIDAD CONTRATADA	26.23%



MADERA HEAD START MONTHLY ENROLLMENT REPORT

Madera/Mariposa Regional Head Start

Months of Operation:
August 2020 – May 2021

Reporting Month
February 2021

Total Funded Enrollment <div style="font-size: 24pt; font-weight: bold;">246</div>	Current Enrollment: <div style="font-size: 24pt; font-weight: bold;">172</div> <p style="text-align: center;">-----</p> Cumulative Enrollment <div style="font-size: 24pt; font-weight: bold;">220</div>	Centers with Vacancies: Chowchilla: 1 Cottonwood: 9 North Fork: 0 Eastside: 8 Oakhurst: 4 Fairmead: 5 Ruth Gonzales: 6 Mariposa: 0 Valley West: 6 Mis Tesoros: 0 Verdell: 6
No. of Children on Waiting List Income Eligible: 7 No. of Children on Waiting List Over Income : 18	No. of Children with Disabilities: <div style="font-size: 24pt; font-weight: bold;">21</div> <small>Must be at least 10% of enrollment (↑26)</small>	No. of Over Income Families: <div style="font-size: 24pt; font-weight: bold;">22</div> <small>Must be less than 10% of enrollment (↓ 26)</small>
Average Monthly Attendance: Due to COVID -19 Attendance is collected via phone contact with families.		

Madera Early Head Start

Months of Operation:
June 2020– May 2021

Reporting Month
February 2021

Total Funded Enrollment <div style="font-size: 24pt; font-weight: bold;">42</div>	Current Enrollment: <div style="font-size: 24pt; font-weight: bold;">42</div> <p style="text-align: center;">-----</p> Cumulative Enrollment <div style="font-size: 24pt; font-weight: bold;">51</div>	Vacancies: <div style="font-size: 24pt; font-weight: bold;">0</div>
No. of Children on Waiting List Income Eligible: 1 No. of Children on Waiting List Over Income : 1	No. of Children with Disabilities: <div style="font-size: 24pt; font-weight: bold;">8</div> <small>Must be at least 10% of enrollment (↑5)</small>	No. of Over Income Families: <div style="font-size: 24pt; font-weight: bold;">4</div> <small>Must be less than 10% of enrollment (↓ 4)</small>
Average 4 Home Visits Due to COVID- 19 home visits are conducted via phone contact with families.		

IN-KIND MONTHLY SUMMARY REPORT

Month

FEBRUARY

Year

2021

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
Volunteer Services/Servicios Voluntarios	152,723.00	25,180.96	3,221.96	28,402.92	124,320.08
A. Professional Services/Servicios Profesionales	-	0.00		-	0.00
B. Center Volunteers/Voluntarios en el Centro	152,723.00	25,180.96	3,221.96	28,402.92	124,320.08
C. Other/Policy Council/Otro/Comité de Póliza	-	0.00		-	0.00
Donated Food/Comida Donada	-	0.00		-	0.00
Donated Supplies/Materiales Donado	900.00	0.00		-	900.00
Donated Equipment	-	0.00		-	0.00
Donated Bus Storage	-	0.00		-	0.00
Donated Space/Sitio Donado	-	0.00		-	0.00
Transportation/ Transportación	-	0.00		-	0.00
TOTAL IN-KIND	153,623.00	25,180.96	3,221.96	28,402.92	125,220.08
		0.00		-	0.00
Grand Total	153,623.00	25,180.96	3,221.96	28,402.92	125,220.08

B. YTD In-Kind \$ 28,402.92

C. Percent Y-T-D In-Kind 18.49%



MADERA HEAD START MONTHLY ENROLLMENT REPORT

Madera Migrant/Seasonal Head Start

Months of Operation:
May 2020 – February 2021

Reporting Month
February 2021

Total Funded Enrollment 579	Current Enrollment: 79 ----- Cumulative Enrollment: 312	Centers with Vacancies: Eastin Arcola (closed) Mis Angelitos (17) Sierra Vista (23) Eastside (closed) Pomona (closed) Valley West (closed) Los Ninos (11)
No. of Children on Waiting List 0	No. of Children with Disabilities: 14 Must be at least 10% of enrollment (↑58)	No. of Over Income Families: 20 Must be less than 10% of enrollment (↓ 58)
Average Monthly Attendance: 86.07%		

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IN-KIND MONTHLY SUMMARY REPORT 2020-2021 / REPORTE SUMARIO MENSUAL DE IN KIND 2020-2021

MIGRANT AND SEASONAL HEAD START 2020-2021 MIGRANTE/TEMPORAL HEAD START 2020-2021
Month-Year FEBRUARY 2021/ Mes-Año FEBRERO 2021

CATEGORY	BUDGET Presupuesto	PREVIOUS/Previo TOTAL	CURRENT/Corriente TOTAL	Y-T-D/Asta ahora TOTAL	REMAINING IN-KIND NEEDED Resto de In Kind para recaudar
NON-FEDERAL CASH/EFFECTIVO NO FEDERAL					
Volunteer Services/Servicios Voluntarios	276,417.00	281,437.02	31,948.12	313,385.14	(36,968.14)
A. Professional Services/Servicios Profesionales	0.00	0.00	0.00	0.00	0.00
B. Center Volunteers/Voluntarios en el Centro	276,417.00	278,604.65	31,948.12	310,552.77	(34,135.77)
Other/Policy Council/Otro/Comité de Póliza	0.00	2,832.37	0.00	2,832.37	(2,832.37)
State Collaboration/Colaboracion de Estado	827,863.00	611,790.63	59,754.88	671,545.51	156,317.49
Donated Supplies/Materiales Donados	1,000.00	0.00	0.00	0.00	1,000.00
Donated Food/Comida Donada	0.00	0.00		0.00	0.00
Donated Space/Sitio Donado	125,132.00	112,111.13	9,650.83	121,761.96	3,370.04
Transportation/Transportacion	0.00	0.00		0.00	0.00
TOTAL IN-KIND/TOTAL DE IN KIND	1,230,412.00	1,005,338.78	101,353.83	1,106,692.61	123,719.39

A. Y-T-D In-Kind / In-Kind asta ahora	1,106,692.61
B. Contracted In-Kind/ In-kind Contratado	1,230,412.00
C. Percent Y-T-D In-Kind/ Porcentaje de in-kind ásta ahora	
CONTRACT AMOUNT/CANTIDAD CONTRATADA	89.94%

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA MIGRANT HEAD START including BLENDED MIGRANT PRESCHOOL STATE PROGRAM
INCOME CALCULATIONS
February-2021**

FREE MEALS	81	31
REDUCED	0	0
BASE	0	0
TOTAL	<u>81</u>	<u>31</u>

PERCENTAGES:

FREE	100.0000%	100.0000%
REDUCED	0.0000%	0.0000%
BASE	0.0000%	0.0000%
TOTAL	<u>100.0000%</u>	<u>100.0000%</u>

MEAL	#		%		RATE	=	
BREAKFAST:	1,181	X	100.0000%	X	\$1.8900	=	\$2,232.09
	1,181	X	0.0000%	X	\$1.5900	=	\$0.00
	1,181	X	0.0000%	X	\$0.3200	=	\$0.00
LUNCH:	758	X	100.0000%	X	\$3.5100	=	\$2,660.58
	434	X	100.0000%	X	\$3.5100	=	\$1,523.34
	434	X	0.0000%	X	\$3.1100	=	\$0.00
	434	X	0.0000%	X	\$0.3300	=	\$0.00
SUPPLEMENTS:	624	X	100.0000%	X	\$0.9600	=	\$599.04
	350	X	100.0000%	X	\$0.9600	=	\$336.00
	350	X	0.0000%	X	\$0.4800	=	\$0.00
	350	X	0.0000%	X	\$0.0800	=	\$0.00

3,347 TOTAL FEDERAL REIMBURSEMENT \$7,351.05

CASH IN LIEU: LUNCHES X \$0.2450 \$292.04

TOTAL REIMBURSEMENT \$7,643.09

	Breakfast	Lunch	Snack	Total
CMIG-MADERA MIGRANT PRESCHOOL	-	434	350	784
MMHS-MADERA MIGRANT HEAD START	<u>1,181</u>	<u>758</u>	<u>624</u>	<u>2,563</u>
	<u>1,181</u>	<u>1,192</u>	<u>974</u>	<u>3,347</u>

	<u>MMHS</u>	<u>CMIG</u>	<u>Total</u>
TOTAL FEDERAL REIMBURSEMENT:	\$5,491.71	\$1,859.34	\$7,351.05
CASH IN LIEU:	<u>\$185.71</u>	<u>\$106.33</u>	<u>\$292.04</u>
	\$5,677.42	\$1,965.67	\$7,643.09

February 2021 Report for CAPMC

CHILD/FAMILY INFORMATION		MHS	THRESHOLD	
			MHS	**
ENROLLMENT	# Funded Slots	579	NA	
	End of Month Enrollment %	53.9%	100.0%	A
	# Cumulative Families	226	NA	
PIR AGE GROUP	Under 1 Year			
	1 Year Old			
	2 Years Old			
	3 Years Old			
	4 Years Old			
MOBILITY & RE-ENROLLMENT	Children Enrolled < 45 Days	19.9%	5.5%	B
	Children Who Left Program & Did Not Re-Enroll	46.2%	22.2%	B
	Children Enrolled 2+ Years	76.0%	59.5%	B
CHILD HEALTH	Child Up-To-Date with Preventative Health Care (EPSDT)	92.0%	100.0%	C
	Children Needing Medical Treatment	17.1%	12.7%	B
	Children Receiving Medical Treatment	100.0%	98.4%	B
	Child Up-To-Date with Immunizations or meet state guidelines for exemption	100.0%	99.8%	B
DENTAL SERVICES	Children with Access to Dental Services	100.0%	93.7%	B
	Children who completed a professional dental exam	76.8%	89.8%	B
	Of those who completed exam, children who were diagnosed with needing treatment	8.1%	28.3%	B
	Of those who need dental treatment, children who received treatment	100.0%	88.2%	B
HOUSEHOLD PRIMARY LANGUAGE	Spanish			
	English			
	Centra/South American or Mexican Languages			
	Other			
HOUSEHOLD ETHNICITY	Hispanic			
	Non-Hispanic			
FAMILY COMPOSITION	Single Parent			
	Two Parents			
FAMILY EDUCATION	High School Graduate/GED or Less	85.8%	NA	
PRIMARY ELIGIBILITY TYPE	Receive Public Assistance	4.2%	NA	
	Homeless Child	0.0%	NA	
	Foster Child	0.0%	NA	
FAMILY SERVICES	Social Service Referrals - Expressed Interest	86.3%	NA	
	Social Service Referrals - Services Received	85.0%	69.1%	B
	Homeless Families	0.0%	NA	
	Homeless Families - Acquired Housing	NA	12.3%	B
FOOD ASSISTANCE	Families Participating in WIC	93.4%	NA	
	Families Participating in SNAP (Food Stamps)	88.1%	NA	

STAFF QUALIFICATIONS		MHS	THRESHOLD	
			MHS	**
CLASSROOM PRESCHOOL ASSISTANT TEACHERS	# Classroom Preschool Assistant Teachers	10	NA	
	Classroom Preschool Assistant Teachers who meet minimum education requirements: CDA/equivalent or higher, or are enrolled in a CDE or ECE degree program	100.0%	100.0%	A
CLASSROOM PRESCHOOL TEACHERS	# Classroom Preschool Teachers	17	NA	
	Classroom Preschool Teachers who meet minimum education requirements: AA degree or higher	100.0%	100.0%	A
	Classroom Preschool Teachers with a BA or higher	23.5%	32.0%	B
CLASSROOM INFANT & TODDLER TEACHERS	# Classroom Infant/Toddler Teachers	15	NA	
	Classroom Infant/Toddler Teachers who meet minimum education requirements: CDA/equivalent or higher	100.0%	100.0%	A

** Threshold Source Key:

Source: PIR for agency & date as indicated

A = Head Start Regulation

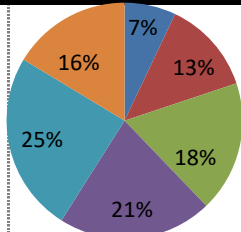
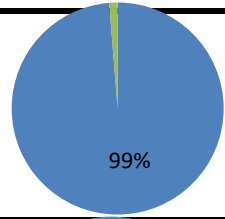
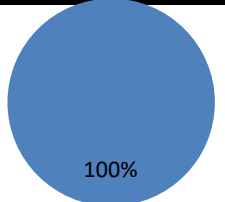
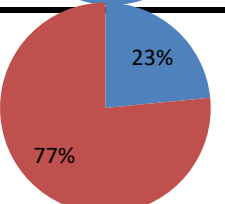
Note: All data for children, family & staff are cumulative.

B = State PIR Indicator 2018-19

Pink shaded cells indicate program does not meet identified threshold

C = Region 12 Specialist

febrero 2021 reporte para CAPMC

Información Niño/Familia		MHS	LIMITE	
			MHS	**
INSCRIPCIÓN	# Espacios Financiados	579	NA	
	Inscripción al Final del Mes %	53.9%	100.0%	A
	# Familias Acumuladas	226	NA	
EDAD DEL GRUPO PIR	Menor de 1 Año			
	1 Año de Edad			
	2 Años de Edad			
	3 Años de Edad			
	4 Años de Edad			
MOVILIDAD Y REINSCRITO	Niños Inscritos < 45 Días	19.9%	5.5%	B
	Niños Que Dejaron el Prog y No Se Reinscribieron	46.2%	22.2%	B
	Niños Inscritos 2 + Años	76.0%	59.5%	B
SALUD DEL NIÑO	El Niño Está al Día Con el Cuidado de Salud Preventivo	92.0%	100.0%	C
	Niños que Necesita Tratamiento Médico	17.1%	12.7%	B
	Niños Recibiendo Tratamiento Médico	100.0%	98.4%	B
	Niño al Día con las Vecunas o Cumplecon las Directrices del Estado Para Exención	100.0%	99.8%	B
SERVICIOS DENTALES	Niños con Acceso a Servicios Dentales	100.0%	93.7%	B
	Niños que Completaron Exámenes Dentales Profesional	76.8%	89.8%	B
	De los que Completaron un Exámen, Niños Diagnosticados que Necesitan Tratamiento	8.1%	28.3%	B
	De los que Completaron un Exámen, Niños que Recibieron Tratamiento	100.0%	88.2%	B
LENGUAJE PRIMARIO EN EL HOGAR	Español			
	Inglés			
	Central/Sur Americano o Lenguajes Mexicanos			
	Otro			
ORIGEN ÉTNICO	Hispano			
	No Hispano			
COMPOSICIÓN FAMILIAR	Padre Soltero			
	Dos Padres			
EDUCACIÓN FAMILIAR	Graduado de High School/GED o Menos	85.8%	NA	
ELIGIBILIDAD FAMILIAR	Recibe Asistencia Pública	4.2%	NA	
	Desamparado	0.0%	NA	
	Foster	0.0%	NA	
SERVICIOS FAMILIARES	Referencia a Servicios Sociales - Expresó interés	86.3%	NA	
	Referencia a Servicios Sociales - Recibio Servicios	85.0%	69.1%	B
	Familias Desamparadas	0.0%	NA	
	Familias Desamparadas - Adquiriendo Vivienda	NA	12.3%	B
ASISTENCIA DEL ALIMENTOS	Familias Participando en WIC	93.4%	NA	
	Familias Participando con SNAP	88.1%	NA	

Calificación del Personal		MHS	THRESHOLD	
			MHS	**
Asistentes de Maestra de la Clase Prescolar	# Asistentes de Maestra de la Clase Prescolar	10	NA	
	Asistentes de Maestra de la Clase Prescolar que llenan los requisitos mínimo de educación: CDA/equivalente o mas alto, o estan registradas en un programa de CDE o ECE.	100.0%	100.0%	A
Maestras de la Clase Prescolar	# Maestras de la Clase Prescolar	17	NA	
	Maestras de la Clase Prescolar que llenan los requisitos de educación: Grado AA o mas alto	100.0%	100.0%	A
	Maestras de la Clase Prescolar con BA o mas alto	23.5%	32.0%	B
Maestras de la Clase de Infantes/Medianos	# Maestras de la Clase de Infantes/Medianos	15	NA	
	Maestras de la Clase de Infantes/Medianos que llenan los requisitos de educación: CDA/equivalente o mas alto	100.0%	100.0%	A

**La clave fuente original

Recurso: PIR de la agencia & fecha como indicado

Las celdas sombreadas indican que el programa no cumple con el umbral identificado

A = Regalamento Head Start

B = Indicador el PIR 2018-19

C = Especialista Region 12



ENROLLMENT REPORT

Fresno Migrant/Seasonal Head Start

Months of Operation:
September 2020 – August 2021

Reporting Month
February 2021

Total Funded Enrollment 519	Current Enrollment: <div style="text-align: center;">0</div> <hr style="border-top: 1px dashed black;"/> Cumulative Enrollment: <div style="text-align: center;">106</div>	Centers with Vacancies: All centers are closed for the season
No. of Children on Waiting List 0	No. of Children with Disabilities: <div style="text-align: center;">0</div> Must be at least 10% of enrollment (↑52)	No. of Over Income Families: <div style="text-align: center;">0</div> Must be less than 10% of enrollment (↓ 52)
Average Monthly Attendance: %		

*HS is required to maintain an AMA of 85%

Fresno Early Head Start Child Care Partnership

Months of Operation:
September 2020 – August 2021

Reporting Month
February 2021

Total Funded Enrollment 30	Current Enrollment: <div style="text-align: center;">0</div> <hr style="border-top: 1px dashed black;"/> Cumulative Enrollment: <div style="text-align: center;">12</div>	Vacancies: All providers are closed for the season
No. of Children on Waiting List	No. of Children with Disabilities: <div style="text-align: center;">0</div> Must be at least 10% of enrollment (↑3)	No. of Over Income Families: <div style="text-align: center;">0</div> Must be less than 10% of enrollment (↓ 3)
Average Monthly Attendance: %		

*HS is required to maintain an AMA of 85%

FRESNO MIGRANT SEASONAL HEAD START IN-KIND MONTHLY SUMMARY REPORT

Month

FEBRUARY

Year

2021

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
VOLUNTEER SERVICES	566,743.00	100,117.41	223.70	100,341.11	(466,401.89)
A. Professional Services	0.00	0.00		0.00	0.00
B. Center Volunteers	557,891.00	97,970.91	223.70	98,194.61	(459,696.39)
C. Policy Concl/Committee	8,852.00	2,146.50		2,146.50	(6,705.50)
OTHER - FOOD DONATION	0.00	0.00		0.00	0.00
DONATED SUPPLIES	2,049.00	0.00		0.00	(2,049.00)
DONATED EQUIPMENT	0.00	0.00		0.00	0.00
DONATED - BUS STORAGE	0.00	0.00		0.00	0.00
DONATED SPACE	97,936.00	41,179.60	8,235.92	49,415.52	(48,520.48)
MILEAGE	0.00	0.00		0.00	0.00
TOTAL IN-KIND	666,728.00	141,297.01	8,459.62	149,756.63	(516,971.37)
C. Salarie & FB (First 5)	0.00	0.00		0.00	0.00
Grand Total	666,728.00	141,297.01	8,459.62	149,756.63	(516,971.37)

- A. Y-T-D In-Kind 149,756.63
- B. Contracted In-Kind 666,728.00
- C. Percent Y-T-D In-Kind 22.46%



ENROLLMENT REPORT

Fresno Migrant/Seasonal Head Start

Months of Operation:
September 2020 – August 2021

Reporting Month
February 2021

Total Funded Enrollment <div style="font-size: 24pt; font-weight: bold;">519</div>	Current Enrollment: <div style="font-size: 24pt; font-weight: bold;">0</div> <p style="text-align: center;">-----</p> Cumulative Enrollment: <div style="font-size: 24pt; font-weight: bold;">106</div>	Centers with Vacancies: All centers are closed for the season
No. of Children on Waiting List <div style="font-size: 24pt; font-weight: bold;">0</div>	No. of Children with Disabilities: <div style="font-size: 24pt; font-weight: bold;">0</div> Must be at least 10% of enrollment (↑52)	No. of Over Income Families: <div style="font-size: 24pt; font-weight: bold;">0</div> Must be less than 10% of enrollment (↓ 52)
Average Monthly Attendance: %		

*HS is required to maintain an AMA of 85%

Fresno Early Head Start Child Care Partnership

Months of Operation:
September 2020 – August 2021

Reporting Month
February 2021

Total Funded Enrollment <div style="font-size: 24pt; font-weight: bold;">30</div>	Current Enrollment: <div style="font-size: 24pt; font-weight: bold;">0</div> <p style="text-align: center;">-----</p> Cumulative Enrollment: <div style="font-size: 24pt; font-weight: bold;">12</div>	Vacancies: All providers are closed for the season
No. of Children on Waiting List	No. of Children with Disabilities: <div style="font-size: 24pt; font-weight: bold;">0</div> Must be at least 10% of enrollment (↑3)	No. of Over Income Families: <div style="font-size: 24pt; font-weight: bold;">0</div> Must be less than 10% of enrollment (↓ 3)
Average Monthly Attendance: %		

*HS is required to maintain an AMA of 85%

**FRESNO MIGRANT SEASONAL EARLY HEAD START
IN-KIND MONTHLY SUMMARY REPORT**

Month

FEBRUARY

Year

2021

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
VOLUNTEER SERVICES	33,403.00	2,902.54	123.04	3,025.58	(30,377.42)
A. Professional Services	0.00	255.00		255.00	255.00
B. Center Volunteers	31,190.00	2,483.14	123.04	2,606.18	(28,583.82)
C. Policy Conclil/Committee	2,213.00	164.40		164.40	(2,048.60)
OTHER - FOOD DONATION	0.00	0.00		0.00	0.00
DONATED SUPPLIES	1,843.00	0.00		0.00	(1,843.00)
DONATED EQUIPMENT	0.00	0.00		0.00	0.00
DONATED - BUS STORAGE	0.00	0.00		0.00	0.00
DONATED SPACE	0.00	0.00		0.00	0.00
MILEAGE	0.00	0.00		0.00	0.00
TOTAL IN-KIND	35,246.00	2,902.54	123.04	3,025.58	(32,220.42)
C. Salarie & FB (First 5)	0.00	0.00		0.00	0.00
Grand Total	35,246.00	2,902.54	123.04	3,025.58	(32,220.42)

A. Y-T-D In-Kind	3,025.58
B. Contracted In-Kind	35,246.00
C. Percent Y-T-D In-Kind	8.58%



Report to the Board of Directors

Agenda Item Number: D-12

Board of Directors Meeting for: April 8, 2021

Author: Amelia Ortiz

DATE: April 8, 2021

TO: Board of Directors

FROM: Amelia Ortiz, Support Services Manager

SUBJECT: Recruitment & Enrollment Selection Criteria 2021-2022

I. RECOMMENDATION

Review and consider approving Fresno Migrant/Seasonal Head Start's Recruitment and Selection Procedures for the 2021–2022 program year.

II. SUMMARY

Staff is requesting approval of the Recruitment Procedure and the 2021-2022 Enrollment Selection Criteria. CAPMC's Selection Criteria has been alignment with CAPSLO Migrant/Seasonal Head Start approved Selection Criteria.

III. DISCUSSION

- ✓ Staff changed the Selection Criteria to be in alignment with the priorities provided and approved by our grantee CAPSLO Migrant/Seasonal.
- ✓ Families wishing to participate in the Fresno Migrant/Seasonal Head Start and EHS-FCC program will be selected based on the Selection Criteria.
- ✓ Points will be assigned to applicants based on the specific eligibility criteria which were developed utilizing the Head Start eligibility standards to assure children with the greatest need receive services.
- ✓ Recruitment process will continue to focus on enrolling children with disabilities in order to comply with the 10% mandate.
- ✓ The recruitment procedure/plan will include the participation of all CAPMC employees. Head Start staff will actively recruit throughout the program year developing a plan to participate in community events/functions.
- ✓ If any policy/procedure updates are made by the Office of Head Start, changes will be made accordingly and brought to the Policy Committee for approval.
- The Fresno Migrant/Seasonal Head Start's Recruitment and Selection Procedures for the 2021-2022 program year were presented and approved by the Policy Committee on March 10, 2021.

IV. FINANCIAL IMPACT: None



ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, AND ATTENDANCE POLICIES AND PROCEDURES

Policy Number: 13	Relates to CFR #: 1302.13	Page #1 of 2
Notes:		

SUBJECT: Recruitment

PERFORMANCE OBJECTIVE: The program reaches out to those most in need of Head Start services.

OPERATIONAL PROCEDURE:

1. The program focuses recruitment efforts to those families most in need of the program's services. The recruitment process is designed to actively inform all families eligible for services within the recruitment area of the availability of services and encourage them to apply for admission to the program. Recruitment is a continuous process and efforts begin prior to the program term start date and occur throughout the program year.
2. General Recruitment
 - a. Staff will maintain a recruitment binder that includes a waitlist, with monthly waitlist updates.
 - b. At the beginning of the year, staff will call waitlisted participants and potential participants to inform them that the program has resumed.
 - c. Support Services Manager will distribute list of potential children from the Migrant Student Information Network at the beginning of the year.
 - d. The recruitment team will develop a recruitment plan monthly/weekly (Recruitment Plan form).
 - e. Staff must engage in active recruitment when the number of center vacancies and waitlist does not reflect sufficient waitlisted children to maintain full enrollment in each of the classrooms (See ChildPlus Waitlist).
 - f. Active recruitment involves outreach activities that include but are not limited to calling potential participants, door-to-door recruitment, recruitment events, contacting local radio stations, or posting flyers at local businesses, presentations at local agencies.

- g. Posting flyers: The program reaches out to families working in agriculture by posting recruitment flyers in community locations where families go to seek services and where they reside. Locations include but are not limited to stores, restaurants, housing complexes, public service offices, medical offices, laundromats, schools, special events, and employers:
 - Staff will ensure they have permission from the owner or manager before posting flyer.
 - Staff will only use flyers approved by central office.
3. Staff will document all recruitment efforts on Recruitment Log and place in recruitment binder.
 4. Staff can request additional recruitment materials to Support Services Manager using a Request form.
 5. The Support Services Manager will monitor and evaluate the recruitment process. An individual recruitment plan of action is established when recruitment efforts are lacking.
 6. Disabilities Recruitment
 - a. Staff will ensure recruitment takes place at locations where potential participants with disabilities may be located. This includes, but is not limited to, Regional Centers and School Districts.
 - b. Staff will maintain a working relationship with local school districts, Regional Centers, and other programs to ensure referrals. Disabilities Specialist will work with Local Education Agency (LEA) and Regional Centers (RC) through Memorandum of Understandings (MOU) and follows up with letters, phone calls, and in person visits.
 - c. Recruitment material, as applicable, will inform potential participants that children with disabilities are eligible for the program.
 7. Recruitment team (Advocates/Center Directors) will receive training from the Support Services Manager. Training topics will include:
 - a. Recruitment, Selection, Enrollment/Re-Enrollment
 - b. Application Process
 - c. Eligibility – review prior trends or any new Head Start eligibility changes, as applicable.



ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, AND ATTENDANCE POLICIES AND PROCEDURES

Policy Number: 12	Relates to CFR #: 1302.12	Page #1 of 4
Notes: 645(a)(2) of the Act		

SUBJECT: Determining Verifying and Documenting Eligibility

PERFORMANCE OBJECTIVE: Children must meet Head Start eligibility requirements to be enrolled in the program.

OPERATIONAL PROCEDURE:

1. Advocates will complete an in-person interview with each family. If an in-person interview is not possible due to family circumstances, staff may conduct the interview over the phone. All documents used to verify eligibility become part of the child’s eligibility determination record.

2. **Age Eligibility:** In order to participate in one of the Head Start programs the child must meet the age requirement:
 - a. A child will be age eligible if they are between the ages of zero and five by the date used to determine eligibility for public school attendance, September 1st of funded year.
 - b. A child may be older than 5 (60+ months) if their birthday is after September 1st of the funded year and the child is not eligible for kindergarten.
 - c. A child under the age of 6 weeks may be enrolled if they have all of the required immunizations.
 - d. To verify the age of a child staff must request at least one of the following documents:
 - Birth Certificate
 - Hospital Certificate of Birth
 - Baptismal Certification
 - Immunization Record
 - Court Documents
 - Social Services Documents

3. **Mobility eligibility:** Children of migrant families that have moved within the previous 24 months, or a seasonal family that has not moved in the previous 24 months, will be eligible. To verify mobility of families, staff must obtain at least one of the following documents, which include name and/or previous address:

- Income tax report
- W2 form(s)
- Pay Stubs
- WIC, TANF, SSI, or SNAP
- Child Support
- Unemployment Benefit
- Disability Documentation
- Passport with date and location of all family members
- Travel itinerary or tickets with date and location of all family members.
- Other (Self Declaration – needs approval).
- Public School
- Utilities Bill
- Bank Statements
- Rent Receipt
- Rental Agreement
- Official written statement from employer
- Child's Immunizations Records

4. **Income eligibility:**

Advocates will verify income for the last 12 months or preceding calendar year by examining any of the following documents:

- Individual income tax forms 1040, W-2 forms, pay stubs, pay envelopes, written statements from employers, and documentation showing current status as recipients of public assistance, or self-declarations.
- Self-declaration will be used when a family is unable to provide income due to lost documents, teen parent being supported by parents, cash payments, and when only one parent is reporting income for the household – each case will be reviewed by the Support Services Manager to determine if family is meeting income requirements.
- Income verification from military families will be reviewed and any income/pay for hostile fire/imminent danger and basic housing allowance will not be considered as part of their wages/total income.
- A child whose family's income comes primarily from agriculture work (50%+) will be considered eligible. Income eligible families receive priority of selection first.
- Over income families who meet the selection criteria may be considered for enrollment, if no other eligible families are on the waiting list.

In the instance when the last 12 months or preceding calendar year does not reflect the family's current situation, Advocates will obtain information on the family's current income and provide an explanation on what information was used to determine eligibility. The Support Services Manager will review the information provided and determine if the child/family is eligible to participate in the program.

5. **Homeless:**

- a. To verify whether a family is homeless staff must obtain documentation from a homeless services provider, school personnel, or other service agency attesting that the child is homeless. Staff may also obtain any other documentation that indicates homelessness, including documentation from a public or private agency, a declaration, information gathered on intake forms, or notes from an interview with staff to establish the child is homeless.
- b. The family will have to submit proof of employment in agricultural work, or agriculture labor.

6. **Foster child:**
 - a. To verify whether a child is in foster care, staff must obtain documents such as a court order or other legal or government-issued documents, a written statement from a Child Welfare official that demonstrates the child is in foster care, or proof of a foster care payment.
 - b. The foster family will have to submit proof of employment in agricultural work, or agriculture labor.
7. Copies of all documents provided to verify income will be kept with the child's file. Information will be documented on the ChildPlus application. Parent and Advocate will sign the application to verify that the information is true and correct.
8. The Support Services Manager will review applications and complete the Eligibility Verification Form to assure income and age has been verified. The Support Services Manager's signature will certify that the family's documentation is present and valid.
9. The Support Services Manager will utilize established criteria to ensure families who are at or below the income guidelines are selected first.
10. Over income families who meet the selection criteria may be considered for enrollment, if no other eligible families are on the waiting list. The Support Services Manager will monitor the number of over income families enrolled on a regular basis to assure the number does not exceed 35% of the 130% of the poverty guidelines and 10% of enrollment.
11. The family income is verified by the Advocate and Support Services Manager before determining that a child is eligible to participate in the program:
 - a. Children enrolled in the Migrant/Seasonal program will be eligible to remain in the program for a second year without re-establishing income eligibility if the child is not age-eligible for kindergarten. Families will need to verify income yearly to assure they meet the 50+% agriculture requirement.
 - b. Over income families will be offered a one-year placement only. Families will be informed that they will need to update their family size and income or reapply to update priority points, if they would like a second year placement. Second year placement is not guaranteed.
12. If a program determines from the Community Assessment there are families experiencing homelessness or children in foster care that would benefit from services, they may reserve up to 3% of their funded slots for 30 days for this population. If these slots are not filled in the 30 days, they are considered vacant slots and must be filled in 30 days.
13. Programs may allow children enrolled with the criteria of homeless or foster to attend without immunizations or other records for up to 90 days. Advocates must work with families to obtain required documents.

14. All governing body, policy council, management, and staff who determine eligibility on applicable federal regulations and program policies and procedures will be trained:
 - ✓ Management and staff members who make eligibility determinations will receive training within 90 days of hiring new staff.
 - ✓ All governing body and policy council members with 180 days of the beginning of the term of a new governing body or policy council.

15. Staff that intentionally enroll ineligible families into any of the Head Start programs under CAPMC will be held accountable and disciplinary actions will apply. CAPMC does not tolerate:
 - ✓ The willful violation or disregard of any federal, state, and local law by an employee during the course of that person's employment.
 - ✓ The disregard or circumvention of program and/or CAPMC's policy or engagement in unscrupulous dealings.
 - ✓ The manipulation or disregard of policies or provisions to secure a benefit for friends and/or family members.

Employees should not attempt to accomplish by indirect means, through agents or intermediaries that which is directly forbidden, and can result in disciplinary action up to and including termination of employment. Employees are required to comply with The Code of Ethics, applicable laws, regulations and Agency policies.



**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
FRESNO MIGRANT/SEASONAL HEAD START**

Policy Number 14	Relates to CFR #: 1302.14	Page #1 of 3
Notes: 645(a (2) of the Act		

SUBJECT: Selection

PERFORMANCE OBJECTIVE: Each Head Start Program must have a formal process for establishing selection criteria and for selecting children and families that considers all eligible applicants for Head Start service.

OPERATIONAL PROCEDURE:

1. The program has a formal selection criterion for selecting children and families that considers all eligible applicants for Head Start services. The criterion is developed utilizing family data from the Community Assessment and input from the Advocates and Support Services Manager annually.

2. The Support Services Manager will submit annually the Selection for Policy Council and Board of Directors for approval.

3. The Selection Criteria considers the following factors for selection:
 - Child’s age
 - Employment Status
 - Family Income
 - Parental Status – two/single parent
 - Disability
 - Other factors (see Selection Criteria form).

4. The program will follow the approved selection criteria to prioritize the families wishing to enroll.

5. As part of the Selection Process the following activities will take place:

APPLICATIONS

- a. Submission of applications for the new program year will begin in May for FMSHS and February for EHS – FCC and will continue throughout the year.

1. Advocates/Center Director/FCC Home Specialist will complete applications and will submit complete packet to the Support Services Manager.
2. The Application packet will include:
 - ✓ ChildPlus Application
 - ✓ Emergency Information
 - ✓ Selection Criteria
 - ✓ Copy of Birth Certificate (other)
 - ✓ Mobility Status
 - ✓ Income Status
 - ✓ Self-Certification (if applicable)
 - ✓ Disability Documentation (if applicable)
 - ✓ Immunization Record
 - ✓ Medical or Insurance Card
 - ✓ Health History
3. The Support Services Manager will review the application along with the documentations provided and will complete the Eligibility Verification Form to determine if the child is eligible for services.
4. The application will be reviewed to assure families are income eligible, meet more than 50+% agriculture income, and whether they are migrant or seasonal. The Support Services Manager's signature on ChildPlus application will indicate the family qualifies for services.
5. When parent/guardian express during application process that his/her child has special needs the Support Services Manager will forward the application to the Disability/Mental Health Specialist.
6. The Disability/Mental Health Specialist will verify the disability status of a child by obtaining a current Individual Family Service Plan (IFSP) for infants/toddlers 0-36 months or Individual Education Program (IEP) for children over age three years.
7. If there is a current IFSP/IEP it will indicate on the Child Application that the child has a "Certified IFSP" or "Certified IEP".
8. If a child has not been certified with a disability but is in the process of evaluation, a parent expresses concerns about their child's development, or the parent has yet to bring a copy of the IEP/IFSP staff will indicate on the Child Application that the child has a "Suspected Disability".
9. Once approved, the Support Services Manager will forward applications to Data Entry Technician to enter into ChildPlus.

- b. Only applications that have been approved by the Support Services Manager will be entered into the ChildPlus system. This will allow the program to have children on the waiting list that are eligible for services and can be enrolled when there is a vacancy.

SELECTION

Once applications have been entered into ChildPlus system, the Support Services Manager will generate a list of eligible children for each center. The lists will be prioritized according to the established priority point system.

The Support Services Manager will begin the selection process from the generated lists at the beginning of the program year and throughout the year for waitlisted children.

At least 10 percent (10%) of the total funded enrollment will be children with documented disabilities. An over income child with an IEP/IFSP may be selected prior to a child with higher priority points if the agency is not serving more than 10% over income of their total funded enrollment.

When placing children with documented disabilities, the composition of the classroom and individual child needs will be considered to ensure appropriate placement and least restrictive environment. The child's eligibility points and income level will also be considered in order to ensure that children with the highest needs are given priority.

ACCEPTANCE

Advocate/Center Director/FCC Home Specialist will contact family to notify them their child/children have been accepted. If parent is interested in receiving services, Advocate/Center Director will schedule an appointment to complete the in-take process.



ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, AND ATTENDANCE POLICIES AND PROCEDURES

Selection Criteria

Child/Children Name _____

CHILD'S AGE	Check only one	POINTS
0-36 months old by September 1 st	15	
37-71 months old by September 1 st	10	

EMPLOYMENT STATUS	Check only one	POINTS
Single parent working	75	
Both parents working	75	
One parent working and one on "incapacitated" status	25	
One parent working and one attending school/training	25	
One parent working and one parent not working	25	
Single parent on "Incapacitated" status	5	
Both parents/Single parent not working	0	

INCOME	Check only one	POINTS
Income Eligible	50	
Over-income/0-30% above poverty guidelines	25	
Over-income/31-50% above poverty guidelines	10	
Over-income/51-75% above poverty guidelines	5	
Over-income/76% or more above poverty guidelines	0	

PARENT/FAMILY STATUS	Check only one	POINTS
Foster Parent(s)	75	
Single Parent	50	
Grandparent(s) or Guardian(s)	50	
Two Parent	25	

DISABILITY	Check only one	POINTS
Diagnosed/Multiple(confirmed before selection- approved by DSS)	50	
Diagnosed (confirmed before selection – IFSP/IEP attached)	45	
Suspected by qualified person	25	
Suspected by parent	10	
Zero Disability	0	

MOBILITY STATUS	Check only one	POINTS
Moved (within previous 24 months)	50	
Has not moved (Seasonal)	0	



**ELIGIBILITY, RECRUITMENT, SELECTION,
ENROLLMENT, AND ATTENDANCE
POLICIES AND PROCEDURES**

OTHER FACTORS	Check only one	POINTS
Homeless	75	
Refugee family	75	
Family w/1 parent on extended absence(deportation)	50	
Domestic/Family Violence	10	
WIC/SNAP	5	
Mental Illness (diagnose) of a parent	5	
Teen parent (under 19 yrs. at birth of child applying)	5	
Recent death of parent/guardian or sibling (w/in 12 months)	5	
Permanently disabled custodial parent/guardian	5	
Currently incarcerated parent/guardian	5	
Military family, including veterans	5	

Total Points _____

Staff Signature: _____

Date: _____



Child Development Services

4610 W. Jacquelyn Ave, Fresno, CA 93722

(559) 277-8641

Fax (559) 277-2640

Federal Poverty Guidelines 2021

Size of Family Unit	Income Eligible 0% - 100%	Over Income 101%-130%	Over Income 131% - 150%	Over Income 151% - 175%	Over Income 176% or More
1	Less Than \$12,880.00	\$12,880.01-\$16,744.00	\$16,744.01 - \$19,320.00	\$19,320.01 - \$22,540.00	\$22,540.01+
2	Less Than \$17,420.00	\$17,420.01- \$22,646.00	\$22,646.01- \$26,130.00	\$26,130.01 - \$30,485.00	\$30,485.01+
3	Less Than \$21,960.00	\$21,960.01- \$28,548.00	\$28,548.01 - \$32,940.00	\$32,940.01 - \$38,430.00	\$38,430.01+
4	Less Than \$26,500.00	\$26,500.01- \$34,450.00	\$34,450.01 - \$39,750.00	\$39,750.01 - \$46,375.00	\$46,375.01+
5	Less Than \$31,040.00	\$31,040.01- \$40,352.00	\$40,352.01 - \$46,560.00	\$46,560.01 - \$54,320.00	\$54,320.01+
6	Less Than \$35,580.00	\$35,580.01- \$46,254.00	\$46,254.01- \$53,370.00	\$53,370.01 - \$62,265.00	\$62,265.01+
7	Less Than \$40,120.00	\$40,120.01- \$52,156.00	\$52,156.01 - \$60,180.00	\$60,180.01 - \$70,210.00	\$70,210.01+
8	Less Than \$44,660.00	\$44,660.01- \$58,058.00	\$58,058.01 - \$66,990.00	\$66,990.01 - \$78,155.00	\$78,155.01+
Note: For family units with more than 8 members, add per additional person the appropriate amount	+\$4,540.00	+\$5,902.00	+\$6,810.00	+\$7,945.00	+\$7,945.01
Effective January 19th, 2021					

When determining the FPL of a family start by establishing the number of family members as defined by Head Start, "A family is a group of two or more persons related by birth, marriage, or adoption who live together; all such related persons are considered as members of one family."



Report to the Board of Directors

Agenda Item Number: D-13

Board of Directors Meeting for: April 8, 2021

Author: Luisa Marquez

DATE: April 8, 2021

TO: Board of Directors

FROM: Luisa Marquez, Administrative Analyst

SUBJECT: Community Assessment Update for Community Action Partnership of Madera County-Fresno Migrant/Seasonal Head Start

I. RECOMMENDATION:

Review and consider approving the 2021-2025 Community Needs Assessment Final Report for Community Action Partnership of Madera County-Fresno Migrant/Seasonal Head Start.

II. SUMMARY:

The Community Assessment describes and reviews the geographic area, the economy and workforce, characteristics of residents, available resources, and the needs of Migrant Seasonal Head Start eligible families. Staff is providing the 2021-2022 Community Assessment Final Document for review and consideration.

III. DISCUSSION:

- Under the new Head Start Program Performance Standards, a program must complete a comprehensive community assessment to identify the needs of the community and the need for Migrant Seasonal Head Start services at the beginning of the 5-year grant cycle and updated every year thereafter.
- CAPMC has conducted the community assessment for Fresno County. The process for the completion of the assessment included gathering of demographic data from the census, data on crop fluctuations if any, data on migrant patterns, and data on community resources.
- The information gathered was utilized to establish goals for the program, revise/update selection criteria if changes are needed, and identify any areas in need of Fresno Migrant Head Start services.
- The 2021-2022 community assessment update includes current data and program information that will be used for program planning.
- The 2021-2025 Community Needs Assessment update for Community Action Partnership of Madera County-Fresno Migrant/Seasonal Head Start was presented and approved by the Policy Committee on March 10, 2021.

IV. FINANCING:

Minimal



COMMUNITY ASSESSMENT

FRESNO MIGRANT & SEASONAL HEAD START

Data about the migrant/seasonal farmworker population in the service areas of Fresno County.

EXECUTIVE SUMMARY

The Community Action Partnership of Madera County Migrant & Seasonal Head Start program in Fresno County serves 519 children from 6 weeks to 5 years of age, for 98 days in a center-based setting, and 30 children from 6 weeks to 3 years of age through Early Head Start family child care in Mendota, Coalinga, and Fresno up to 204 days. The need for programs serving income-eligible children in our communities is evident, and the data presented in this document continues to support that.

Our center-based program operates in the eight following cities:

TABLE 1

City	Population	Children Under 5
Selma	24,825	8.3%
Orange Cove	10,273	11.7%
Parlier	15,618	8.6%
Reedley	25,658	9.8%
Mendota	11,511	10.6%
Firebaugh	8,296	8.2%
Kerman (Biola)	15,282	9.1%
Five Points	Data Unavailable	Data Unavailable

Source: 2019 United States Census Bureau

The service area is limited to the rural areas of Fresno County. Data is unavailable for Five Points due to its small size and rural location. Recruitment is determined by three factors: the location of growers and agricultural areas, program center location and acceptable transportation times per the Head Start Performance Standards.

The total 2019 population for Fresno County was 984,521 resulting in a 1.6% increase in population from 2014 to 2018. The state of California also experienced a 1.3% increase in population over the same period according to the American Community Survey.

DEMOGRAPHIC MAKE-UP OF MIGRANT/SEASONAL HEAD START ELIGIBLE CHILDREN AND FAMILIES

Over 2.5 million agricultural workers travel throughout the U.S., serving as the backbone for a multi-billion-dollar agricultural industry. Within the population, 16% have been identified as migrating, while 84% are seasonal agricultural workers. (Source: National Center for Farmworker Health, Inc.) Fresno County is home to 1.88 million acres of the world's most productive farmland, with agricultural operations covering nearly half of the country's entire land base of 3.84 million acres (Source: Fresno County Farm Bureau). Estimates for the number of migrant and seasonal children in the service area of Fresno County are based upon the number of migrant workers and workers who worked less than 150 days from the 2017 US Census of Agriculture.

From that number, a series of percentages are applied to estimate the number of children who are eligible for migrant/seasonal services. See the table below.

TABLE 2

Value	Description	Source
20,943	Hired farm labor who worked less than 150 days	<i>US Census of Agriculture 2017, Table 7, Fresno County</i>
57%	Percentage of workers who are parents	<i>National Center for Farmworker Health, Agricultural Worker Demographics 2018</i>
42%	Percentage of workers who migrate with children	<i>National Center for Farmworker Health 2012</i>
2	Average number of children per migrant/seasonal farmworker	<i>National Agriculture Work Survey</i>
96%	Percentage of children under the age of 18	<i>National Agriculture Work Survey</i>
32.9%	Estimated percentage age 5 or less compared to 0-18	<i>US Census American Community Survey, 2019 5 Year Estimates, S0101, B09001</i>
3,167	ESTIMATED NUMBER OF MIGRANT/SEASONAL CHILDREN 0-5 IN FRESNO COUNTY	
1,530	Of the estimated number of migrant/seasonal children in Fresno County, the percentage of 0-2 year olds (48.3%)	<i>US Census American Community Survey, 2019 5 Year Estimates, B09001</i>
1,637	Of the estimated number of migrant/seasonal children in Fresno County, the percentage of 3-5 year olds (51.7%)	<i>US Census American Community Survey, 2019 5 Year Estimates, B09001</i>

Source: Various (See above)

The racial, ethnic, and cultural diversity of the population in Fresno County continues to change. In 2019, the Fresno County Hispanic population increased to 53.1% from 51.6% in 2015. (Source: 2015, 2019 American Community Survey DP05).

AGRICULTURE IN FRESNO COUNTY

Fresno County has 1,557 farms that harvest more than 350 crops; it continues to supply the highest quality of food and fiber nationwide and abroad to more than 95 countries around the world. During the summer months of June, July and August the following main crops are harvested: onion, cantaloupe, melon, bell peppers, tomatoes, sweet corn and tomatoes. The fall months of August, September and October is the busiest time for many Fresno County farmers. During that time, the following main crops are harvested: peaches, plums, nectarines, apricots, pluots, grapes, almonds and pistachios. Many other crops are harvested during the summer and fall but the mentioned crops are the highest in demand.

Fresno Migrant/Seasonal Head Start center-based program operates from June to the end of October, which are busiest months of farm labor based on the data provided from the Fresno County Farm Bureau. The need for child care is essential during those months. The calendar below specifically shows the many crops that are harvested during the year by month.



Fresno County Harvest Calendar

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Broccoli Citrus Grapefruit Lemons Oranges Pummelos Tangelos Tangerines	Broccoli Citrus Lemons Oranges Tangelos Tangerines	Asparagus Broccoli Citrus Lemons Mandarins Oranges Tangelos Tangerines Lettuce	Asparagus Broccoli Citrus Oranges Lettuce Peas Strawberries Wheat	Alfalfa Asparagus Blueberries Cherries Citrus Oranges Cucumbers Green Beans Nectarines Onions Peaches Plums Squash Strawberries Wheat	Alfalfa Apricots Asparagus Barley Bell Peppers Blueberries Boysenberries Cherries Chili Peppers Citrus Oranges Corn Cucumbers Eggplant Figs Garbanzo Beans Grapes Green Beans Honeydew Nectarines Onions Peaches Plums Squash Strawberries Tomatoes Wheat	Alfalfa Apricots Apriums Barley Bell Peppers Blueberries Cantaloupes Chili Peppers Citrus Oranges Corn Cucumbers Eggplant Figs Garbanzo Beans Garlic Grapes Green Beans Honeydew Jujubes Lettuce Nectarines Onions Peaches Plums Pears Plums Pluots Safflower Squash Strawberries Tomatoes Watermelons Wheat	Alfalfa Almonds Apples Apriums Barley Bell Peppers Cantaloupes Carrots Chili Peppers Corn Cucumbers Eggplant Figs Garlic Grapes Green Beans Honeydew Jujubes Lettuce Nectarines Onions Peaches Pistachios Plums Pumpkins Rice Sorghum Squash Strawberries Tomatoes Walnuts Watermelons Wheat	Alfalfa Apples Barley Bell Peppers Broccoli Cantaloupes Chili Peppers Corn Cotton Eggplant Grapes Green Beans Kiwi Lettuce Persimmon Pistachios Pomegranate Pumpkins Rice Sorghum Squash Tomatoes Walnuts Watermelons Wheat	Alfalfa Bell Peppers Broccoli Citrus Lemons Oranges Cotton Eggplant Grapes Green Beans Kiwi Long Beans Olives Persimmon Pistachios Pomegranate Squash Tomatoes Walnuts	Broccoli Citrus Grapefruit Lemons Oranges Cotton Olives Pomegranate Turnips	
HARVESTED YEAR-ROUND Cattle and Calves Eggs Hogs and Pigs			Honey Poultry Milk		Nursery Products Sheep and Lambs						

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Revised 2/2016

When the center-based program closes at the end of October, children under 3 years old are referred to family child care providers in their community. In addition, parents are referred to local agencies where child care is provided.

CHILD DEVELOPMENT AND CHILD CARE PROGRAMS SERVING HEAD START ELIGIBLE CHILDREN

Subsidized programs in Fresno County aim to serve low-income or at risk families. Table three below displays the child care and development programs in Fresno County with the children ages 0-5, and children ages 6-12 each served in 2018-19; the data was collected as part of the 2019 Fresno County Needs Assessment by the Fresno Child Care & Development Local Planning Council.

The implementation of Transitional Kindergarten in Fresno County has had a direct impact on the Head Start program and its ability to maintain enrollment in the centers. Transitional Kindergarten accepts children of which a few years ago would have otherwise been served by a preschool program such as State Preschool, Head Start, or a private program.

TABLE 3

Child Care Program	Infant/Toddler (0-2)	Preschool (2-5)	School-Age (6-12)
Full-Day Center (CCTR)	162	434	197
CA State Preschool (CSPP) Full-day	0	1,320	0
CA State Preschool (CSPP) Part-day	0	5,356	0
FCCH Networks	13	38	15
Migrant	0	53	0
California Alternative Payment	139	542	666
CalWORKs Stage 1	349	1,218	842
CalWORKs Stage 2	144	581	547
CalWORKs Stage 3	79	423	784
Head Start	0	2,435	0
Early Head Start	559	0	0
CAPMC Fresno Migrant & Seasonal Head Start <small>(served in 2019-2020)</small>	186	158	0
CAPMC Fresno Migrant & Seasonal Early Head Start <small>(served in 2019-2020)</small>	17	0	0
Other: Migrant Alternative Payment and ASES	17	38	25,547
TOTAL CHILDREN SERVED	1,665	12,596	28,598

Analysis of this data reveals that the slots for migrant childcare in Fresno County are in high demand. CAPMC Fresno Migrant & Seasonal & Seasonal Head Start did not meet full funded enrollment due to COVID-19; center downsized due to social distancing health guidelines.

CHILDREN WITH DISABILITIES

CAPMC continues to serve children with disabilities through the Migrant & Seasonal Head Start program and other collaborative partnerships in the community. During the 2019-2020, the Program Information Report indicated the following in table 4 for preschoolers and table 5 for infant/toddler and table 6 for EHS infant/toddler program:

TABLE 4

Preschool disabilities services (HS and Migrant Programs)	# of Children
Number of children enrolled in the program who have an Individualized Education Program (IEP) indicating they have been determined eligible by the LEA to receive special education and related services	19
Of these, the number who were determined eligible to receive special education and related services:	# of Children
Prior to enrollment into the program for this enrollment year	16
During this enrollment year	3

TABLE 5

Infant/Toddler Early Intervention Services (Migrant Programs)	# of Children
Number of children enrolled in the program who have an Individualized Family Service Plan (IFSP) indicating they have been determined eligible by to receive early intervention services under the Individuals with Disabilities Education Act (IDEA)	18
Of these, the number who were determined eligible to receive early intervention services:	# of Children
Prior to enrollment into the program for this enrollment year	15
During this enrollment year	3

TABLE 6

Infant/Toddler Early Intervention Services (EHS Program)	# of Children
Number of children enrolled in the program who have an Individualized Family Service Plan (IFSP) indicating they have been determined eligible by to receive early intervention services under the Individuals with Disabilities Education Act (IDEA)	2
Of these, the number who were determined eligible to receive early intervention services:	# of Children
Prior to enrollment into the program for this enrollment year	1
During this enrollment year	1

Securing and receiving timely diagnosis and services is a challenge due to families' migratory status. In 2020 diagnosis and providing services took longer than usual due to COVID-19. A network of resources and open lines of communication between service providers continues to make Fresno County's services for children with disabilities a highlight of the childcare and education programs.

DATA ABOUT THE EDUCATION, HEALTH & NUTRITION, AND SOCIAL SERVICE NEEDS OF MIGRANT/SEASONAL HEAD START ELIGIBLE CHILDREN

The education, health, nutrition, and social service needs of Head Start eligible children have continued to shift in some areas, while remaining constant in others.

Education

- In 2019, 13.9% of the Fresno County population over the age of 25 have a GED or high school diploma.
- In the 2019-2020 school year, English Language learners in grade levels K-12 made up 17.9% of the student population in Fresno County.
- Of the English Learners in Fresno County public schools, 15.2% speak Spanish (2019-2020 school year).
- In 2018-2019, 23.77% of third grade students in Fresno County met or exceeded the standard on the English Language Arts/Literacy CAASPP. California's average was 51.10%. CAASPP test scores from 2019-2020 are not available due COVID-19 distance learning.
- Only 13.5% of third grade students from economically disadvantaged families in Fresno County met or exceeded the standard on the English Language Arts/Literacy CAASPP in the 2018-2019 school year. CAASPP test scores from 2019-2020 are not available due COVID-19 distance learning.
- Only 8.6% of Fresno County population over 25 years of age had a Bachelor's degree.
- According to the Program Information Report for the 2019-2020 program year, of the parents of children enrolled in the Fresno Migrant/Seasonal Head Start program, 75% have not completed high school and Early Head Start was 86%.

Health and Nutrition

- Data indicates children have health issues with anemia, asthma and vision problems. According to the 2019-2020 PIR, (5.5 %) Fresno Migrant/Seasonal children were treated for anemia, seven for asthma, and eight for vision problems, three hearing problems and one for blood lead level.

- The number of children in the Migrant & Seasonal Head Start program whose BMI is considered overweight or obese is 22, representing (6.4 %) of all enrolled children.

EDUCATION, HEALTH & NUTRITION, AND SOCIAL SERVICE NEEDS OF MIGRANT/SEASONAL HEAD START ELIGIBLE CHILDREN

The education, health & nutrition, and social service needs of Head Start eligible children have continued to shift in some areas, while remaining constant in others.

Education

- Lower education levels in families and not having the income to pursue higher education.
- Program supporting parent's efforts such as parental resiliency, social connections, knowledge of parenting and child development.
- Parents working additional hours to make extra income and are requesting longer service days/period.

Health and Nutrition

- Trends identified through the Community Assessment include obesity, physical activity, anemia, asthma, and accessibility of promoting healthier choices.
- More resources of healthy foods to share with families for example low in salt, sugar and solid fats.
- Foods higher in iron like Vitamin A, C, D and calcium.

Social Service Needs

- Health insurance eligibility for undocumented immigrants.
- Lack of health coverage due to the high cost.
- Mental health resources

COMMUNITY RESOURCES

Because of the size and geographic expansiveness of Fresno County, many rural families do not have knowledge of basic resources available, or the means to get to them. For those families living within the city limits of Fresno, on the other hand, services may be accessible by public transportation or personal vehicles. Rural communities such as Five Points, Mendota, Orange Cove and Firebaugh are an hour away from the city of Fresno and those towns lack the infrastructure and staff to provide health care services. For example, Mendota does not have a hospital, and in several other rural communities' pharmacy, hours are limited. When families participate in the Head Start program, they receive resourceful information through referrals, a

resource book, and parent meetings. Unfortunately, some of the issues families encounter are difficult to address such as the lack of health coverage has been a persistent problem in families. Undocumented immigrants are ineligible for Medical or Marketplace coverage; while uninsured families cite the high cost of insurance as the main reason they lack coverage. Another issue family's phase is the lack of education due to the pressure of work, high stress levels and lack of money for academic enrichment may contribute to lower education levels for families. Overall, the resources in the communities of Fresno have fared well with no state budget cuts and dwindling resources. Services through community resources may be smaller with longer wait times; however, families in need have been able to access services. Below is a summary of types of resources available to Head Start families and other members of the community.

Primary Health Care

Fresno County has a strong network of community resources and health and education institutions. The Fresno Migrant & Seasonal Head Start program continues to work diligently and proactively to have excellent working relationships with other social service agencies in the area as well as good rapport with the dentists and doctors in the community. This is reflected by the number of community resources provided to the children and families enrolled in the program. The program works closely with United Health Centers, as they collaborated with the Fresno Migrant & Seasonal Head Start program during its annual parent conference. Information and resources about their services were provided at the parent conference. In addition, Advocates help parents obtain health documents through the implementation of a database. The program continually seeks out available resources to assist the program participants. Although, concern amongst parents has grown as the pandemic prevails in regards to taking their children to dental visits every six months for ages 3-5. Some Dentists in town are not seeing patients every six months due to COVID-19. Physical and immunization appointments are having long waiting periods due the pandemic implemented safety measures in medical offices.

Parent Education and Support

The program significantly supports parents' education efforts such as parental resiliency, social connections, knowledge of parenting and child development and social and emotional competence in children; 93% of families increased their knowledge on safety, health, mental health, financial stability by attending parent meetings and other trainings provided.

Mental Health

Out of the 525 children enrolled in the program, 99% have Medi-Cal and each county mental health plan contracts with the California Department of Health Care Services to provide mental and behavioral services to Medi-Cal beneficiaries. Specialized providers are contracted to help parents address any concerns they may have. One challenge the program encountered was providing mental health services to children. Behavioral health requires parents to advocate for

their child, and parents are unavailable due to their work schedule so their children often do not receive needed services. In addition, families are refer to United Health Center, Adventist Health Medical Center, Friends, All 4 U, Fresno County Mental Health Services and Exceptional Parent Unlimited. United Health Care centers has expanded mental health services by creating group sessions and a care plan for parent and children is established. During the off-season, a majority of children with active IEP’s do not receive services as parents return to their country of origin.

Child Care

In Fresno County, an estimated 205,895 children ages birth to 12 have parents in the labor force. Currently 16,945 licensed child care spaces exist, and 5,760 licensed family child care homes. County regional market rates are the maximum allowable reimbursement for parents receiving a state subsidy. The table below demonstrates those rates for various child ages and care type.

COST OF CARE: COUNTY REGIONAL MARKET RATES ALLOWED FOR STATE SUBSIDY				
Weekly Regional Market Rates by Age and Type of Care				
Center Regional Market Rates	Center Full-Time Maximum	Center Full-Time Average	Center Part-Time Maximum	Center Part-Time Average
Infant / Toddler	\$313	\$406	\$227	\$232
Preschool	\$260	\$159	\$168	\$159
School-Age	\$183	N/A	\$128	N/A
Family Child Care Home Regional Market Rates	FCCH Full-Time Maximum	FCCH Full-Time Average	FCCH Part-Time Maximum	FCCH Part-Time Average
Infant / Toddler	\$196	\$152	\$151	\$152
Preschool	\$177	\$146	\$140	\$146
School-Age	\$156	N/A	\$129	N/A

(Sources: CDE, the California Child Care Resource and Referral Network, other local sources)

According to the California Child Care Resource and Referral Network, the annual cost for full-time infant care in a licensed center is \$13,206, and for licensed family child care homes, it is

\$8,930. Of all the child care request that come in through Resource and Referral, office in Fresno 43% requested care for children ages 2-5.

Transportation

Public transportation is available for parents who live within the city limits of Fresno. However, in rural communities were Fresno Migrant & Seasonal Head Start provides services; families do not have access to public transportation. The only means of transportation is a personal vehicle.



Report to the Board of Directors

Agenda Item Number: D-14

Board of Directors Meeting for: April 8, 2021

Author: Maria Garcia

DATE: April 8, 2021

TO: Board of Directors

FROM: Maria Garcia, Disability/Mental Health Specialist

SUBJECT: Suspension and Expulsion Procedure

I. RECOMMENDATIONS

Review and consider approving the Suspension and Expulsion Procedure for the Fresno Migrant/Seasonal Head Start Program.

II. SUMMARY

The Suspension and Expulsion Procedure will provide guidance for staff on the process to follow when a child is having challenging behaviors in the classroom.

III. DISCUSSION

Suspension may be used as the last resort in extraordinary circumstances.

When a child demonstrates challenging behaviors staff will follow the Child mental health and social emotional well-being procedure (Reference to Procedure 45) in order to address the concern and provide support to the child and family which includes, but not limited to the following:

- Teaching staff will implement in the classrooms positive techniques from Conscious Discipline and the Teaching Pyramid from Center on the Social and Emotional Foundation for Early Learning (C.S.E.F.E.L) that are designed to build social and emotional skills in the children. Classrooms are monitored for this on an ongoing basis by the Disabilities/Mental Health Content Specialist.
- For children with ongoing challenging behaviors, staff will initiate the process of child and family receiving additional support by submitting a Child Concern Form.
- Strategies for the child and resources for the parent will be provided.
- For a child not responding to the strategies, a Child Success Team (CST) Meeting will be held to discuss the possibility of having the Mental Health Consultant provide an Individual Observation for the child. During the Individual Observation, the Mental Health Consultant will be accessible to the parent to give supportive feedback.
- Additional strategies may be recommended by the Mental Health Consultant.

- A Positive Behavior Management Plan will be established.
- Staff will continue to assist the child in gaining acceptable behaviors by modelling and consistently implementing each strategy provided.
- New strategies will be provided as needed.
- A child who continues to display aggressive behaviors that harm others or puts self in danger will result in the management team considering reducing the child's time in Head Start until the child shows signs of being ready to participate for the full amount of scheduled class time.

Parent/guardian refusal or unwillingness to support the Positive Behavior Management Plan after reviewing Behavior Policy in the Parent Handbook will result in the family being moved to expulsion and parent/guardian will be provided other options for preschool/child care.

- The Suspension and Expulsion Procedure for the Fresno Migrant/Seasonal Head Start Program was presented and approved by the Policy Committee on March 10, 2021.

IV. FINANCING: None



**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
FRESNO MIGRANT/SEASONAL HEAD START
Policies Procedures**

Policy Number 17	Relates to CFR #: 1302.17 (a)-(b)(3)	Page 1 of 3
Notes:		

SUBJECT: Suspension and Expulsion

PERFORMANCE OBJECTIVE: Head Start programs must severely limit the use of Suspensions and prohibit expulsion

OPERATIONAL PROCEDURE:

1. Suspension may only be:
 - a. Temporary in nature
 - b. Used as a last resort in extraordinary circumstances where there is serious threat that cannot be reduced or eliminated by reasonable modifications
 - If at any time a child poses serious harm resulting in medical treatment to another child or adult while at the center or class, the child's parent/guardian will be asked to pick up the child and a meeting will be set up to discuss the incident. Staff may not call parent/guardian to pick up a child early due to behavior without prior consultation and approval from Head Start Director, Maritza Gomez-Zaragoza. If Maritza is not available, approval can be obtained from Mattie Mendez, Executive Director or Maria Garcia, Disability/Mental Health Content Specialist in consultation with Maru Sanchez, Deputy Director- Direct Services.
 - The child will not be allowed to return to the classroom until the meeting has taken place to determine next steps based on the severity of incident.
 - When there is a serious safety issue involving extreme aggressive behavior, a reduced schedule (temporary suspension) may be utilized.
 - The reduced scheduled will be based on the child's ability to cope within a social environment and will be assessed through child observations and progress notes to determine periods of successes and challenges.
2. Prior to determining whether ongoing temporary suspension is necessary, the program will:
 - a. Have Disabilities/Mental Health (D/MH) Specialist observe child's classroom management strategies for effectiveness (reference Policy 45). and provide supportive recommendations
 - b. Have Teachers complete ASQ-SE2 from classroom environment perspective



COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY FRESNO MIGRANT/SEASONAL HEAD START Policies Procedures

- c. If deemed necessary, schedule a Team management meeting to develop a support plan
 - d. Engage the mental health consultant as determined by the team
 - e. Collaborate with parent/guardian
 - f. Utilize appropriate community resources – i.e. Behavioral Health, psychologist, or other specialists
 - g. D/MH Specialist will enter in Child Plus for areas of concern and strategies provided
3. If temporary suspension is deemed necessary, the program will help the child return to full participation in all activities as quickly as possible while ensuring child safety by:
 - a. Ongoing engagement with parent/guardian on a regular (weekly) basis and documenting follow-up on Student access log.
 - b. If needed, holding a Case Study Team meeting to discuss need for a formal observation by mental health consultant (reference Policy 33A), and provide strategies for classroom and home
 - c. Continuing to use appropriate community resources
 - d. Developing written plan – Positive Behavior Support Plan (PBSP) to document the action and supports needed
 - o Parent/guardian refusal or unwillingness to support the PBSP at home or class will result in CST meeting to review Behavior Policy in Parent Handbook understanding and development of parenting skills.
 - e. Determining whether a referral to a local agency responsible for implementing IDEA is appropriate
4. Our program will not expel or unenroll a child because of a child's behavior.
 - a. When a child continues to exhibit persistent and serious challenging behavior staff will:
 - Explore all possible steps and document all steps taken to address behavior(s) of which the focus was and continues to be to assist the child in learning appropriate behavior
 - Continuing engagement of a mental health consultant
 - Consider the appropriateness of providing services and supports for a child under section 504 of the Rehabilitation Act and not excluding child on the basis of disability
 - D/MH Specialist will consult with the parent/guardian(s)
 - If child has an IFSP/IEP, consulting with agency responsible for the IFSP/IEP to ensure that the child receives the needed support services.
 - If a child does not have an IFSP/IEP, the program will refer child, with parental consent, to the local agency responsible for implementing IDEA to determine child's eligibility for services.



COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY FRESNO MIGRANT/SEASONAL HEAD START Policies Procedures

Parent/guardian refusal or unwillingness to support the PBSP after reviewing Behavior

Policy in Parent Handbook will result in the family being moved to expulsion.

5. Children may be expelled from the program only if management (EHS ^ MSHSHS) Disabilities and Mental Health Specialist concludes:
 - a. That the safety of the environment cannot be maintained due to a child's persistent and serious challenging behaviors
 - b. Due to the child's behavior, the program is in violation of Community Care Licensing Children's Personal Rights
 - c. The child puts self in unsafe and dangerous situations
 - Staff will work with the family and other involved individuals to assist the family in finding an appropriate placement and directly support the transition of the child into another placement i.e. family child care home with less children, Special Day Class, etc. that will provide a better environment for the child's success.
 - If child has an IFSP or IEP, the appropriate agency will be notified to update the agency of the efforts taken and the need for a more appropriate placement.
 - Staff will support parent/guardian to request IFSP/IEP meeting to inquire about additional assessments.



Report to the Board of Directors

Agenda Item Number: D-15

Board of Directors Meeting for: April 8, 2021

Author: Maritza Gomez-Zaragoza

DATE: April 8, 2021

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: Fresno Migrant & Seasonal Early Head Start's 2019-2020 Program Information Report

I. RECOMMENDATION:

Review and consider accepting Fresno Migrant & Seasonal **Early** Head Start's 2019-2020 Program Information Report (PIR).

II. SUMMARY:

The Office of Head Start Program Information Report (PIR) is an annual report mandated of all Head Start programs in the country. It serves as a source of data to track the programs performance. The Office of Head Start utilizes the PIR indicators to assess strengths of the program as well as its challenges. In turn, it provides technical assistance to those areas needing improvement. Per Head Start Act 642(d)(2)(I), the PIR must be presented annually to the Policy Council and Board of Directors and made available to federal legislators and the public.

III. DISCUSSION:

1. Due to COVID-19 Office of Head Start did not require programs to report their annual program data since program service delivery was modified in order to serve children and families.
2. Although a Program Information Report (PIR) was not fully completed for the 2019-2020, staff still reviewed data to ensure compliance.
3. Fresno Migrant & Seasonal **Early** Head Start (FMSHS) program served 17 children. Highlighted below are some key demographics of the children and families served:
 - 100% of children enrolled are up to date on all immunizations at end of program
 - 76% of enrolled children were income below 100% of poverty line 18% were income between 100%-130% of Federal poverty line and 6% were over income
 - 100% of children enrolled have health insurance

The Fresno Migrant & Seasonal Early Head Start's 2019-2020 Program Information Report (PIR) was presented and approved by the Policy Committee on March 10, 2021

IV. FINANCING: None

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

A. Enrollment & Program Options

Funded Enrollment by Funding Source

1. Funded Enrollment	
a. Head Start/Early Head Start Funded Enrollment, as identified on NOA that captures the greatest part of the program year	30
b. Funded Enrollment from non-federal sources, i.e. state, local, private	0
c. Funded Enrollment from the MIECHV Grant Program using the Early Head Start home visiting model	0

Funded Enrollment by Program Option

2. Center-based option	
a. Number of slots equal to or greater than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	0
1. Of these, the number available for the full-working-day and full-calendar-year	0
b. Number of slots with fewer than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	0
1. Of these, the number that are available for 3.5 hours per day for 128 days	0
2. Of these, the number that are available for full working day	0
3. Home-based option	0
4. Family child care option	23
5. Locally designed option	0
6. Pregnant women slots	0

Funded Slots at Child Care Partner

7. Total number of slots in the center-based or locally designed option	<i>System Calculates Total</i>
a. Of these, the total number of slots at a child care partner	0
8. Total funded enrollment at child care partners (includes center-based, locally designed, and family child care program options)	<i>System Calculates Total</i>

Classes in Center-based

9. Total number of center-based classes operated	0
a. Of these, the number of double session classes	0

Children by Age

10. Children by Age:			
a. Under 1 year	6	d. 3 years old	0
b. 1 year old	6	e. 4 years old	0
c. 2 years old	5	f. 5 years and older	0
g. Total cumulative enrollment of children			<i>System Calculates Total</i>

Cumulative enrollment of pregnant women

11. Cumulative enrollment of pregnant women	0
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Total cumulative enrollment

12. Total cumulative enrollment	<i>System Calculates Total</i>
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Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

A. Enrollment & Program Options

Primary type of Eligibility

13. Report each enrollee only once by primary type of eligibility:	
a. Income at or below 100% of federal poverty line	13
b. Receipt of public assistance such as TANF and SSI	0
c. Foster care	0
d. Homeless	0
e. Eligibility based on other type of need, but not counted in A.13.a through d	1
f. Incomes between 100% and 130% of the federal poverty line, but not counted in A.13.a through e	3
14. If the program serves enrollees under A.13.f, specify how the program has demonstrated that all income-eligible children in their area are being served.	

Prior enrollment

15. Enrolled in Head Start or Early Head Start for:	
a. The second year	3
b. Three or more years	0

Transition and Turnover (HS Programs)

16. Total number of preschool children who left the program any time after classes or home visits began and did not re-enroll		0
a. Of the preschool children who left the program during the program year, the number of preschool children who were enrolled less than 45 days		0
17. Of the number of preschool children enrolled in Head Start at the end of the current enrollment year, the number projected to be entering kindergarten in the following school year		0

Transition and Turnover (EHS Programs)

18. Total number of infants and toddlers who left the program any time after classes or home visits began and did not re-enroll		5
a. Of the infants and toddlers who left the program above, the number of children who were enrolled less than 45 days		0
b. Of the infants and toddlers who left the program during the program year, the number who aged out of Early Head Start		0
1. Of the infants and toddlers who aged out of Early Head Start, the number who entered a Head Start program		0
2. Of the infants and toddlers who aged out of Early Head Start, the number who entered another early childhood program		0
3. Of the infants and toddlers who aged out of Early Head Start, the number who did NOT enter another early childhood program		0
19. Total number of pregnant women who left the program after receiving Early Head Start services but before the birth of their infant, and did not re-enroll		0
20. Number of pregnant women receiving Early Head Start services at the time their infant was born		0
a. Of the pregnant women enrolled when their infant was born, the number whose infant was subsequently enrolled in the program		0
b. Of the pregnant women enrolled when their infant was born, the number whose infant was NOT subsequently enrolled in the program		<i>System Calculates Total</i>

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

A. Enrollment & Program Options

Transition and Turnover (Migrant Programs)

21. Total number of children who left the program any time after classes or home visits began and did not re-enroll	0
a. Of the children who left the program during the program year, the number of children who were enrolled less than 45 days	0
b. Of the children who left the program during the program year, the number of preschool children who aged out, i.e. left the program in order to attend kindergarten	0

Attendance

22. The total number of children cumulatively enrolled in the center-based or family child care program option	17
a. Of these children, the number of children that were chronically absent	12
1. Of the children chronically absent, the number that stayed enrolled until the end of enrollment	8
23. Comments on children that were chronically absent:	
Children who were chronically absent were sheltering at home due to COVID19	

Child Care Subsidy

24. The number of enrolled children for whom the program and/or its partners received a child care subsidy during the program year	0
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Race and Ethnicity

25. Race and Ethnicity	(1) Hispanic/Latino	(2) Non-Hispanic
a. American Indian or Alaskan Native	0	0
b. Asian	0	0
c. Black or African American	0	0
d. Native Hawaiian or Pacific Islander	0	0
e. White	0	0
f. Biracial/Multi-racial	0	0
g. Other	17	0
h. Unspecified	0	0
25.g.1 Comments:		
25.h.1 Comments:		

Primary Language of the Family at Home

26. Primary language of family at home:			
a. English		0	
1. Of these, the number of children acquiring/learning another language in addition to english			
b. Spanish	17	h. Pacific Island Languages	0
c. Native Central American	0	i. European/Slavic Languages	0
d. Caribbean Languages	0	j. African Languages	0
e. Middle Eastern & South Asian	0	k. American Sign Language	0
f. East Asian Languages	0	l. Other	0
g. Native North American/Alaskan	0	m. Unspecified	0
26.l.1 Comments:			

Dual Language Learners

27. Total number of Dual Language Learners	<i>System Calculates Total</i>
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Transportation

28. Number of children for whom transportation is provided to and from classes	0
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Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

A. Enrollment & Program Options

Management Information Systems

29. List the management information system(s) your program uses to support tracking, maintaining, and using data on enrollees, program services, and program staff.

Name/title

a. ChildPlus/ChildPlus.net

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

B. Program Staff & Qualifications

Staff by type	(1) Head Start Early Head Start Staff	(2) Contracted Staff
1. Total number of staff members, regardless of the funding source for their salary or the number of hours worked	1	4
a. Of these, the number who are current or former Head Start parents	0	0

Volunteers by type	(1) Classroom Teacher	(2) Assistant Teachers
2. Number of persons providing any volunteer services to the program during the program year		28
a. Of these, the number who are current or former Head Start or Early Head Start parents		0

Preschool Classroom and Assistant Teachers (HS and Migrant Programs)	(1) Classroom Teacher	(2) Assistant Teachers
3. Total number of preschool education and child development staff by position	0	0
a. An advanced degree in:	0	0
early childhood education or		
any field and coursework equivalent to a major relating to early childhood education, with experience teaching preschool-age children.		
b. A baccalaureate degree in one of the following:	0	0
early childhood education		
any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children or		
any field and is part of the Teach for America program and passed a rigorous early childhood content exam		
c. An associate degree in:	0	0
early childhood education		
a field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children		
d. A Child Development Associate (CDA) credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements	0	0
1. Of these, a CDA credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working	0	0
e. None of the qualifications listed in B.3.a through B.3.d	0	0

Preschool Classroom Teachers Program Enrollment

4. Total number of preschool classroom teachers that do not meet qualifications listed in B.3.a or B.3.b	<i>System Calculates Total</i>
a. Of these preschool classroom teachers, the number enrolled in a degree program that would meet the qualifications described in B.3.a or B.3.b	0

Preschool Classroom Assistant Teachers Program Enrollment

5. Total number of preschool assistant teachers that do not meet qualifications listed in B.3.a through B.3.d	<i>System Calculates Total</i>
a. Of these preschool assistant teachers, the number enrolled in a degree, certification, credential, or licensure program that would meet the qualifications listed in B.3.a through B.3.d	0

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

B. Program Staff & Qualifications

Infant and Toddler Classroom Teachers (EHS and Migrant Programs)

6. Total number of infant and toddler classroom teachers	0
a. An advanced degree in:	0
early childhood education with a focus on infant and toddler development or any field and coursework equivalent to a major relating to early childhood education, with experience teaching infants and/or toddlers	
b. A baccalaureate degree in:	0
early childhood education with a focus on infant and toddler development or any field and coursework equivalent to a major relating to early childhood education, with experience teaching infants and/or toddlers	
c. An associate degree in:	0
early childhood education with a focus on infant and toddler development or a field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching infants and/or toddlers	
d. A Child Development Associate (CDA) credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements	0
1. Of these, a CDA credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working	0
e. None of the qualifications listed in B.6.a through B.6.d	0
7. Total number of infant and toddler classroom teachers that do not have any qualifications listed in B.6.a through B.6.d	<i>System Calculates Total</i>
a. Of these infant and toddler classroom teachers, the number enrolled in a degree, certifications, credential, or licensure program that would meet one of the qualifications listed in B.6.a through B.6.d	0

Home Visitors and Family Child Care Provider Staff Qualifications

8. Total number of home visitors	0
a. Of these, the number of home visitors that have a home-based CDA credential or comparable credential, or equivalent coursework as part of an associate's, baccalaureate, or advanced degree	0
b. Of these, the number of home visitors that do not meet one of the qualifications described in B.8.a.	0
1. Of the home visitors in B.8.b, the number enrolled in a degree or credential program that would meet a qualification described in B.8.a	0
9. Total number of family child care providers	4
a. Of these, the number of family child care providers that have a Family Child Care CDA credential or state equivalent, or an associate, baccalaureate, or advanced degree in child development or early childhood education	2
b. Of these, the number of family child care providers that do not meet one of the qualifications described in B.9.a	2
1. Of the family child care providers in B.9.b, the number enrolled in a degree or credential program that would meet a qualification described in B.9.a.	2
10. Total number of child development specialists that support family child care providers	1
a. Of these, the number of child development specialists that have a baccalaureate degree in child development, early childhood education, or a related field	1
b. Of these, the number of child development specialists that do not meet one of the qualifications described in B.10.a.	0
1. Of the child development specialists in B.10.b, the number enrolled in a degree or credential program that would meet a qualification described in B.10.a	0

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

B. Program Staff & Qualifications

Child development staff - average salary

11. Average salary:	Avg. Annual Salary	Avg. Hourly Rate
a. Classroom teachers	0	0
b. Assistant teachers	0	0
c. Home-based visitors	0	0
d. Family child care providers	0	0

Classroom teacher salary by level of education

12. Classroom teacher salary by level of education:	
a. Advanced degree in early childhood education or related degree	0
b. Baccalaureate degree in early childhood education or related degree	0
c. Associate degree in early childhood education or related degree	0
d. A Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements	0
e. Classroom teachers that do not have the qualifications listed in B.12.a - B.12.d	0

Child development staff - race

13. Race and Ethnicity:	(1)Hispanic/Latino	(2)Non-Hispanic
a. American Indian or Alaskan Native	0	0
b. Asian	0	0
c. Black or African American	0	0
d. Native Hawaiian or Pacific Islander	0	0
e. White	0	0
f. Biracial/Multi-racial	0	0
g. Other	4	0
h. Unspecified	0	0
13.g.1 Comments:		
13.h.1 Comments:		

Child development staff - language

14. The number who are proficient in a language(s) other than English	4
a. Of these, the number who are proficient in more than one language other than English	0
15. Language groups in which staff are proficient:	
a. Spanish	4
b. Native Central American, South American, and Mexican Languages (e.g., Mixteco, Quichean)	0
c. Caribbean Languages (e.g., Haitian-Creole, Patois)	0
d. Middle Eastern & South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)	0
e. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)	0
f. Native North American/Alaska Native Languages	0
g. Pacific Island Languages (e.g., Palauan, Fijian)	0
h. European & Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian)	0
i. African Languages (e.g., Swahili, Wolof)	0
j. American Sign Language	0
k. Other	0
15.k.1 Comments:	
l. Unspecified (language is not known or staff declined identifying the language)	0

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

B. Program Staff & Qualifications

All Staff Turnover	Staff	Contract Staff
16. Total number of staff who left during the program year (including turnover that occurred while the program was not in session, e.g. summer months)	0	0
a. Of these, the number who were replaced	0	0

Education and Child Development Staff Turnover

17. The number of teachers, preschool assistant teachers, family child care providers, and home visitors who left during the program year (including turnover that occurred while classes and home visits were not in session, e.g. during summer months)	0
a. Of these, the number who were replaced	0
b. Of these, the number who left while classes and home visits were in session	0
18. Of the number of education and child development staff that left, the number that left for the following primary reason:	
a. Higher compensation	0
1. Of these, the number that moved to state pre-k or other early childhood program	0
b. Retirement or relocation	0
c. Involuntary separation	0
d. Other (e.g. change in job field, reason not provided)	0
19. Number of vacancies during the program year that remained unfilled for a period of 3 months or longer	0

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

C. Child & Family Services

	(1) At enrollment	(2) At end of enrollment year
Health Insurance - children		
1. Number of all children with health insurance	17	17
Of these, the number of children whose primary insurance fits into the following categories:		
a. Number enrolled in Medicaid and/or CHIP	17	17
b. Number enrolled in state-only funded insurance (for example, medically indigent insurance)	<i>System Calculates Total</i>	<i>System Calculates Total</i>
2. Number of all children with no health insurance	<i>System Calculates Total</i>	<i>System Calculates Total</i>

	(1) At enrollment	(2) At end of enrollment year
Health insurance - pregnant women (EHS programs)		
3. Number of pregnant women with at least one type of health insurance.	0	0
a. Number enrolled in Medicaid	0	0
b. Of these, the number enrolled in state-only funded insurance (e.g. medically indigent insurance), private insurance, or other health insurance	<i>System Calculates Total</i>	<i>System Calculates Total</i>
4. Number of pregnant women with no health insurance	<i>System Calculates Total</i>	<i>System Calculates Total</i>

	(1) At enrollment	(2) At end of enrollment year
Accessible Health Care - Children		
5. Number of children with and ongoing source of continuous, accessible health care provided by a health care professional that maintains the child's ongoing health record and is not primarily a source of emergency or urgent care	17	17
a. Of these, the number of children that have accessible health care through a federally qualified Health Center, Indian Health Service, Tribal and/or Urban Indian Health Program facility	17	17

	(1) At enrollment	(2) At end of enrollment year
Accessible Health Care - Pregnant Women (EHS Programs)		
6. Number of pregnant women with an ongoing source of continuous, accessible health care provided by a health care professional that maintains their ongoing health record and is not primarily a source of emergency or urgent care	0	0

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

C. Child & Family Services

	(1) At enrollment	(2) At end of enrollment year
Medical services - children		
7. Number of all children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care	5	14
a. Of these, the number of children diagnosed with any chronic condition by a health care professional, regardless of when the condition was first diagnosed		0
1. Of these, the number who received medical treatment for their diagnosed chronic health condition		0
b. Specify the primary reason that children with any chronic condition diagnosed by a health care professional did not receive medical treatment		Number of Children
1. No medical treatment needed		0
2. No health insurance		0
3. Parents did not keep/make appointment		0
4. Children left the program before their appointment date		0
5. Appointment is scheduled for future date		0
6. Other		0
8. Number of children diagnosed by a health care professional with the following chronic condition, regardless of when the condition was first diagnosed:		
a. Autism spectrum disorder (ASD)	0	f. Hearing Problems
b. Attention deficit hyperactivity disorder (ADHD)	0	g. Vision Problems
c. Asthma	0	h. Blood lead level test with elevated lead levels > u5 g/dL
d. Seizures	0	i. Diabetes
e. Life threatening allergies (e.g. food allergies, bee stings, and medication allergies that may result in systemic anaphylaxis).		0

	Children at enrollment
Body Mass Index (BMI) - children (HS and Migrant programs)	
9. Number of children who are in the following weight categories according to the 2000 CDC BMI-for-age growth charts	
a. Underweight (BMI less than 5th percentile for child's age and sex)	0
b. Healthy weight (at or above 5th percentile and below 85th percentile for child's age and sex)	0
c. Overweight (BMI at or above 85th percentile and below 95th percentile for child's age and sex)	0
d. Obese (BMI at or above 95th percentile for child's age and sex)	0

	(1) At enrollment	(2) At end of enrollment year
Immunization services - children		
10. Number of children who have been determined by a health professional to be up-to-date on all immunizations appropriate for their age	14	17
11. Number of children who have been determined by a health care professional to have received all immunizations possible at this time, but who have not received all immunizations appropriate for their age	3	0
C.12 Number of children who meet their state's guidelines for an exemption from immunizations	0	0

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

C. Child & Family Services

Medical services - pregnant women (EHS programs)

13. Indicate the number of pregnant women who received the following services while enrolled in EHS:	
a. Prenatal health care	0
b. Postpartum health care	0
c. A professional oral health assessment, examination, and/or treatment	0
d. Mental health interventions and follow-up	0
e. Education on fetal development	0
f. Education on the benefits of breastfeeding	0
g. Education on the importance of nutrition	0
h. Education on infant care and safe sleep practices	0
i. Education on the risks of alcohol, drugs, and/or smoking	0
j. Facilitating access to substance abuse treatment	0

Prenatal health - pregnant women (EHS programs)

14. Trimester of pregnancy in which the pregnant women served were enrolled:	
a. 1st trimester (0-3 months)	0
b. 2nd trimester (3-6 months)	0
c. 3rd trimester (6-9 months)	0
15. Of the total served, the number whose pregnancies were identified as medically high risk by a physician or health care provider	0

	(1) At enrollment	(2) At end of enrollment year
Accessible dental care - children		
C.16 Number of children with continuous, accessible dental care provided by an oral health care professional which includes access to preventive care and dental treatment	3	3

Preschool dental services (HS and Migrant programs)

17. Number of children who received preventive care during the program year	0
18. Number of all children, including those enrolled in Medicaid or CHIP, who have completed a professional dental examination during the program year	0
a. Of these, the number of children diagnosed as needing dental treatment during the program year	0
1. Of these, the number of children who have received or are receiving dental treatment	0
b. Specify the primary reason that children who needed dental treatment did not receive it:	Number of Children
1. Health insurance doesn't cover dental treatment	0
2. No dental care available in local area	0
3. Medicaid not accepted by dentist	0
4. Dentists in the area do not treat 3 - 5 year old children	0
5. Parents did not keep/make appointment	0
6. Children left the program before their appointment date	0
7. Appointment is scheduled for future date	0
8. No transportation	0
9. Other	0

Infant and toddler preventive dental services (EHS and migrant programs)

19. Number of all children who are up-to-date according to the dental periodicity schedule in the relevant state's EPSDT schedule	14
---	----

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

C. Child & Family Services

Mental health consultation

20. Total number of classroom teachers, home visitors, and family child care providers	<i>System Calculates Total</i>
a. Indicate the number of classroom teachers, home visitors, and family child care providers who received assistance from a mental health consultant through observation and consultation	0

IDEA eligibility determination

21. The total number of children referred for an evaluation to determine eligibility under the Individuals with Disabilities Education Act (IDEA) during the program year	0
a. Of these, the number who received an evaluation to determine IDEA eligibility	0
1. Of the children that received an evaluation, the number that were diagnosed with a disability	0
2. Of the children that received an evaluation, the number that were not diagnosed with a disability under IDEA	0
1. Of these children, the number for which the program is still providing or facilitating individualized services and supports such as an individual learning plan or supports described under Section 504 of the Rehabilitation Act	0
b. Of these, the number who did not receive an evaluation to determine IDEA eligibility	<i>System Calculates Total</i>
22. Specify the primary reason that children referred for an evaluation to determine IDEA eligibility did not receive it:	
a. The responsible agency assigned child to Response to Intervention (RTI)	0
b. Parent(s) refused evaluation	0
c. Evaluation is pending and not yet completed by responsible agency	0
d. Other	0

Preschool disability services (HS and Migrant programs)

23. Number of children enrolled in the program who had an individualized Education Program (IEP), at any time during the program year, indicating they were determined eligible by the LEA to receive special education and related services under the IDEA	0
a. Of these, the number who were determined eligible to receive special education and related services:	
1. Prior to this program year	0
2. During this program year	0
b. Of these, the number who have not received special education and related services	0

Infant and toddler Part C early intervention services (EHS and Migrant programs)

24. Number of children enrolled in the program who have an Individualized Family Service Plan (IFSP), at any time during the program year, indicating they were determined eligible by the Part C agency to receive early intervention services under the IDEA	2
a. Of these, the number who were determined eligible to receive early intervention services:	
1. Prior to this program year	1
2. During this program year	1
b. Of these, the number who have not received early intervention services under IDEA	0

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

C. Child & Family Services

Preschool primary disabilities (HS and Migrant programs)	(1) Determined to have Disability	(2) Receiving Special Services
25. Diagnosed primary disability:		
a. Health impairment	0	0
b. Emotional disturbance	0	0
c. Speech or language impairment	0	0
d. Intellectual disabilities	0	0
e. Hearing impairment, including deafness	0	0
f. Orthopedic impairment	0	0
g. Visual impairment, including blindness	0	0
h. Specific learning disability	0	0
i. Autism	0	0
j. Traumatic brain injury	0	0
k. Non-categorical/developmental delay	0	0
l. Multiple disabilities, excluding deaf-blind	0	0
m. Deaf-blind	0	0

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

C. Child & Family Services

Education and Development Tools/Approaches

Screening

26. Number of all newly enrolled children since last year's PIR was reported	17
27. Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory, and behavioral concerns since last year's PIR was reported	17
a. Of these, the number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability	1
28. The instrument(s) used by the program for developmental screening:	
a.	
b.	
c.	

Assessment

29. Approach or tool(s) used by the program for ongoing child assessment:	Locally designed
a.	No
b.	No
c.	No

Curriculum

30. Curriculum used by the program:	
a. For center-based services:	Locally designed
1.	No
2.	No
3.	No
b. For family child care services:	Locally designed
1.	No
2.	No
3.	No
c. For home-based services:	Locally designed
1.	No
2.	No
3.	No
d. For pregnant women services:	Locally designed
1.	No
2.	No
3.	No
e. For building on the parents' knowledge and skill (i.e. parenting curriculum)	Locally designed
1.	
2.	
3.	

Staff-child interaction observation tools

	Yes (Y)/ No (N)
31. Does the program routinely use classroom or home visit observation tools to assess quality?	No
32. If yes, classroom and home visit observation tool(s) used by the program:	Locally designed
a. Center-based settings	No
b. Home-based settings	No
c. Family child care settings	No

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

C. Child & Family Services

Family and Community Partnerships

Number of families

33. Total number of families:	14
a. Of these, the number of two-parent families	8
b. Of these, the number of single-parent families	6
34. Of the total number of families, the number in which the parent/guardian figures are best described as:	
a. Parent(s) (e.g. biological, adoptive, stepparents)	14
1. Of these, the number of families with a mother only (biological, adoptive, stepmother)	6
2. Of these, the number of families with a father only (biological, adoptive, stepfather)	0
b. Grandparents	0
c. Relative(s) other than grandparents	0
d. Foster parent(s) not including relatives	0
e. Other	0

Parent guardian education

35. Of the total number of families, the highest level of education obtained by the child's parent(s) / guardian(s)	
a. An advanced degree or baccalaureate degree	0
b. An associate degree, vocational school, or some college	0
c. High school graduate or GED	2
d. Less than high school graduate	12

Employment, Job Training, and School

36. Total number of families in which at enrollment	
a. At least one parent/guardian is employed, in job training, or in school at enrollment	14
1. Of these families, the number in which one or more parent/guardian is employed	14
2. Of these families, the number in which one or more parent/guardian is in job training (e.g. job training program, professional certificate, apprenticeship, or occupational license)	0
3. Of these families, the number in which one or more parent/guardian is in school (e.g. GED, associate degree, baccalaureate, or advanced degree)	0
b. Neither/No parent/guardian is employed, in job training, or in school at enrollment (e.g. unemployed, retired, or disabled)	0
37. Total number of families in which at end of enrollment:	
a. At least one parent/guardian is employed, in job training, or in school at end of enrollment	14
1. Of these families, the number of families that were also counted in C.36.a (as having been employed, in job training, or in school at enrollment)	14
2. Of these families, the number of families that were also counted in C.36.b (as having not been employed, in job training, or in school at enrollment)	0
b. Neither/No parent/guardian is employed, in job training, or in school at end of enrollment (e.g. unemployed, retired, or disabled)	14
1. Of these families, the number of families that were also counted in C.36.a	14
2. Of these families, the number of families that were also counted in C.36.b	0

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

C. Child & Family Services

Military Families

38.a At least one parent/guardian is a member of the United States military on active duty	0
38.b At least one parent/guardian is a veteran of the United States military	0

Federal or other assistance	(1) At enrollment	(2) At end of enrollment year
39. The number of families receiving any cash benefits or other services under the Federal Temporary Assistance for Needy Families (TANF) Program	0	0
40. Total number families receiving Supplemental Security Income (SSI)	0	0
41. Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	14	14
42. Total number of families receiving services under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps	7	7

Family Services

Family Services	Services Received
43. The number of families who received the following program service to promote family outcomes:	
a. Emergency/crisis intervention such as addressing immediate need for food, clothing, or shelter	0
b. Housing assistance such as subsidies, utilities, repairs, etc.	1
c. Asset building services (e.g. financial education, debt counseling)	0
d. Mental health services	0
e. Substance misuse prevention	0
f. Substance misuse treatment	0
g. English as a second language (ESL) training	0
h. Assistance in enrolling into an education or job training program	0
i. Research-based parenting curriculum	0
j. Involvement in discussing their child's screening and assessment results and their child's progress	0
k. Supporting transitions between programs (i.e. EHS to HS, HS to kindergarten)	0
l. Education on preventative medical and oral health	13
m. Education on health and developmental consequences of tobacco product use	0
n. Education on nutrition	0
o. Education on postpartum care (e.g. breastfeeding support)	0
p. Education on relationship/marriage	0
q. Assistance to families of incarcerated individuals	0
44. Of these, the number that received at least one of the services listed above	12

Father engagement

45. Number of fathers/father figures who were engaged in the following activities during this program year:	
a. Family Assessment	0
b. Family goal setting	0
c. Involvement in child's Head Start child development experiences (e.g. home visits, parent-teacher conferences, volunteering)	0
d. Head Start program governance, such as participation in the Policy Council or policy committees	0
e. Parenting education workshops	0

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

C. Child & Family Services

Homelessness Services

46. Total number of families experiencing homelessness that were served during the enrollment year	0
47. Total number of children experiencing homelessness that were served during the enrollment year	0
48. Total number of families experiencing homelessness that acquired housing during the enrollment year	0

Foster care and child welfare

49. Total number of enrolled children who were in foster care at any point during the program year	0
50. Total number of enrolled children who were referred to Head Start/Early Head Start services by a child welfare agency	0

Fresno Migrant Head Start

9700 - PIR Report (precalculated values and overrides)

Early Head Start 2020 (Last calculated: various)

D. Grant Level Questions

Intensive Coaching

1. The number of education and child development staff (i.e. teachers, preschool assistant teachers, home visitors, FFC providers) that received intensive coaching	0
2. The number of individuals that provided intensive coaching, whether by staff, consultants, or through partnership	0

Management Staff Salaries

	(1) Annual Salary	(2) Percent Funded by Head Start or Early Head Start	(3) Number of Management Staff in this Position
3. Management staff:			
a. Executive Director	0	0	0
b. Head Start and/or Early Head Start Director	0	0	0
c. Education Manager/Coordinator	0	0	0
d. Health Services Manager/Coordinator	0	0	0
e. Family & Community Partnerships Manager/Coordinator	0	0	0
f. Disability Services Manager/Coordinator	0	0	0
g. Fiscal Officer	0	0	0

Education Management Staff Qualifications

	# of education managers /coordinators
4. Total number of education managers/coordinators	System Calculates T
a. Of these, the number of education manager/coordinators with a baccalaureate or advanced degree in early childhood education or a baccalaureate or advance degree and equivalent coursework in early childhood education with early education teaching experience	0
b. Of these, the number of education manager/coordinators that do not meet one of the qualifications in D.4.a	0
1. Of the education manager/coordinators in D.4.b, the number enrolled in a program that would meet a qualification described in D.4.a	0

Family Services Staff Qualifications

	# of family services staff
5. Total number of family services staff	0
a. Of these, the number that have a credential, certification, associate, baccalaureate, or advanced degree in social work, human services, family services, counseling, or a related field	0
b. Of these, the number that do not meet one of the qualifications described in D.5.a	0
1. Of the family services staff in D.5.b, the number enrolled in a degree or credential program that would meet a qualification described in D.5.a.	0
2. Of the family services staff in D.5.b, the number hired before November 7, 2016	0

Formal Agreements for Collaboration

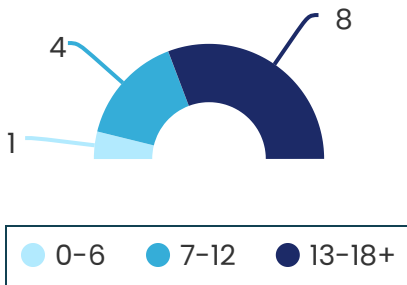
	# of formal agreements
6. Total number of formal agreements with child care partners	0
7. Total number of LEAs in the service area	0
a. Of these, the total number of formal agreements with those LEAs to coordinate services for children with disabilities	0
b. Of these, the total number of formal agreements with those LEAs to coordinate transition services	0



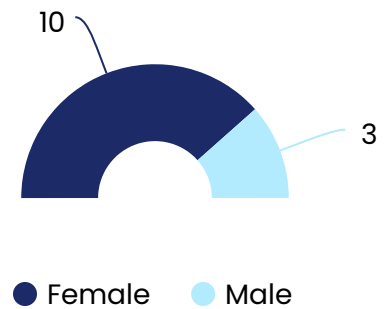
Madera County Child Advocacy Center (CAC)

March 2021

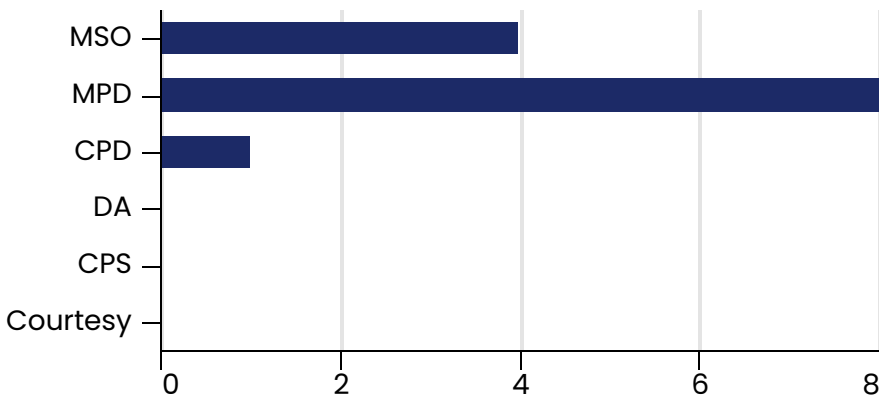
Age



Gender



Requesting Agency



Counseling Services

Referrals Made: 3
Onsite Counseling Sessions: 6



Child Forensic Interviews Year to Date

Year	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
2021	7	13	26									
2020	9	19	30	43	54	66	79	85	88	96	104	110



**ALTERNATIVE PAYMENT AND RESOURCE & REFERRAL PROGRAM
MONTHLY REPORTING – [March 2021](#)**

NUMBER OF CHILDREN ENROLLED IN EACH PROGRAM FOR THE ALTERNATIVE PAYMENT PROGRAM

General Contract - CAPP	365
CalWORKs Stage 2 – C2AP	223
CalWORKs Stage 3 – C3AP	125
Bridge Program - BP	19
Total Children Enrolled	732

**NUMBER OF IN-HOME LICENSE CHILD CARE PROVIDERS AND LICENSE-EXEMPT CHILD CARE PROVIDERS
FOR ALTERNATIVE PAYMENT PROGRAM**

IN - HOME LICENSE CHILD CARE PROVIDERS – SMALL	48
IN – HOME LICENSE CHILD CARE PROVIDERS – LARGE	36
LICENSE-EXEMPT CHILD CARE PROVIDERS	41
Total Providers Enrolled	125

RESOURCE & REFERRAL LICENSED PROVIDERS

ACTIVE - LICENSED CHILD CARE PROVIDERS	124
CLOSED - LICENSED CHILD CARE PROVIDERS	N/A

CHILD CARE INITIATIVE PROGRAM PROVIDER WORKSHOPS/TRAININGS

CHILD CARE INITIATIVE PROJECT (CCIP) Workshops:

- TIC Module 1 Part 2: Strategies – 5 attendees
- TIC Module 1 Part 2: Strategies (Spanish) – 23 attendees
- Income Taxes for Child Care Providers – 5 attendees
- Income Taxes for Child Care Providers (Spanish) – 21 attendees

Family, Friend and Neighbor Activity:

- No activity

Emergency Child Care Bridge Program for Foster Children:

- Bridge Coaching Session - 26 attendees



Victim Services

March 2021

April is Sexual Assault & Child Abuse Prevention Awareness Month

Wear Blue: April 2, 2021 for Child Abuse Awareness Day.



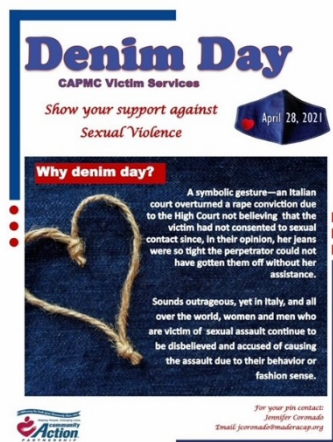
Walk A Mile in Her Shoes April 9, 2021: This year, VS is hosting a virtual Walk a Mile in Her Shoes. We welcome everyone to wear heels on April 9th to bring awareness to sexual violence. To participate post a picture or video wearing heels to our Facebook (capmc victims services) and Instagram(vscmadera).

Wear Teal: April 6, 2021 for Sexual Assault Awareness Day.

National Victims' Rights Week is April 18-24, 2021: The Victims' Rights Award Ceremony will be April 23, 2021 virtually via webex at 12:00 p.m. 2021 Award Recipients Prosecutor David Petersen, Madera County District Attorney's Office, Investigator Yvette Paul, Madera County District Attorney's Office, Det. Hector Garibay, Madera Police Department, Westamerica Bank.

Volunteer Training: Starts April 26, 2021 via zoom 8:00 am to 12:00 p.m. for 8 weeks Monday-Wednesday.

Denim Day is Wednesday, April 28, 2021. We wear jeans on the last Wednesday in April to honor victims of Sexual Assault. Denim Day grew out of a 1998 Italian Supreme Court decision that overturned a rape conviction because the victim wore tight jeans. The Chief Judge, argued, "because the victim wore very, very tight jeans, she had to help him remove them, and by removing the jeans it was no longer rape but consensual sex." The women in Parliament were outraged and protested by wearing jeans to work.



Denim Day

CAPMC Victim Services

*Show your support against
Sexual Violence*



Why denim day?

A symbolic gesture—an Italian court overturned a rape conviction due to the High Court not believing that the victim had not consented to sexual contact since, in their opinion, her jeans were so tight the perpetrator could not have gotten them off without her assistance.

Sounds outrageous, yet in Italy, and all over the world, women and men who are victim of sexual assault continue to be disbelieved and accused of causing the assault due to their behavior or fashion sense.

VOLUNTEERS NEEDED!

Victim Services is accepting applications

65-Hour

Domestic Violence/Sexual Assault Training

Training starts April 26, 2021 - June 22, 2021
Mondays, Tuesdays & Wednesdays
From 8AM - 11AM via zoom



Crisis Lines

**Applications are available at:
812 West Yosemite Avenue, Suite 101
Madera, CA 93637
(559) 661-1000
www.maderacap.org
Must be submitted by April 15, 2021**

Applicants must pass background check & be 18 years or older



**Contact: Jennifer Coronado
Email: jcoronado@maderacap.org**

Engage Communities

Support Victims

Build Trust

National Crime Victims' Rights Week

April 18-24, 2021

Community Action Partnership of Madera County– Victim Services
presents

Honoring Victims of Crime

April 23, 2021

Join us livestream at 12:00pm

Victims memorial will be featured virtually

LINK: <https://maderacap.webex.com/maderacap/j.php?MTID=m14e553fdc02f155777973ebd40215bf7>

2021 Award Recipients

1. David Petersen—Madera County District Attorney's Office
2. Yvette Paul—Madera County District Attorney's Office
3. Hector Garibay—Madera Police Department
4. Westamerica Bank



For more information Contact: Maritza Mata at 675-5704 or mmata@maderacap.org



Community Services Monthly Report to the Board of Directors

March 2021

The Community Services is pleased to announce that CAPMC will be awarded \$100,000 of funding from the Fresno Madera Continuum of Care. Funds will be used to support the Emergency Shelter Program that is operated by the HELP Center via hotel rooms when the Madera Rescue Mission does not have any vacancies. The funding will come as a contract amendment to the current contract that CAPMC holds with Fresno Department of Social Services.

In addition, Westcare in Fresno recently contacted Mattie Mendez to offer an additional \$50,000 to CAPMC for rental assistance. More will follow about this during the April Board meeting.

Lastly, the Community Services Block Grant Annual Report was finalized and submitted on March 1, 2021. The agency had great outcomes to report; more will be shared at the April Board of Director's meeting.

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

Program	Monthly Households Served	YTD Totals
2020 CARES HEAP	0	340
2020 CARES WPO	0	7
Non-Emergency	73	1426
Emergency	35	1215
Wood/Propane/Oil	4	110

HOMELESS PROGRAMS

Program	Residents	Vacancy
Shunammite Place	28	8
Madera Mental Health Service Act	11	1

EMERGENCY WATER PROGRAM

Program	HH on Program	February Additions	Total
CAL OES Emergency Drinking Water Program	103		103

HOME DELIVERED MEALS TO SENIORS IN MADERA COUNTY

Program	Seniors on Program	Vacancy
Home Delivered Meals	152	0

March 2021 Homeless Prevention Assistance

Homeless Housing Assistance	8
FEMA CARES	6
CDBG CARES	2
Kaiser	2
Total	18

Kaiser Permanente Grant January 1, 2021 through December 31, 2021

Numbers below reflect March 2021

	Award	YTD Expenses	Budget Balance	% Spent
Funding	\$90,000	\$33,787	\$56,213	38%
Objectives	Goal	YTD Achieved	Balance	% Achieved
Objective 1 Households assisted with Rapid Rehousing or Homeless Prevention	30	7	23	23%
Objective 2 Homeless individuals will receive a personal care kit	200	0	200	0%
Objective 3 Homeless individuals will be connected to at least one supportive service provided by Community Partners	100	TBD	100	0%



HOMELESS ENGAGEMENT FOR LIVING PROGRAM (HELP) CENTER SERVICES REPORT March 2021

Outreach and Case Management was conducted both in the City and in the County of Madera.

Below are the number of unsheltered contacts that were made for the period of 3/1/2021-3/26/2021.

Location	Madera City & Surrounding Area	Oakhurst	Nipinnawasee	Coarsegold	Northfork	Chowchilla	Total Contact
Previous Month YTD	546	61	1	12	2	88	710
March 2021	64	2	0	0	0	11	77
YTD Total 7/1/20-6/30/21	610	63	1	12	2	99	787

OUTCOMES - SERVICES OFFERED			
TREATMENT SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
ENTERED DRUG PROGRAM	0	11	11
REFERRED TO MADERA BHS FOR ASSESSMENT	21	199	220
SUICIDE PREVENTION	0	9	9
HOUSING SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
WENT INTO SHELTER	11	61	72
WENT INTO TRANSITIONAL HOUSING	0	0	0
REUNITED WITH FAMILY VIA BUS OR AIRPLANE	0	11	11
ASSISTED WITH COLLECTING PAPERWORK TO HELP GET HOUSED	66	212	278
REFERRED TO PERMANENT SUPPORTIVE HOUSING	6	7	13
MOVED INTO PERMANENT SUPPORTIVE HOUSING	1	28	29
REFERRED TO RAPID REHOUSING	0	34	34
EMPLOYMENT SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
REFERRED AND CONNECTED WITH WORKFORCE	5	8	13
ASSISTED WITH JOB INTERVIEW PROCESS	0	12	12
EMPLOYED AS A RESULT OF ASSISTANCE	0	7	7
ASSISTED IN OBTAINING BYCYCLE FOR TRANSPORTATION FOR WORK	1	1	2
OTHER NON-EMPLOYMENT INCOME	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
ASSISTED WITH APPROVAL / REINSTATEMENT OF SSI BENEFITS	0	9	9
OTHER NON-CASH BENEFITS & SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
ASSISTED IN OBTAINING SOCIAL SECURITY CARD	7	4	11
ASSISTED IN OBTAINING CASH AID / TANF	2	1	3
ASSISTED IN OBTAINING CALFRESH BENEFITS	9	43	52
ASSISTED IN OBTAINING HEALTH INSURANCE	5	13	18
ASSISTED IN OBTAINING ACCESS TO HEALTHCARE (MEDICAL, DENTAL, EYE CARE)	3	32	35
ASSISTED IN OBTAINING A GOVT. PHONE	0	6	6
ASSISTED IN OBTAINING PET DOCUMENTATION	3	5	8
ASSISTED IN OBTAINING BIRTH CERTIFICATE	6	7	13
ASSISTED IN OBTAINING DRIVER'S LICENSE	0	3	3
REFFERALS MADE TO THE VA	1	15	16
REFFERALS MADE TO CPS	0	11	11
REFFERALS MADE TO VICTIM SERVICES	1	13	14
PROVIDED SHOES OR CLOTHES TO CLIENT	6	12	18
PROVIDED DMV VOUCHER FOR ID	11	59	70
DELIVERED COMMODITIES	20	42	62
ARRANGED TRANSPORTATION	6	14	20
CONNECTED TO VOLUNTEER WORK	0	2	2
ADVOCACY WITH LEGAL MATTER	4	6	10
REFERRAL TO FOSTER CARE SERVICES	2	0	2

OTHER HELP CENTER SERVICES

LIHEAP REFERRALS	24
HOUSING GUIDE PROVIDED	13
RENTAL ASSISTANCE APPLICATION PROVIDED	33
ONGOING RAPID REHOUSING	5
HOUSEHOLDS IN EMERGENCY SHELTER	13 [1]
CLIENTS INELIGIBLE [2]	11
CLIENTS REFERRED TO OTHER AGENCIES	5



Report to the Board of Directors

Agenda Item Number: E-1

Board of Directors Meeting for: April 1, 2021

Author: Maritza Gomez-Zaragoza

DATE: March 22, 2021

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Director

SUBJECT: Approval of Madera/Mariposa Regional and Early Head Start Cost of Living Adjustment (COLA) application for the contract year ending May 31, 2022.

I. RECOMMENDATION:

Review and consider approving the 2021-2022 Madera/Mariposa Regional and Early Head Start COLA Grant Application.

II. SUMMARY:

The Consolidated Appropriations Act of 2021 contain an increase to Head Start Programs for the fiscal year of 2021. Part of the funding was earmarked for a Cost of Living Adjustment (COLA) for the Head Start Programs. The funding is intended to increase the on-going funding level of Head Start Programs through a COLA increase in the amount of 1.22%.

III. DISCUSSION:

- A. The Early & Regional Head Start budgets have been amended to reflect 1.22% COLA increase to personnel costs beginning June 1, 2021. Related fringe benefit cost (FICA taxes, worker's compensation insurance, and retirement benefits) have been increased accordingly.
- B. After applying cost to salaries and benefits, CAPMC staff will set aside funding for staff and parent training. With the current situation, staff have identified the need to provide targeted supports and training for both staff and parents on self-care, coping with stress and mental wellness. Other remaining funds will be utilized in other categories as needed – printing, staff mileage, laundry, etc.
- C. The allowable indirect expense for the two (2) grants is the agency's approved rate of 9.1%.
- D. The Non-Federal Share (in-kind) amounts are \$12,385 for Head Start and \$1,834 for Early Head Start. The adjusted amount has been added to the category under volunteer hours.

IV. FINANCING:

RHS Basic Funding: Increase of \$49,540
Non-Federal Share: Increase of \$12,385

EHS Basic Funding: Increase \$7,334
Non-Federal Share: Increase \$1,834

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA REGIONAL/MARIPOSA HEAD START
EHS BUDDGET DETAIL JUSTIFICATION
JUNE 1, 2021 - MAY 31,2022

						TOTAL BASIC wCola	Prior Budget	1.22% Cola Alloc
6a. <u>SALARIES</u>					\$ 278,788	\$ 294,311	\$ 276,407	\$ 2,381
					\$ 15,523		\$ 15,360	\$ 163
6b. <u>FRINGE BENEFITS</u>						\$ 61,757	\$ 61,415.00	\$ 342.00
Insurance					\$ 14,253		\$ 14,253	\$ -
Worker's Comp (Various)					\$ 3,088		\$ 3,062	\$ 26
Pension (4.0%)					\$ 14,716		\$ 14,588	\$ 128
Pension Spending Credit \$200					\$ 2,000		\$ 2,000	\$ -
FICA (7.65%)					\$ 21,838		\$ 21,650	\$ 188
SUTA (6.2%)					\$ 5,862		\$ 5,862	\$ -
TOTAL SALARIES & FRINGE BENEFITS						\$ 356,068	353,182.00	2,886.00
OPERATIONAL EXPENSES								
6c. <u>TRAVEL</u>						\$ 3,000	\$ 3,000.00	\$ -
EHS Conference-Florida				\$3,000.00				
6d. <u>EQUIPMENT</u>						\$ -	\$ -	\$ -
6e. <u>SUPPLIES</u>						\$ 60,982	\$ 60,286.00	\$ 696.00
1 <u>OFFICE SUPPLIES</u>						\$ 10,500		
000 Central Head Start Office	\$	125.00	x	12 Mths	\$	1,500		
012 Early Headstart	\$	750.00	x	12 Mths	\$	9,000		
2 <u>DATA SUPPLIES</u>						\$ 5,000		
	\$	416.66	x	12	\$	5,000		
3 <u>FOOD SUPPLIES</u>						\$ 1,776		
012 Early Headstart	\$	74.00	x	24	\$	1,776		
4 <u>PROGRAM SUPPLIES</u>						\$ 28,406		
000 Central Head Start Office	\$	350.83	x	12 Mths	\$	4,210		
012 Early Headstart	\$	576.09	x	42 Children	\$	24,196		
5 <u>MEDICAL & DENTAL SUPPLIES</u>						\$ 8,400		
012 Early Headstart	\$	200.00	x	42 Children	\$	8,400	\$	8,400
6 <u>INSTRUCTIONAL SUPPLIES</u>						\$ 4,200		
012 Early Headstart	\$	100.00	x	42 Children	\$	4,200		
7 <u>CUSTODIAL SUPPLIES</u>						\$ 2,400		
000 Central Head Start Office	\$	200.00	x	12 Mths	\$	2,400		
8 <u>POSTAGE</u>						\$ 300		
012 Early Headstart	\$	25.00	x	12 Mths	\$	300		
6f. <u>CONTRACTUAL</u>						\$ 10,168	\$ 10,168.00	\$ -
Mental Health Consultant Fees & Expenses				\$ 10,168				
6g. <u>CONSTRUCTION</u>								
6h. <u>OTHER</u>						\$ 127,482	\$ 124,342.00	\$ 3,140.00
1 <u>Linen/Laundry Costs</u>						\$ -		
2 <u>Uniform Purchases:</u>	\$	-	x	2 Emp.	\$	-		
3 <u>Equipment Rentals</u>						\$ 3,240		
DS Water	\$	120.00	x	12 Mths	\$	1,440		
Toshiba Financial Services	\$	150.00	x	12 Mths	\$	1,800		
4 <u>Equipment Maintanance & Repair</u>						\$ 6,600		
012 Early Headstart ZOOM	\$	550.00	x	12 Mths	\$	6,600		
5 <u>Publications / Advertising / Printing</u>						\$ 840		
a. <u>Printing Cost</u>	\$	70.00	x	12 Mths	\$	840		
Cost of agency forms, letterhead recruitment materials, menus and training materials								
6 <u>Telephone/Internet -Mobile Communications</u>						\$ 26,400		
000 Central Head Start Office	\$	1,000.00	x	12 Mths	\$	12,000		
012 Early Headstart	\$	1,200.00	x	12 Mths	\$	14,400		
7 <u>Annual Rent</u>						\$ 56,220		
000 Central Head Start Office	\$	1,685.00	x	12 Mths	\$	20,220		
012 Early Headstart	\$	3,000.00	x	12 Mths	\$	36,000		
8 <u>Utilities - Electricity, Water, & Disposal</u>						\$ 9,600		
000 Central Head Start Office	\$	800.00	x	12 Mths	\$	9,600		
012 Early Headstart	\$	-	x	12 Mths	\$	-		

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA REGIONAL/MARIPOSA HEAD START
EHS BUDGET DETAIL JUSTIFICATION
JUNE 1, 2021 - MAY 31, 2022

9 Building Maintenance/Repair and Other Occupancy										\$ 2,916			
a. Building Repairs & Maintenance	\$	75.00	x	12 Mths	\$	900							
b. Grounds Maintenance	\$	100.00	x	12 Mths	\$	1,200							
c. Pest control	\$	50.00	x	12 Mths	\$	600							
d. Burglar & Fire Alarm Services	\$	18.00	x	12 Mths	\$	216							
10 Building and Liability Insurance										\$ 3,612			
a. Property Insurance	\$	240.00	x	12 Mths	\$	2,880							
b. Student Insurance	\$	61.00	x	12 Mths	\$	732							
11 Other Consultants and Consultant Expenses										\$ 500			
Legal fees and Union Negotiation					\$	500							
12 Human Resource & Personnel Fees										\$ -			
a. Medical Screening/Drug Testing	\$	65.00	x	1 Emp	\$	-							
b. Fingerprinting Clearance Fees	\$	35.00	x	1 Emp	\$	-							
13 Transportation										\$ 3,660			
a. Vehicle Gas & Oil	\$	35.00	x	12 Mths	\$	420							
b. Vehicle Insurance	\$	145.00	x	12 Mths	\$	1,740							
c. Vehicle Maintenance	\$	125.00	x	12 Mths	\$	1,500							
14 Local Travel				Miles						\$ 1,218			
a. Local in-county travel for office/center staff		2100	x	0.580	\$	1,218							
15 Parent Services										\$ 3,216			
a. Parent Mileage		100	x	0.56	\$	56							
b. Parent Center Committee Activities	\$	65.00	x	24 Socials	\$	3,060							
c. Policy Council Meeting Allowance	\$20 /Mtg x 12 x2				\$	100							
16 Training or Staff Development										\$ 8,200			
b. Registration Fees - Local Training	\$	1,500.00	x	4 Emp	\$	6,000							
d. Education Reimbursement	\$	-	x	2 Emp	\$	1,000							
e. Fees and Licenses	\$	300.00	x	4 Mths	\$	1,200							
17 Classroom field trip	\$	30.00	x	42 Children						\$ 1,260			
012 Early Head Start	\$	-											
TOTAL OPERATIONAL COST							36.15%	\$	201,632	197,796.00	3,836.00		
TOTAL PAYROLL COST							63.85%	\$	356,068	353,182.00	2,886.00		
									Sub-Total	\$	557,700	550,978.00	6,722.00
6i. INDIRECT COSTS													
Indirect Costs 9.1% Of Total Direct Charges	\$	557,700					8.34%	\$	50,751	50,139.00	612.00		
TOTAL PA 22 HEAD START BUDGET									Grand Total	\$	608,451	601,117.00	7,334.00
									Children	\$	42	42.00	
									Cost per Child	\$	14,487	14,312.00	175.00

**Community Action Partnership of Madera County
Madera Early Head Start Head Start
Basic Non-Federal Share (In-Kind Cash)
Budget Detail Justification PA20/PA22
June 1, 2021 - May 31, 2022**

6a. SALARIES										BASIC \$0
6b. FRINGE BENEFITS										\$0
6c. TRAVEL (OUT OF AREA)										\$0
6d. EQUIPMENT										\$0
6e. SUPPLIES										<u>\$1,100</u>
1 Donated Materials	\$ 40.91	x	11	Sites			\$ 450.00	\$ 1,100.00		
Doantions provided by local merchants										
2 Supplies Purchased	\$ 54.17	x	12	Months			\$ 650.00			
with Program Income										
6f. CONTRACTUAL										\$0
6g. CONSTRUCTION										\$0
6h. OTHER										<u>\$154,356</u>
	Appraised		Annual Rent Paid				Inkind Value	\$0		
000 Office	-		-				N/A			
001 Vedell Mckelvey	-		-				0.00			
002 Chowchilla	-		-				0.00			
004 Eastside	-		-				0.00			
005 Fairmead	-		-				0.00			
006 Cottonwood	-		-				0.00			
007 North Fork	-		-				0.00			
008 Oakhurst	-		-				0.00			
009 Valley West	-		-				0.00			
012 Homebase	-		-				N/A	0.00		
013 Sunset	-		-				N/A			
014 Ruth Gonzales	-		-				0.00			
016 Mis Tesoras	-		-				N/A			
351 Mariposa	-		-				N/A			
3. Volunteers										\$154,356
PC Board	14 Membrs	0.50	Hrs	12	Mtgs	\$49.18	Hr	\$4,131		
000 Office	0 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
001 Vedell Mckelvey	40 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
002 Chowchilla	20 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
004 Eastside	20 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
005 Fairmead	20 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
006 Cottonwood	15 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
007 North Fork	30 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
008 Oakhurst	15 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
009 Valley West	20 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
012 Homebase	42 Parents	3.44	Hrs	48	Wks	\$21.66	Hr	\$150,226		
013 Sunset	20 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
014 Ruth Gonzales	21 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
016 Mis Tesoras	22 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
351 Mariposa	23 Parents	-	Hrs	10	Wks	\$21.66	Hr	\$0		
Total Non-Federal Share										<u>\$155,456</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA REGIONAL/MARIPOSA HEAD START
BASIC DURATION BUDGET JUSTIFICATION
JUNE 1, 2021 - MAY 31, 2022

						Basic w/Cola	TOTAL	Budget Prior	Variance	Cola 1.22%
6a. SALARIES						\$ 2,214,385.88	\$ 2,364,533.25	2,187,987.96	26,397.92	
						\$ 150,147.37		148,338.12	1,809.25	
6b. FRINGE BENEFITS							\$ 715,267.80	710,699.88	4,567.92	
Health Insurance						278,975.84		278,975.84	-	
Worker's Comp (Various)						87,529.00		86,485.00	1,044.00	
Pension Spending Credit \$200						139,380.96		137,973.04	1,407.92	
FICA (7.65%)						176,874.00		174,758.00	2,116.00	
SUTA (6.2%)						32,508.00		32,508.00	-	
Accr Vac Fica						-		-	-	
TOTAL SALARIES & FRINGE BENEFITS						\$ -	\$ 3,079,801	\$ 3,047,026.00	\$ 32,775.00	
OPERATIONAL EXPENSES										
6c. TRAVEL							\$ 9,500	9,500.00	\$ -	
1. Lodging for 1 parent and 1 staff attending National Head Start Conference					\$9,500.00					
6d. EQUIPMENT							\$ -	-	\$ -	
6e. SUPPLIES							\$ 187,568	\$ 187,565.00	\$ 3.00	
1 OFFICE SUPPLIES							\$ 30,070			
Central Head Start Office:	\$ 1,480.83	x	12	Mths	\$ 17,770					
Head Start Sites:	\$ 1,230.00	x	10	Mths	\$ 12,300					
2 DATA SUPPLIES							\$ 50,000			
Central Head Start Office:	1,225.00	x	12	Mths	\$ 14,700.00					
Head Start Sites:	3,530.00	x	10	Mths	\$ 35,300.00					
3 FOOD SUPPLIES							\$ 5,000			
a. Children Food Program Overage					\$ 4,000.00					
b. Kitchen Supplies					\$ 1,000.00					
c. Food costs for Advisory Committees, Parent Training Sessions & Program Asessments (\$330 HAC, \$670 Staff & Parent Training)										
4 PROGRAM SUPPLIES							\$ 52,003			
Central Head Start Office:	\$ 1,633.58	x	12	Mths	\$ 19,603					
Head Start Sites:	\$ 3,240.00	x	10	Mths	\$ 32,400					
5 INSTRUCTIONAL SUPPLIES							\$ 22,200			
Central Head Start Office:	\$ 166.67	x	12	Mths	\$ 2,000					
Head Start Sites:	\$ 77.39	x	261	Children	\$ 20,200					
6 CUSTODIAL SUPPLIES							\$ 20,200			
Central Head Start Office:	\$ -	x	12	Mths	\$ -	\$ 20,200				
Head Start Sites:	\$ 1,800.00	x	10	Sites	\$ 20,200					
7 MEDICAL & DENTAL SUPPLIES							\$ 7,195			
a. Head Start Sites:	\$ 1,000.00	x	10	Children	\$ 10,000	\$ 7,195				
8 POSTAGE							\$ 900	\$ 900		
a. Central Head Start Office	\$ 75.00	x	12	Mths	\$ 900	\$ 900				
6f. CONTRACTUAL							\$ 41,930	41,930.00	\$ -	
Contracts - Chawanakee (North Fork) Lbr	\$ 1,940.00	x	10	Mths	\$ 19,400					
Mental Health Consultant Fees & Expenses					\$ 22,530					
6g. CONSTRUCTION							\$ -	-	\$ -	
6h. OTHER							\$ 448,552	435,922.00	\$ 12,630.00	
1 Linen/Laundry Costs							\$ 1,200			
2 Uniform Purchases:	\$ 150.00	x	2	Emp.	\$ 300.00	\$ 300				
3 Rental, Leases & Repair							\$ 31,200			
Central Head Start Office:	\$ 1,625.00	x	12	Mths	\$ 19,500					
Head Start Sites:	\$ 1,170.00	x	10	Sites	\$ 11,700					
4 Equipment Maintenance & Repair							\$ 13,700			
Central Head Start Office:	\$ 100.00	x	12	Mths	\$ 1,200					
Head Start Sites:	\$ 1,250.00	x	10	Sites	\$ 12,500					
5 Publications / Advertising / Printing							\$ 6,500			
a. Printing Cost	\$ 1,375	x	4	Mths	\$ 5,500					
b. Advertising and Publication	\$ 500	x	2	Mths	\$ 1,000					
6 Telephone/Internet -Mobile Communications							\$ 48,000			
a. Head Start Centers and Office:							\$ 6,420			
Central Head Start Office:	\$ 535.00	x	12	Mths	\$ 6,420					
Head Start Sites:	\$ 3,465.00	x	12	Sites	\$ 41,580					
7 Annual Rent							\$ 113,786			
Central Head Start Office	\$ 4,432.00	x	12	Mths	\$ 53,184					
Head Start Sites:	\$ 5,252.00	x	12	Mths	\$ 60,602					

**Community Action Partnership of Madera County
Madera Regional/Mariposa Head Start
Basic Non-Federal Share (In-Kind Cash)
Budget Detail Justification PA20/PA22
June 1, 2021 - May 31, 2022**

6a. SALARIES							BASIC	
							0	
6b. FRINGE BENEFITS							0	
6c. TRAVEL (OUT OF AREA)							0	
6d. EQUIPMENT							0	
6e. SUPPLIES							<u>\$ 4,254.00</u>	
1 Donated Materials	\$ 104.91	x	11	Sites			\$ 1,154.00	
Doations provided by local merchants								
2 Supplies Purchased	\$ 258.33	x	12	Months			\$ 3,100.00	
with Program Income								
6f. CONTRACTUAL								
6g. CONSTRUCTION								
6h. OTHER								
	Appraised	Annual Rent Paid				Inkind Value	<u>\$318,251</u>	
000 Office (Only)	-	37,243.08				N/A		
001 Vedell Mckelvey	59,952.00	6,000.00				53,952.00		
002 Chowchilla	50,832.00	6,600.00				44,232.00		
004 Eastside	48,768.00	12,000.00				36,768.00		
005 Fairmead	42,864.00	1.00				42,863.00		
006 Cottonwood	61,872.00	-				61,872.00		
007 North Fork	30,612.00	12,000.00				18,612.00		
008 Oakhurst	36,024.00	6,000.00				30,024.00		
009 Valley West	24,612.00	7,200.00				N/A		
012 Homebase	-	-				0.00		
013 Sunset	-	-				N/A		
014 Ruth Gonzales	34,128.00	4,200.00				29,928.00		
016 Mis Tesoras	38,040.00	6,600.00				N/A		
351 Mariposa	24,840.00	1.00				N/A		
	<u>452,544.00</u>	<u>97,845.08</u>				<u>\$318,251</u>		
3. Volunteers							<u>\$85,393</u>	
PC Board	14 Membrs	1.50	Hrs	12	Mtgs	\$49.18 Hr	\$12,395	
000 Office	0 Parents	-	Hrs	10	Mtgs	\$21.66 Hr	\$0	
001 Vedell Mckelvey	30 Parents	1.37	Hrs	10	Mtgs	\$21.66 Hr	\$8,902	
002 Chowchilla	40 Parents	1.37	Hrs	10	Mtgs	\$21.66 Hr	\$11,870	
004 Eastside	20 Parents	1.37	Hrs	10	Mtgs	\$21.66 Hr	\$5,935	
005 Fairmead	17 Parents	1.37	Hrs	10	Mtgs	\$21.66 Hr	\$5,045	
006 Cottonwood	20 Parents	1.37	Hrs	10	Mtgs	\$21.66 Hr	\$5,935	
007 North Fork	17 Parents	1.37	Hrs	10	Mtgs	\$21.66 Hr	\$5,045	
008 Oakhurst	15 Parents	1.37	Hrs	10	Mtgs	\$21.66 Hr	\$4,451	
009 Valley West	30 Parents	1.37	Hrs	10	Mtgs	\$21.66 Hr	\$8,902	
012 Homebase	0 Parents	-	Hrs	12	Mtgs	\$21.66 Hr	\$0	
013 Sunset	0 Parents	-	Hrs	10	Mtgs	\$21.66 Hr	\$0	
014 Ruth Gonzales	20 Parents	1.37	Hrs	10	Mtgs	\$21.66 Hr	\$5,935	
016 Mis Tesoras	17 Parents	1.37	Hrs	10	Mtgs	\$21.66 Hr	\$5,045	
351 Mariposa	20 Parents	1.37	Hrs	10	Mtgs	\$21.66 Hr	\$5,935	
	246							
4 State Inkind Collaboration							<u>\$631,152</u>	
Total Non-Federal Share							<u>\$1,039,049.89</u>	



Report to the Board of Directors

Agenda Item Number: E-2

Board of Directors' Meeting for: April 8, 2021

Author: Cristal Sanchez

DATE: March 29, 2021

TO: Board of Directors

FROM: Mattie Mendez, Executive Director

SUBJECT: Community Action Partnership of Madera County, Inc. (CAPMC)
Executive Director Emergency Succession Plan

I. RECOMMENDATION:

Review and consider approving the updated Emergency Succession Plan for the Executive Director of Community Action Partnership of Madera County, Inc.

II. SUMMARY:

The California Department of Community Services & Development (CSD) has called for greater program accountability and measurable results from government-funded programs through the implementation of the Community Services Block Grant (CSBG) Organization Standards. Based on the Organizational Standards, more specifically CSBG Organizational Standard 4.5, a written succession plan must be in place for Community Action Agencies.

III. DISCUSSION:

1. The Community Services Block Grant (CSBG) Organizational Standards, Category Four (4), focuses on Organizational Leadership.
2. CSBG Organizational Standard 4.5 states:
The organization has a written succession plan in place for the CEO/ED, approved by the governing board, which contains procedures for covering an emergency/unplanned, short-term absence of 3 months or less, as well as outlines the process for filling a permanent vacancy.
3. The CAPMC Board of Directors approved the Agency/Executive Director Emergency Succession Plan on November 14, 2013.
4. Due to the retirement of Donna Tooley, former Chief Financial Officer, the CAPMC Succession Plan was updated to reflect the position of Acting Executive Director as Daniel Seeto, Chief Financial Officer.
5. The "first and second back-up appointees" remain as (1) Irene Yang, Human Resources Director and (2) Madera County Chief Administrative Officer.

IV. FINANCING: N/A



Emergency Succession Plan

For

Community Action Partnership of Madera County, Inc. (CAPMC)/Executive Director

The Executive Director and Board of Directors of _____ CAPMC _____ recognizes that this is a plan for contingencies due to the disability, death or departure of a key leader in the organization. If the organization is faced with the unlikely event of an

untimely vacancy, _____ CAPMC _____ has in place the following emergency succession plan to facilitate the transition to both interim and longer-term leadership.

The Executive Director, Chief Financial Officer and Human Resources Director have reviewed the attached job description. The Executive Director, Chief Financial Officer and Human Resources Director have a clear understanding of the Executive Director's role in organizational leadership.



Succession Plan in Event of a Temporary, Unplanned Absence: Short-Term

A temporary absence is one of less than three months in which it is expected that the Executive Director will return to his/her position once the events precipitating the absence are resolved. An unplanned absence is one that arises unexpectedly, in contrast to a planned leave, such as a vacation or a sabbatical. The Chief Financial Officer will implement the terms of this emergency plan in the event of the unplanned absence of the Executive Director.

In the event of an unplanned absence of the Executive Director As soon as it is feasible, the Chief Financial Officer should convene a meeting of the department staff to affirm the procedures prescribed in this plan.

At the time that this plan was approved, the position of Acting Executive Director would be: **Daniel Seeto**

Should the standing appointee to the position of Acting Executive Director be unable to serve, the first and second back-up appointees for the position of Acting Executive Director will be:

- (1) Irene Yang Name
Human Resources Director Title and
- (2) Madera County - CAO Name
Chief Administrative Officer Title.

The Executive Director may also consider the option of splitting executive duties among the designated appointees. Training will be provided to the acting Executive Director.

Authority and Compensation of the Acting Director

The person appointed as Acting Executive Director shall have the full authority for decision-making and independent action as the regular Executive Director.

The Acting Director may be offered:

(☞ check one)

- A temporary salary increase to the entry-level salary of the executive director position
- No additional compensation.

Communications Plan

Immediately upon transferring the responsibilities to the Acting Executive Director, he/she will notify staff members, funders, and key community partners.

As soon as possible after the Acting Executive Director has begun covering the unplanned absence, the Executive Director and Acting Director shall communicate the temporary leadership structure to the key external supporters of

_____ CAPMC _____. This may include (but not be limited to) government contract officers, civic leaders, major donors, funders, partners, Community Care Licensing and others.

Please specify:

Completion of Short-Term Emergency Succession Period

The decision about when the absent Executive Director returns to lead CAPMC should be determined by the Executive Director who will decide upon a mutually agreed upon schedule and start date. A reduced schedule for a set period of time can be allowed, by approval of the Executive Director, with the intention of the Executive Director working his/her way back up to a full-time commitment.

Succession Plan in Event of a Temporary, Unplanned Absence: Long-Term

A long-term absence is one that is expected to last more than three months. The procedures and conditions to be followed should be the same as for a short-term absence with one addition:

The Executive Director will give immediate consideration, in consultation with the Acting Executive Director, to **temporarily** filling the management position left vacant by the Acting Executive Director. This is in recognition of the fact that for a term of more than three months, it may not be reasonable to expect the Acting Executive Director to carry the duties of both positions.

The position description of a temporary manager would focus on covering the priority areas in which the Acting Executive Director needs assistance.

Completion of Long-Term Emergency Succession Period

The decision about when the absent Executive Director returns to lead CAPMC should be determined by the Executive Director and the Acting Executive Director. They will decide upon a mutually agreed upon schedule and start date. A reduced schedule for a set period of time can be allowed, by approval of the Executive Director, with the intention of the Executive Director working his/her way up to a full-time commitment.

Succession Plan in Event of a Permanent Change in Director

A permanent change is one in which it is firmly determined that the Executive Director will not be returning to the position. The procedures and conditions should be the same as for a long-term temporary absence with one addition:

The Executive Director will initiate a hiring process, in collaboration with Human Resources, to fill the Executive Director's position.

Checklist for Acceptance of All Types of Emergency Succession Plans

- Succession plan approval.** This succession plan will be approved by the Executive Director and reviewed with the full Board of Directors. This plan should be reviewed at least annually.
- Signatories.** The Executive Director, the Chief Financial Officer, Human Resources Director, as well as the Acting Executive Director shall sign this plan, and the appointees designated in this plan.
- Organizational Charts.** Two organizational charts need to be prepared and attached to this plan. Prepare and attach an organizational chart reflecting current staffing positions and lines of authority/reporting throughout the

organization. Prepare and attach a second organizational chart that reflects how that structure will change within the context of an emergency/unplanned absence of the Director.

- Important Organizational Information.** Complete the attached *Information and Contact Inventory* and attach it to this document. Also attach a current list of the organization’s board of directors.
- Copies.** Copies of this Emergency Succession Plan along with the corresponding documentation shall be maintained by the Executive Director, the Chief Financial Officer, the Acting Executive Director’s Appointee, and the Human Resources Director.

Signatures of Approval

Community Action Partnership of Madera County

Board of Directors Chairperson

Date

Executive Director

Date

Acting Executive Director

Date

Human Resources Director

Date

Madera County CAO

Date





Report to the Board of Directors

Agenda Item Number: E-3

Board of Directors Meeting for: April 8, 2021

Author: Donna Tooley

DATE: March 29, 2021

TO: Board of Directors

FROM: Donna Tooley, Consultant and Former Chief Financial Officer

SUBJECT: Authorize the Chief Financial Officer to File Tax and Information Returns of Community Action Partnership of Madera County, Inc. (CAPMC) prepared by Brown Armstrong CPA's for the Year Ended June 30, 2020

I. RECOMMENDATION:

Review and consider authorizing the Chief Financial Officer to file tax and information returns of Community Action Partnership of Madera County, Inc. prepared by Brown Armstrong CPA's.

II. SUMMARY:

The agency is required to file certain tax and information returns each year. Brown Armstrong CPA's prepared the returns from the financial statement information for the year ended June 30, 2020.

III. DISCUSSION:

- A. A copy of the Form 990 is attached for your review and consideration. This return has to be filed electronically. The CFO and/or his designee Consultant have reviewed the tax return prior to presenting it to the Board of Directors.
- B. The returns are prepared from information obtained from the audited financial statements for the year ended June 30, 2020.
- C. The appropriate filing extensions were obtained and granted until May 15, 2021.
- D. The other required federal and state returns have been reviewed by the CFO and/or his designee Consultant and will be filed on behalf of the agency by the CFO. These include the California Return for Exempt Organizations Form 199 and the Annual Registry of Charitable Trusts Registration Form.

IV. FINANCING: Not Applicable

Return of Organization Exempt From Income Tax Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public. Go to www.irs.gov/Form990 for instructions and the latest information.

2019

Open to Public Inspection

A For the 2019 calendar year, or tax year beginning 7/01, 2019, and ending 6/30, 2020

B Check if applicable: Address change, Name change, Initial return, Final return/terminated, Amended return, Application pending. C COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC. 1225 GILL AVENUE MADERA, CA 93637. D Employer identification number 94-1612823. E Telephone number (559) 673-9173. G Gross receipts \$ 29,327,566.

F Name and address of principal officer: SAME AS C ABOVE. H(a) Is this a group return for subordinates? Yes No. H(b) Are all subordinates included? Yes No.

I Tax-exempt status: X 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or 527. J Website: WWW.MADERACAP.ORG. H(c) Group exemption number.

K Form of organization: X Corporation Trust Association Other. L Year of formation: 1965. M State of legal domicile: CA

Part I Summary

1 Briefly describe the organization's mission or most significant activities: HELPING PEOPLE, CHANGING LIVES AND MAKING OUR COMMUNITY A BETTER PLACE TO LIVE BY PROVIDING RESOURCES AND SERVICES THAT INSPIRE PERSONAL GROWTH AND INDEPENDENCE.

Table with 2 columns: Description and Amount. Rows include: 2 Check this box, 3 Number of voting members (15), 4 Number of independent voting members (15), 5 Total number of individuals employed (382), 6 Total number of volunteers (1,069), 7a Total unrelated business revenue (0), 7b Net unrelated business taxable income (0).

Table with 3 columns: Description, Prior Year, Current Year. Rows include: 8 Contributions and grants (26,246,456 / 29,114,993), 9 Program service revenue (185,497 / 177,675), 10 Investment income (1,510 / 1,565), 11 Other revenue (53,338 / 33,333), 12 Total revenue (26,486,801 / 29,327,566).

Table with 3 columns: Description, Prior Year, Current Year. Rows include: 13 Grants and similar amounts paid, 14 Benefits paid to or for members, 15 Salaries, other compensation, employee benefits (13,930,905 / 15,288,356), 16a Professional fundraising fees, 16b Total fundraising expenses (87,703), 17 Other expenses (12,487,561 / 13,959,233), 18 Total expenses (26,418,466 / 29,247,589), 19 Revenue less expenses (68,335 / 79,977).

Table with 3 columns: Description, Beginning of Current Year, End of Year. Rows include: 20 Total assets (6,758,002 / 7,066,885), 21 Total liabilities (4,256,556 / 4,637,234), 22 Net assets or fund balances (2,501,446 / 2,429,651).

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here: Signature of officer DANIEL SEETO, CFO. Date.

Paid Preparer Use Only: Print/Type preparer's name CLINT W. BAIRD, Preparer's signature CLINT W. BAIRD, Date, Check self-employed, PTIN P01318969, Firm's name BROWN ARMSTRONG ACCOUNTANCY CORP, Firm's address 4200 TRUXTUN AVE STE 300 BAKERSFIELD, CA 93309, Firm's EIN 95-3109182, Phone no. (661) 324-4971.

May the IRS discuss this return with the preparer shown above? (see instructions) X Yes No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III [X]

1 Briefly describe the organization's mission:

HELPING PEOPLE, CHANGING LIVES AND MAKING OUR COMMUNITY A BETTER PLACE TO LIVE BY PROVIDING RESOURCES AND SERVICES THAT INSPIRE PERSONAL GROWTH AND INDEPENDENCE.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [] Yes [X] No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [] Yes [X] No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 9,740,481. including grants of \$) (Revenue \$ 178,346.)

CHILD CARE PROGRAMS: THE CHILD CARE PROGRAMS PROVIDE CHILD CARE AND REFERRAL SERVICES FOR LOW INCOME FAMILIES. OTHER SERVICES PROVIDED INCLUDE EDUCATIONAL AND LEARNING MATERIALS, MEALS FOR CHILDREN AND CPR AND FIRST AID CLASSES TO PROVIDERS. APPROXIMATELY SERVED 1,375 CHILDREN WITH CHILD CARE, AND 146 CHILD CARE HOMES AND CENTERS WERE SERVED.

PROVIDED CHILDREN WITH 65,994 BREAKFASTS, 58,901 LUNCHESES, AND 31,379 AFTERNOON SNACKS. STATE MIGRANT PROGRAM SERVED 256 CHILDREN AND THE CALIFORNIA STATE PRESCHOOL PROGRAM SERVED 172 CHILDREN.

4b (Code:) (Expenses \$ 8,904,345. including grants of \$) (Revenue \$ 7,220.)

MIGRANT PROGRAMS: THE MIGRANT PROGRAMS PROVIDE EARLY EDUCATION AND OTHER SERVICES TO LOW INCOME CHILDREN AND FAMILIES OF MIGRANT WORKERS IN FRESNO AND MADERA COUNTIES. SERVICES INCLUDE CHILD CARE, MEDICAL / DENTAL SCREENING, MEALS FOR CHILDREN, MENTAL HEALTH & DISABILITY SERVICES, AND HEALTH AND NUTRITION EDUCATION. IT SERVED 1,065 CHILDREN AND FAMILIES.

4c (Code:) (Expenses \$ 4,376,369. including grants of \$) (Revenue \$)

HEAD START: THE HEAD START PROGRAM PROVIDES EARLY EDUCATION AND SERVICES FOR LOW INCOME CHILDREN AND FAMILIES IN MADERA COUNTY. SERVICES INCLUDE CHILD CARE, MEDICAL/DENTAL SCREENING, MEALS FOR CHILDREN, MENTAL HEALTH & DISABILITY SERVICES, AND HEALTH AND NUTRITION EDUCATION. IT SERVED 292 CHILDREN AND FAMILIES.

4d Other program services (Describe on Schedule O.) SEE SCHEDULE O

(Expenses \$ 3,855,588. including grants of \$) (Revenue \$)

4e Total program service expenses 26,876,783.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If 'Yes,' complete Schedule A.</i>	X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> (see instructions)?	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If 'Yes,' complete Schedule C, Part I.</i>		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If 'Yes,' complete Schedule C, Part II.</i>		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If 'Yes,' complete Schedule C, Part III.</i>		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If 'Yes,' complete Schedule D, Part I.</i>		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If 'Yes,' complete Schedule D, Part II.</i>		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If 'Yes,' complete Schedule D, Part III.</i>		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If 'Yes,' complete Schedule D, Part IV.</i>		X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? <i>If 'Yes,' complete Schedule D, Part V.</i>		X
11 If the organization's answer to any of the following questions is 'Yes,' then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If 'Yes,' complete Schedule D, Part VI.</i>	X	
b Did the organization report an amount for investments – other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? <i>If 'Yes,' complete Schedule D, Part VII.</i>		X
c Did the organization report an amount for investments – program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? <i>If 'Yes,' complete Schedule D, Part VIII.</i>		X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? <i>If 'Yes,' complete Schedule D, Part IX.</i>		X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If 'Yes,' complete Schedule D, Part X.</i>	X	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If 'Yes,' complete Schedule D, Part X.</i>		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If 'Yes,' complete Schedule D, Parts XI and XII.</i>		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If 'Yes,' and if the organization answered 'No' to line 12a, then completing Schedule D, Parts XI and XII is optional.</i>		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If 'Yes,' complete Schedule E.</i>		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If 'Yes,' complete Schedule F, Parts I and IV.</i>		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If 'Yes,' complete Schedule F, Parts II and IV.</i>		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If 'Yes,' complete Schedule F, Parts III and IV.</i>		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If 'Yes,' complete Schedule G, Part I (see instructions).</i>		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If 'Yes,' complete Schedule G, Part II.</i>		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If 'Yes,' complete Schedule G, Part III.</i>		X
20a Did the organization operate one or more hospital facilities? <i>If 'Yes,' complete Schedule H.</i>		X
b If 'Yes' to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If 'Yes,' complete Schedule I, Parts I and II.</i>		X

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If 'Yes,' complete Schedule I, Parts I and III.</i>		X
23 Did the organization answer 'Yes' to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If 'Yes,' complete Schedule J.</i>	X	
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If 'Yes,' answer lines 24b through 24d and complete Schedule K. If 'No,' go to line 25a.</i>		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?.....		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?.....		
d Did the organization act as an 'on behalf of' issuer for bonds outstanding at any time during the year?.....		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If 'Yes,' complete Schedule L, Part I.</i>		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If 'Yes,' complete Schedule L, Part I.</i>		X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? <i>If 'Yes,' complete Schedule L, Part II.</i>		X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? <i>If 'Yes,' complete Schedule L, Part III.</i>		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions, for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? <i>If 'Yes,' complete Schedule L, Part IV.</i>		X
b A family member of any individual described in line 28a? <i>If 'Yes,' complete Schedule L, Part IV.</i>		X
c A 35% controlled entity of one or more individuals and/or organizations described in lines 28a or 28b? <i>If 'Yes,' complete Schedule L, Part IV.</i>		X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If 'Yes,' complete Schedule M.</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If 'Yes,' complete Schedule M.</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If 'Yes,' complete Schedule N, Part I.</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If 'Yes,' complete Schedule N, Part II.</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If 'Yes,' complete Schedule R, Part I.</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If 'Yes,' complete Schedule R, Part II, III, or IV, and Part V, line 1.</i>		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?.....		X
b If 'Yes' to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If 'Yes,' complete Schedule R, Part V, line 2.</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If 'Yes,' complete Schedule R, Part V, line 2.</i>		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If 'Yes,' complete Schedule R, Part VI.</i>		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note: All Form 990 filers are required to complete Schedule O.	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

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

	Yes	No
1 a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable.....		
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable.....		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?.....	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

		Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return. 2a 382		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? 2b	X	
Note: If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)			
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year? 3a		X
b	If 'Yes,' has it filed a Form 990-T for this year? If 'No' to line 3b, provide an explanation on Schedule O. 3b		
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)? 4a		X
b	If 'Yes,' enter the name of the foreign country ▶ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year? 5a		X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction? 5b		X
c	If 'Yes,' to line 5a or 5b, did the organization file Form 8886-T? 5c		
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions? 6a		X
b	If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible? 6b		
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor? 7a		X
b	If 'Yes,' did the organization notify the donor of the value of the goods or services provided? 7b		
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282? 7c		X
d	If 'Yes,' indicate the number of Forms 8282 filed during the year. 7d		
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? 7e		X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? 7f		X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required? 7g		
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C? 7h		
8	Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year? 8		
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the sponsoring organization make any taxable distributions under section 4966? 9a		
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person? 9b		
10	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12. 10a		
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities. 10b		
11	Section 501(c)(12) organizations. Enter:		
a	Gross income from members or shareholders. 11a		
b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.) 11b		
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041? 12a		
b	If 'Yes,' enter the amount of tax-exempt interest received or accrued during the year. 12b		
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
a	Is the organization licensed to issue qualified health plans in more than one state? 13a		
Note: See the instructions for additional information the organization must report on Schedule O.			
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans. 13b		
c	Enter the amount of reserves on hand 13c		
14a	Did the organization receive any payments for indoor tanning services during the tax year? 14a		X
b	If 'Yes,' has it filed a Form 720 to report these payments? If 'No,' provide an explanation on Schedule O. 14b		
15	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? 15		X
If 'Yes,' see instructions and file Form 4720, Schedule N.			
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? 16		X
If 'Yes,' complete Form 4720, Schedule O.			

Part VI Governance, Management, and Disclosure For each 'Yes' response to lines 2 through 7b below, and for a 'No' response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI.

Section A. Governing Body and Management

		Yes	No
1 a	Enter the number of voting members of the governing body at the end of the tax year. 1 a 15 If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.		
1 b	Enter the number of voting members included on line 1a, above, who are independent. 1 b 15		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?		X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
6	Did the organization have members or stockholders?		X
7 a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?		X
7 b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
8 a	The governing body?	X	
8 b	Each committee with authority to act on behalf of the governing body?	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If 'Yes,' provide the names and addresses on Schedule O.		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10 a	Did the organization have local chapters, branches, or affiliates?		X
10 b	If 'Yes,' did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
11 a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
12 a	Did the organization have a written conflict of interest policy? If 'No,' go to line 13.	X	
12 b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
12 c	Did the organization regularly and consistently monitor and enforce compliance with the policy? If 'Yes,' describe in Schedule O how this was done.	X	
13	Did the organization have a written whistleblower policy?	X	
14	Did the organization have a written document retention and destruction policy?	X	
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
15 a	The organization's CEO, Executive Director, or top management official.	X	
15 b	Other officers or key employees of the organization. SEE SCHEDULE O. If 'Yes' to line 15a or 15b, describe the process in Schedule O (see instructions).	X	
16 a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
16 b	If 'Yes,' did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		

Section C. Disclosure

- 17** List the states with which a copy of this Form 990 is required to be filed ▶ CA
- 18** Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain on Schedule O)
- 19** Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year. SEE SCHEDULE O
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records ▶
 DANIEL SEETO 1225 GILL AVENUE MADERA CA 93637 (559) 673-9173

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

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

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1 a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of 'key employee.'
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) MATTIE MENDEZ EXECUTIVE DIR.	40 0			X			0.	133,111.	65,971.	
(2) DONNA TOOLEY CFO	40 0			X			123,018.	0.	11,573.	
(3) MARTIZA GOMEZ-ZARAGOSA MADERA DIRECTOR	40 0					X	109,538.	11,049.	0.	
(4) IRENE YANG HR DIRECTOR	40 0					X	104,086.	4,831.	0.	
(5) DENNIS HAWORTH BOARD MEMBER	1 0	X		X			0.	0.	0.	
(6) VICKI BANDY BOARD MEMBER	1 0	X					0.	0.	0.	
(7) DEBI BRAY BOARD MEMBER	1 0	X					0.	0.	0.	
(8) DEBORAH MARTINEZ BOARD MEMBER	1 0	X					0.	0.	0.	
(9) DAVID HERNANDEZ SEC / TREASURER	1 0	X					0.	0.	0.	
(10) ROBERT POYTHRESS BOARD MEMBER	1 0	X					0.	0.	0.	
(11) DONALD HOLLEY BOARD MEMBER	1 0	X					0.	0.	0.	
(12) ERIC LICALSI VICE CHAIR	1 0	X					0.	0.	0.	
(13) TYSON POGUE CHAIRPERSON	1 0	X					0.	0.	0.	
(14) MOLLY HERNANDEZ BOARD MEMBER	1 0	X					0.	0.	0.	

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)					(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee			
(15) AURORA FLORES BOARD MEMBER	1 0	X					0.	0.	0.
(16) STEVE MONTES BOARD MEMBER	0 0	X					0.	0.	0.
(17) MIKE KING BOARD MEMBER	0 0	X					0.	0.	0.
(18) MARTHA GARCIA BOARD MEMBER	0 0	X					0.	0.	0.
(19) MARIA CONTRERAS-TEJEDA BOARD MEMBER	0 0	X					0.	0.	0.
(20)									
(21)									
(22)									
(23)									
(24)									
(25)									
1 b Subtotal							336,642.	148,991.	77,544.
c Total from continuation sheets to Part VII, Section A							0.	0.	0.
d Total (add lines 1b and 1c)							336,642.	148,991.	77,544.
2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization									3

FOR REVIEW

	Yes	No
3 Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If 'Yes,' complete Schedule J for such individual.</i>		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If 'Yes,' complete Schedule J for such individual.</i>	X	
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If 'Yes,' complete Schedule J for such person.</i>		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
MERCED COUNTY COMMUNITY ACTION AGENCY P.O. BOX 2085 MERCED, CA 95344	WEATHERIZATION SERV.	639,381.
BEZAK LIQUID TRANSPORT P.O. BOX 541 MARIPOSA, CA 95338	BULK WATER DELIVERY	528,850.
KIDS KARE SCHOOLS, INC. 4697 N. BENDEL FRESNO, CA 93722	CHILD CARE SERVICES	972,208.
MADERA COUNTY AUDITOR CONTROLLER 200 WEST FOURTH STREET MADERA, CA 9	SALARY REIMBURSEMENT	203,052.
LUZ MARIA VILLA GOMEZ 519 N. D STREET MADERA, CA 93638	CHILD CARE SERVICES	109,941.
2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization		

Part VIII Statement of Revenue

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

		(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514		
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns	1 a					
	b Membership dues	1 b					
	c Fundraising events	1 c					
	d Related organizations	1 d					
	e Government grants (contributions)	1 e 29,069,955.					
	f All other contributions, gifts, grants, and similar amounts not included above	1 f 45,038.					
	g Noncash contributions included in lines 1a-1f	1 g					
	h Total. Add lines 1a-1f		29,114,993.				
Program Service Revenue	2 a PARENT FEES		900099	177,675.	177,675.		
	b _____						
	c _____						
	d _____						
	e _____						
	f All other program service revenue						
	g Total. Add lines 2a-2f			177,675.			
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)			1,565.		1,565.	
	4 Income from investment of tax-exempt bond proceeds						
	5 Royalties						
	6 a Gross rents			(i) Real	(ii) Personal		
		6 a	22,324.				
		b Less: rental expenses	6 b				
	c Rental income or (loss)	6 c	22,324.				
	d Net rental income or (loss)			22,324.		22,324.	
	7 a Gross amount from sales of assets other than inventory			(i) Securities	(ii) Other		
		7 a					
		b Less: cost or other basis and sales expenses	7 b				
	c Gain or (loss)	7 c					
	d Net gain or (loss)						
8 a Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18							
	8 a						
	b Less: direct expenses	8 b					
c Net income or (loss) from fundraising events							
9 a Gross income from gaming activities. See Part IV, line 19							
	9 a						
	b Less: direct expenses	9 b					
c Net income or (loss) from gaming activities							
10 a Gross sales of inventory, less returns and allowances							
	10 a						
	b Less: cost of goods sold	10 b					
c Net income or (loss) from sales of inventory							
Miscellaneous Revenue	11 a OTHER INCOME			11,009.	11,009.		
	b _____						
	c _____						
	d All other revenue						
	e Total. Add lines 11a-11d			11,009.			
12 Total revenue. See instructions			29,327,566.	188,684.	0.	23,889.	

FOR REVIEW

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				
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	256,129.	133,111.	123,018.	0.
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)	0.	0.	0.	0.
7 Other salaries and wages	11,934,134.	10,745,461.	1,126,155.	62,518.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	3,098,093.	2,790,332.	290,460.	17,301.
10 Payroll taxes				
11 Fees for services (nonemployees):				
a Management				
b Legal				
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)	513,777.	447,003.	66,774.	
12 Advertising and promotion				
13 Office expenses	2,743,867.	2,440,159.	303,708.	
14 Information technology				
15 Royalties				
16 Occupancy	1,788,197.	1,548,737.	231,576.	7,884.
17 Travel	263,026.	231,211.	31,815.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	1,726.		1,726.	
23 Insurance	36,625.	11,764.	24,861.	
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a <u>DIRECT ASSISTANCE</u>	7,631,945.	7,631,945.		
b <u>TELEPHONE</u>	247,633.	214,526.	33,107.	
c <u>CAPITAL PURCHASES</u>	177,697.	177,697.		
d <u>OTHER EXPENSES</u>	161,836.	140,260.	21,576.	
e All other expenses	392,904.	364,577.	28,327.	
25 Total functional expenses. Add lines 1 through 24e	29,247,589.	26,876,783.	2,283,103.	87,703.
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 <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X.

		(A) Beginning of year		(B) End of year
Assets	1 Cash – non-interest-bearing.....	16,902.	1	56,594.
	2 Savings and temporary cash investments.....	1,916,539.	2	1,790,658.
	3 Pledges and grants receivable, net.....	2,925,917.	3	3,490,094.
	4 Accounts receivable, net.....	18,103.	4	
	5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons.....		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B).....		6	
	7 Notes and loans receivable, net.....		7	
	8 Inventories for sale or use.....	20,196.	8	28,029.
	9 Prepaid expenses and deferred charges.....	31,158.	9	35,428.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D.....	10a 6,699,926.		
	b Less: accumulated depreciation.....	10b 5,141,502.	1,712,700.	10c 1,558,424.
	11 Investments – publicly traded securities.....		11	
	12 Investments – other securities. See Part IV, line 11.....		12	
	13 Investments – program-related. See Part IV, line 11.....		13	
	14 Intangible assets.....		14	
	15 Other assets. See Part IV, line 11.....	116,487.	15	107,658.
16 Total assets. Add lines 1 through 15 (must equal line 33).....	6,758,002.	16	7,066,885.	
Liabilities	17 Accounts payable and accrued expenses.....	3,563,853.	17	4,362,345.
	18 Grants payable.....		18	
	19 Deferred revenue.....	667,342.	19	234,851.
	20 Tax-exempt bond liabilities.....		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D.....		21	
	22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons.....		22	
	23 Secured mortgages and notes payable to unrelated third parties.....	826.	23	
	24 Unsecured notes and loans payable to unrelated third parties.....		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D.....	24,535.	25	40,038.
	26 Total liabilities. Add lines 17 through 25.....	4,256,556.	26	4,637,234.
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.			
	27 Net assets without donor restrictions.....	2,501,446.	27	2,429,651.
	28 Net assets with donor restrictions.....		28	
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.			
	29 Capital stock or trust principal, or current funds.....		29	
	30 Paid-in or capital surplus, or land, building, or equipment fund.....		30	
	31 Retained earnings, endowment, accumulated income, or other funds.....		31	
	32 Total net assets or fund balances.....	2,501,446.	32	2,429,651.
33 Total liabilities and net assets/fund balances.....	6,758,002.	33	7,066,885.	

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI.

1	Total revenue (must equal Part VIII, column (A), line 12)	1	29,327,566.
2	Total expenses (must equal Part IX, column (A), line 25)	2	29,247,589.
3	Revenue less expenses. Subtract line 2 from line 1	3	79,977.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	2,501,446.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O). SEE SCHEDULE O	9	-151,772.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	2,429,651.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII.

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____		
If the organization changed its method of accounting from a prior year or checked 'Other,' explain in Schedule O.			
2a	Were the organization's financial statements compiled or reviewed by an independent accountant?		X
If 'Yes,' check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis			
b	Were the organization's financial statements audited by an independent accountant?	X	
If 'Yes,' check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis			
c	If 'Yes' to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?	X	
If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.			
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?	X	
b	If 'Yes,' did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits	X	

SCHEDULE A
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2019

Open to Public Inspection

Name of the organization COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.	Employer identification number 94-1612823
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Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990 or 990-EZ).)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 An organization that normally receives: (1) more than 33-1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33-1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 11 An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 12 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
 - f Enter the number of supported organizations
 - g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
Total						

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any 'unusual grants'.)	22457489.	23982967.	24528517.	26206306.	29069955.	126245234.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf.						0.
3 The value of services or facilities furnished by a governmental unit to the organization without charge						0.
4 Total. Add lines 1 through 3.	22457489.	23982967.	24528517.	26206306.	29069955.	126245234.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						0.
6 Public support. Subtract line 5 from line 4.						126245234.

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
7 Amounts from line 4.	22457489.	23982967.	24528517.	26206306.	29069955.	126245234.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources.	22,795.	23,565.	25,344.	27,702.	23,889.	123,295.
9 Net income from unrelated business activities, whether or not the business is regularly carried on.						0.
10 Other income. Do not include gain or loss from the sale of capital assets. (Explain in Part VI.) SEE PART VI	46,909.	21,644.	4,967.			73,520.
11 Total support. Add lines 7 through 10.						126442049.
12 Gross receipts from related activities, etc. (see instructions)					12	0.
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ▶ <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2019 (line 6, column (f) divided by line 11, column (f)).	14	99.84 %
15 Public support percentage from 2018 Schedule A, Part II, line 14.	15	99.82 %

16a **33-1/3% support test—2019.** If the organization did not check the box on line 13, and line 14 is 33-1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization. ▶

b **33-1/3% support test—2018.** If the organization did not check a box on line 13 or 16a, and line 15 is 33-1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization. ▶

17a **10%-facts-and-circumstances test—2019.** If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the 'facts-and-circumstances' test, check this box and **stop here.** Explain in Part VI how the organization meets the 'facts-and-circumstances' test. The organization qualifies as a publicly supported organization. ▶

b **10%-facts-and-circumstances test—2018.** If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the 'facts-and-circumstances' test, check this box and **stop here.** Explain in Part VI how the organization meets the 'facts-and-circumstances' test. The organization qualifies as a publicly supported organization. ▶

18 **Private foundation.** If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions. ▶

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any 'unusual grants.')						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose.						
3 Gross receipts from activities that are not an unrelated trade or business under section 513.						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf.						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5.						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons.						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year.						
c Add lines 7a and 7b.						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2015	(b) 2016	(c) 2017	(d) 2018	(e) 2019	(f) Total
9 Amounts from line 6.						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources.						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975.						
c Add lines 10a and 10b.						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on.						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here**. ▶

Section C. Computation of Public Support Percentage

15 Public support percentage for 2019 (line 8, column (f), divided by line 13, column (f)).	15	%
16 Public support percentage from 2018 Schedule A, Part III, line 15.	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2019 (line 10c, column (f), divided by line 13, column (f)).	17	%
18 Investment income percentage from 2018 Schedule A, Part III, line 17.	18	%

19a 33-1/3% support tests—2019. If the organization did not check the box on line 14, and line 15 is more than 33-1/3%, and line 17 is not more than 33-1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization. ▶

b 33-1/3% support tests—2018. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33-1/3%, and line 18 is not more than 33-1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization. ▶

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions. ▶

Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If 'No,' describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If 'Yes,' explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If 'Yes,' answer (b) and (c) below.</i>		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If 'Yes,' describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If 'Yes,' explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ('foreign supported organization')? <i>If 'Yes' and if you checked 12a or 12b in Part I, answer (b) and (c) below.</i>		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If 'Yes,' describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If 'Yes,' explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If 'Yes,' answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If 'Yes,' provide detail in Part VI.</i>		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If 'Yes,' complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If 'Yes,' complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If 'Yes,' provide detail in Part VI.</i>		
b Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If 'Yes,' provide detail in Part VI.</i>		
c Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If 'Yes,' provide detail in Part VI.</i>		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If 'Yes,' answer 10b below.</i>		
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?	11a	
b A family member of a person described in (a) above?	11b	
c A 35% controlled entity of a person described in (a) or (b) above? If 'Yes' to a, b, or c, provide detail in Part VI.	11c	

Section B. Type I Supporting Organizations

	Yes	No
1 Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If 'No,' describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.	1	
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If 'Yes,' explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.	2	

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If 'No,' describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).	1	

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	1	
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If 'No,' explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).	2	
3 By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If 'Yes,' describe in Part VI the role the organization's supported organizations played in this regard.	3	

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).			
a <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.			
b <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.			
c <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).			
2 Activities Test. Answer (a) and (b) below.		Yes	No
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If 'Yes,' then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.	2a		
b Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If 'Yes,' explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.	2b		
3 Parent of Supported Organizations. Answer (a) and (b) below.			
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI.	3a		
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If 'Yes,' describe in Part VI the role played by the organization in this regard.	3b		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A – Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B – Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C – Distributable Amount		(A) Prior Year	(B) Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	

7 Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D – Distributions	Current Year
1 Amounts paid to supported organizations to accomplish exempt purposes	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	
4 Amounts paid to acquire exempt-use assets	
5 Qualified set-aside amounts (prior IRS approval required)	
6 Other distributions (describe in Part VI). See instructions.	
7 Total annual distributions. Add lines 1 through 6.	
8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9 Distributable amount for 2019 from Section C, line 6	
10 Line 8 amount divided by line 9 amount	

Section E – Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2019	(iii) Distributable Amount for 2019
1 Distributable amount for 2019 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2019 (reasonable cause required – explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2019			
a From 2014			
b From 2015			
c From 2016			
d From 2017			
e From 2018			
f Total of lines 3a through e			
g Applied to underdistributions of prior years			
h Applied to 2019 distributable amount			
i Carryover from 2014 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4 Distributions for 2019 from Section D, line 7:			
a Applied to underdistributions of prior years			
b Applied to 2019 distributable amount			
c Remainder. Subtract lines 4a and 4b from 4.			
5 Remaining underdistributions for years prior to 2019, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.			
6 Remaining underdistributions for 2019. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.			
7 Excess distributions carryover to 2020. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2015			
b Excess from 2016			
c Excess from 2017			
d Excess from 2018			
e Excess from 2019			

FOR REVIEW

BAA

Part VI Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information.
(See instructions.)

PART II, LINE 10 - OTHER INCOME

<u>NATURE AND SOURCE</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
SPECIAL EVENT INCOME			\$ 4,967.	\$ 21,644.	\$ 46,909.
TOTAL	\$ 0.	\$ 0.	\$ 4,967.	\$ 21,644.	\$ 46,909.

FOR REVIEW

Schedule B

(Form 990, 990-EZ, or 990-PF)

Department of the Treasury Internal Revenue Service

Schedule of Contributors

Attach to Form 990, Form 990-EZ, or Form 990-PF. Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2019

Name of the organization COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Employer identification number 94-1612823

Organization type (check one):

Filers of:

Section:

- Form 990 or 990-EZ [X] 501(c)(3) (enter number) organization
[] 4947(a)(1) nonexempt charitable trust not treated as a private foundation
Form 990-PF [] 527 political organization
[] 501(c)(3) exempt private foundation
[] 4947(a)(1) nonexempt charitable trust treated as a private foundation
[] 501(c)(3) taxable private foundation

Check if your organization is covered by the General Rule or a Special Rule.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

- [] For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- [X] For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33-1/3% support test...
[] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor...
[] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor...

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it must answer 'No' on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

Name of organization COMMUNITY ACTION PARTNERSHIP OF	Employer identification number 94-1612823
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Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	U.S. DEPT. OF HEALTH & HUMAN SERV 330 C STREET, SW WASHINGTON, DC 20201	\$ 4,759,838.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	CALIFORNIA DEPT. OF EDUCATION 1430 N STREET SACRAMENTO, CA 95814	\$ 8,007,821.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	STANISLAUS CO. OFFICE OF EDUCATION 1100 H STREET MODESTO, CA 95354	\$ 6,502,997.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4	COMM. ACTION PARTNERSHIP OF SLO CO. 1030 SOUTHWOOD DRIVE SAN LUIS OBISPO, CA 93401	\$ 4,944,150.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
5	CALIFORNIA DEPT. OF CSD 2389 GATEWAY OAKS DRIVE, #100 SACRAMENTO, CA 95833	\$ 872,622.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
6	CA GOVERNOR'S OFFICE OF EMER. SERV. 3650 SCHRIEVER AVENUE MATHER, CA 95655	\$ 2,321,609.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization COMMUNITY ACTION PARTNERSHIP OF	Employer identification number 94-1612823
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Part II **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	N/A ----- ----- -----	\$-----	-----
-----	----- ----- -----	\$-----	-----
-----	----- ----- -----	\$-----	-----
-----	----- ----- -----	\$-----	-----
-----	----- ----- -----	\$-----	-----
-----	----- ----- -----	\$-----	-----

FOR REVIEW

Name of organization: COMMUNITY ACTION PARTNERSHIP OF; Employer identification number: 94-1612823

Part III Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this information once. See instructions.) \$ N/A

Table with 4 main columns: (a) No. from Part I, (b) Purpose of gift, (c) Use of gift, (d) Description of how gift is held. Includes sub-section (e) Transfer of gift with fields for Transferee's name, address, and ZIP + 4, and Relationship of transferor to transferee. The table is repeated four times for entries 1-4.

FOR REVIEW

**SCHEDULE D
(Form 990)**

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

▶ **Complete if the organization answered 'Yes' on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.**
▶ **Attach to Form 990.**

▶ **Go to www.irs.gov/Form990 for instructions and the latest information.**

OMB No. 1545-0047

2019

Open to Public Inspection

Name of the organization

COMMUNITY ACTION PARTNERSHIP OF
MADERA COUNTY, INC.

Employer identification number

94-1612823

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Part II Conservation Easements.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

Preservation of land for public use (for example, recreation or education) Preservation of a historically important land area

Protection of natural habitat Preservation of a certified historic structure

Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2 a
b Total acreage restricted by conservation easements	2 b
c Number of conservation easements on a certified historic structure included in (a)	2 c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register	2 d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶ _____

4 Number of states where property subject to conservation easement is located ▶ _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? Yes No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$ _____

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? Yes No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 8.

1 a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1. ▶ \$ _____

(ii) Assets included in Form 990, Part X. ▶ \$ _____

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1. ▶ \$ _____

b Assets included in Form 990, Part X. ▶ \$ _____

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):
- a Public exhibition
 - b Scholarly research
 - c Preservation for future generations
 - d Loan or exchange program
 - e Other _____
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered 'Yes' on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1 a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b If 'Yes,' explain the arrangement in Part XIII and complete the following table:
- | | Amount |
|---------------------------------|--------|
| c Beginning balance | 1 c |
| d Additions during the year | 1 d |
| e Distributions during the year | 1 e |
| f Ending balance | 1 f |
- 2 a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
- b If 'Yes,' explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII. Yes No

Part V Endowment Funds. Complete if the organization answered 'Yes' on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1 a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a Board designated or quasi-endowment _____ %
 - b Permanent endowment _____ %
 - c Term endowment _____ %
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3 a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- | | Yes | No |
|-----------------------------|--------|----|
| (i) Unrelated organizations | 3a(i) | |
| (ii) Related organizations | 3a(ii) | |
- b If 'Yes' on line 3a(ii), are the related organizations listed as required on Schedule R? Yes No
- 4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1 a Land		59,005.		59,005.
b Buildings		4,364,110.	3,317,019.	1,047,091.
c Leasehold improvements		252,830.	194,393.	58,437.
d Equipment		2,023,981.	1,630,090.	393,891.
e Other				

Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.) 1,558,424.

Part VII Investments – Other Securities.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A) -----		
(B) -----		
(C) -----		
(D) -----		
(E) -----		
(F) -----		
(G) -----		
(H) -----		
(I) -----		
Total. (Column (b) must equal Form 990, Part X, column (B) line 12.)		

Part VIII Investments – Program Related.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 13.)		

Part IX Other Assets.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 15.)	

Part X Other Liabilities.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) CDE RESERVE	39,976.
(3) DUE TO FUNDER	62.
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
(11)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 25.)	40,038.

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII.

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	31,718,906.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
	a Net unrealized gains (losses) on investments	2a		
	b Donated services and use of facilities	2b	2,391,340.	
	c Recoveries of prior year grants	2c		
	d Other (Describe in Part XIII.)	2d		
	e Add lines 2a through 2d		2e	2,391,340.
3	Subtract line 2e from line 1		3	29,327,566.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
	a Investment expenses not included on Form 990, Part VIII, line 7b	4a		
	b Other (Describe in Part XIII.)	4b		
	c Add lines 4a and 4b		4c	
5	Total revenue. Add lines 3 and 4c . (This must equal Form 990, Part I, line 12.)		5	29,327,566.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	31,638,929.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
	a Donated services and use of facilities	2a	2,391,340.	
	b Prior year adjustments	2b		
	c Other losses	2c		
	d Other (Describe in Part XIII.)	2d		
	e Add lines 2a through 2d		2e	2,391,340.
3	Subtract line 2e from line 1		3	29,247,589.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
	a Investment expenses not included on Form 990, Part VIII, line 7b	4a		
	b Other (Describe in Part XIII.)	4b		
	c Add lines 4a and 4b		4c	
5	Total expenses. Add lines 3 and 4c . (This must equal Form 990, Part I, line 18.)		5	29,247,589.

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

**SCHEDULE J
(Form 990)**

Compensation Information

OMB No. 1545-0047

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

2019

▶ Complete if the organization answered 'Yes' on Form 990, Part IV, line 23.

▶ Attach to Form 990.

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

**Open to Public
Inspection**

Department of the Treasury
Internal Revenue Service

Name of the organization

COMMUNITY ACTION PARTNERSHIP OF
MADERA COUNTY, INC.

Employer identification number

94-1612823

Part I Questions Regarding Compensation

1 a Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- | | |
|--|--|
| <input type="checkbox"/> First-class or charter travel | <input type="checkbox"/> Housing allowance or residence for personal use |
| <input type="checkbox"/> Travel for companions | <input type="checkbox"/> Payments for business use of personal residence |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees |
| <input type="checkbox"/> Discretionary spending account | <input type="checkbox"/> Personal services (such as maid, chauffeur, chef) |

b If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If 'No,' complete Part III to explain.

2 Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?

3 Indicate which, if any, of the following the organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- | | |
|--|--|
| <input type="checkbox"/> Compensation committee | <input type="checkbox"/> Written employment contract |
| <input type="checkbox"/> Independent compensation consultant | <input type="checkbox"/> Compensation survey or study |
| <input type="checkbox"/> Form 990 of other organizations | <input type="checkbox"/> Approval by the board or compensation committee |

4 During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

- a** Receive a severance payment or change-of-control payment? **4 a**
- b** Participate in, or receive payment from, a supplemental nonqualified retirement plan? **4 b**
- c** Participate in, or receive payment from, an equity-based compensation arrangement? **4 c**
- If 'Yes' to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.

5 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

- a** The organization? **5 a**
- b** Any related organization? **5 b**
- If 'Yes' on line 5a or 5b, describe in Part III.

6 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

- a** The organization? **6 a**
- b** Any related organization? **6 b**
- If 'Yes' on line 6a or 6b, describe in Part III.

7 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If 'Yes,' describe in Part III. **7**

8 Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If 'Yes,' describe in Part III. **8**

9 If 'Yes' on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)? **9**

Yes No

	Yes	No
1 a		
1 b		
2		
3		
4 a		X
4 b		X
4 c		X
5 a		X
5 b		X
6 a		X
6 b		X
7		X
8		X
9		

BAA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2019

Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees. Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

Note: The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns(B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
MATTIE MENDEZ	(i)	0.	0.	0.	0.	0.	0.	0.
1 EXECUTIVE DIR.	(ii)	133,111.	0.	0.	0.	0.	133,111.	0.
2	(i)							
	(ii)							
3	(i)							
	(ii)							
4	(i)							
	(ii)							
5	(i)							
	(ii)							
6	(i)							
	(ii)							
7	(i)							
	(ii)							
8	(i)							
	(ii)							
9	(i)							
	(ii)							
10	(i)							
	(ii)							
11	(i)							
	(ii)							
12	(i)							
	(ii)							
13	(i)							
	(ii)							
14	(i)							
	(ii)							
15	(i)							
	(ii)							
16	(i)							
	(ii)							

FOR REVIEW

Part III Supplemental Information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

FOR REVIEW

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Name of the organization

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
▶ Attach to Form 990 or 990-EZ.

▶ Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2019

**Open to Public
Inspection**

COMMUNITY ACTION PARTNERSHIP OF
MADERA COUNTY, INC.

Employer identification number

94-1612823

FORM 990, PART III, LINE 4D - OTHER PROGRAM SERVICES DESCRIPTION

OTHER PROGRAMS INCLUDING THE FOLLOWING:

*RAPE/SEXUAL ASSAULT SERVICES: VICTIM SERVICES PROVIDES HELP FOR SURVIVORS OF SEXUAL ASSAULT REGARDLESS OF HOW LONG AGO IT HAPPENED OR WHETHER OR NOT THE ASSAULT WAS REPORTED. SERVICES INCLUDE A CONFIDENTIAL 24-HOUR CRISIS LINE AND COUNSELING.

*CHILD FORENSIC INTERVIEW TEAM: PROVIDES MUTLTI-DISCIPLINARY TEAM TO CONDUCT INTERVIEW OF ALLEGED SEXUAL ABUSE WITH CHILDREN. PROVIDED 123 INTERVIEWS.

*VICTIM & WITNESS SERVICES: VICTIM SERVICES STRIVES TO REDUCE THE TRAUMA OF A CRIME BY EMPOWERING AND ASSISTING CRIME VICTIMS, WITNESSES, AND SIGNIFICANT OTHERS TO RESTRUCTURE THEIR LIVES THROUGH ADVOCACY, SUPPORT, INFORMATION, AND REFERRALS.

*MARTHA DIAZ DOMESTIC VIOLENCE & TRANSITIONAL HOUSING PROGRAMS: MARTHA DIAZ WILL PROVIDE UP TO 30 DAYS OF EMERGENCY SHELTER TO WOMEN AND CHILDREN WHO ARE IN IMMEDIATE DANGER OF DOMESTIC VIOLENCE. THE EXACT LOCATION OF THE 18-BED SHELTER IS KEPT CONFIDENTIAL TO PROTECT THE SAFETY OF THE RESIDENTS. ALL RESIDENTS RECEIVE LODGING, FOOD, AND CLOTHING. 59 INDIVIDUALS WERE SERVED. THE TRANSITIONAL HOUSING PROGRAM PROVIDES HOUSING AND CONTINUED CASE MANAGEMENT FOR UP TO 18 MONTHS TO WOMEN AND CHILDREN FOLLOWING THE EMERGENCY SHELTER STAY. APPROXIMATELY 50 INDIVIDUALS WERE SERVED.

*STRENGTHENING FAMILIES PROGRAM: THIS PROGRAM INSTRUCTS PARENTS AND CHILDREN ON HOW TO FUNCTION AS AN IMPROVED FAMILY UNIT. IT TEACHES FAMILIES TO INTERACT WITH EACH

OTHER IN A THOUGHTFUL FASHION. APPROXIMATELY 132 FAMILIES SECURED TRAINING.

Name of the organization COMMUNITY ACTION PARTNERSHIP OF
MADERA COUNTY, INC.

Employer identification number
94-1612823

FORM 990, PART III, LINE 4D - OTHER PROGRAM SERVICES DESCRIPTION

*SENIOR NUTRITION PROGRAM: THIS PROGRAM SERVES LUNCH-TIME MEALS TO SENIORS AND ASSIST IN THEIR DAILY NUTRITIONAL NEEDS. THERE WERE APPROXIMATELY 46 SENIORS SERVED THROUGH HOMEBOUND DELIVERIES AND 7,075 MEALS WERE SERVED TO SENIORS AT FIVE SITES LOCATED THROUGHOUT THE COUNTY.

*HOUSING PROVIDED ON A NON-EMERGENCY BASIS: THERE WERE APPROXIMATELY 38 INDIVIDUALS WHO WERE PROVIDED HOUSING FOR THOSE WITH MENTAL HEALTH CONDITIONS. THIS HOUSING WAS IN ADDITION TO THOSE RECEIVING EMERGENCY HOUSING.

*EMERGENCY FOOD & SHELTER PROGRAMS: PROVIDE HOUSING ASSISTANCE TO QUALIFIED FAMILIES OF MADERA COUNTY. APPROXIMATELY 45 INDIVIDUALS WERE PROVIDED WITH RENTAL ASSISTANCE AND THERE WERE 1,061 OUTREACH SERVICES.

*CALIFORNIA DISASTER ASSISTANCE ADDRESSING DROUGHT: PROVIDED 1,084 DELIVERIES OF DRINKING WATER TO THOSE WHO HAD NO POTABLE WATER. MADE 1,162 DELIVERIES OF BULK WATER FOR THOSE WHOSE WELLS COULD NOT FURNISH WATER FOR DAILY NEEDS OF NON-POTABLE WATER.

ENERGY PROGRAMS:

*THE COMMUNITY SERVICES DEPARTMENT RUNS THE LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP). LIHEAP APPLIES A CREDIT TO PG&E AND PROPANE ACCOUNTS, AND HELPS PAY FOR WOOD FOR APPLICANTS WHO QUALIFY.

*WEATHERIZATION ALSO FALLS UNDER THE COMMUNITY SERVICES DEPARTMENT. THE

Name of the organization COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.	Employer identification number 94-1612823
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FORM 990, PART III, LINE 4D - OTHER PROGRAM SERVICES DESCRIPTION

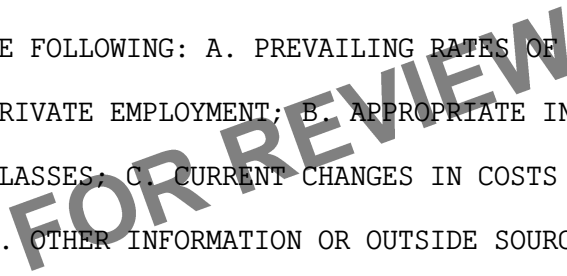
WEATHERIZATION SERVICE ENABLES FAMILIES TO PERMANENTLY REDUCE THEIR ENERGY BILLS BY MAKING THEIR HOMES MORE ENERGY EFFICIENT.

FORM 990, PART VI, LINE 11B - FORM 990 REVIEW PROCESS

ALL INFORMATION RETURNS ARE REVIEWED BY THE AGENCY'S CFO AND EXECUTIVE DIRECTOR PRIOR TO FILING. COMPLETED FORMS ARE PRESENTED TO THE FINANCE COMMITTEE AND/OR THE BOARD OF DIRECTORS.

FORM 990, PART VI, LINE 15B - COMPENSATION REVIEW & APPROVAL PROCESS - OFFICERS & KEY EMPLOYEES

THE AGENCY CONDUCTS A SALARY COMPENSATION STUDY EVERY THREE YEARS. FROM THIS, A SALARY PLAN COVERING ALL CLASSES OF EMPLOYEES IN THE AGENCY IS PREPARED. THE PLAN DEPICTS MINIMUM, INTERMEDIATE AND MAXIMUM RATES OF PAY FOR EACH JOB CLASS. RATES ARE DETERMINED BY REVIEW OF THE FOLLOWING: A. PREVAILING RATES OF PAY FOR COMPARABLE WORK IN OTHER PUBLIC AND PRIVATE EMPLOYMENT; B. APPROPRIATE INTERNAL PAY DIFFERENCES BETWEEN THE AGENCY'S JOB CLASSES; C. CURRENT CHANGES IN COSTS OF LIVING; D. AGENCY FINANCIAL CONDITION; AND E. OTHER INFORMATION OR OUTSIDE SOURCES THE EXECUTIVE DIRECTOR DEEMS REASONABLE OR APPROPRIATE.



FORM 990, PART VI, LINE 19 - OTHER ORGANIZATION DOCUMENTS PUBLICLY AVAILABLE

CAPMC IS SUBJECT TO THE CA PUBLIC RECORDS ACT. PEOPLE MAY REQUEST PUBLIC INSPECTION/ACCESS TO RECORDS EXCEPT THOSE EXEMPTED BY LAW. THE REQUEST MUST BE IN WRITING TO THE ED. WITHIN 10 DAYS, THE AGENCY WILL DECIDE IF THE REQUEST WILL BE APPROVED, IF WHOLE, OR IN PART. THE AGENCY'S AUDITED FINANCIAL STATEMENTS AND BOARD AGENDAS ARE ON THE AGENCY'S WEBSITE.

**FORM 990, PART XI, LINE 9
OTHER CHANGES IN NET ASSETS OR FUND BALANCES**

DEPRECIATION CHARGED AGAINST RESTRICTED NET ASSETS.....	\$	-316,337.
NET ADDITIONS TO RESTRICTED NET ASSETS.....		163,739.

Name of the organization COMMUNITY ACTION PARTNERSHIP OF
MADERA COUNTY, INC.

Employer identification number
94-1612823

**FORM 990, PART XI, LINE 9 (CONTINUED)
OTHER CHANGES IN NET ASSETS OR FUND BALANCES**

NET ADJUSTEMENTS FOR FINANCING	\$	826.
	TOTAL	<u>\$ -151,772.</u>

FOR REVIEW



Report to the Board of Directors

Agenda Item Number: E-4

Board of Directors Meeting for: April 8, 2021

Author: Donna Tooley

DATE: March 29, 2021

TO: Board of Directors

FROM: Donna Tooley, Consultant and Former Chief Financial Officer

SUBJECT: Appointment of Outside Auditors and Award Audit Services

I. RECOMMENDATION:

Consider approving the Agency to award its annual entity-wide single audit for June 30, 2021 and its 403B Plan audit for calendar year 2020 to Brown Armstrong CPAs.

II. SUMMARY:

The agency is required to file certain tax and information returns each year. Brown Armstrong CPA's prepared the returns from the financial statement information for the year ended June 30, 2020.

III. DISCUSSION:

A. Brown Armstrong CPAs was selected to perform the audits from among the following firms that provided a response to the Agency's RFP in 2018.

1. Brown Armstrong CPAs
2. Izabal, Bernaciak & Company
3. Moss Adams LLP
4. Price, Paige & Company, CPAs

Factors in the selection included professional experience of the firm; principals and experience of staff to be assigned to the audit; experience specific to the requirements of RFP; knowledge of applicable codes and regulations, especially those pertaining to State of California, Department of Education and HHS; training of key personnel and audit staff in 2 CFR Part 200, CDE and OMB regulations; nature and quality of engagements recently completed; reliability and continuity of the firm; organization, structure, size and location of the firm; availability during specified timeframes and assurance of timely completion of work.

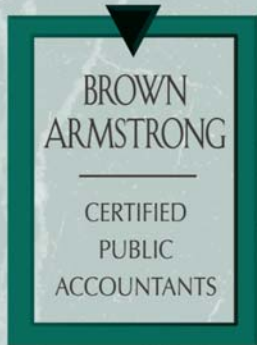
B. This will be the fourth year that the Agency has used this firm. The RFP provided for the initial year and an option of four additional one-year extensions.

C. The cost of the entity-wide audited financial statements including the single audit under the revised Uniform Guidance and CDE Compliance will not exceed \$60,430. This includes costs for the preparation of the Agency's tax returns, review of the indirect cost proposal to our cognizant agency, out-of-pocket expenses, and assistance in drafting the Agency's financial statements.

D. The cost of the 403B audit that must accompany the Form 5500 403B Plan tax return will not exceed \$7,170. The Form 5500 is the annual IRS reporting form for pension plans.

E. The Board must annually approve the appointment of the Agency's auditors. Copies of both engagement letters are attached for the Board to review.

IV. **FINANCING**: Not The costs of both audits and the other services have been budgeted as part of the indirect cost pool.



BROWN ARMSTRONG

Certified Public Accountants

March 29, 2021

Mr. Daniel Seeto, Chief Financial Officer
Community Action Partnership of Madera County, Inc.
1225 Gill Avenue
Madera, California 93637

Dear Mr. Seeto:

We are pleased to confirm our understanding of the services we are to provide for Community Action Partnership of Madera County, Inc., (the Organization) for the year ended June 30, 2021.

We will audit the statement of financial position of the Organization as of June 30, 2021, the statements of activities and cash flows for the year then ended, and the related notes to the financial statements (the financial statements). Also, the following supplementary information accompanying the financial statements will be subjected to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Schedule of Expenditures of Federal Awards and Related Notes
- 2) Financial Statements by Operating Programs
- 3) Supplemental Reporting Requirements of the California Department of Community Services & Development
- 4) Supplemental Reporting Requirements of the California Office of Emergency Services
- 5) Supplemental Reporting Requirements of the California Department of Education
- 6) Schedule of Findings and Questioned Costs

We will perform the following additional services as specified by our audit agreement:

- 1) Assistance compiling and drafting the indirect cost report and proposal to the Organization's cognizant agency, Office of Health and Human Services, Office of Head Start
- 2) Preparation of the Organization's federal and state information returns for the year ended June 30, 2021

**BAKERSFIELD OFFICE
(MAIN OFFICE)**

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FRESNO, CA 93720
TEL 559.476.3592

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

Audit Objectives

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to Board of Directors of the Organization. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add an emphasis-of-matter or other-matter paragraph. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as

Mr. Daniel Seeto, Chief Financial Officer
Community Action Partnership of Madera County, Inc.
March 29, 2021
Page Three

evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Organization or to acts by management or employees acting on behalf of the Organization. Because the determination of abuse is subjective, *Government Auditing Standards* does not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from the Organization's attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by auditing standards generally accepted in the United States of America.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the Organization and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under the American Institute of Certified Public Accountants (AICPA) professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Organization's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the U.S. Office of Management and Budget (OMB) *Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Organization's major programs. The purpose of these procedures will be to express an opinion on the Organization's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will prepare the Organization's federal and state information returns for the year ended June 30, 2021, based on information provided by you. We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the Organization in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

We will perform the services in accordance with applicable professional standards, including the Statements on Standards for Tax Services issued by the American Institute of Certified Public Accountants. The other services are limited to the financial statements, schedule of expenditures of federal awards, related notes, and tax services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities. We will advise management with regard to tax positions taken in the preparation of the tax return, but management must make all decisions with regard to those matters.

Management Responsibilities

Management is responsible for (1) designing, implementing, and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve

compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us, and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the Organization from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Organization involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Organization received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the Organization complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they

Mr. Daniel Seeto, Chief Financial Officer
Community Action Partnership of Madera County, Inc.
March 29, 2021
Page Six

have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with accounting principles generally accepted in the United States of America; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the tax services, financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter the tax services provided and our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have evaluated the adequacy of our services and have reviewed and approved the results of the services, the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the

Mr. Daniel Seeto, Chief Financial Officer
Community Action Partnership of Madera County, Inc.
March 29, 2021
Page Seven

event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the Organization; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Brown Armstrong Accountancy Corporation and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Brown Armstrong Accountancy Corporation personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Cognizant Agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

Eric H. Xin is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately April 26, 2021, and to complete your information returns and issue our reports no later than the dates noted in our contract.

We estimate that our fees for these services will be at our standard hourly rates plus out-of-pocket costs (such as reporting reproduction, word processing, postage, copies, etc.) except that we agree that our gross fee, including expenses, will not exceed \$60,430. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and will not be resumed until your account is paid in full. If we

Mr. Daniel Seeto, Chief Financial Officer
Community Action Partnership of Madera County, Inc.
March 29, 2021
Page Eight

elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all the time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

All disputes under this agreement shall be submitted to mediation. Each party shall designate an executive officer empowered to attempt to resolve the dispute. Should the designated representatives be unable to agree on a resolution, a competent and impartial third party acceptable to both parties shall be appointed to mediate. Each disputing party shall pay an equal percentage of the mediator's fees and expenses. No suit or arbitration proceedings shall be commenced under this agreement until at least 60 days after the mediator's first meeting with the involved parties. In the event that the dispute is required to be litigated, the court shall be authorized to assess litigation costs against any party found not to have participated in the mediation process in good faith.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION



By: Eric H. Xin

EHX:bnb:jav

Enclosure

Pfk Engagement\17650 6/30/2021 Audit\PSR-02-3 Audit EL Single Audit- Typing Draft

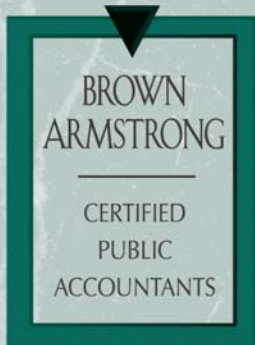
RESPONSE:

This letter correctly sets forth the understanding of Community Action Partnership of Madera County, Inc.

Management signature: _____

Title: _____

Date: _____



BROWN ARMSTRONG

Certified Public Accountants

March 29, 2021

Mr. Daniel Seeto, Chief Financial Officer
Community Action Partnership of Madera County, Inc.
1225 Gill Avenue
Madera, California 93637

Dear Mr. Seeto:

We are pleased to confirm our understanding of the services we are to provide for Community Action Partnership of Madera County, Inc.'s 403(b) Plan (the Plan) for the year ended December 31, 2020, in connection with its annual reporting obligation under the Employee Retirement Income Security Act of 1974 (ERISA).

Except as described below, we will audit the financial statements of the Plan, which comprise the statement of net assets available for benefits as of December 31, 2020, the related statements of changes in net assets available for benefits for the year then ended, and the related notes to the financial statements (the financial statements) and report on the supplemental schedules of the Plan for the year ended December 31, 2020. The following supplementary information accompanying the financial statements, as applicable, will be subjected to the auditing procedures applied in our audit of the financial statements and certain additional procedures:

- 1) Schedule H Line 4i – Schedule of Assets Held at End of Year.
- 2) Loans or Fixed Income Obligations in Default or Classified as Uncollectible.
- 3) Leases in Default or Classified as Uncollectible.
- 4) Reportable Transactions.
- 5) Nonexempt Transactions.
- 6) Delinquent Participant Contributions.

These financial statements and supplemental schedules are required to be included in the Plan's Form 5500 filing with the Employee Benefits Security Administration (EBSA) of the Department of Labor (DOL).

Audit Objective

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America except that, as permitted by 29 Code of Federal Regulations (CFR) 2520.103-8 of the DOL's Rules and Regulations for Reporting and Disclosure under ERISA and as instructed by you, we will not perform any auditing procedures with respect to asset information prepared and certified by Voya Retirement Insurance and Annuity Company, the custodian, in accordance with 29 CFR 2520.103-5, other than comparing the information with the related information included in the financial statements and supplemental schedules. Under ERISA, the

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BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
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FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

Mr. Daniel Seeto, Chief Financial Officer
Community Action Partnership of Madera County, Inc.
March 29, 2021
Page Two

Plan administrator is generally responsible to the Plan participants for the financial information and the ability of the certifying entity to issue such ERISA certification. Because of the significance of the information that we will not audit, we will not express an opinion on the financial statements and supplemental schedules. We will issue a written report upon completion of our audit of the Plan's financial statements. Our report will be addressed to Board of Directors of the Plan. We cannot provide assurance that a limited-scope disclaimer of opinion as permitted by Regulation 2520.103-8 of the DOL's Rules and Regulations for Reporting and Disclosure under ERISA will be expressed. Circumstances may arise in which it is necessary for us to make further modifications to our report, such as adding an emphasis-of-matter or other-matter paragraph. The form and content of the information included in the financial statements and supplemental schedules, other than that derived from the information certified by the custodian, will be audited by us in accordance with auditing standards generally accepted in the United States of America, and will be subjected to tests of your accounting records and other procedures we consider necessary to enable us to express an opinion as to whether they are presented in compliance with the DOL's Rules and Regulations for Reporting and Disclosure under ERISA. If for any reason we are unable to complete the engagement, we may decline to issue a report or withdraw from this engagement.

Audit Procedures

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and direct confirmation of investments except those certified to by the custodian, and certain other assets and liabilities by correspondence with financial institutions, and other third parties. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested, except that assets and related transactions certified to by the custodian will not be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations, including prohibited transactions with parties in interest or other violations of ERISA rules and regulations, that are attributable to the Plan or to acts by management or employees acting on behalf of the Plan.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America, except as previously noted. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention,

Mr. Daniel Seeto, Chief Financial Officer
Community Action Partnership of Madera County, Inc.
March 29, 2021
Page Three

unless clearly inconsequential and will include prohibited transactions in the supplemental schedule of nonexempt transactions as required by the instructions to Form 5500. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Except as described in the “Audit Objective” section, our audit will include obtaining an understanding of the Plan and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

In addition, we will perform certain procedures directed at considering the Plan’s compliance with applicable Internal Revenue Service (IRS) requirements for tax exempt status and ERISA plan qualification requirements. However, you should understand that our audit is not specifically designed for and should not be relied upon to disclose matters affecting plan qualifications or compliance with the ERISA and IRS requirements. If during the audit we become aware of any instances of any such matters or ways in which management practices can be improved, we will communicate them to you.

Other Services

We will authorize the Plan to include our auditor’s report on the financial statements and supplemental schedules with the Plan’s Form 5500 filing. We will also assist in preparing the financial statements of the Plan in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements and Form 5500 services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

You are responsible for designing, implementing, and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; for establishing an accounting and financial reporting process for determining appropriate value measurements; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America. You are also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information, including the completeness and accuracy of the certification by the custodian, and for determining if the certification from the custodian includes the appropriate value of investments as of the Plan's year end. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the Plan from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Plan involving (1) Plan management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Plan received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the Plan complies with applicable laws and regulations. You are also responsible for the fair presentation of the supplemental schedules and the form and content of the financial statements and supplemental schedules in conformity with the DOL's Rules and Regulations for Reporting and Disclosure under the ERISA. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon.

You agree to assume all management responsibilities for the actuarial services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, and/or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your personnel will prepare schedules, analyses, and all confirmations we request and will locate any invoices or other documents selected by us for testing.

Mr. Daniel Seeto, Chief Financial Officer
Community Action Partnership of Madera County, Inc.
March 29, 2021
Page Five

The audit documentation for this engagement is the property of Brown Armstrong Accountancy Corporation and constitutes confidential information. However, we may be requested to make certain audit documentation available to the U.S. Department of Labor pursuant to authority given to it by law. If requested, access to such audit documentation will be provided under the supervision of Brown Armstrong Accountancy Corporation personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the U.S. Department of Labor. The U.S. Department of Labor may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Eric H. Xin is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit on approximately April, 26, 2021, and to complete your information returns and issue our report no later than the dates noted in our contract.

We estimate that our fees for these services will be at our standard hourly rates plus out-of-pocket costs (such as reporting reproduction, word processing, postage, copies, etc.) except that we agree that our gross fee, including expenses, will not exceed \$7,170. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all the time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

All disputes under this agreement shall be submitted to mediation. Each party shall designate an executive officer empowered to attempt to resolve the dispute. Should the designated representatives be unable to agree on a resolution, a competent and impartial third party acceptable to both parties shall be appointed to mediate. Each disputing party shall pay an equal percentage of the mediator's fees and expenses. No suit or arbitration proceedings shall be commenced under this agreement until at least 60 days after the mediator's first meeting with the involved parties. In the event that the dispute is required to be litigated, the court shall be authorized to assess litigation costs against any party found not to have participated in the mediation process in good faith.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review report and letters of comment received during the period of the contract. Our most recent peer review report accompanies this letter.

Mr. Daniel Seeto, Chief Financial Officer
Community Action Partnership of Madera County, Inc.
March 29, 2021
Page Six

We appreciate the opportunity to be of service to the Plan and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION



By: Eric H. Xin

EHX:bnb:jav

Enclosure

Pfx Engagement\17650 12/31/20 403b Audit\PSR-02-2 Engagement Letter Draft 403b

RESPONSE:

This letter correctly sets forth the understanding of Community Action Partnership of Madera County, Inc.'s 403(b) Plan.

Plan Administrator's Signature and Title

Date: _____

REPORT ON FIRM'S SYSTEM OF QUALITY CONTROL

June 27, 2019

To the Shareholders of
Brown Armstrong Accountancy Corporation
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Brown Armstrong Accountancy Corporation (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended October 31, 2018. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Brown Armstrong Accountancy Corporation applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended October 31, 2018, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Brown Armstrong Accountancy Corporation has received a peer review rating of *pass*.

Watson Coon Ryan, LLC

Watson Coon Ryan, LLC

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED MARCH 31, 2021**

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	%BUDGETED YTD	ACTUAL% YTD	PROGRAM DESCRIPTION
CSBG (01/01/21 - 12/31/21) 218	287,694.00	44,434.90	25.00%	15.45%	Large % of administrative costs to operate social services programs
CSBG DISCRETIONARY 2020 (06/01/20 - 5/31/21) 217	32,000.00	32,000.00	83.33%	100.00%	Discretionary grant to serve community needs or increase agency capacity
CSBG CARES 2020 (03/27/20 - 5/31/22) 219	390,168.00	100,986.47	46.15%	25.88%	CARES funding to prevent, prepare for and respond to COVID-19 for CSBG clients
CSBG CARES DISCRETIONARY (03/27/20 - 5/31/22) 251	40,370.00	6,305.56	46.15%	15.62%	CARES funding to prevent, prepare for and respond to COVID-19 for CSBG clients
HEAD START & CHILD DEVELOPMENT					
HEAD START REGIONAL (06/1/20 - 05/31/21) 311/380	4,060,640.00	2,720,261.21	83.33%	66.99%	Provide HS services to 246 low income preschool children and families
HEAD START T/TA (06/01/20 - 05/31/21) 310	46,025.00	18,312.03	83.33%	39.79%	Provide training for staff and parents
EARLY HEAD START REGIONAL (06/01/20 - 05/31/21) 312	601,117.00	464,960.25	83.33%	77.35%	Provide early HS services to 42 low income infant, toddlers and pregnant women
EARLY HEAD START T/TA (06/01/20 - 05/31/21) 309	13,373.00	14,944.62	83.33%	111.75%	Provide training for staff and parents
MADERA STATE CSPP/RHS LAYERED (07/01/20 - 06/30/21) 319	631,152.00	603,378.60	75.00%	95.60%	Provide child care services to HS preschool children and families
HEAD START REGIONAL CARES (06/1/20 - 05/31/21) 811	216,187.00	175,985.76	83.33%	81.40%	Provide funds to prevent, prepare for and respond to COVID-19 in the Head Start program
EARLY HEAD START REGIONAL CARES (06/1/20 - 05/31/21) 812	36,910.00	19,481.17	83.33%	52.78%	Provide funds to prevent, prepare for and respond to COVID-19 in the Early Head Start program
CHILD & ADULT CARE FOOD PROGRAM (10/01/20 - 09/30/21) 390	528,085.00	58,859.16	50.00%	11.15%	Provide funds to serve hot meals to HS & state childcare children
MADERA MIGRANT HEAD START (03/01/20 - 04/31/21) includes Rollover 321/362	5,159,852.00	4,333,901.66	85.71%	83.99%	Provide HS services to 458 migrant and 121 seasonal children and families
MADERA MIGRANT HS TRAINING (03/01/21 - 02/28/22) 320	31,845.00	1,177.69	8.33%	3.70%	Provide training for staff and parents
MADERA MIGRANT CHILD CARE - PART YEAR (07/01/20 - 06/30/21) 322/324	883,390.00	558,529.72	75.00%	63.23%	Provide child care services to migrant eligible infant and toddlers
MADERA MIGRANT CHILD CARE - SPECIALIZED SRV (07/01/20 - 06/30/21) 325	134,765.00	80,975.98	75.00%	60.09%	Provide start up funding for supplies and staff to provide services to migrant eligible infant and toddlers
FRESNO MIGRANT HEAD START (09/01/20 - 08/31/21) 331	4,806,650.00	1,943,998.33	58.33%	40.44%	Provide HS services to 519 migrant children and families
FRESNO MIGRANT HS -TRAINING (09/01/20 - 08/31/21) 330	89,638.00	17,953.39	58.33%	20.03%	Provide training for staff and parents

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	%BUDGETED YTD	ACTUAL% YTD	PROGRAM DESCRIPTION
FRESNO MIGRANT EARLY HEAD START (09/01/20 - 08/31/21) 337	310,267.00	90,863.29	58.33%	29.29%	Provide early HS services to 30 low income infant, toddlers and pregnant women
FRESNO MIGRANT EARLY HS -TRAINING (09/01/20 - 08/31/21) 338	6,949.00	653.51	58.33%	9.40%	Provide training for staff and parents
FRESNO MIGRANT HEAD START CARES (09/01/20 - 08/31/21) 831	454,125.00	181,022.24	58.33%	39.86%	Provide funds to prevent, prepare for and respond to COVID-19 in the Fresno Migrant Head Start
FRESNO MIGRANT EARLY HEAD START CARES (09/01/20 - 08/31/21) 837	26,250.00	5,340.31	58.33%	20.34%	Provide funds to prevent, prepare for and respond to COVID-19 in the Fresno Early Head Start
DSS STRENGTHENING FAMILIES (07/01/2020 - 06/30/2021) 371	189,600.00	111,991.78	75.00%	59.07%	Provides training and education to parents to strengthen family relationships
RESOURCE & REFERRAL:					
CSCP - ONE TIME FUNDS (07/01/20 - 06/30/21) 400	225,201.00	37,672.04	75.00%	16.73%	Training and supplies for child care providers
CCDF-HEALTH & SAFETY (07/01/20 - 06/30/21) 411	4,702.00	0.00	75.00%	0.00%	Training and supplies for child care providers
R & R GENERAL (07/01/20 - 06/30/21) 401	196,708.00	129,688.22	75.00%	65.93%	Provide resources and referrals regarding child care and related issues
EMERGENCY CHILD CARE BRIDGE PROGRAM (07/01/20 - 06/30/21) 407	219,899.00	144,977.16	75.00%	65.93%	Provide subsidized child care for eligible foster children
CHILD CARE INITIATIVE PROJECT (07/01/20 - 06/30/21) 424	33,509.00	21,446.92	75.00%	64.00%	Recruiting and training child care providers for infants and toddlers
ALTERNATIVE PAYMENT (07/01/20 - 06/30/21) 426/432	6,062,403.00	2,312,268.20	75.00%	38.14%	Provide subsidized child care for eligible families
ALTERNATIVE PAYMENT STAGE 2 (07/01/20 - 06/30/21) 427	2,597,220.00	1,491,109.55	75.00%	57.41%	Provide subsidized child care for eligible families
ALTERNATIVE PAYMENT STAGE 3 (07/01/20 - 06/30/21) 428	1,207,044.00	908,068.37	75.00%	75.23%	Provide subsidized child care for eligible families
ALTERNATIVE PAYMENT ONE TIME ONLY PROVIDER STIPENDS (07/01/20 - 06/30/21) 439	132,985.55	114,354.98	75.00%	85.99%	Provide supplies and one-tie stipend to child care providers
VICTIM SERVICES:					
RSVP/CALOES (10/01/20 - 09/30/21) 500	331,285.00	157,176.25	50.00%	47.44%	Assist victims of sexual assault
VICTIM WITNESS/CALOES (10/01/20 - 09/30/21) 501	363,566.00	184,888.39	50.00%	50.85%	Assist victims of crime
DOM.VIO.MAR.LIC. (07/01/20 - 06/30/21) 502	15,000.00	35,194.46	75.00%	234.63%	Provides shelter and services to domestic violence victims
DOMESTIC VIOLENCE RESTITUTION (07/01/20 - 06/30/21) 504	2,400.00	0.00	75.00%	0.00%	Provides shelter and services to domestic violence victims
VSC DOMESTIC VIOLENCE GENERAL FUND (07/01/20 - 06/30/21) DONATIONS ONLY 507/525	2,000.00	1,019.19	75.00%	50.96%	Assist victims of domestic violence

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	%BUDGETED YTD	ACTUAL% YTD	PROGRAM DESCRIPTION
UNSERVED/UNDERSERVED VICTIM ADVOCACY & OUTREACH (01/01/21 - 12/31/21) 508	162,896.00	33,915.63	25.00%	20.82%	Assist unserved/underserved, primarily Hispanic, victims of crime
VICTIM SERVICES CENTER FUND (07/01/20 - 06/30/21) DONATIONS ONLY 510	2,500.00	5,297.78	75.00%	211.91%	Assist with program operations for all Victim Services clients
SHELTER-BASED DOMESTIC VIOLENCE (10/01/20 - 09/30/21) 533	537,587.00	303,941.38	50.00%	56.54%	Provide shelter services for domestic violence victims
TRANSITIONAL HOUSING (01/01/21 - 12/31/21) 531	126,808.00	27,769.81	25.00%	21.90%	Provide long-term shelter services for domestic violence and human trafficking victims
EMERGENCY SERVICES:					
E.C.I.P./LIHEAP (10/01/19 - 06/30/21) 203	754,299.00	542,410.56	85.71%	71.91%	Assistance for low income clients for energy bills and weatherization services
FEMA (01/01/20 - 05/31/21) 205	1,826.00	1,826.00	93.75%	100.00%	Administration of the FEMA program
FEMA CARES (01/27/20 - 05/31/21) 210	32,603.00	21,018.41	87.50%	64.47%	Housing assistance for clients impacted by COVID-19 and administration of FEMA CARES
MADERA MENTAL HEALTH PROPERTY MGMT (07/01/20 - 06/30/21) 216	30,000.00	11,233.21	75.00%	37.44%	Provides property management services for the County of Madera Behavioral Health
SHUNAMMITE PLACE (11/01/20 - 10/31/21) 224	541,520.00	168,340.92	41.67%	31.09%	Provides permanent supportive housing for homeless women with disabilities
CITY OF MADERA - CDBG (07/01/20 - 06/30/21) 231	20,000.00	4,264.14	75.00%	21.32%	Provides funding for Fresno- Madera Continuum of Care and homeless support
LIHEAP CARES (07/01/20 - 04/30/21) 234	155,591.00	111,168.35	90.00%	71.45%	Assistance for low income clients for energy bills impacted by COVID-19
SENIOR MEAL - MADERA COUNTY (07/01/20 - 06/30/21) 237	43,734.00	29,685.67	75.00%	67.88%	Provides lunch meal program for seniors in eastern Madera County & Ranchos
CDBG CARES (09/17/20 - 06/30/21) 244	90,000.00	52,063.18	76.47%	57.85%	Provides utility and rental assistance for clients within the City of Madera jurisdiction.
HOMELESS HOUSING, ASSISTANCE & PREVENTION (HHAP) BEHAVIORAL HEALTH (06/01/20 - 6/30/25) 246	411,434.00	253,225.23	20.41%	61.55%	Provides rental assistance and rapid rehousing, outreach and coordination, prevention and shelter diversion to permanent housing
MADERA CO. SENIOR MEAL HOME DELIVERY (08/17/20 - 12/31/21) 247	350,000.00	222,141.72	45.45%	63.47%	Provides meals for seniors in eastern Madera County & Ranchos due to COVID-19 restrictions
Kaiser Rapid Rehousing (12/01/2020 - 12/31/2021) 249	90,000.00	33,196.10	30.77%	36.88%	Provides rental assistance to clients
DRINKING WATER - STATE WATER RESOURCES (09/22/17 - 06/30/21) 252	117,905.00	67,401.96	93.33%	57.17%	Provides bottled water for continuation of drought water assistance
PROJECT ROOMKEY (12/01/20 - 06/30/21) 257	45,178.00	45,178.00	57.14%	100.00%	Provides hotel and motel vouchers to homeless clients
BEHAVIORAL HEALTH PATH PROGRAM (07/01/20 - 06/30/21) 259	39,045.00	15,995.30	75.00%	40.97%	Provides outreach and case management for homeless individuals that have a serious mental illness

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	%BUDGETED YTD	ACTUAL% YTD	PROGRAM DESCRIPTION
EMERGENCY SOLUTIONS GRANT (01/01/21 - 12/31/21) 268	110,000.00	199.00	25.00%	0.18%	Provides funds for hotel emergency housing, rapid rehousing, homeless prevention, HMIS and outreach
ESG CARES (01/01/21 - 12/31/21) 269	110,000.00	78,884.37	25.00%	71.71%	Provides emergency shelter and rapid rehousing to homeless
HOMELESS OUTREACH CCP AB109 07/01/20 - 06/30/21 272	231,000.00	186,472.31	75.00%	80.72%	Provides funds outreach workers to provide case management & resources to homeless or at-risk
YOUTH AND SPECIALIZED SERVICES:					
MENTAL HEALTH FULL SERVICES (07/01/20 - 6/30/21) 607	5,000.00	4,045.66	91.67%	80.91%	Provides direct benefits for clients
CHILD ADVOCACY CENTER (07/01/20 - 6/30/21) 516	1,000.00	735.53	75.00%	73.55%	Provide child sexual assault interviews

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC. Consolidated Balance Sheet by Object February 28, 2021

	<u>This Year</u>
Assets	
1113- CASH IN WESTAMERICA PAYROLL CK	5,254.07
1115- CASH IN WESTAMERICA MENTAL HEALTH	10,069.70
1116- CASH IN WESTAMERICA HEAD START MONEY MARKET	2,514.19
1117- CASH IN WESTAMERICA ACCTS PAYABLE CHECKING	68,255.26
1122- SAVINGS - WESTAMERICA	1,842,914.73
1130- PETTY CASH	810.00
1310- GRANTS RECEIVABLE	3,512,188.28
1320- ACCOUNTS RECEIVABLE	0.00
1322- A/R INTERSTATE ASSOC. - CHURCH OF GOD	347.39
1326- EMPLOYEE RECEIVABLES	0.00
1327- A/R-OTHER	35.20
1329- ADVANCE CLEARING	1,977.21
1410- PREPAID EXPENSES	48,764.38
1414- PREPAID RENT	0.00
1420- SECURITY DEPOSITS	28,071.04
1421- WORKERS' COMP DEPOSIT	59,629.96
1450- INVENTORY	15,799.81
1512- EQUIPMENT	1,181,006.63
1513- VEHICLES	842,974.24
1514- BUILDINGS	4,364,110.45
1515- LAND IMPROVEMENTS	180,369.83
1516- BUILDING IMPROVEMENTS	72,459.76
1519- LAND	59,005.00
1522- ACC DEPR - EQUIPMENT	(889,832.07)
1523- ACC DEPR - VEHICLES	(740,258.13)
1524- ACC DEPR - BUILDINGS	(3,317,018.45)
1525- ACC DEPR - LAND IMPROVE.	(123,189.99)
1526- ACC DEPR - BUILDING IMPROVE.	(71,202.78)
	7,155,055.71
Total Assets	7,155,055.71
Liabilities and Net Assets	
2101- ACCOUNTS PAYABLE	1,231,816.50
2111- ACCOUNTS PAYABLE - MANUAL	101,724.83
2112- ACCOUNTS PAY-FUNDING SOURCE	507.57
2115- A/P OTHERS	2,541.14

2121- ACCRUED PAYROLL	263,181.78
2122- ACCRUED VACATION	1,124,783.10
2123- ACCRUED PAYROLL - MANUAL	(8,514.35)
2211- FICA PAYABLE	51,298.17
2212- FICA-MED PAYABLE	12,053.62
2213- FIT PAYABLE	29,416.00
2215- SIT PAYABLE	10,650.10
2216- SDI PAYABLE	4,987.65
2217- SUI PAYABLE	15,101.70
2218- GARNISHMENTS PAYABLE	357.86
2220- WORKER'S COMP PAYABLE	38,352.51
2231- RETIREMENT PAYABLE-ER CONTRIB	506,182.42
2232- W/H RETIREMENT	0.00
2233- W/H RETIREMENT-ER403B BENEFIT	0.00
2244- KAISER MID20	(9,040.51)
2245- KAISER HIGH15	(2,048.76)
2248- KAISER LOW30	3,082.87
2252- SELF INSURANCE - LIFE & ADD	(233.73)
2253- VISION INSURANCE PAYABLE	247.09
2254- SELF INSURANCE - DENTAL	68,117.86
2255- UNION DUES & FEE PAYMENTS	0.00
2258- TELEMEDICINE	36.00
2260- MADERA RHS PARENT GROUPS	552.34
2262- FRESNO MHS PARENT GROUPS	2,130.16
2264- MCAC EMP FUND-UNIFICATION	64.15
2265- FRESNO - EDS - FUNDS	1,854.17
2266- R & R PROGRAM	6,205.21
2410- DEFERRED GRANT REVENUE	1,379,845.93
2415- RESERVE ACCOUNT	39,976.00
2420- OTHER DEFERRED REVENUE	10,206.17
2600- INVESTMENT IN FIXED ASSETS	0.00
	<hr/>
Total Liabilities	4,885,435.55
3000- NET ASSETS W/O DONOR RESTRICTIONS	389,324.33
3050- NET ASSETS - BOARD DESIGNATED	560,000.00
3100- NET ASSETS - RESTRICTED FIXED ASSETS	1,480,328.32
Change in Net Assets	(160,032.49)
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Total Net Assets	2,269,620.16
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Total Liabilities and Net Assets	7,155,055.71
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COMMUNITY ACTION PARTERNSHIP OF MADERA COUNTY, INC. Consolidated Revenue and Expense February, 2021
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	<u>Year-To-Date</u>
<u>Revenues</u>	
4110- GRANT INCOME-FEDERAL	14,961,923.49
4120- GRANT INCOME-STATE	4,437,937.62
4130- GRANT INCOME-AREA	197,734.34
4210- DONATIONS	112,667.31
4220- IN KIND CONTRIBUTIONS	924,015.77
4315- CHILD CRE REVENUE-STATE	171,710.00
4320- INTEREST INCOME	864.88
4350- RENTAL INCOME	23,252.56
4370- MERCHANDISE SALES	330.95
4390- MISCELLANEOUS INCOME	8,447.85
4900- INDIRECT COST REIMBURSEMENT	1,537,375.23
Total Revenues	<u>22,376,260.00</u>
<u>Expenses</u>	
5010- SALARIES & WAGES	8,170,190.86
5012- DIRECTOR'S SALARY	96,269.33
5019- SALARIES & WAGES C19	1,217.41
5020- ACCRUED VACATION PAY	522,180.50
5112- HEALTH INSURANCE	729,553.23
5114- WORKER'S COMPENSATION	248,873.23
5115- Worker's Compensation C19	91.02
5116- PENSION	388,599.73
5117- Pension C19	82.57
5121- FICA C19	145.54
5122- FICA	643,544.55
5124- SUI	107,204.06
5125- DIRECTOR'S FRINGE	51,197.02
5130- ACCRUED VACATION FRINGE	33,384.02
6110- OFFICE SUPPLIES	119,192.15
6112- DATA PROCESSING SUPPLIES	442,068.76
6121- FOOD	117,220.43
6122- KITCHEN SUPPLIES	30,477.33
6130- PROGRAM SUPPLIES	607,976.19
6132- MEDICAL & DENTAL SUPPLIES	41,824.25

6134- INSTRUCTIONAL SUPPLIES	62,856.13
6140- CUSTODIAL SUPPLIES	64,559.45
6142- LINEN/LAUNDRY	9.16
6143- FURNISHINGS	20,836.83
6150- UNIFORM RENTAL/PURCHASE	600.00
6160- RESALE ITEMS	790.11
6170- POSTAGE & SHIPPING	16,923.50
6180- EQUIPMENT RENTAL	94,063.40
6181- EQUIPMENT MAINTENANCE	19,264.94
6221- EQUIPMENT OVER > \$5000	177,110.23
6232- BUILDING IMPROVEMENTS	47,686.60
6310- PRINTING & PUBLICATIONS	8,981.12
6312- ADVERTISING & PROMOTION	14,056.87
6320- TELEPHONE	329,390.57
6410- RENT	516,537.98
6420- UTILITIES/ DISPOSAL	246,190.42
6432- BUILDING REPAIRS/ MAINTENANCE	244,028.90
6433- GROUNDS MAINTENANCE	66,873.18
6436- PEST CONTROL	13,147.00
6437- BURGLAR & FIRE ALARM	10,424.55
6440- PROPERTY INSURANCE	39,793.58
6510- AUDIT	63,697.50
6520- CONSULTANTS	59,501.59
6522- CONSULTANT EXPENSES	2,596.20
6524- CONTRACTS	390,301.11
6530- LEGAL	78,645.07
6540- CUSTODIAL SERVICES	50,825.25
6555- MEDICAL SCREENING/DEAT/STAFF	4,063.50
6562- MEDICAL EXAM	566.00
6610- GAS & OIL	10,689.34
6620- VEHICLE INSURANCE	43,542.12
6640- VEHICLE REPAIR & MAINTENANCE	15,520.63
6712- STAFF TRAVEL-LOCAL	11,407.03
6714- STAFF TRAVEL-OUT OF AREA	3,057.48
6730- VOLUNTEER TRAVEL	(30.00)
6742- TRAINING - STAFF	93,973.20
6745- TRAINING - PARTICIPANT/CLIENTS	1,077.68
6746- TRAINING - PARENT	1,312.50
6748- EDUCATION REIMBURSEMENT	138.00
6810- BANK CHARGES	4,336.71
6832- LIABILITY INSURANCE	23,398.51
6834- STUDENT ACTIVITY INSURANCE	4,807.85

6840- PROPERTY TAXES	13,614.75
6850- FEES & LICENSES	63,658.51
6851- CPR FEES	240.00
6852- FINGERPRINT	2,126.54
6875- EMPLOYEE HEALTH & WELFARE COSTS	27,562.44
7111- PARENT MILEAGE	153.95
7114- PC ALLOWANCE	3,435.04
7210- TRANSPORTATION VOUCHERS	1,012.54
7222- MOTEL VOUCHERS	26,078.06
7224- CLIENT RENT	387,690.04
7226- CLIENT LODGING/SHELTER	87,189.45
7230- CLIENT FOOD	605.60
7234- FOOD - INDIVIDUAL	36.00
7236- FOOD BOX/MASS	20,000.00
7240- DIRECT BENEFITS	4,046,265.67
7245- DIRECT BENEFITS - STATE	171,710.00
7250- FURNACE REPAIRS/REPLACEMENT	14,678.93
8110- IN KIND SALARIES	646,791.58
8120- IN KIND RENT	242,918.48
8130- IN KIND - OTHER	34,305.71
9010- INDIRECT COST ALLOCATION	<u>1,537,375.23</u>
Total Expenses	<u><u>22,536,292.49</u></u>
Excess Revenue Over (Under) Expenditures	<u><u>(160,032.49)</u></u>

State of California Department of Community Services and Development
LIHEAP 20B-2019 Grant Period October 2019 to December 2021 Revenue and Expense with Encumbrances and Net Assets
February 2021

<u>203 0 HOME ENERGY ASSISTANCE PROGRAM</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2021</u>	<u>YTD Budget February 28, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	\$754,299.00	\$9,735.86	\$515,771.88	\$754,299.00	-0.68	\$0.00	\$515,771.88	\$238,527.12
Total Revenues	<u>\$754,299.00</u>	<u>\$9,735.86</u>	<u>\$515,771.88</u>	<u>\$754,299.00</u>	<u>-0.68</u>	<u>\$0.00</u>	<u>\$515,771.88</u>	<u>\$238,527.12</u>
<u>Expenses</u>								
5010- SALARIES & WAGES	\$203,621.00	\$4,380.93	\$182,702.06	\$203,621.00	0.90	\$0.00	\$182,702.06	\$20,918.94
5019- SALARIES & WAGES C19	0.00	0.00	7,500.45	0.00	0.00	0.00	7,500.45	-7,500.45
5020- ACCRUED VACATION PAY	0.00	205.20	14,002.39	0.00	0.00	0.00	14,002.39	-14,002.39
5112- HEALTH INSURANCE	22,592.00	565.50	16,324.76	22,592.00	0.72	0.00	16,324.76	6,267.24
5114- WORKER'S COMPENSATION	1,254.00	20.80	1,134.44	1,254.00	0.90	0.00	1,134.44	119.56
5115- Worker's Compensation C19	0.00	0.00	39.90	0.00	0.00	0.00	39.90	-39.90
5116- PENSION	11,529.00	156.27	8,063.74	11,529.00	0.70	0.00	8,063.74	3,465.26
5117- Pension C19	0.00	0.00	223.01	0.00	0.00	0.00	223.01	-223.01
5121- FICA C19	0.00	0.00	559.00	0.00	0.00	0.00	559.00	-559.00
5122- FICA	16,131.00	338.62	14,748.79	16,131.00	0.91	0.00	14,748.79	1,382.21
5124- SUI	2,356.00	272.14	2,889.33	2,356.00	1.23	0.00	2,889.33	-533.33
5130- ACCRUED VACATION FICA	0.00	11.80	307.62	0.00	0.00	0.00	307.62	-307.62
6110- OFFICE SUPPLIES	3,747.00	0.00	3,272.88	3,747.00	0.87	0.00	3,272.88	474.12
6112- DATA PROCESSING SUPPLIES	16,335.00	0.00	18,523.67	16,335.00	1.13	0.00	18,523.67	-2,188.67
6130- PROGRAM SUPPLIES	650.00	0.00	673.47	650.00	1.04	0.00	673.47	-23.47
6142- LINEN/LAUNDRY	10.00	0.00	0.00	10.00	0.00	0.00	0.00	10.00
6170- POSTAGE & SHIPPING	2,360.00	0.00	2,225.39	2,360.00	0.94	0.00	2,225.39	134.61
6180- EQUIPMENT RENTAL	3,030.00	0.00	2,487.68	3,030.00	0.82	0.00	2,487.68	542.32
6181- EQUIPMENT MAINTENANCE	4,505.00	0.00	3,190.74	4,505.00	0.71	0.00	3,190.74	1,314.26
6310- PRINTING & PUBLICATIONS	10.00	0.00	0.00	10.00	0.00	0.00	0.00	10.00
6312- ADVERTISING & PROMOTION	30.00	0.00	5,155.14	30.00	171.84	0.00	5,155.14	-5,125.14
6320- TELEPHONE	7,050.00	0.00	8,594.54	7,050.00	1.22	0.00	8,594.54	-1,544.54
6410- RENT	16,400.00	0.00	17,421.61	16,400.00	1.06	0.00	17,421.61	-1,021.61
6420- UTILITIES/ DISPOSAL	3,160.00	0.00	3,680.91	3,160.00	1.16	0.00	3,680.91	-520.91
6432- BUILDING REPAIRS/ MAINTENANCE	10.00	0.00	0.00	10.00	0.00	0.00	0.00	10.00
6440- PROPERTY INSURANCE	770.00	0.00	576.03	770.00	0.75	0.00	576.03	193.97
6520- CONSULTANTS	0.00	0.00	2,540.00	0.00	0.00	0.00	2,540.00	-2,540.00
6524- CONTRACTS	375,419.00	0.00	141,606.88	375,419.00	0.38	0.00	141,606.88	233,812.12
6530- LEGAL	100.00	0.00	87.50	100.00	0.88	0.00	87.50	12.50

State of California Department of Community Services and Development
LIHEAP 20B-2019 Grant Period October 2019 to December 2021 Revenue and Expense with Encumbrances and Net Assets
February 2021

<u>203 0 HOME ENERGY ASSISTANCE PROGRAM</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2021</u>	<u>YTD Budget February 28, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
6555- MEDICAL SCREENING/DEAT/STAFF	150.00	0.00	0.00	150.00	0.00	0.00	0.00	150.00
6610- GAS & OIL	80.00	0.00	64.23	80.00	0.80	0.00	64.23	15.77
6640- VEHICLE REPAIR & MAINTENANCE	20.00	0.00	0.00	20.00	0.00	0.00	0.00	20.00
6712- STAFF TRAVEL-LOCAL	50.00	0.00	257.30	50.00	5.15	0.00	257.30	-207.30
6714- STAFF TRAVEL-OUT OF AREA	0.00	0.00	192.48	0.00	0.00	0.00	192.48	-192.48
6742- TRAINING - STAFF	833.00	0.00	316.54	833.00	0.38	0.00	316.54	516.46
6840- PROPERTY TAXES	30.00	0.00	22.29	30.00	0.74	0.00	22.29	7.71
6850- FEES & LICENSES	1,266.00	0.00	1,037.68	1,266.00	0.82	0.00	1,037.68	228.32
6852- FINGERPRINT	32.00	0.00	32.25	32.00	1.01	0.00	32.25	-0.25
6875- EMPLOYEE HEALTH & WELFARE	500.00	0.00	119.50	500.00	0.24	17.85	137.35	362.65
7240- DIRECT BENEFITS	19,000.00	3,243.00	14,291.00	19,000.00	0.75	0.00	14,291.00	4,709.00
7250- FURNACE REPAIRS/REPLACEMENT	10,000.00	0.00	10,062.32	10,000.00	1.01	0.00	10,062.32	-62.32
9010- INDIRECT COST ALLOCATION	31,269.00	541.57	31,262.94	31,269.00	1.00	0.00	31,262.94	6.06
Total Expenses	<u>\$754,299.00</u>	<u>\$9,735.83</u>	<u>\$516,190.46</u>	<u>\$754,299.00</u>	<u>0.68</u>	<u>\$17.85</u>	<u>\$516,208.31</u>	<u>\$238,090.69</u>
Excess Revenue Over (Under) Expenditures	\$0.00	\$0.03	-\$418.58	\$0.00	0.00	-\$17.85	-\$436.43	\$436.43
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>\$0.00</u>	<u>\$0.03</u>	<u>-\$418.58</u>	<u>\$0.00</u>	<u>0.00</u>	<u>-\$17.85</u>	<u>-\$436.43</u>	<u>\$436.43</u>

State of California Department of Community Services and Development
LIHEAP 21B-5019 Grant Period November 2020 to June 2022 Revenue and Expense with Encumbrances and Net Assets
February 2021

<u>207 0 HOME ENERGY ASSIST. PROG.</u>	<u>Grant</u>	<u>Current</u>	<u>YTD Actual</u>	<u>YTD</u>		<u>YTD</u>	<u>Actual Plus</u>	<u>Budget</u>
	<u>Budget</u>	<u>Month</u>	<u>February</u>	<u>Budget</u>	<u>% Spent</u>	<u>Encumbran</u>	<u>Encumbran</u>	<u>Balance</u>
		<u>Actual</u>	<u>28, 2021</u>	<u>February</u>		<u>ce</u>	<u>ce</u>	
				<u>28, 2021</u>				
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	\$407,634.00	\$30,021.36	\$39,731.81	\$135,880.00	-0.10	\$0.00	\$39,731.81	\$367,902.19
Total Revenues	<u>\$407,634.00</u>	<u>\$30,021.36</u>	<u>\$39,731.81</u>	<u>\$135,880.00</u>	<u>-0.10</u>	<u>\$0.00</u>	<u>\$39,731.81</u>	<u>\$367,902.19</u>
<u>Expenses</u>								
5010- SALARIES & WAGES	\$106,857.00	\$16,216.22	\$16,216.22	\$35,620.00	0.15	\$0.00	\$16,216.22	\$90,640.78
5020- ACCRUED VACATION PAY	0.00	1,034.73	1,034.73	0.00	0.00	0.00	1,034.73	-1,034.73
5112- HEALTH INSURANCE	13,156.00	1,299.07	1,299.07	4,384.00	0.10	0.00	1,299.07	11,856.93
5114- WORKER'S COMPENSATION	581.00	84.51	84.51	192.00	0.15	0.00	84.51	496.49
5116- PENSION	5,592.00	787.89	787.89	1,864.00	0.14	0.00	787.89	4,804.11
5122- FICA	8,353.00	1,254.55	1,254.55	2,784.00	0.15	0.00	1,254.55	7,098.45
5124- SUI	1,108.00	606.15	606.15	368.00	0.55	0.00	606.15	501.85
5130- ACCRUED VACATION FICA	0.00	51.16	51.16	0.00	0.00	0.00	51.16	-51.16
6110- OFFICE SUPPLIES	2,500.00	1,077.64	1,559.13	832.00	0.62	0.00	1,559.13	940.87
6112- DATA PROCESSING SUPPLIES	15,264.00	2,119.41	4,155.30	5,088.00	0.27	98.05	4,253.35	11,010.65
6130- PROGRAM SUPPLIES	10.00	0.00	0.00	4.00	0.00	0.00	0.00	10.00
6142- LINEN/LAUNDRY	5.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00
6170- POSTAGE & SHIPPING	1,200.00	29.70	1,400.63	400.00	1.17	0.00	1,400.63	-200.63
6180- EQUIPMENT RENTAL	1,500.00	702.66	1,321.79	500.00	0.88	0.00	1,321.79	178.21
6181- EQUIPMENT MAINTENANCE	1,800.00	0.00	0.00	600.00	0.00	0.00	0.00	1,800.00
6310- PRINTING & PUBLICATIONS	25.00	0.00	0.00	8.00	0.00	0.00	0.00	25.00
6312- ADVERTISING & PROMOTION	2,990.00	0.00	0.00	996.00	0.00	0.00	0.00	2,990.00
6320- TELEPHONE	8,200.00	703.22	2,072.36	2,732.00	0.25	0.00	2,072.36	6,127.64
6410- RENT	16,900.00	1,223.90	3,556.82	5,632.00	0.21	0.00	3,556.82	13,343.18
6420- UTILITIES/ DISPOSAL	3,566.00	146.85	459.48	1,188.00	0.13	0.00	459.48	3,106.52
6432- BUILDING REPAIRS/ MAINTENANCE	20.00	0.00	0.00	8.00	0.00	0.00	0.00	20.00
6440- PROPERTY INSURANCE	575.00	69.86	419.16	192.00	0.73	0.00	419.16	155.84
6524- CONTRACTS	180,864.00	0.00	0.00	60,288.00	0.00	0.00	0.00	180,864.00
6530- LEGAL	88.00	0.00	0.00	28.00	0.00	0.00	0.00	88.00
6610- GAS & OIL	30.00	17.75	17.75	12.00	0.59	0.00	17.75	12.25
6640- VEHICLE REPAIR & MAINTENANCE	10.00	0.00	0.00	4.00	0.00	0.00	0.00	10.00
6712- STAFF TRAVEL-LOCAL	125.00	0.00	0.00	40.00	0.00	0.00	0.00	125.00
6742- TRAINING - STAFF	428.00	0.00	0.00	144.00	0.00	0.00	0.00	428.00
6820- INTEREST EXPENSE	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00

State of California Department of Community Services and Development
LIHEAP 21B-5019 Grant Period November 2020 to June 2022 Revenue and Expense with Encumbrances and Net Assets
February 2021

	<u>Grant</u>	<u>Current</u>	<u>YTD Actual</u>	<u>YTD</u>		<u>YTD</u>	<u>Actual Plus</u>	<u>Budget</u>
	<u>Budget</u>	<u>Month</u>	<u>February</u>	<u>Budget</u>	<u>% Spent</u>	<u>Encumbran</u>	<u>Encumbran</u>	<u>Balance</u>
<u>207 0 HOME ENERGY ASSIST. PROG.</u>		<u>Actual</u>	<u>28, 2021</u>	<u>February</u>		<u>ce</u>	<u>ce</u>	
6840- PROPERTY TAXES	10.00	0.00	39.65	4.00	3.97	0.00	39.65	-29.65
6850- FEES & LICENSES	150.00	2.00	135.00	52.00	0.90	0.00	135.00	15.00
6852- FINGERPRINT	0.00	0.75	17.75	0.00	0.00	0.00	17.75	-17.75
6875- EMPLOYEE HEALTH & WELFARE	60.00	0.00	11.76	20.00	0.20	0.00	11.76	48.24
7240- DIRECT BENEFITS	6,000.00	2,421.00	2,421.00	2,000.00	0.40	0.00	2,421.00	3,579.00
7250- FURNACE REPAIRS/REPLACEMENT	10,000.00	0.00	0.00	3,332.00	0.00	0.00	0.00	10,000.00
9010- INDIRECT COST ALLOCATION	19,666.00	0.00	809.95	6,556.00	0.04	0.00	809.95	18,856.05
Total Expenses	<u>\$407,634.00</u>	<u>\$29,849.02</u>	<u>\$39,731.81</u>	<u>\$135,872.00</u>	<u>0.10</u>	<u>\$98.05</u>	<u>\$39,829.86</u>	<u>\$367,804.14</u>
Excess Revenue Over (Under) Expenditures	\$0.00	\$172.34	\$0.00	\$8.00	0.00	-\$98.05	-\$98.05	\$98.05
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>\$0.00</u>	<u>\$172.34</u>	<u>\$0.00</u>	<u>\$8.00</u>	<u>0.00</u>	<u>-\$98.05</u>	<u>-\$98.05</u>	<u>\$98.05</u>

U.S Department of Housing and Urban Development Shunammite Place Grant Period November 2020 through October 2021 Revenue and Expense with Encumbrance and Net Assets February 2021

<u>224 0 HUD SHUNAMMITE PLACE</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2021</u>	<u>YTD Budget February 28, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	\$541,520.00	\$36,137.85	\$134,194.45	\$0.00	-0.25	\$0.00	\$134,194.45	\$407,325.55
4350- RENTAL INCOME	0.00	3,767.64	12,048.42	0.00	0.00	0.00	12,048.42	-12,048.42
Total Revenues	\$541,520.00	\$39,905.49	\$146,242.87	\$0.00	-0.27	\$0.00	\$146,242.87	\$395,277.13
<u>Expenses</u>								
5010- SALARIES & WAGES	\$157,808.00	\$15,812.43	\$43,287.21	\$0.00	0.27	\$0.00	\$43,287.21	\$114,520.79
5020- ACCRUED VACATION PAY	0.00	2,466.84	3,962.70	0.00	0.00	0.00	3,962.70	-3,962.70
5112- HEALTH INSURANCE	22,695.00	1,240.30	4,608.85	0.00	0.20	0.00	4,608.85	18,086.15
5114- WORKER'S COMPENSATION	9,123.00	841.45	2,226.79	0.00	0.24	0.00	2,226.79	6,896.21
5116- PENSION	6,312.00	619.87	1,243.88	0.00	0.20	0.00	1,243.88	5,068.12
5122- FICA	12,072.00	1,222.70	3,575.84	0.00	0.30	0.00	3,575.84	8,496.16
5124- SUI	1,517.00	659.64	1,332.90	0.00	0.88	0.00	1,332.90	184.10
5130- ACCRUED VACATION FICA	0.00	173.54	39.58	0.00	0.00	0.00	39.58	-39.58
6110- OFFICE SUPPLIES	2,900.00	185.43	1,628.23	0.00	0.56	0.00	1,628.23	1,271.77
6112- DATA PROCESSING SUPPLIES	7,402.00	17.77	4,300.23	0.00	0.58	662.16	4,962.39	2,439.61
6122- KITCHEN SUPPLIES	0.00	0.00	515.44	0.00	0.00	0.00	515.44	-515.44
6130- PROGRAM SUPPLIES	8,230.00	135.51	2,703.73	0.00	0.33	0.00	2,703.73	5,526.27
6140- CUSTODIAL SUPPLIES	1,250.00	0.00	536.15	0.00	0.43	0.00	536.15	713.85
6143- FURNISHINGS	25,272.00	0.00	8,181.82	0.00	0.32	0.00	8,181.82	17,090.18
6170- POSTAGE & SHIPPING	150.00	25.85	37.85	0.00	0.25	0.00	37.85	112.15
6180- EQUIPMENT RENTAL	1,350.00	75.99	280.45	0.00	0.21	0.00	280.45	1,069.55
6181- EQUIPMENT MAINTENANCE	2,065.00	0.00	0.00	0.00	0.00	0.00	0.00	2,065.00
6310- PRINTING & PUBLICATIONS	150.00	0.00	108.25	0.00	0.72	0.00	108.25	41.75
6320- TELEPHONE	4,945.00	368.99	1,588.04	0.00	0.32	0.00	1,588.04	3,356.96
6410- RENT	197,157.00	13,666.54	49,431.94	0.00	0.25	0.00	49,431.94	147,725.06
6420- UTILITIES/ DISPOSAL	28,048.00	1,969.10	5,750.57	0.00	0.21	0.00	5,750.57	22,297.43
6432- BUILDING REPAIRS/ MAINTENANCE	7,700.00	0.00	0.00	0.00	0.00	0.00	0.00	7,700.00
6433- GROUNDS MAINTENANCE	1,860.00	120.00	1,180.00	0.00	0.63	0.00	1,180.00	680.00
6440- PROPERTY INSURANCE	1,880.00	94.79	1,333.74	0.00	0.71	0.00	1,333.74	546.26
6530- LEGAL	6,569.00	0.00	0.00	0.00	0.00	0.00	0.00	6,569.00
6540- CUSTODIAL SERVICES	0.00	44.82	1,306.82	0.00	0.00	0.00	1,306.82	-1,306.82
6562- MEDICAL EXAM	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
6566- DENTAL EXAM	300.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
6610- GAS & OIL	150.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00

U.S Department of Housing and Urban Development Shunammite Place Grant Period November 2020 through October 2021 Revenue and Expense with Encumbrance and Net Assets February 2021

	<u>Grant</u>	<u>Current</u>	<u>YTD Actual</u>	<u>YTD</u>		<u>YTD</u>	<u>Actual Plus</u>	<u>Budget</u>
	<u>Budget</u>	<u>Month</u>	<u>February</u>	<u>Budget</u>	<u>% Spent</u>	<u>Encumbran</u>	<u>Encumbran</u>	<u>Balance</u>
		<u>Actual</u>	<u>28, 2021</u>	<u>February</u>		<u>ce</u>	<u>ce</u>	
				<u>28, 2021</u>				
224 0 HUD SHUNAMMITE PLACE								
6640- VEHICLE REPAIR & MAINTENANCE	30.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00
6712- STAFF TRAVEL-LOCAL	682.00	0.00	0.00	0.00	0.00	0.00	0.00	682.00
6742- TRAINING - STAFF	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
6745- TRAINING - PARTICIPANT/CLIENTS	47.00	0.00	0.00	0.00	0.00	0.00	0.00	47.00
6832- LIABILITY INSURANCE	25.00	1.31	10.43	0.00	0.42	0.00	10.43	14.57
6850- FEES & LICENSES	5,241.00	0.00	733.00	0.00	0.14	0.00	733.00	4,508.00
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	0.00	0.00	0.00	9.81	9.81	-9.81
7210- TRANSPORTATION VOUCHERS	320.00	0.00	178.00	0.00	0.56	0.00	178.00	142.00
7226- CLIENT LODGING/SHELTER	0.00	0.00	595.00	0.00	0.00	0.00	595.00	-595.00
7230- CLIENT FOOD	575.00	0.00	121.43	0.00	0.21	0.00	121.43	453.57
9010- INDIRECT COST ALLOCATION	26,445.00	2,033.05	7,518.16	0.00	0.28	0.00	7,518.16	18,926.84
Total Expenses	<u>\$541,520.00</u>	<u>\$41,775.92</u>	<u>\$148,317.03</u>	<u>\$0.00</u>	<u>0.27</u>	<u>\$671.97</u>	<u>\$148,989.00</u>	<u>\$392,531.00</u>
Excess Revenue Over (Under) Expenditures	\$0.00	-\$1,870.43	-\$2,074.16	\$0.00	0.00	-\$671.97	-\$2,746.13	\$2,746.13
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>\$0.00</u>	<u>-\$1,870.43</u>	<u>-\$2,074.16</u>	<u>\$0.00</u>	<u>0.00</u>	<u>-\$671.97</u>	<u>-\$2,746.13</u>	<u>\$2,746.13</u>

Madera County Corona Virus Relief Fund Senior Meal Homebound Deliveries August 2020 - June 2021 Revenue and Expense with Encumbrance and Net Assets February 2021

<u>247 0 SENIOR MEAL HOME DELIVERY</u>	<u>Grant</u>	<u>Current</u>	<u>YTD Actual</u>	<u>YTD</u>		<u>YTD</u>	<u>Actual Plus</u>	<u>Budget</u>
<u>PROG - MADERA COUNTY</u>	<u>Budget</u>	<u>Month</u>	<u>February</u>	<u>Budget</u>	<u>% Spent</u>	<u>Encumbran</u>	<u>Encumbran</u>	<u>Balance</u>
<u>Revenues</u>		<u>Actual</u>	<u>28, 2021</u>	<u>February</u>		<u>ce</u>	<u>ce</u>	
4110- GRANT INCOME-FEDERAL	\$350,000.00	\$33,693.81	\$219,177.23	\$0.00	-0.63	\$0.00	\$219,177.23	\$130,822.77
Total Revenues	\$350,000.00	\$33,693.81	\$219,177.23	\$0.00	-0.63	\$0.00	\$219,177.23	\$130,822.77
<u>Expenses</u>								
5010- SALARIES & WAGES	\$14,192.00	\$899.80	\$7,576.34	\$0.00	0.53	\$0.00	\$7,576.34	\$6,615.66
5020- ACCRUED VACATION PAY	0.00	2,389.77	2,836.52	0.00	0.00	0.00	2,836.52	-2,836.52
5112- HEALTH INSURANCE	858.00	10.54	168.05	0.00	0.20	0.00	168.05	689.95
5114- WORKER'S COMPENSATION	78.00	4.59	40.30	0.00	0.52	0.00	40.30	37.70
5116- PENSION	591.00	87.50	779.17	0.00	1.32	0.00	779.17	-188.17
5122- FICA	1,146.00	71.75	639.31	0.00	0.56	0.00	639.31	506.69
5124- SUI	255.00	39.31	102.72	0.00	0.40	0.00	102.72	152.28
5130- ACCRUED VACATION FICA	0.00	182.83	198.04	0.00	0.00	0.00	198.04	-198.04
6110- OFFICE SUPPLIES	25.00	0.00	4.19	0.00	0.17	0.00	4.19	20.81
6120- FOOD/KITCHEN SUPPLIES	25.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00
6130- PROGRAM SUPPLIES	42.00	0.00	0.00	0.00	0.00	0.00	0.00	42.00
6140- CUSTODIAL SUPPLIES	25.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00
6170- POSTAGE & SHIPPING	100.00	0.55	0.55	0.00	0.01	0.00	0.55	99.45
6180- EQUIPMENT RENTAL	335.00	19.16	42.72	0.00	0.13	0.00	42.72	292.28
6181- EQUIPMENT MAINTENANCE	477.00	0.00	0.00	0.00	0.00	0.00	0.00	477.00
6312- ADVERTISING & PROMOTION	40.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
6410- RENT	8,100.00	0.00	0.00	0.00	0.00	0.00	0.00	8,100.00
6420- UTILITIES/ DISPOSAL	105.00	0.00	0.00	0.00	0.00	0.00	0.00	105.00
6524- CONTRACTS	318,826.00	32,385.15	206,121.39	0.00	0.65	0.00	206,121.39	112,704.61
6610- GAS & OIL	30.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00
6712- STAFF TRAVEL-LOCAL	65.00	0.00	0.00	0.00	0.00	0.00	0.00	65.00
9010- INDIRECT COST ALLOCATION	4,685.00	109.16	3,174.23	0.00	0.68	0.00	3,174.23	1,510.77
Total Expenses	\$350,000.00	\$36,200.11	\$221,683.53	\$0.00	0.63	\$0.00	\$221,683.53	\$128,316.47
Excess Revenue Over (Under) Expenditures	\$0.00	-\$2,506.30	-\$2,506.30	\$0.00	0.00	\$0.00	-\$2,506.30	\$2,506.30
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	\$0.00	-\$2,506.30	-\$2,506.30	\$0.00	0.00	\$0.00	-\$2,506.30	\$2,506.30

**Fiscal Year July 20- June 21
February 28, 2021**

426/432 ALT. PYMT. - GENERAL - FEDERAL	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2021</u>	<u>YTD Budget February 28, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
REVENUES								
4110- GRANT INCOME-FEDERAL	5,189,879.00	217,328.49	1,773,697.51	0.00	(0.34)	0.00	1,773,697.51	3,416,181.49
4120- GRANT INCOME-STATE	1,354,398.00	44,513.07	519,854.77	0.00	(0.38)	0.00	519,854.77	834,543.23
4315- CHILD CRE REVENUE-STATE	185,000.00	18,713.00	123,028.00	0.00	(0.67)	0.00	123,028.00	61,972.00
Total Revenues	6,729,277.00	280,554.56	2,416,580.28	0.00	(0.36)	0.00	2,416,580.28	4,312,696.72
EXPENSES								
5010- SALARIES & WAGES	212,599.00	17,559.84	122,092.82	0.00	0.57	0.00	122,092.82	90,506.18
5020- ACCRUED VACATION PAY	8,711.00	2,873.24	8,403.68	0.00	0.96	0.00	8,403.68	307.32
Total Salaries	221,310.00	20,433.08	130,496.50	0.00	0.59	0.00	130,496.50	90,813.50
5112- HEALTH INSURANCE	26,812.00	1,487.00	12,342.78	0.00	0.46	0.00	12,342.78	14,469.22
5114- WORKER'S COMPENSATION	998.00	81.33	646.59	0.00	0.65	0.00	646.59	351.41
5116- PENSION	6,791.00	811.20	4,865.46	0.00	0.72	0.00	4,865.46	1,925.54
5122- FICA	16,263.00	1,327.31	9,540.03	0.00	0.59	0.00	9,540.03	6,722.97
5124- SUI	1,690.00	713.80	2,040.96	0.00	1.21	0.00	2,040.96	(350.96)
5130- ACCRUED VACATION FICA	2,100.00	205.90	423.15	0.00	0.20	0.00	423.15	1,676.85
Fringe Benefits	54,654.00	4,626.54	29,858.97	0.00	0.55	0.00	29,858.97	24,795.03
6110- OFFICE SUPPLIES	9,880.00	919.95	2,033.75	0.00	0.21	0.00	2,033.75	7,846.25
6112- DATA PROCESSING SUPPLIES	14,880.00	1,278.45	7,317.07	0.00	0.49	0.00	7,317.07	7,562.93
6130- PROGRAM SUPPLIES	11,830.00	25.30	389.29	0.00	0.03	0.00	389.29	11,440.71
6170- POSTAGE & SHIPPING	3,050.00	1.24	1,724.07	0.00	0.57	0.00	1,724.07	1,325.93
Supplies	39,640.00	2,224.94	11,464.18	0.00	0.29	0.00	11,464.18	28,175.82
6180- EQUIPMENT RENTAL	3,355.00	311.77	1,997.32	0.00	0.60	0.00	1,997.32	1,357.68
6181- EQUIPMENT MAINTENANCE	2,013.00	0.00	0.00	0.00	0.00	0.00	0.00	2,013.00
6310- PRINTING & PUBLICATIONS	150.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00
6312- ADVERTISING & PROMOTION	2,928.00	0.00	127.84	0.00	0.04	0.00	127.84	2,800.16
6320- TELEPHONE	7,625.00	420.22	3,958.00	0.00	0.52	0.00	3,958.00	3,667.00
6410- RENT	22,158.00	1,438.71	10,773.36	0.00	0.49	0.00	10,773.36	11,384.64
6420- UTILITIES/ DISPOSAL	5,490.00	183.56	2,041.72	0.00	0.37	0.00	2,041.72	3,448.28
6432- BUILDING REPAIRS/ MAINTENANCE	1,830.00	0.00	216.16	0.00	0.12	0.00	216.16	1,613.84
6440- PROPERTY INSURANCE	549.00	49.74	395.09	0.00	0.72	0.00	395.09	153.91
6530- LEGAL	3,050.00	156.20	243.70	0.00	0.08	0.00	243.70	2,806.30
6555- MEDICAL SCREENING/DEAT/STAFF	1,220.00	0.00	436.00	0.00	0.36	0.00	436.00	784.00
6610- GAS & OIL	153.00	0.00	0.00	0.00	0.00	0.00	0.00	153.00
6620- VEHICLE INSURANCE	140.00	15.63	126.78	0.00	0.91	0.00	126.78	13.22
6640- VEHICLE REPAIR & MAINTENANCE	61.00	0.00	19.96	0.00	0.33	0.00	19.96	41.04
6712- STAFF TRAVEL-LOCAL	1,525.00	0.00	0.00	0.00	0.00	0.00	0.00	1,525.00
6714- STAFF TRAVEL-OUT OF AREA	915.00	0.00	0.00	0.00	0.00	0.00	0.00	915.00
6722- PER DIEM - STAFF	531.00	0.00	0.00	0.00	0.00	0.00	0.00	531.00
6742- TRAINING - STAFF	2,440.00	0.00	71.43	0.00	0.03	0.00	71.43	2,368.57
6840- PROPERTY TAXES	122.00	0.00	25.61	0.00	0.21	0.00	25.61	96.39
6850- FEES & LICENSES	3,843.00	2.00	187.37	0.00	0.05	0.00	187.37	3,655.63
6852- FINGERPRINT	183.00	15.00	69.00	0.00	0.38	0.00	69.00	114.00
6875- EMPLOYEE HEALTH & WELFARE	439.00	0.00	87.88	0.00	0.20	16.89	104.77	334.23
6890- MISCELLANEOUS EXPENSE	223,068.00	0.00	0.00	0.00	0.00	0.00	0.00	223,068.00
Total Other & Services	283,788.00	2,592.83	20,777.22	0.00	0.07	16.89	20,794.11	262,993.89
Equipment & Bldg Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7240- DIRECT BENEFITS	5,399,029.00	209,792.02	1,909,650.87	0.00	0.35	0.00	1,909,650.87	3,489,378.13
7245- DIRECT BENEFITS - STATE	185,000.00	18,713.00	123,028.00	0.00	0.67	0.00	123,028.00	61,972.00
Direct Benefits	5,584,029.00	228,505.02	2,032,678.87	0.00	0.36	0.00	2,032,678.87	3,551,350.13
9010- INDIRECT COST ALLOCATION	545,856.00	21,840.13	191,304.54	0.00	0.35	0.00	191,304.54	354,551.46
TOTAL EXPENSES	6,729,277.00	280,222.54	2,416,580.28	0.00	0.36	16.89	2,416,597.17	4,312,679.83
Excess Revenue Over (Under) Expenditures	0.00	332.02	0.00	0.00	0.00	(16.89)	(16.89)	16.89

**Fiscal Year July 20 - June 21
February 28, 2021**

<u>427 ALT. PYMT. PROG. STG 2 - FEDERAL</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2021</u>	<u>YTD Budget February 28, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
REVENUES								
4110- GRANT INCOME-FEDERAL	454,317.00	18,183.59	49,449.19	0.00	(0.11)	0.00	49,449.19	404,867.81
4120- GRANT INCOME-STATE	2,205,312.00	147,121.80	1,428,196.72	0.00	(0.65)	0.00	1,428,196.72	777,115.28
4315- CHILD CRE REVENUE-STATE	30,000.00	2,745.00	11,129.00	0.00	(0.37)	0.00	11,129.00	18,871.00
Total Revenues	2,689,629.00	168,050.39	1,488,774.91	0.00	(0.55)	0.00	1,488,774.91	1,200,854.09
EXPENSES								
5010- SALARIES & WAGES	155,557.00	12,617.74	86,504.62	0.00	0.56	0.00	86,504.62	69,052.38
5020- ACCRUED VACATION PAY	6,374.00	756.91	4,600.45	0.00	0.72	0.00	4,600.45	1,773.55
Total Salaries	161,931.00	13,374.65	91,105.07	0.00	0.56	0.00	91,105.07	70,825.93
5112- HEALTH INSURANCE	21,262.00	1,121.29	8,819.33	0.00	0.41	0.00	8,819.33	12,442.67
5114- WORKER'S COMPENSATION	730.00	58.86	460.16	0.00	0.63	0.00	460.16	269.84
5116- PENSION	4,602.00	546.40	3,367.94	0.00	0.73	0.00	3,367.94	1,234.06
5122- FICA	15,462.00	959.42	6,880.31	0.00	0.44	0.00	6,880.31	8,581.69
5124- SUI	1,216.00	598.61	1,621.63	0.00	1.33	0.00	1,621.63	(405.63)
5130- ACCRUED VACATION FICA	2,819.00	113.45	260.31	0.00	0.09	0.00	260.31	2,558.69
Fringe Benefits	46,091.00	3,398.03	21,409.68	0.00	0.46	0.00	21,409.68	24,681.32
6110- OFFICE SUPPLIES	2,400.00	735.96	1,690.74	0.00	0.70	0.00	1,690.74	709.26
6112- DATA PROCESSING SUPPLIES	5,350.00	1,031.04	6,376.32	0.00	1.19	0.00	6,376.32	(1,026.32)
6130- PROGRAM SUPPLIES	1,250.00	0.00	291.18	0.00	0.23	0.00	291.18	958.82
6170- POSTAGE & SHIPPING	1,750.00	61.06	1,780.02	0.00	1.02	0.00	1,780.02	(30.02)
Supplies	10,750.00	1,828.06	10,138.26	0.00	0.94	0.00	10,138.26	611.74
6180- EQUIPMENT RENTAL	1,575.00	286.87	1,822.64	0.00	1.16	0.00	1,822.64	(247.64)
6181- EQUIPMENT MAINTENANCE	825.00	0.00	0.00	0.00	0.00	0.00	0.00	825.00
6310- PRINTING & PUBLICATIONS	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6312- ADVERTISING & PROMOTION	700.00	0.00	110.89	0.00	0.16	0.00	110.89	589.11
6320- TELEPHONE	4,225.00	471.37	4,452.32	0.00	1.05	0.00	4,452.32	(227.32)
6410- RENT	9,081.00	1,157.22	8,665.50	0.00	0.95	0.00	8,665.50	415.50
6420- UTILITIES/ DISPOSAL	2,250.00	147.66	1,642.35	0.00	0.73	0.00	1,642.35	607.65
6432- BUILDING REPAIRS/ MAINTENANCE	750.00	0.00	216.16	0.00	0.29	0.00	216.16	533.84
6440- PROPERTY INSURANCE	225.00	40.01	339.15	0.00	1.51	0.00	339.15	(114.15)
6530- LEGAL	450.00	156.20	156.20	0.00	0.35	0.00	156.20	293.80
6555- MEDICAL SCREENING/DEAT/STAFF	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6610- GAS & OIL	63.00	0.00	0.00	0.00	0.00	0.00	0.00	63.00
6620- VEHICLE INSURANCE	100.00	15.63	126.78	0.00	1.27	0.00	126.78	(26.78)
6640- VEHICLE REPAIR & MAINTENANCE	25.00	0.00	15.97	0.00	0.64	0.00	15.97	9.03
6712- STAFF TRAVEL-LOCAL	325.00	0.00	0.00	0.00	0.00	0.00	0.00	325.00
6714- STAFF TRAVEL-OUT OF AREA	375.00	0.00	0.00	0.00	0.00	0.00	0.00	375.00
6722- PER DIEM - STAFF	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
6742- TRAINING - STAFF	925.00	0.00	57.14	0.00	0.06	0.00	57.14	867.86
6840- PROPERTY TAXES	58.00	0.00	29.31	0.00	0.51	0.00	29.31	28.69
6850- FEES & LICENSES	1,359.00	1.00	149.48	0.00	0.11	0.00	149.48	1,209.52
6852- FINGERPRINT	75.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00
6875- EMPLOYEE HEALTH & WELFARE	188.00	0.00	89.53	0.00	0.48	17.20	106.73	81.27
Total Other & Services	24,824.00	2,275.96	17,873.42	0.00	0.72	17.20	17,890.62	6,933.38
Equipment & Blding Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7240- DIRECT BENEFITS	2,194,194.00	130,373.60	1,213,869.45	0.00	0.55	0.00	1,213,869.45	980,324.55
7245- DIRECT BENEFITS - STATE	30,000.00	2,745.00	11,129.00	0.00	0.37	0.00	11,129.00	18,871.00
Direct Benefits	2,224,194.00	133,118.60	1,224,998.45	0.00	0.55	0.00	1,224,998.45	999,195.55
9010- INDIRECT COST ALLOCATION	221,839.00	13,788.08	123,250.03	0.00	0.56	0.00	123,250.03	98,588.97
TOTAL EXPENSES	2,689,629.00	167,783.38	1,488,774.91	0.00	0.55	17.20	1,488,792.11	1,200,836.89
Excess Revenue Over (Under) Expenditures	0.00	267.01	0.00	0.00	0.00	(17.20)	(17.20)	17.20

**Fiscal Year July 20 - June 21
February 28, 2021**

<u>428 ALT. PYMT. PROG. STG 3 - FEDERAL</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2021</u>	<u>YTD Budget February 28, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
REVENUES								
4110- GRANT INCOME-FEDERAL	760,218.00	61,576.11	599,604.83	0.00	(0.79)	0.00	599,604.83	160,613.17
4120- GRANT INCOME-STATE	557,246.00	31,721.02	301,645.83	0.00	(0.54)	0.00	301,645.83	255,600.17
4315- CHILD CRE REVENUE-STATE	38,000.00	6,541.00	37,553.00	0.00	(0.99)	0.00	37,553.00	447.00
Total Revenues	1,355,464.00	99,838.13	938,803.66	0.00	(0.69)	0.00	938,803.66	416,660.34
EXPENSES								
5010- SALARIES & WAGES	79,152.00	7,413.62	51,089.51	0.00	0.65	0.00	51,089.51	28,062.49
5020- ACCRUED VACATION PAY	2,696.00	1,258.64	3,486.32	0.00	1.29	0.00	3,486.32	(790.32)
Total Salaries	81,848.00	8,672.26	54,575.83	0.00	0.67	0.00	54,575.83	27,272.17
5112- HEALTH INSURANCE	10,716.00	691.13	4,950.96	0.00	0.46	0.00	4,950.96	5,765.04
5114- WORKER'S COMPENSATION	336.00	35.05	289.28	0.00	0.86	0.00	289.28	46.72
5116- PENSION	1,833.00	344.76	2,165.77	0.00	1.18	0.00	2,165.77	(332.77)
5122- FICA	5,446.00	572.88	4,094.45	0.00	0.75	0.00	4,094.45	1,351.55
5124- SUI	604.00	378.03	1,014.78	0.00	1.68	0.00	1,014.78	(410.78)
5130- ACCRUED VACATION FICA	1,615.00	22.89	115.74	0.00	0.07	0.00	115.74	1,499.26
Fringe Benefits	20,550.00	2,044.74	12,630.98	0.00	0.61	0.00	12,630.98	7,919.02
6110- OFFICE SUPPLIES	1,680.00	315.42	765.13	0.00	0.46	0.00	765.13	914.87
6112- DATA PROCESSING SUPPLIES	2,040.00	465.34	2,285.99	0.00	1.12	0.00	2,285.99	(245.99)
6130- PROGRAM SUPPLIES	600.00	0.00	124.79	0.00	0.21	0.00	124.79	475.21
6170- POSTAGE & SHIPPING	600.00	9.73	507.44	0.00	0.85	0.00	507.44	92.56
Supplies	4,920.00	790.49	3,683.35	0.00	0.75	0.00	3,683.35	1,236.65
6180- EQUIPMENT RENTAL	715.00	94.17	618.60	0.00	0.87	0.00	618.60	96.40
6181- EQUIPMENT MAINTENANCE	396.00	0.00	0.00	0.00	0.00	0.00	0.00	396.00
6310- PRINTING & PUBLICATIONS	1,350.00	0.00	0.00	0.00	0.00	0.00	0.00	1,350.00
6312- ADVERTISING & PROMOTION	661.00	0.00	33.03	0.00	0.05	0.00	33.03	627.97
6320- TELEPHONE	1,625.00	155.17	1,462.56	0.00	0.90	0.00	1,462.56	162.44
6410- RENT	4,722.00	531.92	3,981.93	0.00	0.84	0.00	3,981.93	740.07
6420- UTILITIES/ DISPOSAL	1,080.00	68.18	755.49	0.00	0.70	0.00	755.49	324.51
6432- BUILDING REPAIRS/ MAINTENANCE	360.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
6440- PROPERTY INSURANCE	108.00	18.48	145.42	0.00	1.35	0.00	145.42	(37.42)
6530- LEGAL	600.00	48.06	48.06	0.00	0.08	0.00	48.06	551.94
6555- MEDICAL SCREENING/DEAT/STAFF	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
6610- GAS & OIL	29.00	0.00	0.00	0.00	0.00	0.00	0.00	29.00
6620- VEHICLE INSURANCE	12.00	0.00	0.00	0.00	0.00	0.00	0.00	12.00
6640- VEHICLE REPAIR & MAINTENANCE	12.00	0.00	6.85	0.00	0.57	0.00	6.85	5.15
6712- STAFF TRAVEL-LOCAL	200.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
6714- STAFF TRAVEL-OUT OF AREA	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
6722- PER DIEM - STAFF	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
6742- TRAINING - STAFF	480.00	0.00	24.49	0.00	0.05	0.00	24.49	455.51
6840- PROPERTY TAXES	27.00	0.00	9.47	0.00	0.35	0.00	9.47	17.53
6850- FEES & LICENSES	300.00	0.00	57.50	0.00	0.19	0.00	57.50	242.50
6852- FINGERPRINT	39.00	0.00	0.00	0.00	0.00	0.00	0.00	39.00
6875- EMPLOYEE HEALTH & WELFARE	93.00	0.00	36.73	0.00	0.39	7.06	43.79	49.21
Total Other & Services	13,349.00	915.98	7,180.13	0.00	0.54	7.06	7,187.19	6,161.81
Equipment & Bldg Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7240- DIRECT BENEFITS	1,086,908.00	72,968.81	748,007.31	0.00	0.69	0.00	748,007.31	338,900.69
7245- DIRECT BENEFITS - STATE	38,000.00	6,541.00	37,553.00	0.00	0.99	0.00	37,553.00	447.00
Direct Benefits	1,124,908.00	79,509.81	785,560.31	0.00	0.70	0.00	785,560.31	339,347.69
9010- INDIRECT COST ALLOCATION	109,889.00	7,781.89	75,173.06	0.00	0.68	0.00	75,173.06	34,715.94
TOTAL EXPENSES	1,355,464.00	99,715.17	938,803.66	0.00	0.69	7.06	938,810.72	416,653.28
Excess Revenue Over (Under) Expenditures	0.00	122.96	0.00	0.00	0.00	(7.06)	(7.06)	7.06

FUND #311 Basic
Madera Regional Head Start
Budget to Actual
For the period ending February 28, 2021

Account	Grant	Current	Current Mth	Prior Mth	YTD					
Description	Budget	Period	YTD	YTD	Budget	% Spent	Encumbered	Actual + Encumbered	Balance	
Revenues										
4110- GRANT INCOME-FEDERAL	4,060,640.00	176,578.89	2,505,459.41	2,328,880.52	2,957,115.86	64%	92,136.46	2,597,595.87	(1,463,044.13)	
4210- DONATIONS	-	-	-	-	-	0%	-	-	-	
4220- IN KIND CONTRIBUTIONS	1,026,666.00	80,090.85	247,264.91	167,174.06	747,412.00	24%	-	247,264.91	(779,401.09)	
4330- SALE OF ASSETS	-	-	-	-	-	0%	-	-	-	
4350- RENTAL INCOME	-	-	-	-	-	0%	-	-	-	
4390- MISC INCOME	-	-	-	-	-	0%	-	-	-	
Total Revenues	5,087,306.00	256,669.74	2,752,724.32	2,496,054.58	3,704,527.86	54%	92,136.46	2,844,860.78	(2,242,445.22)	
5010 SALARIES & WAGES	2,213,193.00	54,627.38	1,346,961.52	1,292,334.14	1,604,598.00	61%	-	1,346,961.52	(866,231.48)	
5019- SALARIES & WAGES C19	-	245.71	2,544.58	2,298.87	-	-	-	2,544.58	2,544.58	
5020 ACCRUED VACATION PAY	124,930.00	1,796.39	84,540.73	82,744.34	90,574.00	68%	-	84,540.73	(40,389.27)	
5112 HEALTH INSURANCE	222,472.00	1,682.32	121,627.85	119,945.53	157,490.80	55%	-	121,627.85	(100,844.15)	
5114 WORKER'S COMPENSATION	113,398.00	1,265.02	49,114.32	47,849.30	82,213.00	43%	-	49,114.32	(64,283.68)	
5115- Worker's Compensation C19	-	(9.03)	128.13	137.16	-	-	-	128.13	128.13	
5116 PENSION	96,173.00	4,437.34	66,057.49	61,620.15	69,732.00	69%	-	66,057.49	(30,115.51)	
5117- Pension C19	-	(8.19)	114.39	122.58	-	-	-	114.39	114.39	
5121- FICA C19	-	(15.41)	214.54	229.95	-	-	-	214.54	214.54	
5122 FICA	179,270.00	3,427.70	106,090.67	102,662.97	129,977.00	59%	-	106,090.67	(73,179.33)	
5123- SUI C19	-	-	-	-	-	0%	-	-	-	
5124 SUI	43,066.00	9,392.18	23,207.52	13,815.34	31,226.00	54%	-	23,207.52	(19,858.48)	
5130 ACCRUED VACATION FRINGE	10,120.00	137.82	6,465.16	6,327.34	7,341.00	64%	-	6,465.16	(3,654.84)	
6110 OFFICE SUPPLIES	25,000.00	470.76	16,023.25	15,552.49	18,388.00	76%	3,030.31	19,053.56	(5,946.44)	
6112 DATA PROCESSING	50,000.00	9,847.25	58,691.27	48,844.02	35,735.00	121%	1,789.57	60,480.84	10,480.84	
6121 FOOD	4,000.00	-	1,862.82	1,862.82	2,300.00	47%	-	1,862.82	(2,137.18)	
6122 KITCHEN SUPPLIES	2,000.00	-	-	-	2,000.00	0%	-	-	(2,000.00)	
6130 PROGRAM SUPPLIES	49,478.00	2,310.67	19,673.66	17,362.99	35,489.00	106%	32,906.76	52,580.42	3,102.42	
6132 MEDICAL & DENTAL SUPPLIES	100.00	-	3,169.42	3,169.42	100.00	3169%	-	3,169.42	3,069.42	
6134 INSTRUCTIONAL SUPPLIES	8,000.00	2,495.05	8,905.10	6,410.05	5,699.00	140%	2,281.37	11,186.47	3,186.47	
6140 CUSTODIAL SUPPLIES	25,000.00	-	5,336.80	5,336.80	17,500.00	21%	-	5,336.80	(19,663.20)	
6142 LINEN/LAUNDRY	650.00	-	-	-	455.00	0%	-	-	(650.00)	
6150 UNIFORM RENTAL/PURCHASE	300.00	-	300.00	300.00	300.00	100%	-	300.00	-	
6170 POSTAGE & SHIPPING	900.00	-	290.24	290.24	675.00	32%	-	290.24	(609.76)	
6180 EQUIPMENT RENTAL	27,500.00	1,432.33	13,409.60	11,977.27	20,063.00	49%	-	13,409.60	(14,090.40)	
6181 EQUIPMENT MAINTENANCE	12,200.00	1,500.65	4,121.74	2,621.09	8,600.00	34%	-	4,121.74	(8,078.26)	
6221 EQUIPMENT OVER >\$5000	-	-	-	-	-	0%	-	-	-	
6231- BUILDING RENOVATION	-	-	-	-	-	0%	17,480.00	17,480.00	17,480.00	
6310 PRINTING & PUBLICATIONS	2,600.00	42.39	3,455.41	3,413.02	2,100.00	133%	-	3,455.41	855.41	
6312 ADVERTISING & PROMOTION	200.00	-	10.13	10.13	200.00	5%	-	10.13	(189.87)	
6320 TELEPHONE	48,000.00	16,650.21	87,660.83	71,010.62	36,000.00	183%	-	87,660.83	39,660.83	
6410 RENT	112,790.00	8,478.86	70,606.81	62,127.95	83,993.00	63%	-	70,606.81	(42,183.19)	
6420 UTILITIES/ DISPOSAL	80,900.00	3,510.22	48,857.50	45,347.28	60,670.06	60%	-	48,857.50	(32,042.50)	
6432 BUILDING REPAIRS/ MAINTEN	80,000.00	13,003.03	33,140.63	20,137.60	59,999.00	41%	-	33,140.63	(46,859.37)	
6433 GROUNDS MAINTENANCE	18,400.00	2,154.08	17,944.23	15,790.15	13,792.00	128%	5,535.00	23,479.23	5,079.23	
6435 BUILDING IMPROVEMENTS	-	-	-	-	-	0%	-	-	-	
6436 PEST CONTROL	4,744.00	440.52	3,620.57	3,180.05	3,550.00	76%	-	3,620.57	(1,123.43)	
6437 BURGLAR & FIRE ALARM	2,316.00	75.05	1,474.43	1,399.38	1,881.00	64%	-	1,474.43	(841.57)	
6440 PROPERTY INSURANCE	5,638.00	5,227.26	7,354.65	2,127.39	4,219.00	130%	-	7,354.65	1,716.65	
6520 CONSULTANTS	31,690.00	640.80	4,752.78	4,111.98	24,790.00	69%	17,270.42	22,023.20	(9,666.80)	
6522 CONSULTANT EXPENSES	1,200.00	-	-	-	1,200.00	0%	-	-	(1,200.00)	
6524 CONTRACTS	18,820.00	-	13,971.98	13,971.98	13,174.00	74%	-	13,971.98	(4,848.02)	
6530 LEGAL	5,000.00	-	5,831.50	5,831.50	3,750.00	117%	-	5,831.50	831.50	
6540 CUSTODIAL SERVICES	-	-	621.06	621.06	-	0%	3,600.00	4,221.06	4,221.06	
6555 MEDICAL SCREENING/DEAT/ST	2,500.00	-	566.00	566.00	2,200.00	23%	-	566.00	(1,934.00)	
6562 MEDICAL EXAM	-	-	-	-	-	0%	-	-	-	
6564 MEDICAL FOLLOW-UP	-	-	-	-	-	0%	-	-	-	

FUND #311 Basic
Madera Regional Head Start
Budget to Actual
For the period ending February 28, 2021

Account	Grant	Current	Current Mth	Prior Mth	YTD					
Description	Budget	Period	YTD	YTD	Budget	% Spent	Encumbered	Actual + Encumbered	Balance	
6566 DENTAL EXAM		-				0%		-	-	
6568 DENTAL FOLLOW-UP		-				0%		-	-	
6610 GAS & OIL	9,000.00	454.77	1,345.70	890.93	6,750.00	15%	-	1,345.70	(7,654.30)	
6620 VEHICLE INSURANCE	13,334.00	5,955.18	9,452.41	3,497.23	9,999.00	71%	-	9,452.41	(3,881.59)	
6640 VEHICLE REPAIR & MAINTENA	12,000.00	1,100.29	4,943.80	3,843.51	9,000.00	41%	-	4,943.80	(7,056.20)	
6712 STAFF TRAVEL-LOCAL	6,000.00	87.92	1,386.15	1,298.23	4,200.00	23%	-	1,386.15	(4,613.85)	
6714 STAFF TRAVEL-OUT OF AREA	9,500.00	-	-	-	7,125.00	0%	-	-	(9,500.00)	
6722 PER DIEM - STAFF	100.00	-	-	-	85.00	0%	-	-	(100.00)	
6724 PER DIEM - PARENT	-	-	-	-	-	0%	-	-	-	
6730 VOLUNTEER TRAVEL	-	-	(30.00)	(30.00)	-	0%	-	(30.00)	(30.00)	
6742 TRAINING - STAFF	4,000.00	-	17,724.71	17,724.71	3,350.00	443%	-	17,724.71	13,724.71	
6744 TRAINING VOLUNTEERS	-	-	-	-	-	0%	-	-	-	
6746 TRAINING PARENTS	-	-	-	-	-	0%	-	-	-	
6748 EDUCATION REIMBURSEMENT	-	-	-	-	-	0%	-	-	-	
6750 FIELD TRIPS	1,474.00	-	-	-	1,474.00	0%	-	-	(1,474.00)	
6810 BANK CHARGES	-	-	-	-	-	0%	-	-	-	
6820 INTEREST CHARGES						0%				
6832 LIABILITY INSURANCE	888.00	26.11	279.51	253.40	666.00	31%	-	279.51	(608.49)	
6834 STUDENT ACTIVITY INSURANC	1,990.00	206.81	1,789.00	1,582.19	1,393.00	90%	-	1,789.00	(201.00)	
6840 PROPERTY TAXES	8.00	-	42.41	42.41	8.00	530%	-	42.41	34.41	
6850 FEES & LICENSES	15,442.00	8,078.20	15,955.65	7,877.45	11,581.00	103%	-	15,955.65	513.65	
6851 CPR FEES	-	-	-	-	-	0%	-	-	-	
6852 FINGER PRINTING	1,500.00	-	324.50	324.50	1,050.00	22%	-	324.50	(1,175.50)	
6860 DEPRECIATION EXPENSE						0%				
6870 EMPLOYEE RECOGNITION	-	-	-	-	-	0%	-	-	-	
6875- EMPLOYEE HEALTH & WELFARE COSTS	16,409.00	330.68	2,894.00	2,563.32	16,409.00	21%	557.95	3,451.95	(12,957.05)	
6880 VOLUNTEER RECONGNITION	-	-	-	-	-	0%	-	-	-	
6892 CASH SHORT / OVER	-	-	-	-	-	0%	-	-	-	
7110 PARENT ACTIVITIES	-	-	-	-	-	0%	-	-	-	
7111 PARENT MILEAGE	1,950.00	7.17	48.36	41.19	1,300.00	2%	-	48.36	(1,901.64)	
7112 PARENT INVOLVEMENT	2,280.00	-	-	-	1,596.00	0%	-	-	(2,280.00)	
7114 PPC ALLOWANCE	2,520.00	345.00	1,604.24	1,259.24	1,764.00	64%	-	1,604.24	(915.76)	
7115 PPC FOOD ALLOWANCE	-	-	-	-	-	0%	-	-	-	
7116 POLICY COUN. FOOD ALLOWAN	1,000.00	-	-	-	740.00	0%	-	-	(1,000.00)	
8110 IN KIND SALARIES										
8120 IN KIND RENT	881,983.00	67,460.60	142,089.41	74,628.81	642,058.00	16%	-	142,089.41	(739,893.59)	
8130 IN KIND - OTHER	139,143.00	12,630.25	105,175.50	92,545.25	101,321.00	76%	-	105,175.50	(33,967.50)	
9010 INDIRECT COST ALLOCATION	5,540.00	-	-	-	4,033.00	0%	-	-	(5,540.00)	
9010 INDIRECT COST ALLOCATION	338,697.00	14,728.40	208,979.66	194,251.26	246,652.00	64%	7,685.08	216,664.74	(122,032.26)	
Total Expenses	5,087,306.00	256,669.74	2,752,724.32	2,496,054.58	3,704,527.86	56%	92,136.46	2,844,860.78	(2,242,445.22)	
Excess Revenue Over (Under) Expenditures	-	-	-	-	-	-	-	-	-	
		161,850.49	2,296,479.75	2,134,629.26						
		14,728.39	208,979.66	194,251.26	9.10%					

ADMINISTRATIVE EXPENSES	\$339,907.98
PERCENT ADMINISTATIVE	12.28%
LIMIT IS 15%	

YTD Contract % 63.97%

July 1, 2020 to June 30, 2021

State Migrant Full-Day Program - Basic Program
Budget to Actual

For the Period Ending 2/28/2021

Start Date 7/1/2020
Current Mnth 8
73%

Account	Description	Budget	MTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4120	GRANT INCOME-STATE	750,881	103,688.58	497,534.09	393,845.51	500,587	66.26%	-	497,534.09	253,346.91
4220	IN KIND CONTRIBUTIONS		-					-	-	-
4315	CHILD CRE REVENUE-STATE		-					-	-	-
4350	RENTAL INCOME		-					-	-	-
	TOTAL REVENUES	750,881	103,688.58	497,534.09	393,845.51	500,587	66.26%	-	497,534.09	253,346.91
EXPENDITURES										
5010	SALARIES & WAGES	500,256	67,846.48	324,374.18	256,527.70	333,504	64.84%	-	324,374.18	175,881.82
5020	ACCRUED VACATION PAY	31,100	4,038.38	20,687.08	16,648.70	20,733	66.52%	-	20,687.08	10,412.92
5112	HEALTH INSURANCE	54,352	7,499.26	37,092.64	29,593.38	36,235	68.25%	-	37,092.64	17,259.36
5114	WORKER'S COMPENSATION	24,821	2,889.54	16,077.17	13,187.63	16,547	64.77%	-	16,077.17	8,743.83
5116	PENSION	22,258	3,838.24	15,904.31	12,066.07	14,839	71.45%	-	15,904.31	6,353.69
5122	FICA	35,002	5,129.03	24,695.02	19,565.99	23,335	70.55%	-	24,695.02	10,306.98
5124	SUI	6,198	3,490.11	6,826.50	3,336.39	4,132	110.14%	-	6,826.50	(628.50)
5130	ACCRUED VACATION FRINGE	2,500	308.91	1,582.35	1,273.44	1,667	63.29%	-	1,582.35	917.65
6110	OFFICE SUPPLIES	-	-	-	-	-	-	-	-	-
6112	DATA PROCESSING SUPPLIES	-	-	-	-	-	-	-	-	-
6121	FOOD	-	-	-	-	-	-	-	-	-
6122	KITCHEN SUPPLIES	-	-	-	-	-	-	-	-	-
6130	PROGRAM SUPPLIES	3,014	-	-	-	2,009	-	-	-	3,014.00
6132	MEDICAL & DENTAL SUPPLIES	-	-	-	-	-	-	-	-	-
6134	INSTRUCTIONAL SUPPLIES	-	-	-	-	-	-	-	-	-
6140	CUSTODIAL SUPPLIES	-	-	-	-	-	-	-	-	-
6170	POSTAGE & SHIPPING	-	-	-	-	-	-	-	-	-
6221	EQUIPMENT OVER > \$5000	9,545	-	9,596.07	9,596.07	6,363	-	-	9,596.07	(51.07)
6310	PRINTING & PUBLICATIONS	-	-	-	-	-	-	-	-	-
6312	ADVERTISING & PROMOTION	-	-	-	-	-	-	-	-	-
6320	TELEPHONE	-	-	-	-	-	-	-	-	-
6540	CUSTODIAL SERVICES	-	-	-	-	-	-	-	-	-
6610	GAS & OIL	-	-	-	-	-	-	-	-	-
6620	VEHICLE INSURANCE	-	-	-	-	-	-	-	-	-
6630	VEHICLE LICENSE & FEES	-	-	-	-	-	-	-	-	-
6640	VEHICLE REPAIR & MAINTENANCE	-	-	-	-	-	-	-	-	-
6742	TRAINING - STAFF	-	-	-	-	-	-	-	-	-
6834	STUDENT ACTIVITY INSURANCE	-	-	-	-	-	-	-	-	-
6850	FEES & LICENSES	-	-	-	-	-	-	-	-	-
6852	FINGER PRINTING	-	-	-	-	-	-	-	-	-
6875	EE HEALTH & WELFARE COSTS	-	-	-	-	-	-	-	-	-
7110	PARENT ACTIVITIES	-	-	-	-	-	-	-	-	-
7111	PARENT MILEAGE	-	-	-	-	-	-	-	-	-
7112	PARENT INVOLVEMENT	-	-	-	-	-	-	-	-	-
7114	PPC ALLOWANCE	-	-	-	-	-	-	-	-	-
7116	PPC FOOD ALLOWANCE	-	-	-	-	-	-	-	-	-
9010	INDIRECT COST ALLOCATION	61,835	8,648.63	40,698.77	32,050.14	41,223	65.82%	-	40,698.77	21,136.23
	Total Expenses	750,881	103,688.58	497,534.09	393,845.51	500,587	66.26%	-	497,534.09	253,346.91
									66.3%	

In Direct Calc. @ 9.1%	322.0-4120-3.2	-	322.0-9010	(0.01)
40,698.77	322.0-1310	(45,420.49)	200.0-4900	0.01
	322.0-2410	45,420.49		
40,698.77 Total	322.0-2410	-	ytd IDC	40,698.78

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
309 0 EARLY HEAD START T&TA								
Revenues								
4110- GRANT INCOME-FEDERAL	13,373.00	47.29	14,944.62	8,736.73	(1.12)	0.00	14,944.62	(1,571.62)
Total Revenues	<u>13,373.00</u>	<u>47.29</u>	<u>14,944.62</u>	<u>8,736.73</u>	<u>(1.12)</u>	<u>0.00</u>	<u>14,944.62</u>	<u>(1,571.62)</u>
Expenses								
6110- OFFICE SUPPLIES	478.00	0.00	0.00	478.00	0.00	0.00	0.00	478.00
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	850.00	0.00	0.00	0.00	850.00	(850.00)
6520- CONSULTANTS	0.00	0.00	300.00	0.00	0.00	0.00	300.00	(300.00)
6714- STAFF TRAVEL-OUT OF AREA	8,070.00	0.00	10,015.00	3,820.00	1.24	0.00	10,015.00	(1,945.00)
6742- TRAINING - STAFF	3,710.00	43.35	2,454.35	3,710.00	0.66	1,275.00	3,729.35	(19.35)
6746- TRAINING - PARENT	0.00	0.00	78.75	0.00	0.00	0.00	78.75	(78.75)
9010- INDIRECT COST ALLOCATION	1,115.00	3.94	1,246.52	728.73	1.12	0.00	1,246.52	(131.52)
Total Expenses	<u>13,373.00</u>	<u>47.29</u>	<u>14,944.62</u>	<u>8,736.73</u>	<u>1.12</u>	<u>1,275.00</u>	<u>16,219.62</u>	<u>(2,846.62)</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,275.00)</u>	<u>(1,275.00)</u>	<u>1,275.00</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,275.00)</u>	<u>(1,275.00)</u>	<u>1,275.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
310 0 HEAD START-MADERA REG. T&TA								
Revenues								
4110- GRANT INCOME-FEDERAL	46,025.00	466.98	14,308.56	35,142.00	(0.31)	0.00	14,308.56	31,716.44
Total Revenues	<u>46,025.00</u>	<u>466.98</u>	<u>14,308.56</u>	<u>35,142.00</u>	<u>(0.31)</u>	<u>0.00</u>	<u>14,308.56</u>	<u>31,716.44</u>
Expenses								
6130- PROGRAM SUPPLIES	2,070.00	0.00	0.00	1,449.00	0.00	0.00	0.00	2,070.00
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	3,060.00	0.00	0.00	0.00	3,060.00	(3,060.00)
6410- RENT	1,500.00	0.00	0.00	1,300.00	0.00	0.00	0.00	1,500.00
6714- STAFF TRAVEL-OUT OF AREA	21,977.00	0.00	914.87	12,823.00	0.04	0.00	914.87	21,062.13
6742- TRAINING - STAFF	16,638.00	428.61	8,432.05	16,638.00	0.51	3,100.00	11,532.05	5,105.95
6746- TRAINING - PARENT	0.00	0.00	708.75	0.00	0.00	0.00	708.75	(708.75)
9010- INDIRECT COST ALLOCATION	3,840.00	38.37	1,192.89	2,932.00	0.31	0.00	1,192.89	2,647.11
Total Expenses	<u>46,025.00</u>	<u>466.98</u>	<u>14,308.56</u>	<u>35,142.00</u>	<u>0.31</u>	<u>3,100.00</u>	<u>17,408.56</u>	<u>28,616.44</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(3,100.00)</u>	<u>(3,100.00)</u>	<u>3,100.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(3,100.00)</u>	<u>(3,100.00)</u>	<u>3,100.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

311 0 HEAD START-MADERA REGIONAL	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	4,060,640.00	376,022.13	1,987,101.50	2,957,115.86	(0.49)	0.00	1,987,101.50	2,073,538.50
4220- IN KIND CONTRIBUTIONS	1,026,666.00	80,090.85	247,264.91	747,412.00	(0.24)	0.00	247,264.91	779,401.09
Total Revenues	<u>5,087,306.00</u>	<u>456,112.98</u>	<u>2,234,366.41</u>	<u>3,704,527.86</u>	<u>(0.44)</u>	<u>0.00</u>	<u>2,234,366.41</u>	<u>2,852,939.59</u>
Expenses								
5010- SALARIES & WAGES	2,213,193.00	183,613.96	1,033,849.43	1,604,598.00	0.47	0.00	1,033,849.43	1,179,343.57
5019- SALARIES & WAGES C19	0.00	0.00	2,799.25	0.00	0.00	0.00	2,799.25	(2,799.25)
5020- ACCRUED VACATION PAY	124,930.00	12,130.74	65,529.68	90,574.00	0.52	0.00	65,529.68	59,400.32
5112- HEALTH INSURANCE	222,472.00	14,941.73	90,885.78	157,490.80	0.41	0.00	90,885.78	131,586.22
5114- WORKER'S COMPENSATION	113,398.00	6,182.23	38,027.00	82,213.00	0.34	0.00	38,027.00	75,371.00
5115- Worker's Compensation C19	0.00	0.00	118.78	0.00	0.00	0.00	118.78	(118.78)
5116- PENSION	96,173.00	10,245.81	52,704.86	69,732.00	0.55	0.00	52,704.86	43,468.14
5117- Pension C19	0.00	0.00	105.91	0.00	0.00	0.00	105.91	(105.91)
5121- FICA C19	0.00	0.00	198.57	0.00	0.00	0.00	198.57	(198.57)
5122- FICA	179,270.00	14,000.16	81,524.44	129,977.00	0.45	0.00	81,524.44	97,745.56
5124- SUI	43,066.00	8,256.19	16,748.84	31,226.00	0.39	0.00	16,748.84	26,317.16
5130- ACCRUED VACATION FICA	10,120.00	928.06	5,011.17	7,341.00	0.50	0.00	5,011.17	5,108.83
6110- OFFICE SUPPLIES	25,000.00	2,878.62	13,883.98	18,388.00	0.56	86.32	13,970.30	11,029.70
6112- DATA PROCESSING SUPPLIES	50,000.00	10,357.86	53,184.43	35,735.00	1.06	1,187.89	54,372.32	(4,372.32)
6121- FOOD	4,000.00	750.54	2,344.08	2,300.00	0.59	0.00	2,344.08	1,655.92
6122- KITCHEN SUPPLIES	2,000.00	555.34	555.34	2,000.00	0.28	0.00	555.34	1,444.66
6130- PROGRAM SUPPLIES	49,478.00	10,005.58	20,809.31	35,489.00	0.42	25,452.49	46,261.80	3,216.20
6132- MEDICAL & DENTAL SUPPLIES	100.00	0.00	2,615.31	100.00	26.15	0.00	2,615.31	(2,515.31)
6134- INSTRUCTIONAL SUPPLIES	8,000.00	2,521.03	7,086.28	5,699.00	0.89	2,281.37	9,367.65	(1,367.65)
6140- CUSTODIAL SUPPLIES	25,000.00	799.98	4,568.45	17,500.00	0.18	0.00	4,568.45	20,431.55
6142- LINEN/LAUNDRY	650.00	0.00	0.00	455.00	0.00	0.00	0.00	650.00
6150- UNIFORM RENTAL/PURCHASE	300.00	0.00	300.00	300.00	1.00	0.00	300.00	0.00
6170- POSTAGE & SHIPPING	900.00	0.00	290.24	675.00	0.32	0.00	290.24	609.76
6180- EQUIPMENT RENTAL	27,500.00	2,129.20	13,683.73	20,063.00	0.50	0.00	13,683.73	13,816.27
6181- EQUIPMENT MAINTENANCE	12,200.00	1,402.56	2,587.95	8,600.00	0.21	0.00	2,587.95	9,612.05
6231- BUILDING RENOVATION	0.00	0.00	0.00	0.00	0.00	17,480.00	17,480.00	(17,480.00)
6310- PRINTING & PUBLICATIONS	2,600.00	42.39	3,455.41	2,100.00	1.33	0.00	3,455.41	(855.41)
6312- ADVERTISING & PROMOTION	200.00	0.00	10.13	200.00	0.05	0.00	10.13	189.87
6320- TELEPHONE	48,000.00	16,571.99	75,014.31	36,000.00	1.56	0.00	75,014.31	(27,014.31)
6410- RENT	112,790.00	8,766.64	63,022.72	83,993.00	0.56	0.00	63,022.72	49,767.28
6420- UTILITIES/ DISPOSAL	80,900.00	3,510.22	35,828.37	60,670.06	0.44	0.00	35,828.37	45,071.63
6432- BUILDING REPAIRS/ MAINTENANCE	80,000.00	14,233.27	30,125.90	59,999.00	0.38	0.00	30,125.90	49,874.10
6433- GROUNDS MAINTENANCE	18,400.00	2,154.08	12,458.18	13,792.00	0.68	5,535.00	17,993.18	406.82
6436- PEST CONTROL	4,744.00	440.52	2,991.82	3,550.00	0.63	0.00	2,991.82	1,752.18
6437- BURGLAR & FIRE ALARM	2,316.00	75.05	1,097.56	1,881.00	0.47	0.00	1,097.56	1,218.44
6440- PROPERTY INSURANCE	5,638.00	871.21	5,316.25	4,219.00	0.94	0.00	5,316.25	321.75
6520- CONSULTANTS	31,690.00	687.30	4,799.28	24,790.00	0.15	9,666.67	14,465.95	17,224.05
6522- CONSULTANT EXPENSES	1,200.00	0.00	0.00	1,200.00	0.00	0.00	0.00	1,200.00
6524- CONTRACTS	18,820.00	0.00	13,971.98	13,174.00	0.74	0.00	13,971.98	4,848.02

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
311 0 HEAD START-MADERA REGIONAL								
6530- LEGAL	5,000.00	0.00	5,831.50	3,750.00	1.17	0.00	5,831.50	(831.50)
6540- CUSTODIAL SERVICES	0.00	0.00	371.27	0.00	0.00	3,600.00	3,971.27	(3,971.27)
6555- MEDICAL SCREENING/DEAT/STAFF	2,500.00	0.00	566.00	2,200.00	0.23	0.00	566.00	1,934.00
6610- GAS & OIL	9,000.00	484.07	1,375.00	6,750.00	0.15	0.00	1,375.00	7,625.00
6620- VEHICLE INSURANCE	13,334.00	992.53	9,501.39	9,999.00	0.71	0.00	9,501.39	3,832.61
6640- VEHICLE REPAIR & MAINTENANCE	12,000.00	1,024.30	4,614.47	9,000.00	0.38	0.00	4,614.47	7,385.53
6712- STAFF TRAVEL-LOCAL	6,000.00	257.60	1,546.09	4,200.00	0.26	0.00	1,546.09	4,453.91
6714- STAFF TRAVEL-OUT OF AREA	9,500.00	0.00	0.00	7,125.00	0.00	0.00	0.00	9,500.00
6722- PER DIEM - STAFF	100.00	0.00	0.00	85.00	0.00	0.00	0.00	100.00
6730- VOLUNTEER TRAVEL	0.00	0.00	(30.00)	0.00	0.00	0.00	(30.00)	30.00
6742- TRAINING - STAFF	4,000.00	84.50	17,809.21	3,350.00	4.45	0.00	17,809.21	(13,809.21)
6750- FIELD TRIPS	1,474.00	0.00	0.00	1,474.00	0.00	0.00	0.00	1,474.00
6832- LIABILITY INSURANCE	888.00	26.11	279.51	666.00	0.31	0.00	279.51	608.49
6834- STUDENT ACTIVITY INSURANCE	1,990.00	206.81	1,465.01	1,393.00	0.74	0.00	1,465.01	524.99
6840- PROPERTY TAXES	8.00	0.00	42.41	8.00	5.30	0.00	42.41	(34.41)
6850- FEES & LICENSES	15,442.00	8,092.70	15,920.31	11,581.00	1.03	0.00	15,920.31	(478.31)
6852- FINGERPRINT	1,500.00	0.00	324.50	1,050.00	0.22	0.00	324.50	1,175.50
6875- EMPLOYEE HEALTH & WELFARE COSTS	16,409.00	330.68	2,814.66	16,409.00	0.17	557.95	3,372.61	13,036.39
7111- PARENT MILEAGE	1,950.00	7.17	41.15	1,300.00	0.02	0.00	41.15	1,908.85
7112- PARENT INVOLVEMENT	2,280.00	0.00	0.00	1,596.00	0.00	0.00	0.00	2,280.00
7114- PC ALLOWANCE	2,520.00	345.00	1,380.73	1,764.00	0.55	0.00	1,380.73	1,139.27
7116- POLICY COUNCIL FOOD ALLOWANCE	1,000.00	0.00	0.00	740.00	0.00	0.00	0.00	1,000.00
8110- IN KIND SALARIES	881,983.00	67,460.60	142,089.41	642,058.00	0.16	0.00	142,089.41	739,893.59
8120- IN KIND RENT	139,143.00	12,630.25	105,175.50	101,321.00	0.76	0.00	105,175.50	33,967.50
8130- IN KIND - OTHER	5,540.00	0.00	0.00	4,033.00	0.00	0.00	0.00	5,540.00
9010- INDIRECT COST ALLOCATION	338,697.00	31,363.90	165,743.57	246,652.00	0.49	0.00	165,743.57	172,953.43
Total Expenses	<u>5,087,306.00</u>	<u>452,358.48</u>	<u>2,234,366.41</u>	<u>3,704,527.86</u>	<u>0.44</u>	<u>65,847.69</u>	<u>2,300,214.10</u>	<u>2,787,091.90</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>3,754.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(65,847.69)</u>	<u>(65,847.69)</u>	<u>65,847.69</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>3,754.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(65,847.69)</u>	<u>(65,847.69)</u>	<u>65,847.69</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
312 0 EARLY HEAD START - MADERA								
Revenues								
4110- GRANT INCOME-FEDERAL	601,117.00	61,905.22	418,890.24	454,415.32	(0.70)	0.00	418,890.24	182,226.76
4220- IN KIND CONTRIBUTIONS	153,623.00	3,221.96	18,125.68	116,132.00	(0.12)	0.00	18,125.68	135,497.32
Total Revenues	754,740.00	65,127.18	437,015.92	570,547.32	(0.58)	0.00	437,015.92	317,724.08
Expenses								
5010- SALARIES & WAGES	318,238.00	29,962.02	207,547.04	239,096.00	0.65	0.00	207,547.04	110,690.96
5019- SALARIES & WAGES C19	0.00	0.00	7,658.62	0.00	0.00	0.00	7,658.62	(7,658.62)
5020- ACCRUED VACATION PAY	21,212.00	2,785.57	16,366.66	15,938.00	0.77	0.00	16,366.66	4,845.34
5112- HEALTH INSURANCE	28,806.00	2,253.74	18,530.73	21,606.00	0.64	0.00	18,530.73	10,275.27
5114- WORKER'S COMPENSATION	4,040.00	309.38	2,424.85	3,035.31	0.60	0.00	2,424.85	1,615.15
5115- Worker's Compensation C19	0.00	0.00	65.21	0.00	0.00	0.00	65.21	(65.21)
5116- PENSION	17,620.00	1,777.27	11,879.10	13,238.12	0.67	0.00	11,879.10	5,740.90
5117- Pension C19	0.00	0.00	298.51	0.00	0.00	0.00	298.51	(298.51)
5121- FICA C19	0.00	0.00	564.28	0.00	0.00	0.00	564.28	(564.28)
5122- FICA	25,140.00	2,277.36	16,516.37	18,888.89	0.66	0.00	16,516.37	8,623.63
5124- SUI	3,144.00	871.71	2,433.06	2,362.00	0.77	0.00	2,433.06	710.94
5130- ACCRUED VACATION FRINGE	1,676.00	213.15	1,245.06	1,260.00	0.74	0.00	1,245.06	430.94
6110- OFFICE SUPPLIES	6,000.00	185.04	2,371.51	4,500.00	0.40	0.00	2,371.51	3,628.49
6112- DATA PROCESSING SUPPLIES	5,000.00	8,165.74	24,873.97	3,800.00	4.97	6,159.90	31,033.87	(26,033.87)
6121- FOOD	540.00	0.00	0.00	405.00	0.00	0.00	0.00	540.00
6130- PROGRAM SUPPLIES	6,440.00	57.84	1,759.57	4,830.00	0.27	606.22	2,365.79	4,074.21
6132- MEDICAL & DENTAL SUPPLIES	0.00	0.00	231.84	0.00	0.00	0.00	231.84	(231.84)
6134- INSTRUCTIONAL SUPPLIES	7,014.00	0.00	4,258.71	5,260.00	0.61	0.00	4,258.71	2,755.29
6140- CUSTODIAL SUPPLIES	540.00	0.00	94.70	405.00	0.18	0.00	94.70	445.30
6170- POSTAGE & SHIPPING	6.00	0.00	5.78	4.00	0.96	0.00	5.78	0.22
6180- EQUIPMENT RENTAL	2,700.00	63.31	1,747.82	2,025.00	0.65	0.00	1,747.82	952.18
6181- EQUIPMENT MAINTENANCE	1,500.00	0.00	2,236.92	1,125.00	1.49	0.00	2,236.92	(736.92)
6231- BUILDING RENOVATION	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00	(12,000.00)
6310- PRINTING & PUBLICATIONS	2,400.00	0.00	420.15	1,800.00	0.18	0.00	420.15	1,979.85
6312- ADVERTISING & PROMOTION	0.00	0.00	2.81	0.00	0.00	0.00	2.81	(2.81)
6320- TELEPHONE	26,400.00	2,864.71	21,174.98	19,800.00	0.80	0.00	21,174.98	5,225.02
6410- RENT	33,300.00	2,869.48	25,493.52	24,975.00	0.77	0.00	25,493.52	7,806.48
6420- UTILITIES/ DISPOSAL	4,800.00	66.56	3,802.82	3,600.00	0.79	0.00	3,802.82	997.18
6432- BUILDING REPAIRS/ MAINTENANCE	300.00	0.00	646.92	225.00	2.16	0.00	646.92	(346.92)
6433- GROUNDS MAINTENANCE	300.00	0.00	0.00	225.00	0.00	0.00	0.00	300.00
6436- PEST CONTROL	600.00	52.00	468.00	450.00	0.78	0.00	468.00	132.00
6437- BURGLAR & FIRE ALARM	216.00	17.50	157.50	162.00	0.73	0.00	157.50	58.50
6440- PROPERTY INSURANCE	2,796.00	183.18	1,814.26	2,097.00	0.65	0.00	1,814.26	981.74
6520- CONSULTANTS	9,600.00	91.50	1,227.18	6,400.00	0.13	1,666.67	2,893.85	6,706.15
6522- CONSULTANT EXPENSES	540.00	0.00	0.00	360.00	0.00	0.00	0.00	540.00
6530- LEGAL	100.00	0.00	788.68	100.00	7.89	0.00	788.68	(688.68)
6610- GAS & OIL	600.00	0.00	0.00	450.00	0.00	0.00	0.00	600.00
6620- VEHICLE INSURANCE	0.00	156.31	1,432.57	0.00	0.00	0.00	1,432.57	(1,432.57)
6640- VEHICLE REPAIR & MAINTENANCE	1,500.00	0.00	246.76	1,125.00	0.16	0.00	246.76	1,253.24

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
312 0 EARLY HEAD START - MADERA								
6712- STAFF TRAVEL-LOCAL	1,218.00	0.00	0.00	918.00	0.00	0.00	0.00	1,218.00
6714- STAFF TRAVEL-OUT OF AREA	4,260.00	0.00	0.00	4,260.00	0.00	0.00	0.00	4,260.00
6742- TRAINING - STAFF	9,854.00	1,500.00	2,359.13	9,854.00	0.24	0.00	2,359.13	7,494.87
6834- STUDENT ACTIVITY INSURANCE	588.00	68.10	477.29	441.00	0.81	0.00	477.29	110.71
6850- FEES & LICENSES	1,200.00	1.00	292.06	900.00	0.24	0.00	292.06	907.94
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	131.10	0.00	0.00	25.19	156.29	(156.29)
7111- PARENT MILEAGE	58.00	0.00	0.00	43.00	0.00	0.00	0.00	58.00
7112- PARENT INVOLVEMENT	252.00	0.00	0.00	189.00	0.00	0.00	0.00	252.00
7114- PC ALLOWANCE	480.00	0.00	0.00	360.00	0.00	0.00	0.00	480.00
8110- IN KIND SALARIES	152,723.00	3,221.96	18,125.68	115,452.00	0.12	0.00	18,125.68	134,597.32
8130- IN KIND - OTHER	900.00	0.00	0.00	680.00	0.00	0.00	0.00	900.00
9010- INDIRECT COST ALLOCATION	50,139.00	5,068.18	34,844.20	37,903.00	0.69	0.00	34,844.20	15,294.80
Total Expenses	754,740.00	65,082.61	437,015.92	570,547.32	0.58	20,457.98	457,473.90	297,266.10
Excess Revenue Over (Under) Expenditures	0.00	44.57	0.00	0.00	0.00	(20,457.98)	(20,457.98)	20,457.98
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	44.57	0.00	0.00	0.00	(20,457.98)	(20,457.98)	20,457.98

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
319 0 MADERA STATE CSPP/RHS LAYERED								
Revenues								
4120- GRANT INCOME-STATE	0.00	0.00	449,322.00	0.00	0.00	0.00	449,322.00	(449,322.00)
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>449,322.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>449,322.00</u>	<u>(449,322.00)</u>
Expenses								
5010- SALARIES & WAGES	0.00	0.00	294,696.66	0.00	0.00	0.00	294,696.66	(294,696.66)
5019- SALARIES & WAGES C19	0.00	0.00	(208.02)	0.00	0.00	0.00	(208.02)	208.02
5020- ACCRUED VACATION PAY	0.00	0.00	19,239.55	0.00	0.00	0.00	19,239.55	(19,239.55)
5112- HEALTH INSURANCE	0.00	0.00	29,006.71	0.00	0.00	0.00	29,006.71	(29,006.71)
5114- WORKER'S COMPENSATION	0.00	0.00	10,467.49	0.00	0.00	0.00	10,467.49	(10,467.49)
5115- Worker's Compensation C19	0.00	0.00	10.58	0.00	0.00	0.00	10.58	(10.58)
5116- PENSION	0.00	0.00	13,811.91	0.00	0.00	0.00	13,811.91	(13,811.91)
5117- Pension C19	0.00	0.00	9.59	0.00	0.00	0.00	9.59	(9.59)
5121- FICA C19	0.00	0.00	18.05	0.00	0.00	0.00	18.05	(18.05)
5122- FICA	0.00	0.00	23,109.12	0.00	0.00	0.00	23,109.12	(23,109.12)
5124- SUI	0.00	0.00	2,773.81	0.00	0.00	0.00	2,773.81	(2,773.81)
5130- ACCRUED VACATION FICA	0.00	0.00	1,471.25	0.00	0.00	0.00	1,471.25	(1,471.25)
6180- EQUIPMENT RENTAL	0.00	0.00	741.33	0.00	0.00	0.00	741.33	(741.33)
6181- EQUIPMENT MAINTENANCE	0.00	0.00	577.41	0.00	0.00	0.00	577.41	(577.41)
6320- TELEPHONE	0.00	0.00	4,333.74	0.00	0.00	0.00	4,333.74	(4,333.74)
6410- RENT	0.00	0.00	2,525.16	0.00	0.00	0.00	2,525.16	(2,525.16)
6420- UTILITIES/ DISPOSAL	0.00	0.00	4,710.88	0.00	0.00	0.00	4,710.88	(4,710.88)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	0.00	1,491.01	0.00	0.00	0.00	1,491.01	(1,491.01)
6433- GROUNDS MAINTENANCE	0.00	0.00	1,830.12	0.00	0.00	0.00	1,830.12	(1,830.12)
6436- PEST CONTROL	0.00	0.00	212.11	0.00	0.00	0.00	212.11	(212.11)
6437- BURGLAR & FIRE ALARM	0.00	0.00	208.23	0.00	0.00	0.00	208.23	(208.23)
6440- PROPERTY INSURANCE	0.00	0.00	430.72	0.00	0.00	0.00	430.72	(430.72)
6540- CUSTODIAL SERVICES	0.00	0.00	150.24	0.00	0.00	0.00	150.24	(150.24)
6712- STAFF TRAVEL-LOCAL	0.00	0.00	16.16	0.00	0.00	0.00	16.16	(16.16)
6834- STUDENT ACTIVITY INSURANCE	0.00	0.00	70.07	0.00	0.00	0.00	70.07	(70.07)
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	47.73	0.00	0.00	0.00	47.73	(47.73)
7111- PARENT MILEAGE	0.00	0.00	1.77	0.00	0.00	0.00	1.77	(1.77)
7114- PC ALLOWANCE	0.00	0.00	90.80	0.00	0.00	0.00	90.80	(90.80)
9010- INDIRECT COST ALLOCATION	0.00	0.00	37,477.82	0.00	0.00	0.00	37,477.82	(37,477.82)
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>449,322.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>449,322.00</u>	<u>(449,322.00)</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

380 0 MADERA REGIONAL HS BLENDED	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	0.00	131,039.13	541,037.61	0.00	0.00	0.00	541,037.61	(541,037.61)
Total Revenues	<u>0.00</u>	<u>131,039.13</u>	<u>541,037.61</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>541,037.61</u>	<u>(541,037.61)</u>
Expenses								
5010- SALARIES & WAGES	0.00	88,102.55	313,112.09	0.00	0.00	0.00	313,112.09	(313,112.09)
5019- SALARIES & WAGES C19	0.00	0.00	(254.67)	0.00	0.00	0.00	(254.67)	254.67
5020- ACCRUED VACATION PAY	0.00	5,509.47	20,445.04	0.00	0.00	0.00	20,445.04	(20,445.04)
5112- HEALTH INSURANCE	0.00	8,090.86	30,742.07	0.00	0.00	0.00	30,742.07	(30,742.07)
5114- WORKER'S COMPENSATION	0.00	2,941.69	11,087.32	0.00	0.00	0.00	11,087.32	(11,087.32)
5115- Worker's Compensation C19	0.00	0.00	9.35	0.00	0.00	0.00	9.35	(9.35)
5116- PENSION	0.00	4,611.40	15,411.44	0.00	0.00	0.00	15,411.44	(15,411.44)
5117- Pension C19	0.00	0.00	8.48	0.00	0.00	0.00	8.48	(8.48)
5121- FICA C19	0.00	0.00	15.97	0.00	0.00	0.00	15.97	(15.97)
5122- FICA	0.00	6,682.12	24,566.23	0.00	0.00	0.00	24,566.23	(24,566.23)
5124- SUI	0.00	3,749.65	6,458.68	0.00	0.00	0.00	6,458.68	(6,458.68)
5130- ACCRUED VACATION FICA	0.00	421.46	1,563.67	0.00	0.00	0.00	1,563.67	(1,563.67)
6110- OFFICE SUPPLIES	0.00	0.00	4,603.20	0.00	0.00	0.00	4,603.20	(4,603.20)
6112- DATA PROCESSING SUPPLIES	0.00	0.00	6,017.45	0.00	0.00	0.00	6,017.45	(6,017.45)
6121- FOOD	0.00	0.00	269.28	0.00	0.00	0.00	269.28	(269.28)
6130- PROGRAM SUPPLIES	0.00	0.00	6,559.26	0.00	0.00	0.00	6,559.26	(6,559.26)
6132- MEDICAL & DENTAL SUPPLIES	0.00	0.00	554.11	0.00	0.00	0.00	554.11	(554.11)
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	1,844.80	0.00	0.00	0.00	1,844.80	(1,844.80)
6140- CUSTODIAL SUPPLIES	0.00	0.00	1,568.33	0.00	0.00	0.00	1,568.33	(1,568.33)
6180- EQUIPMENT RENTAL	0.00	0.00	2,372.80	0.00	0.00	0.00	2,372.80	(2,372.80)
6181- EQUIPMENT MAINTENANCE	0.00	0.00	1,435.70	0.00	0.00	0.00	1,435.70	(1,435.70)
6320- TELEPHONE	0.00	0.00	12,568.30	0.00	0.00	0.00	12,568.30	(12,568.30)
6410- RENT	0.00	0.00	8,159.65	0.00	0.00	0.00	8,159.65	(8,159.65)
6420- UTILITIES/ DISPOSAL	0.00	0.00	13,029.13	0.00	0.00	0.00	13,029.13	(13,029.13)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	0.00	4,244.97	0.00	0.00	0.00	4,244.97	(4,244.97)
6433- GROUNDS MAINTENANCE	0.00	0.00	5,486.05	0.00	0.00	0.00	5,486.05	(5,486.05)
6436- PEST CONTROL	0.00	0.00	628.75	0.00	0.00	0.00	628.75	(628.75)
6437- BURGLAR & FIRE ALARM	0.00	0.00	376.87	0.00	0.00	0.00	376.87	(376.87)
6440- PROPERTY INSURANCE	0.00	0.00	2,038.40	0.00	0.00	0.00	2,038.40	(2,038.40)
6540- CUSTODIAL SERVICES	0.00	0.00	249.79	0.00	0.00	0.00	249.79	(249.79)
6712- STAFF TRAVEL-LOCAL	0.00	0.00	53.42	0.00	0.00	0.00	53.42	(53.42)
6834- STUDENT ACTIVITY INSURANCE	0.00	0.00	323.99	0.00	0.00	0.00	323.99	(323.99)
6850- FEES & LICENSES	0.00	0.00	49.84	0.00	0.00	0.00	49.84	(49.84)
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	79.34	0.00	0.00	0.00	79.34	(79.34)
7111- PARENT MILEAGE	0.00	0.00	7.21	0.00	0.00	0.00	7.21	(7.21)
7114- PC ALLOWANCE	0.00	0.00	223.51	0.00	0.00	0.00	223.51	(223.51)
9010- INDIRECT COST ALLOCATION	0.00	10,929.93	45,127.79	0.00	0.00	0.00	45,127.79	(45,127.79)
Total Expenses	<u>0.00</u>	<u>131,039.13</u>	<u>541,037.61</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>541,037.61</u>	<u>(541,037.61)</u>
Excess Revenue Over (Under) Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

380 0 MADERA REGIONAL HS BLENDED	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

811 0 COVID-19 CARES - RHS	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	216,187.00	15,527.50	171,641.55	0.00	(0.79)	0.00	171,641.55	44,545.45
Total Revenues	<u>216,187.00</u>	<u>15,527.50</u>	<u>171,641.55</u>	<u>0.00</u>	<u>(0.79)</u>	<u>0.00</u>	<u>171,641.55</u>	<u>44,545.45</u>
Expenses								
5010- SALARIES & WAGES	75,546.00	0.00	92,366.70	0.00	1.22	0.00	92,366.70	(16,820.70)
5020- ACCRUED VACATION PAY	3,570.00	0.00	0.00	0.00	0.00	0.00	0.00	3,570.00
5112- HEALTH INSURANCE	5,571.00	0.00	0.00	0.00	0.00	0.00	0.00	5,571.00
5114- WORKER'S COMPENSATION	2,222.00	0.00	3,170.05	0.00	1.43	0.00	3,170.05	(948.05)
5116- PENSION	2,371.00	0.00	3,168.11	0.00	1.34	0.00	3,168.11	(797.11)
5122- FICA	4,569.00	0.00	7,066.05	0.00	1.55	0.00	7,066.05	(2,497.05)
5124- SUI	659.00	0.00	218.55	0.00	0.33	0.00	218.55	440.45
5130- ACCRUED VACATION FRINGE	272.00	0.00	0.00	0.00	0.00	0.00	0.00	272.00
6110- OFFICE SUPPLIES	0.00	(19.95)	257.78	0.00	0.00	0.00	257.78	(257.78)
6112- DATA PROCESSING SUPPLIES	0.00	8,177.33	13,349.75	0.00	0.00	0.00	13,349.75	(13,349.75)
6120- FOOD/KITCHEN SUPPLIES	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
6130- PROGRAM SUPPLIES	20,000.00	5,848.89	20,957.83	0.00	1.05	4,016.92	24,974.75	(4,974.75)
6132- MEDICAL & DENTAL SUPPLIES	30,000.00	0.00	7,653.41	0.00	0.26	0.00	7,653.41	22,346.59
6134- INSTRUCTIONAL SUPPLIES	0.00	226.09	226.09	0.00	0.00	971.70	1,197.79	(1,197.79)
6140- CUSTODIAL SUPPLIES	19,200.00	0.00	2,081.29	0.00	0.11	3,981.86	6,063.15	13,136.85
6310- PRINTING & PUBLICATIONS	5,000.00	0.00	97.43	0.00	0.02	0.00	97.43	4,902.57
6432- BUILDING REPAIRS/ MAINTENANCE	15,000.00	0.00	3,424.44	0.00	0.23	0.00	3,424.44	11,575.56
6520- CONSULTANTS	0.00	0.00	1,687.50	0.00	0.00	0.00	1,687.50	(1,687.50)
6742- TRAINING - STAFF	0.00	0.00	1,600.00	0.00	0.00	0.00	1,600.00	(1,600.00)
6746- TRAINING - PARENT	4,175.00	0.00	0.00	0.00	0.00	0.00	0.00	4,175.00
9010- INDIRECT COST ALLOCATION	18,032.00	1,295.14	14,316.57	0.00	0.79	0.00	14,316.57	3,715.43
Total Expenses	<u>216,187.00</u>	<u>15,527.50</u>	<u>171,641.55</u>	<u>0.00</u>	<u>0.79</u>	<u>8,970.48</u>	<u>180,612.03</u>	<u>35,574.97</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(8,970.48)</u>	<u>(8,970.48)</u>	<u>8,970.48</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(8,970.48)</u>	<u>(8,970.48)</u>	<u>8,970.48</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
812 0 COVID-19 CARES - REGIONAL EHS								
Revenues								
4110- GRANT INCOME-FEDERAL	36,910.00	0.00	19,481.17	0.00	(0.53)	0.00	19,481.17	17,428.83
Total Revenues	<u>36,910.00</u>	<u>0.00</u>	<u>19,481.17</u>	<u>0.00</u>	<u>(0.53)</u>	<u>0.00</u>	<u>19,481.17</u>	<u>17,428.83</u>
Expenses								
5010- SALARIES & WAGES	5,285.00	0.00	9,312.35	0.00	1.76	0.00	9,312.35	(4,027.35)
5020- ACCRUED VACATION PAY	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
5112- HEALTH INSURANCE	390.00	0.00	0.00	0.00	0.00	0.00	0.00	390.00
5114- WORKER'S COMPENSATION	155.00	0.00	92.96	0.00	0.60	0.00	92.96	62.04
5116- PENSION	166.00	0.00	369.49	0.00	2.23	0.00	369.49	(203.49)
5122- FICA	320.00	0.00	712.40	0.00	2.23	0.00	712.40	(392.40)
5124- SUI	46.00	0.00	0.00	0.00	0.00	0.00	0.00	46.00
5130- ACCRUED VACATION FRINGE	19.00	0.00	0.00	0.00	0.00	0.00	0.00	19.00
6130- PROGRAM SUPPLIES	6,600.00	0.00	566.82	0.00	0.09	0.00	566.82	6,033.18
6132- MEDICAL & DENTAL SUPPLIES	6,744.00	0.00	0.00	0.00	0.00	0.00	0.00	6,744.00
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	6,194.84	0.00	0.00	0.00	6,194.84	(6,194.84)
6140- CUSTODIAL SUPPLIES	5,357.00	0.00	0.00	0.00	0.00	0.00	0.00	5,357.00
6310- PRINTING & PUBLICATIONS	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00
6520- CONSULTANTS	0.00	0.00	375.00	0.00	0.00	0.00	375.00	(375.00)
6746- TRAINING - PARENT	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
9010- INDIRECT COST ALLOCATION	3,078.00	0.00	1,857.31	0.00	0.60	0.00	1,857.31	1,220.69
Total Expenses	<u>36,910.00</u>	<u>0.00</u>	<u>19,481.17</u>	<u>0.00</u>	<u>0.53</u>	<u>0.00</u>	<u>19,481.17</u>	<u>17,428.83</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

Report Recap	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	4,974,252.00	585,008.25	3,167,405.25	3,455,409.91	(0.64)	0.00	3,167,405.25	1,806,846.75
4120- GRANT INCOME-STATE	0.00	0.00	449,322.00	0.00	0.00	0.00	449,322.00	(449,322.00)
4220- IN KIND CONTRIBUTIONS	1,180,289.00	83,312.81	265,390.59	863,544.00	(0.22)	0.00	265,390.59	914,898.41
Total Revenues	6,154,541.00	668,321.06	3,882,117.84	4,318,953.91	(0.63)	0.00	3,882,117.84	2,272,423.16
Expenses								
5010- SALARIES & WAGES	2,612,262.00	301,678.53	1,950,884.27	1,843,694.00	0.75	0.00	1,950,884.27	661,377.73
5019- SALARIES & WAGES C19	0.00	0.00	9,995.18	0.00	0.00	0.00	9,995.18	(9,995.18)
5020- ACCRUED VACATION PAY	149,962.00	20,425.78	121,580.93	106,512.00	0.81	0.00	121,580.93	28,381.07
5112- HEALTH INSURANCE	257,239.00	25,286.33	169,165.29	179,096.80	0.66	0.00	169,165.29	88,073.71
5114- WORKER'S COMPENSATION	119,815.00	9,433.30	65,269.67	85,248.31	0.54	0.00	65,269.67	54,545.33
5115- Worker's Compensation C19	0.00	0.00	203.92	0.00	0.00	0.00	203.92	(203.92)
5116- PENSION	116,330.00	16,634.48	97,344.91	82,970.12	0.84	0.00	97,344.91	18,985.09
5117- Pension C19	0.00	0.00	422.49	0.00	0.00	0.00	422.49	(422.49)
5121- FICA C19	0.00	0.00	796.87	0.00	0.00	0.00	796.87	(796.87)
5122- FICA	209,299.00	22,959.64	153,494.61	148,865.89	0.73	0.00	153,494.61	55,804.39
5124- SUI	46,915.00	12,877.55	28,632.94	33,588.00	0.61	0.00	28,632.94	18,282.06
5130- ACCRUED VACATION FRINGE	12,087.00	1,562.67	9,291.15	8,601.00	0.77	0.00	9,291.15	2,795.85
6110- OFFICE SUPPLIES	31,478.00	3,043.71	21,116.47	23,366.00	0.67	86.32	21,202.79	10,275.21
6112- DATA PROCESSING SUPPLIES	55,000.00	26,700.93	97,425.60	39,535.00	1.77	7,347.79	104,773.39	(49,773.39)
6120- FOOD/KITCHEN SUPPLIES	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
6121- FOOD	4,540.00	750.54	2,613.36	2,705.00	0.58	0.00	2,613.36	1,926.64
6122- KITCHEN SUPPLIES	2,000.00	555.34	555.34	2,000.00	0.28	0.00	555.34	1,444.66
6130- PROGRAM SUPPLIES	84,588.00	15,912.31	50,652.79	41,768.00	0.60	30,075.63	80,728.42	3,859.58
6132- MEDICAL & DENTAL SUPPLIES	36,844.00	0.00	11,054.67	100.00	0.30	0.00	11,054.67	25,789.33
6134- INSTRUCTIONAL SUPPLIES	15,014.00	2,747.12	23,520.72	10,959.00	1.57	3,253.07	26,773.79	(11,759.79)
6140- CUSTODIAL SUPPLIES	50,097.00	799.98	8,312.77	17,905.00	0.17	3,981.86	12,294.63	37,802.37
6142- LINEN/LAUNDRY	650.00	0.00	0.00	455.00	0.00	0.00	0.00	650.00
6150- UNIFORM RENTAL/PURCHASE	300.00	0.00	300.00	300.00	1.00	0.00	300.00	0.00
6170- POSTAGE & SHIPPING	906.00	0.00	296.02	679.00	0.33	0.00	296.02	609.98
6180- EQUIPMENT RENTAL	30,200.00	2,192.51	18,545.68	22,088.00	0.61	0.00	18,545.68	11,654.32
6181- EQUIPMENT MAINTENANCE	13,700.00	1,402.56	6,837.98	9,725.00	0.50	0.00	6,837.98	6,862.02
6231- BUILDING RENOVATION	0.00	0.00	0.00	0.00	0.00	29,480.00	29,480.00	(29,480.00)
6310- PRINTING & PUBLICATIONS	13,500.00	42.39	3,972.99	3,900.00	0.29	0.00	3,972.99	9,527.01
6312- ADVERTISING & PROMOTION	200.00	0.00	12.94	200.00	0.06	0.00	12.94	187.06
6320- TELEPHONE	74,400.00	19,436.70	113,091.33	55,800.00	1.52	0.00	113,091.33	(38,691.33)
6410- RENT	147,590.00	11,636.12	99,201.05	110,268.00	0.67	0.00	99,201.05	48,388.95
6420- UTILITIES/ DISPOSAL	85,700.00	3,576.78	57,371.20	64,270.06	0.67	0.00	57,371.20	28,328.80
6432- BUILDING REPAIRS/ MAINTENANCE	95,300.00	14,233.27	39,933.24	60,224.00	0.42	0.00	39,933.24	55,366.76
6433- GROUNDS MAINTENANCE	18,700.00	2,154.08	19,774.35	14,017.00	1.06	5,535.00	25,309.35	(6,609.35)
6436- PEST CONTROL	5,344.00	492.52	4,300.68	4,000.00	0.80	0.00	4,300.68	1,043.32
6437- BURGLAR & FIRE ALARM	2,532.00	92.55	1,840.16	2,043.00	0.73	0.00	1,840.16	691.84
6440- PROPERTY INSURANCE	8,434.00	1,054.39	9,599.63	6,316.00	1.14	0.00	9,599.63	(1,165.63)
6520- CONSULTANTS	41,290.00	778.80	8,388.96	31,190.00	0.20	11,333.34	19,722.30	21,567.70

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 2/28/2021

Report Recap	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6522- CONSULTANT EXPENSES	1,740.00	0.00	0.00	1,560.00	0.00	0.00	0.00	1,740.00
6524- CONTRACTS	18,820.00	0.00	13,971.98	13,174.00	0.74	0.00	13,971.98	4,848.02
6530- LEGAL	5,100.00	0.00	6,620.18	3,850.00	1.30	0.00	6,620.18	(1,520.18)
6540- CUSTODIAL SERVICES	0.00	0.00	771.30	0.00	0.00	3,600.00	4,371.30	(4,371.30)
6555- MEDICAL SCREENING/DEAT/STAFF	2,500.00	0.00	566.00	2,200.00	0.23	0.00	566.00	1,934.00
6610- GAS & OIL	9,600.00	484.07	1,375.00	7,200.00	0.14	0.00	1,375.00	8,225.00
6620- VEHICLE INSURANCE	13,334.00	1,148.84	10,933.96	9,999.00	0.82	0.00	10,933.96	2,400.04
6640- VEHICLE REPAIR & MAINTENANCE	13,500.00	1,024.30	4,861.23	10,125.00	0.36	0.00	4,861.23	8,638.77
6712- STAFF TRAVEL-LOCAL	7,218.00	257.60	1,615.67	5,118.00	0.22	0.00	1,615.67	5,602.33
6714- STAFF TRAVEL-OUT OF AREA	43,807.00	0.00	10,929.87	28,028.00	0.25	0.00	10,929.87	32,877.13
6722- PER DIEM - STAFF	100.00	0.00	0.00	85.00	0.00	0.00	0.00	100.00
6730- VOLUNTEER TRAVEL	0.00	0.00	(30.00)	0.00	0.00	0.00	(30.00)	30.00
6742- TRAINING - STAFF	34,202.00	2,056.46	32,654.74	33,552.00	0.95	4,375.00	37,029.74	(2,827.74)
6746- TRAINING - PARENT	9,175.00	0.00	787.50	0.00	0.09	0.00	787.50	8,387.50
6750- FIELD TRIPS	1,474.00	0.00	0.00	1,474.00	0.00	0.00	0.00	1,474.00
6832- LIABILITY INSURANCE	888.00	26.11	279.51	666.00	0.31	0.00	279.51	608.49
6834- STUDENT ACTIVITY INSURANCE	2,578.00	274.91	2,336.36	1,834.00	0.91	0.00	2,336.36	241.64
6840- PROPERTY TAXES	8.00	0.00	42.41	8.00	5.30	0.00	42.41	(34.41)
6850- FEES & LICENSES	16,642.00	8,093.70	16,262.21	12,481.00	0.98	0.00	16,262.21	379.79
6852- FINGERPRINT	1,500.00	0.00	324.50	1,050.00	0.22	0.00	324.50	1,175.50
6875- EMPLOYEE HEALTH & WELFARE	16,409.00	330.68	3,072.83	16,409.00	0.19	583.14	3,655.97	12,753.03
7111- PARENT MILEAGE	2,008.00	7.17	50.13	1,343.00	0.02	0.00	50.13	1,957.87
7112- PARENT INVOLVEMENT	2,532.00	0.00	0.00	1,785.00	0.00	0.00	0.00	2,532.00
7114- PC ALLOWANCE	3,000.00	345.00	1,695.04	2,124.00	0.57	0.00	1,695.04	1,304.96
7116- POLICY COUNCIL FOOD ALLOWANCE	1,000.00	0.00	0.00	740.00	0.00	0.00	0.00	1,000.00
8110- IN KIND SALARIES	1,034,706.00	70,682.56	160,215.09	757,510.00	0.15	0.00	160,215.09	874,490.91
8120- IN KIND RENT	139,143.00	12,630.25	105,175.50	101,321.00	0.76	0.00	105,175.50	33,967.50
8130- IN KIND - OTHER	6,440.00	0.00	0.00	4,713.00	0.00	0.00	0.00	6,440.00
9010- INDIRECT COST ALLOCATION	414,901.00	48,699.46	301,806.67	288,215.73	0.73	0.00	301,806.67	113,094.33
Total Expenses	6,154,541.00	664,521.99	3,882,117.84	4,318,953.91	0.63	99,651.15	3,981,768.99	2,172,772.01
Excess Revenue Over (Under) Expenditures	0.00	3,799.07	0.00	0.00	0.00	(99,651.15)	(99,651.15)	99,651.15
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	3,799.07	0.00	0.00	0.00	(99,651.15)	(99,651.15)	99,651.15

Madera Migrant Head Start
Budget to Actual

2,699,794

For the Period Ending 2/28/2021

Start Date 3/1/2020
Current Mnth 12.00
100%

Account	Description	Grant Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4110	GRANT INCOME-	5,159,852	563,323.34	4,231,735.90	3,668,412.56	5,159,852.00	82%	213,240.76	4,444,976.66	714,875.34
4220	IN KIND CONTRIBUTIONS	402,549	36,417.58	427,073.32	390,655.74	402,549.00	106%	-	427,073.32	(24,524.32)
4120	GRANT INCOME-STATE	-	-	7,500.00	7,500.00	-	-	-	7,500.00	(7,500.00)
4390	MISCELLANEOUS	-	-	7,219.75	7,219.75	-	-	-	7,219.75	(7,219.75)
	TOTAL REVENUES	5,562,401	599,740.92	4,673,528.97	4,073,788.05	5,562,401.00	84%	213,240.76	4,886,769.73	675,631.27
EXPENDITURES										
5010	Salaries & Wages	2,362,914	249,981.81	2,173,063.37	1,923,081.56	2,362,914.00	92%	-	2,173,063.37	189,850.63
5019	Salaries & Wages C19	34,000	-	33,925.96	33,925.96	34,000.00	100%	-	33,925.96	74.04
5020	Accrued Vacation Pay	178,500	15,218.79	152,277.83	137,059.04	178,500.00	85%	-	152,277.83	26,222.17
5112	Health Insurance	230,332	25,580.73	230,281.89	204,701.16	230,332.00	100%	-	230,281.89	50.11
5114	Worker's Compensation	99,172	9,062.25	87,366.67	78,304.42	99,172.00	88%	-	87,366.67	11,805.33
5115	Worker's CompensationC19	1,000	-	896.16	896.16	1,000.00	90%	-	896.16	103.84
5116	Pension	109,093	14,322.35	98,539.00	84,216.65	109,093.00	90%	-	98,539.00	10,554.00
5117	Pension C19	1,226	-	1,225.16	1,225.16	1,226.00	100%	-	1,225.16	0.84
5121	FICA C19	2,471	-	2,470.54	2,470.54	2,471.00	100%	-	2,470.54	0.46
5122	FICA	186,244	18,952.18	165,406.63	146,454.45	186,244.00	89%	-	165,406.63	20,837.37
5123	SUI C19	-	-	(8.10)	(8.10)	-	#DIV/0!	-	(8.10)	8.10
5124	SUI	39,357	10,843.37	25,703.58	14,860.21	39,357.00	65%	-	25,703.58	13,653.42
5130	Accrued Vacation Fringe	14,164	1,164.22	11,645.68	10,481.46	14,164.00	82%	-	11,645.68	2,518.32
6110	Office supplies	25,000	2,778.35	22,044.09	19,265.74	25,000.00	88%	6,878.39	28,922.48	(3,922.48)
6112	Data Processing Supplies	108,295	31,871.23	101,123.62	69,252.39	108,295.00	93%	7,077.24	108,200.86	94.14
6121	Food	9,558	174.90	6,493.51	6,318.61	9,558.00	68%	-	6,493.51	3,064.49
6122	Kitchen Supplies	6,700	-	3,693.77	3,693.77	6,700.00	55%	-	3,693.77	3,006.23
6130	Program Supplies	176,884	59,019.71	136,993.47	77,973.76	176,884.00	77%	85,554.70	222,548.17	(45,664.17)
6132	Medical & Dental Supplies	3,000	-	2,367.96	2,367.96	3,000.00	-	-	2,367.96	632.04
6134	Instructional Supplies	45,635	7,286.70	34,156.58	26,869.88	45,635.00	75%	7,941.10	42,097.68	3,537.32
6140	Custodial Supplies	35,000	-	28,507.35	28,507.35	35,000.00	81%	-	28,507.35	6,492.65
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	-	-	-	-	-	-	-	-	-
6150	Uniform Rental / Purchases	632	-	300.00	300.00	632.00	47%	-	300.00	332.00
6170	Postage & Shipping	500	97.49	282.96	185.47	500.00	57%	-	282.96	217.04
6221	Equipment Over > \$5,000	186,767	-	58,947.32	58,947.32	186,767.00	-	68,822.04	127,769.36	58,997.64
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	28,004	1,388.98	23,451.60	22,062.62	28,004.00	84%	-	23,451.60	4,552.40
6181	Equipment Maintenance	10,504	1,049.04	7,528.02	6,478.98	10,504.00	72%	595.38	8,123.40	2,380.60
6310	Printing & Publications	8,553	337.39	7,022.19	6,684.80	8,553.00	82%	-	7,022.19	1,530.81
6312	Advertising & Promotion	170	-	167.82	167.82	170.00	-	-	167.82	2.18
6320	Telephone	69,500	15,724.50	86,238.54	70,514.04	69,500.00	124%	-	86,238.54	(16,738.54)
6410	Rent	83,449	6,680.06	83,362.72	76,682.66	83,449.00	100%	-	83,362.72	86.28
6420	Utilities / Disposal	97,590	6,046.47	93,814.88	87,768.41	97,590.00	96%	-	93,814.88	3,775.12
6432	Building Repairs / Maintenan	361,113	11,129.38	53,902.48	42,773.10	361,113.00	15%	15,979.00	69,881.48	291,231.52
6433	Grounds Maintenance	15,940	1,450.00	15,170.72	13,720.72	15,940.00	95%	-	15,170.72	769.28
6436	Pest Control	2,621	175.94	2,325.28	2,149.34	2,621.00	89%	-	2,325.28	295.72
6437	Burglar & Fire Alarm	1,879	22.23	1,284.60	1,262.37	1,879.00	68%	-	1,284.60	594.40
6440	Property Insurance	17,276	8,395.80	16,559.10	8,163.30	17,276.00	96%	-	16,559.10	716.90
6521 / 6520	Consultants	28,500	801.60	7,782.04	6,980.44	28,500.00	27%	7,603.75	15,385.79	13,114.21
6522	Consultants Expense	100	-	-	-	100.00	0%	-	-	100.00
6524	Contracts	200	-	170.00	170.00	200.00	-	-	170.00	30.00
6530	Legal	17,975	4,372.03	17,544.43	13,172.40	17,975.00	98%	-	17,544.43	430.57
6540	Custodial Services	44,404	3,956.00	39,252.30	35,296.30	44,404.00	88%	-	39,252.30	5,151.70

Account	Description	Grant Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance	100%
6555	Medical Screening / DEAT / Staff	2,700	-	1,544.54	1,544.54	2,700.00	57%	-	1,544.54	1,155.46	
6562	Medical Exam	100	-	-	-	100.00	0%	-	-	100.00	
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-	
6566	Dental Exam	100	-	-	-	100.00	0%	-	-	100.00	
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-	
6610	Gas & Oil	3,700	392.06	3,083.57	2,691.51	3,700.00	83%	-	3,083.57	616.43	
6620	Vehicle Insurance	16,000	7,037.70	13,561.71	6,524.01	16,000.00	85%	-	13,561.71	2,438.29	
6630	Vehicle License & Fees	-	-	-	-	-	0%	-	-	-	
6640	Vehicle Repair & Maintenananc	6,025	73.00	5,709.84	5,636.84	6,025.00	95%	-	5,709.84	315.16	
6712	Staff Travel-Local	900	-	743.48	743.48	900.00	83%	-	743.48	156.52	
6714	Staff Travel-Out of Area	-	-	-	-	-	#DIV/0!	-	-	-	
6722	Per Diem-Staff	-	-	-	-	-	0%	-	-	-	
6724	Per Diem-Parent	-	-	-	-	-	0%	-	-	-	
6730	Volunteer Travel	-	-	-	-	-	0%	-	-	-	
6742	Training - Staff	42,191	-	20,814.19	20,814.19	42,191.00	49%	-	20,814.19	21,376.81	
6746	Training - Parent	-	-	-	-	-	-	-	-	-	
6748	Education Reimbursement	165	-	138.00	138.00	165.00	-	-	138.00	27.00	
6750	Field Trips	-	-	-	-	-	-	-	-	-	
6810	Bank Charges	-	-	-	-	-	-	-	-	-	
6820	Interest Expense	-	-	-	-	-	-	-	-	-	
6832	Liability Insurance	600	32.64	394.58	361.94	600.00	66%	-	394.58	205.42	
6834	Student Activity Insurance	2,206	189.37	1,926.36	1,736.99	2,206.00	87%	-	1,926.36	279.64	
6840	Property Taxes	100	-	48.87	48.87	100.00	-	-	48.87	51.13	
6850	Fees & Licenses	8,700	92.80	7,592.20	7,499.40	8,700.00	87%	-	7,592.20	1,107.80	
6852	Finger Printing	1,100	-	375.63	375.63	1,100.00	34%	-	375.63	724.37	
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-	
6875	Employee Health & Welfare	8,140	388.21	5,078.22	4,690.01	8,140.00	62%	743.24	5,821.46	2,318.54	
7110	Parent Activities	1,000	-	-	-	1,000.00	0%	-	-	1,000.00	
7111	Parent Mileage	500	7.42	102.27	94.85	500.00	20%	-	102.27	397.73	
7112	Parent Involvement	2,600	-	1,701.59	1,701.59	2,600.00	65%	-	1,701.59	898.41	
7114	PPC Allowance	2,700	240.00	1,080.00	840.00	2,700.00	40%	-	1,080.00	1,620.00	
7116	PPC Food Allowance	1,300	-	-	-	1,300.00	0%	-	-	1,300.00	
8110	In-Kind Salaries	276,417	29,742.75	311,263.36	281,520.61	276,417.00	113%	-	311,263.36	(34,846.36)	
8120	In-Kind Rent	125,132	6,674.83	115,809.96	109,135.13	125,132.00	93%	-	115,809.96	9,322.04	
8130	In-Kind Other	1,000	-	-	-	1,000.00	0%	-	-	1,000.00	
9010	In-Direct Cost Allocation	414,803	46,986.64	349,278.88	302,292.24	414,803.00	84%	12,045.92	361,324.80	53,478.20	
Total Expenses		5,562,401	599,740.92	4,673,528.97	4,073,788.05	5,562,401.00	84%	213,240.76	4,886,769.73	675,631.27	
Excess Revenue Over		-	-	-	-	-		-	-	-	

Total Expenses w/o In Kind	5,159,852	563,323.34	4,246,455.65	3,683,132.31		4,459,696.41	700,155.59
In-Kind	402,549	36,417.58				86.43%	

ADMINISTRATION BUDGET LIMIT	\$584,446
YEAR-TO DATE ADMIN EXP.	\$488,364
PERCENT OF TOTAL EXPENSES	7.94%
ADMINIISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%	349,278.88
	349,278.88

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
330 0 HEAD START-FRESNO MIGRANT T&TA								
Revenues								
4110- GRANT INCOME-FEDERAL	82,690.00	14,360.83	17,468.59	16,495.00	(0.21)	0.00	17,468.59	65,221.41
Total Revenues	<u>82,690.00</u>	<u>14,360.83</u>	<u>17,468.59</u>	<u>16,495.00</u>	<u>(0.21)</u>	<u>0.00</u>	<u>17,468.59</u>	<u>65,221.41</u>
Expenses								
6130- PROGRAM SUPPLIES	8,871.00	0.00	0.00	0.00	0.00	0.00	0.00	8,871.00
6520- CONSULTANTS	17,500.00	0.00	0.00	0.00	0.00	0.00	0.00	17,500.00
6714- STAFF TRAVEL-OUT OF AREA	25,047.00	0.00	156.33	11,357.00	0.01	0.00	156.33	24,890.67
6722- PER DIEM - STAFF	1,712.00	0.00	0.00	1,712.00	0.00	0.00	0.00	1,712.00
6724- PER DIEM - PARENT	2,050.00	0.00	0.00	2,050.00	0.00	0.00	0.00	2,050.00
6742- TRAINING - STAFF	17,613.00	13,163.00	13,399.00	0.00	0.76	18,450.00	31,849.00	(14,236.00)
6746- TRAINING - PARENT	3,000.00	0.00	525.00	0.00	0.18	0.00	525.00	2,475.00
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	1,931.21	0.00	0.00	446.12	2,377.33	(2,377.33)
9010- INDIRECT COST ALLOCATION	6,897.00	1,197.83	1,457.05	1,376.00	0.21	0.00	1,457.05	5,439.95
Total Expenses	<u>82,690.00</u>	<u>14,360.83</u>	<u>17,468.59</u>	<u>16,495.00</u>	<u>0.21</u>	<u>18,896.12</u>	<u>36,364.71</u>	<u>46,325.29</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(18,896.12)</u>	<u>(18,896.12)</u>	<u>18,896.12</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(18,896.12)</u>	<u>(18,896.12)</u>	<u>18,896.12</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 2/28/2021

331 0 HEAD START-FRESNO MIGRANT	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	4,806,650.00	217,558.01	1,666,345.55	1,835,619.68	(0.35)	0.00	1,666,345.55	3,140,304.45
4220- IN KIND CONTRIBUTIONS	666,728.00	8,459.62	149,756.63	265,758.98	(0.22)	0.00	149,756.63	516,971.37
Total Revenues	5,473,378.00	226,017.63	1,816,102.18	2,101,378.66	(0.33)	0.00	1,816,102.18	3,657,275.82
Expenses								
5010- SALARIES & WAGES	2,544,511.00	65,842.07	873,672.57	995,605.00	0.34	0.00	873,672.57	1,670,838.43
5020- ACCRUED VACATION PAY	152,718.00	3,002.37	53,415.98	59,784.00	0.35	0.00	53,415.98	99,302.02
5112- HEALTH INSURANCE	193,684.00	6,345.52	76,596.96	96,840.00	0.40	0.00	76,596.96	117,087.04
5114- WORKER'S COMPENSATION	107,775.00	1,308.04	35,099.63	42,165.00	0.33	0.00	35,099.63	72,675.37
5116- PENSION	140,699.00	3,114.70	33,795.97	54,476.00	0.24	0.00	33,795.97	106,903.03
5122- FICA	227,802.00	4,914.33	76,289.53	89,132.00	0.33	0.00	76,289.53	151,512.47
5124- SUI	46,571.00	1,862.94	5,816.93	17,635.00	0.12	0.00	5,816.93	40,754.07
5130- ACCRUED VACATION FICA	13,667.00	229.64	4,086.01	5,350.18	0.30	0.00	4,086.01	9,580.99
6110- OFFICE SUPPLIES	27,200.00	931.58	1,978.60	5,400.00	0.07	300.49	2,279.09	24,920.91
6112- DATA PROCESSING SUPPLIES	90,000.00	2,318.84	16,111.31	20,000.00	0.18	271.25	16,382.56	73,617.44
6121- FOOD	12,000.00	0.00	3,173.44	5,880.00	0.26	0.00	3,173.44	8,826.56
6122- KITCHEN SUPPLIES	5,000.00	0.00	140.33	0.00	0.03	0.00	140.33	4,859.67
6130- PROGRAM SUPPLIES	107,433.00	2,037.58	5,953.89	30,700.00	0.06	3,281.49	9,235.38	98,197.62
6132- MEDICAL & DENTAL SUPPLIES	160.00	0.00	0.00	0.00	0.00	0.00	0.00	160.00
6134- INSTRUCTIONAL SUPPLIES	30,000.00	0.00	64.66	12,000.00	0.00	0.00	64.66	29,935.34
6140- CUSTODIAL SUPPLIES	29,450.00	347.75	11,760.41	11,600.00	0.40	0.00	11,760.41	17,689.59
6170- POSTAGE & SHIPPING	2,040.00	27.23	428.81	1,050.00	0.21	0.00	428.81	1,611.19
6180- EQUIPMENT RENTAL	26,184.00	2,020.99	12,275.44	13,092.00	0.47	0.00	12,275.44	13,908.56
6181- EQUIPMENT MAINTENANCE	21,850.00	28.81	2,191.54	10,926.00	0.10	0.00	2,191.54	19,658.46
6221- EQUIPMENT OVER > \$5000	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00
6310- PRINTING & PUBLICATIONS	7,000.00	0.00	677.65	2,800.00	0.10	0.00	677.65	6,322.35
6312- ADVERTISING & PROMOTION	500.00	0.00	0.00	200.00	0.00	0.00	0.00	500.00
6320- TELEPHONE	48,996.00	14,012.92	67,007.37	24,498.00	1.37	0.00	67,007.37	(18,011.37)
6410- RENT	87,032.00	7,176.38	43,243.28	43,518.50	0.50	0.00	43,243.28	43,788.72
6420- UTILITIES/ DISPOSAL	84,396.00	1,200.37	32,965.80	42,198.00	0.39	0.00	32,965.80	51,430.20
6432- BUILDING REPAIRS/ MAINTENANCE	176,462.00	71,459.96	88,666.70	17,047.00	0.50	260,914.52	349,581.22	(173,119.22)
6433- GROUNDS MAINTENANCE	31,284.00	1,725.98	9,716.88	15,642.00	0.31	0.00	9,716.88	21,567.12
6436- PEST CONTROL	7,260.00	967.00	3,942.00	3,630.00	0.54	0.00	3,942.00	3,318.00
6437- BURGLAR & FIRE ALARM	5,328.00	298.54	1,298.03	2,664.00	0.24	0.00	1,298.03	4,029.97
6440- PROPERTY INSURANCE	13,013.00	1,075.84	6,455.04	6,509.00	0.50	0.00	6,455.04	6,557.96
6520- CONSULTANTS	10,000.00	8,226.60	12,235.80	0.00	1.22	15,750.00	27,985.80	(17,985.80)
6522- CONSULTANT EXPENSES	900.00	0.00	0.00	360.00	0.00	0.00	0.00	900.00
6530- LEGAL	2,004.00	8,770.47	10,652.22	1,002.00	5.32	0.00	10,652.22	(8,648.22)
6540- CUSTODIAL SERVICES	4,776.00	398.00	2,388.00	2,388.00	0.50	0.00	2,388.00	2,388.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	680.00	200.00	0.68	0.00	680.00	320.00
6610- GAS & OIL	10,008.00	777.65	2,744.65	5,004.00	0.27	0.00	2,744.65	7,263.35
6620- VEHICLE INSURANCE	15,660.00	1,365.84	8,195.04	7,830.00	0.52	0.00	8,195.04	7,464.96
6640- VEHICLE REPAIR & MAINTENANCE	20,000.00	101.66	2,336.67	9,900.00	0.12	0.00	2,336.67	17,663.33
6712- STAFF TRAVEL-LOCAL	5,000.00	55.44	1,463.62	2,000.00	0.29	0.00	1,463.62	3,536.38

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
331 0 HEAD START-FRESNO MIGRANT								
6714- STAFF TRAVEL-OUT OF AREA	1,750.00	0.00	0.00	0.00	0.00	0.00	0.00	1,750.00
6722- PER DIEM - STAFF	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
6742- TRAINING - STAFF	34,834.00	0.00	622.68	4,400.00	0.02	0.00	622.68	34,211.32
6746- TRAINING - PARENT	16,277.00	0.00	0.00	0.00	0.00	0.00	0.00	16,277.00
6832- LIABILITY INSURANCE	504.00	32.64	195.84	252.00	0.39	0.00	195.84	308.16
6834- STUDENT ACTIVITY INSURANCE	1,260.00	0.00	411.94	756.00	0.33	0.00	411.94	848.06
6840- PROPERTY TAXES	1,600.00	0.00	7,626.34	1,600.00	4.77	0.00	7,626.34	(6,026.34)
6850- FEES & LICENSES	18,000.00	5.00	7,474.25	4,967.00	0.42	8,000.00	15,474.25	2,525.75
6851- CPR FEES	0.00	0.00	240.00	0.00	0.00	0.00	240.00	(240.00)
6852- FINGERPRINT	0.00	0.00	249.25	0.00	0.00	0.00	249.25	(249.25)
6875- EMPLOYEE HEALTH & WELFARE	7,650.00	222.18	2,381.00	300.00	0.31	0.00	2,381.00	5,269.00
7110- PARENT ACTIVITIES	2,800.00	0.00	0.00	1,075.00	0.00	0.00	0.00	2,800.00
7111- PARENT MILEAGE	675.00	0.00	4.08	270.00	0.01	0.00	4.08	670.92
7114- PC ALLOWANCE	1,000.00	0.00	630.00	400.00	0.63	0.00	630.00	370.00
7116- POLICY COUNCIL FOOD ALLOWANCE	600.00	0.00	0.00	300.00	0.00	0.00	0.00	600.00
8110- IN KIND SALARIES	566,743.00	223.70	100,341.11	216,011.00	0.18	0.00	100,341.11	466,401.89
8120- IN KIND RENT	97,936.00	8,235.92	49,415.52	48,967.98	0.50	0.00	49,415.52	48,520.48
8130- IN KIND - OTHER	2,049.00	0.00	0.00	780.00	0.00	0.00	0.00	2,049.00
9010- INDIRECT COST ALLOCATION	400,087.00	18,146.45	138,989.41	152,274.00	0.35	0.00	138,989.41	261,097.59
Total Expenses	<u>5,473,378.00</u>	<u>238,810.33</u>	<u>1,816,102.18</u>	<u>2,101,378.66</u>	<u>0.33</u>	<u>288,517.75</u>	<u>2,104,619.93</u>	<u>3,368,758.07</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>(12,792.70)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(288,517.75)</u>	<u>(288,517.75)</u>	<u>288,517.75</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>(12,792.70)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(288,517.75)</u>	<u>(288,517.75)</u>	<u>288,517.75</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
337 0 FRESNO MIGRANT - EARLY HEAD START								
Revenues								
4110- GRANT INCOME-FEDERAL	310,267.00	9,290.73	84,418.51	115,769.00	(0.27)	0.00	84,418.51	225,848.49
4220- IN KIND CONTRIBUTIONS	35,246.00	123.04	3,025.58	13,163.00	(0.09)	0.00	3,025.58	32,220.42
Total Revenues	345,513.00	9,413.77	87,444.09	128,932.00	(0.25)	0.00	87,444.09	258,068.91
Expenses								
5010- SALARIES & WAGES	51,840.00	6,206.33	33,408.17	24,432.00	0.64	0.00	33,408.17	18,431.83
5020- ACCRUED VACATION PAY	2,850.00	17.74	1,967.19	1,341.00	0.69	0.00	1,967.19	882.81
5112- HEALTH INSURANCE	6,534.00	606.61	3,725.34	3,266.00	0.57	0.00	3,725.34	2,808.66
5114- WORKER'S COMPENSATION	3,680.00	214.94	1,206.76	1,734.00	0.33	0.00	1,206.76	2,473.24
5116- PENSION	3,030.00	299.77	1,738.77	1,427.00	0.57	0.00	1,738.77	1,291.23
5122- FICA	4,882.00	464.45	2,755.51	2,300.00	0.56	0.00	2,755.51	2,126.49
5124- SUI	450.00	203.96	479.71	450.00	1.07	0.00	479.71	(29.71)
5130- ACCRUED VACATION FICA	269.00	1.33	150.46	129.00	0.56	0.00	150.46	118.54
6110- OFFICE SUPPLIES	1,500.00	0.00	0.00	650.00	0.00	0.00	0.00	1,500.00
6112- DATA PROCESSING SUPPLIES	2,000.00	6.02	18.95	1,000.00	0.01	0.00	18.95	1,981.05
6121- FOOD	386.00	0.00	0.00	146.00	0.00	0.00	0.00	386.00
6130- PROGRAM SUPPLIES	4,500.00	0.00	0.00	2,500.00	0.00	0.00	0.00	4,500.00
6134- INSTRUCTIONAL SUPPLIES	1,800.00	0.00	0.00	1,200.00	0.00	0.00	0.00	1,800.00
6180- EQUIPMENT RENTAL	0.00	1.80	18.64	0.00	0.00	0.00	18.64	(18.64)
6310- PRINTING & PUBLICATIONS	360.00	0.00	161.29	360.00	0.45	0.00	161.29	198.71
6312- ADVERTISING & PROMOTION	120.00	0.00	0.00	120.00	0.00	0.00	0.00	120.00
6320- TELEPHONE	648.00	51.02	305.87	324.00	0.47	0.00	305.87	342.13
6410- RENT	2,160.00	180.00	1,080.00	2,160.00	0.50	0.00	1,080.00	1,080.00
6520- CONSULTANTS	2,500.00	0.00	0.00	600.00	0.00	6,000.00	6,000.00	(3,500.00)
6522- CONSULTANT EXPENSES	300.00	0.00	195.00	90.00	0.65	0.00	195.00	105.00
6524- CONTRACTS	181,200.00	0.00	28,240.00	49,300.00	0.16	0.00	28,240.00	152,960.00
6610- GAS & OIL	804.00	75.65	446.45	424.00	0.56	0.00	446.45	357.55
6620- VEHICLE INSURANCE	0.00	162.69	994.90	0.00	0.00	0.00	994.90	(994.90)
6640- VEHICLE REPAIR & MAINTENANCE	0.00	0.00	67.38	0.00	0.00	0.00	67.38	(67.38)
6712- STAFF TRAVEL-LOCAL	9,000.00	0.00	0.00	9,000.00	0.00	0.00	0.00	9,000.00
6742- TRAINING - STAFF	0.00	0.00	236.00	0.00	0.00	0.00	236.00	(236.00)
6746- TRAINING - PARENT	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00
6834- STUDENT ACTIVITY INSURANCE	0.00	0.00	99.68	0.00	0.00	0.00	99.68	(99.68)
6850- FEES & LICENSES	20.00	0.00	21.12	20.00	1.06	0.00	21.12	(1.12)
7111- PARENT MILEAGE	315.00	0.00	0.00	80.00	0.00	0.00	0.00	315.00
7114- PC ALLOWANCE	240.00	0.00	60.00	60.00	0.25	0.00	60.00	180.00
8110- IN KIND SALARIES	33,403.00	123.04	3,025.58	12,473.00	0.09	0.00	3,025.58	30,377.42
8130- IN KIND - OTHER	1,843.00	0.00	0.00	690.00	0.00	0.00	0.00	1,843.00
9010- INDIRECT COST ALLOCATION	25,879.00	774.93	7,041.32	9,656.00	0.27	0.00	7,041.32	18,837.68
Total Expenses	345,513.00	9,390.28	87,444.09	128,932.00	0.25	6,000.00	93,444.09	252,068.91
Excess Revenue Over (Under) Expenditures	0.00	23.49	0.00	0.00	0.00	(6,000.00)	(6,000.00)	6,000.00

Beginning Net Assets - Unrestricted

0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00

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COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 2/28/2021

	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2021</u>	<u>YTD Budget February 28, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
337 0 FRESNO MIGRANT - EARLY HEAD START	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	23.49	0.00	0.00	0.00	(6,000.00)	(6,000.00)	6,000.00

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
338 0 FRESNO EARLY HEAD START - T&TA								
Revenues								
4110- GRANT INCOME-FEDERAL	6,949.00	653.51	653.51	2,197.00	(0.09)	0.00	653.51	6,295.49
Total Revenues	<u>6,949.00</u>	<u>653.51</u>	<u>653.51</u>	<u>2,197.00</u>	<u>(0.09)</u>	<u>0.00</u>	<u>653.51</u>	<u>6,295.49</u>
Expenses								
6121- FOOD	450.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00
6130- PROGRAM SUPPLIES	834.00	0.00	0.00	0.00	0.00	0.00	0.00	834.00
6712- STAFF TRAVEL-LOCAL	75.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00
6714- STAFF TRAVEL-OUT OF AREA	2,882.00	0.00	0.00	679.00	0.00	0.00	0.00	2,882.00
6722- PER DIEM - STAFF	428.00	0.00	0.00	135.00	0.00	0.00	0.00	428.00
6742- TRAINING - STAFF	1,700.00	599.00	599.00	1,200.00	0.35	0.00	599.00	1,101.00
9010- INDIRECT COST ALLOCATION	580.00	54.51	54.51	183.00	0.09	0.00	54.51	525.49
Total Expenses	<u>6,949.00</u>	<u>653.51</u>	<u>653.51</u>	<u>2,197.00</u>	<u>0.09</u>	<u>0.00</u>	<u>653.51</u>	<u>6,295.49</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
351 0 FRESNO COE 1-TIME FUND								
Revenues								
4120- GRANT INCOME-STATE	0.00	0.00	48,800.00	0.00	0.00	0.00	48,800.00	(48,800.00)
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>48,800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>48,800.00</u>	<u>(48,800.00)</u>
Expenses								
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>48,800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>48,800.00</u>	<u>(48,800.00)</u>
Beginning Net Assets - Unrestricted	0.00	56,112.32	56,112.32	0.00	0.00	0.00	56,112.32	(56,112.32)
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>56,112.32</u>	<u>104,912.32</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>104,912.32</u>	<u>(104,912.32)</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
831 0 COVID-19 CARES - FRESNO MHS								
Revenues								
4110- GRANT INCOME-FEDERAL	454,125.00	505.97	181,022.24	0.00	(0.40)	0.00	181,022.24	273,102.76
Total Revenues	<u>454,125.00</u>	<u>505.97</u>	<u>181,022.24</u>	<u>0.00</u>	<u>(0.40)</u>	<u>0.00</u>	<u>181,022.24</u>	<u>273,102.76</u>
Expenses								
5010- SALARIES & WAGES	0.00	0.00	133,130.25	0.00	0.00	0.00	133,130.25	(133,130.25)
5114- WORKER'S COMPENSATION	0.00	0.00	5,138.72	0.00	0.00	0.00	5,138.72	(5,138.72)
5116- PENSION	0.00	0.00	4,549.23	0.00	0.00	0.00	4,549.23	(4,549.23)
5122- FICA	0.00	0.00	10,184.48	0.00	0.00	0.00	10,184.48	(10,184.48)
5124- SUI	0.00	0.00	302.25	0.00	0.00	0.00	302.25	(302.25)
6112- DATA PROCESSING SUPPLIES	0.00	0.00	9,128.64	0.00	0.00	0.00	9,128.64	(9,128.64)
6130- PROGRAM SUPPLIES	416,247.00	463.77	2,466.68	0.00	0.01	0.00	2,466.68	413,780.32
6140- CUSTODIAL SUPPLIES	0.00	0.00	1,022.98	0.00	0.00	0.00	1,022.98	(1,022.98)
9010- INDIRECT COST ALLOCATION	37,878.00	42.20	15,099.01	0.00	0.40	0.00	15,099.01	22,778.99
Total Expenses	<u>454,125.00</u>	<u>505.97</u>	<u>181,022.24</u>	<u>0.00</u>	<u>0.40</u>	<u>0.00</u>	<u>181,022.24</u>	<u>273,102.76</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 2/28/2021

	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
837 0 COVID-19 CARES - FRESNO EHS								
Revenues								
4110- GRANT INCOME-FEDERAL	26,250.00	0.00	5,340.31	0.00	(0.20)	0.00	5,340.31	20,909.69
Total Revenues	<u>26,250.00</u>	<u>0.00</u>	<u>5,340.31</u>	<u>0.00</u>	<u>(0.20)</u>	<u>0.00</u>	<u>5,340.31</u>	<u>20,909.69</u>
Expenses								
5010- SALARIES & WAGES	0.00	0.00	1,764.00	0.00	0.00	0.00	1,764.00	(1,764.00)
5114- WORKER'S COMPENSATION	0.00	0.00	67.39	0.00	0.00	0.00	67.39	(67.39)
5116- PENSION	0.00	0.00	69.00	0.00	0.00	0.00	69.00	(69.00)
5122- FICA	0.00	0.00	134.94	0.00	0.00	0.00	134.94	(134.94)
6112- DATA PROCESSING SUPPLIES	0.00	0.00	1,825.73	0.00	0.00	0.00	1,825.73	(1,825.73)
6130- PROGRAM SUPPLIES	24,060.00	0.00	1,033.82	0.00	0.04	0.00	1,033.82	23,026.18
9010- INDIRECT COST ALLOCATION	<u>2,190.00</u>	<u>0.00</u>	<u>445.43</u>	<u>0.00</u>	<u>0.20</u>	<u>0.00</u>	<u>445.43</u>	<u>1,744.57</u>
Total Expenses	<u>26,250.00</u>	<u>0.00</u>	<u>5,340.31</u>	<u>0.00</u>	<u>0.20</u>	<u>0.00</u>	<u>5,340.31</u>	<u>20,909.69</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 2/28/2021

Report Recap	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	5,686,931.00	242,369.05	1,955,248.71	1,970,080.68	(0.34)	0.00	1,955,248.71	3,731,682.29
4120- GRANT INCOME-STATE	0.00	0.00	48,800.00	0.00	0.00	0.00	48,800.00	(48,800.00)
4220- IN KIND CONTRIBUTIONS	701,974.00	8,582.66	152,782.21	278,921.98	(0.22)	0.00	152,782.21	549,191.79
Total Revenues	<u>6,388,905.00</u>	<u>250,951.71</u>	<u>2,156,830.92</u>	<u>2,249,002.66</u>	<u>(0.34)</u>	<u>0.00</u>	<u>2,156,830.92</u>	<u>4,232,074.08</u>
Expenses								
5010- SALARIES & WAGES	2,596,351.00	72,048.40	1,041,974.99	1,020,037.00	0.40	0.00	1,041,974.99	1,554,376.01
5020- ACCRUED VACATION PAY	155,568.00	3,020.11	55,383.17	61,125.00	0.36	0.00	55,383.17	100,184.83
5112- HEALTH INSURANCE	200,218.00	6,952.13	80,322.30	100,106.00	0.40	0.00	80,322.30	119,895.70
5114- WORKER'S COMPENSATION	111,455.00	1,522.98	41,512.50	43,899.00	0.37	0.00	41,512.50	69,942.50
5116- PENSION	143,729.00	3,414.47	40,152.97	55,903.00	0.28	0.00	40,152.97	103,576.03
5122- FICA	232,684.00	5,378.78	89,364.46	91,432.00	0.38	0.00	89,364.46	143,319.54
5124- SUI	47,021.00	2,066.90	6,598.89	18,085.00	0.14	0.00	6,598.89	40,422.11
5130- ACCRUED VACATION FICA	13,936.00	230.97	4,236.47	5,479.18	0.30	0.00	4,236.47	9,699.53
6110- OFFICE SUPPLIES	28,700.00	931.58	1,978.60	6,050.00	0.07	300.49	2,279.09	26,420.91
6112- DATA PROCESSING SUPPLIES	92,000.00	2,324.86	27,084.63	21,000.00	0.29	271.25	27,355.88	64,644.12
6121- FOOD	12,836.00	0.00	3,173.44	6,026.00	0.25	0.00	3,173.44	9,662.56
6122- KITCHEN SUPPLIES	5,000.00	0.00	140.33	0.00	0.03	0.00	140.33	4,859.67
6130- PROGRAM SUPPLIES	561,945.00	2,501.35	9,454.39	33,200.00	0.02	3,281.49	12,735.88	549,209.12
6132- MEDICAL & DENTAL SUPPLIES	160.00	0.00	0.00	0.00	0.00	0.00	0.00	160.00
6134- INSTRUCTIONAL SUPPLIES	31,800.00	0.00	64.66	13,200.00	0.00	0.00	64.66	31,735.34
6140- CUSTODIAL SUPPLIES	29,450.00	347.75	12,783.39	11,600.00	0.43	0.00	12,783.39	16,666.61
6170- POSTAGE & SHIPPING	2,040.00	27.23	428.81	1,050.00	0.21	0.00	428.81	1,611.19
6180- EQUIPMENT RENTAL	26,184.00	2,022.79	12,294.08	13,092.00	0.47	0.00	12,294.08	13,889.92
6181- EQUIPMENT MAINTENANCE	21,850.00	28.81	2,191.54	10,926.00	0.10	0.00	2,191.54	19,658.46
6221- EQUIPMENT OVER > \$5000	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00
6310- PRINTING & PUBLICATIONS	7,360.00	0.00	838.94	3,160.00	0.11	0.00	838.94	6,521.06
6312- ADVERTISING & PROMOTION	620.00	0.00	0.00	320.00	0.00	0.00	0.00	620.00
6320- TELEPHONE	49,644.00	14,063.94	67,313.24	24,822.00	1.36	0.00	67,313.24	(17,669.24)
6410- RENT	89,192.00	7,356.38	44,323.28	45,678.50	0.50	0.00	44,323.28	44,868.72
6420- UTILITIES/ DISPOSAL	84,396.00	1,200.37	32,965.80	42,198.00	0.39	0.00	32,965.80	51,430.20
6432- BUILDING REPAIRS/ MAINTENANCE	176,462.00	71,459.96	88,666.70	17,047.00	0.50	260,914.52	349,581.22	(173,119.22)
6433- GROUNDS MAINTENANCE	31,284.00	1,725.98	9,716.88	15,642.00	0.31	0.00	9,716.88	21,567.12
6436- PEST CONTROL	7,260.00	967.00	3,942.00	3,630.00	0.54	0.00	3,942.00	3,318.00
6437- BURGLAR & FIRE ALARM	5,328.00	298.54	1,298.03	2,664.00	0.24	0.00	1,298.03	4,029.97
6440- PROPERTY INSURANCE	13,013.00	1,075.84	6,455.04	6,509.00	0.50	0.00	6,455.04	6,557.96
6520- CONSULTANTS	30,000.00	8,226.60	12,235.80	600.00	0.41	21,750.00	33,985.80	(3,985.80)
6522- CONSULTANT EXPENSES	1,200.00	0.00	195.00	450.00	0.16	0.00	195.00	1,005.00
6524- CONTRACTS	181,200.00	0.00	28,240.00	49,300.00	0.16	0.00	28,240.00	152,960.00
6530- LEGAL	2,004.00	8,770.47	10,652.22	1,002.00	5.32	0.00	10,652.22	(8,648.22)
6540- CUSTODIAL SERVICES	4,776.00	398.00	2,388.00	2,388.00	0.50	0.00	2,388.00	2,388.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	680.00	200.00	0.68	0.00	680.00	320.00
6610- GAS & OIL	10,812.00	853.30	3,191.10	5,428.00	0.30	0.00	3,191.10	7,620.90
6620- VEHICLE INSURANCE	15,660.00	1,528.53	9,189.94	7,830.00	0.59	0.00	9,189.94	6,470.06

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 2/28/2021

Report Recap	Grant Budget	Current Month Actual	YTD Actual February 28, 2021	YTD Budget February 28, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6640- VEHICLE REPAIR & MAINTENANCE	20,000.00	101.06	2,404.05	9,900.00	0.12	0.00	2,404.05	17,595.95
6712- STAFF TRAVEL-LOCAL	14,075.00	55.44	1,463.62	11,000.00	0.10	0.00	1,463.62	12,611.38
6714- STAFF TRAVEL-OUT OF AREA	29,679.00	0.00	156.33	12,036.00	0.01	0.00	156.33	29,522.67
6722- PER DIEM - STAFF	2,390.00	0.00	0.00	1,847.00	0.00	0.00	0.00	2,390.00
6724- PER DIEM - PARENT	2,050.00	0.00	0.00	2,050.00	0.00	0.00	0.00	2,050.00
6742- TRAINING - STAFF	54,147.00	13,762.00	14,856.68	5,600.00	0.27	18,450.00	33,306.68	20,840.32
6746- TRAINING - PARENT	22,277.00	0.00	525.00	3,000.00	0.02	0.00	525.00	21,752.00
6832- LIABILITY INSURANCE	504.00	32.64	195.84	252.00	0.39	0.00	195.84	308.16
6834- STUDENT ACTIVITY INSURANCE	1,260.00	0.00	511.62	756.00	0.41	0.00	511.62	748.38
6840- PROPERTY TAXES	1,600.00	0.00	7,626.34	1,600.00	4.77	0.00	7,626.34	(6,026.34)
6850- FEES & LICENSES	18,020.00	5.00	7,495.37	4,987.00	0.42	8,000.00	15,495.37	2,524.63
6851- CPR FEES	0.00	0.00	240.00	0.00	0.00	0.00	240.00	(240.00)
6852- FINGERPRINT	0.00	0.00	249.25	0.00	0.00	0.00	249.25	(249.25)
6875- EMPLOYEE HEALTH & WELFARE	7,650.00	222.18	4,312.21	300.00	0.56	446.12	4,758.33	2,891.67
7110- PARENT ACTIVITIES	2,800.00	0.00	0.00	1,075.00	0.00	0.00	0.00	2,800.00
7111- PARENT MILEAGE	990.00	0.00	4.08	350.00	0.00	0.00	4.08	985.92
7114- PC ALLOWANCE	1,240.00	0.00	690.00	460.00	0.56	0.00	690.00	550.00
7116- POLICY COUNCIL FOOD ALLOWANCE	600.00	0.00	0.00	300.00	0.00	0.00	0.00	600.00
8110- IN KIND SALARIES	600,146.00	346.74	103,366.69	228,484.00	0.17	0.00	103,366.69	496,779.31
8120- IN KIND RENT	97,936.00	8,235.92	49,415.52	48,967.98	0.50	0.00	49,415.52	48,520.48
8130- IN KIND - OTHER	3,892.00	0.00	0.00	1,470.00	0.00	0.00	0.00	3,892.00
9010- INDIRECT COST ALLOCATION	473,511.00	20,215.92	163,086.73	163,489.00	0.34	0.00	163,086.73	310,424.27
Total Expenses	6,388,905.00	263,720.92	2,108,030.92	2,249,002.66	0.33	313,413.87	2,421,444.79	3,967,460.21
Excess Revenue Over (Under) Expenditures	0.00	(12,769.21)	48,800.00	0.00	0.00	(313,413.87)	(264,613.87)	264,613.87
Beginning Net Assets - Unrestricted	0.00	56,112.32	56,112.32	0.00	0.00	0.00	56,112.32	(56,112.32)
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	43,343.11	104,912.32	0.00	0.00	(313,413.87)	(208,501.55)	208,501.55

**Fresno Migrant Head Start
Budget to Actual (Combined)
Period Ending Feb-21**

Account Description		Grant Budget	Current Period	Current Mth YTD	Prior Month YTD	YTD Budget	% Spent	Encumbered	YTD Actual + Encumbered	Budget Balance
REVENUES										
4110 GRANT INCOME-FEDERAL		4,896,289.00	189,454.72	1,623,059.27	1,433,604.55	1,852,114.68	33.15%	414,228.55	2,037,287.82	(2,859,001.18)
4130 GRANT INCOME-AREA		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
4210 DONATIONS		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
4220 IN KIND CONTRIBUTIONS		666,728.00	8,459.62	149,756.63	141,297.01	265,758.98	22.46%	0.00	149,756.63	(516,971.37)
4390 MISC INCOME		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
TOTAL REVENUES		5,563,017.00	197,914.34	1,772,815.90	1,574,901.56	2,117,873.66	31.87%	414,228.55	2,187,044.45	(3,375,972.55)
5010 SALARIES & WAGES	6A	2,544,511.00	65,842.07	873,672.57	807,830.50	995,605.00	34.34%	0.00	873,672.57	(1,670,838.43)
5012- DIRECTOR'S SALARY			0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5019- SALARIES & WAGES C19			0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5020 ACCRUED VACATION PAY	6A	152,718.00	4,114.18	54,527.79	50,413.61	59,784.00	35.70%	0.00	54,527.79	(98,190.21)
5112 HEALTH INSURANCE	6B	193,684.00	7,856.68	76,596.96	68,740.28	96,840.00	39.55%	0.00	76,596.96	(117,087.04)
5114 WORKER'S COMPENSATION	6B	107,775.00	1,308.04	35,099.63	33,791.59	42,165.00	32.57%	0.00	35,099.63	(72,675.37)
5115- Worker's Compensation C19				0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5116 PENSION	6B	140,699.00	3,114.70	46,859.53	43,744.83	54,476.00	33.30%	0.00	46,859.53	(93,839.47)
5117- Pension C19				0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5121- FICA C19				0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5122 FICA	6B	227,802.00	4,914.33	76,289.53	71,375.20	89,132.00	33.49%	0.00	76,289.53	(151,512.47)
5124 SUI	6B	46,571.00	1,862.97	5,816.93	3,953.96	17,635.00	12.49%	0.00	5,816.93	(40,754.07)
5125- DIRECTOR'S FRINGE				0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5130 ACCRUED VACATION FRINGE	6B	13,667.00	314.69	4,171.06	3,856.37	5,350.18	30.52%	0.00	4,171.06	(9,495.94)
6714 STAFF TRAVEL-OUT OF AREA	6C	29,758.00	0.00	156.33	156.33	11,357.00	0.53%	0.00	156.33	(29,601.67)
6722 PER DIEM - STAFF	6C	2,311.00	0.00	0.00	0.00	1,712.00	0.00%	0.00	0.00	(2,311.00)
6221 EQUIPMENT OVER > \$5000	6D	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	(10,000.00)
6110 OFFICE SUPPLIES	6E	27,200.00	259.40	1,306.17	1,046.77	5,400.00	4.80%	974.09	2,280.26	(24,919.74)
6112 DATA PROCESSING SUPPLIES	6E	90,000.00	2,194.55	15,987.02	13,792.47	20,000.00	17.76%	397.89	16,384.91	(73,615.09)
6121 FOOD	6E	12,450.00	0.00	3,173.44	3,173.44	5,880.00	25.49%	0.00	3,173.44	(9,276.56)
6122 KITCHEN SUPPLIES	6E	5,000.00	0.00	140.33	140.33	0.00	2.81%	0.00	140.33	(4,859.67)
6130 PROGRAM SUPPLIES	6E	117,138.00	2,190.11	5,953.89	3,763.78	30,700.00	5.08%	3,281.49	9,235.38	(107,902.62)
6134 INSTRUCTIONAL SUPPLIES	6E	30,000.00	0.00	64.66	64.66	12,000.00	0.22%	0.00	64.66	(29,935.34)
6140 CUSTODIAL SUPPLIES	6E	29,450.00	0.00	11,412.66	11,412.66	11,600.00	38.75%	0.00	11,412.66	(18,037.34)
6142 LINEN/LAUNDRY	6E	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6170 POSTAGE & SHIPPING	6E	2,040.00	238.53	428.81	190.28	1,050.00	21.02%	0.00	428.81	(1,611.19)
6132 MEDICAL & DENTAL SUPPLIES	6H	160.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	(160.00)
6150 UNIFORM RENTAL/PURCHASE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6180 EQUIPMENT RENTAL	6H	26,184.00	2,002.96	12,117.84	10,114.88	13,092.00	46.28%	0.00	12,117.84	(14,066.16)
6181 EQUIPMENT MAINTENANCE	6H	21,850.00	(1,392.18)	2,239.94	3,632.12	10,926.00	10.25%	0.00	2,239.94	(19,610.06)
6212 EQUIPMENT PURCHASES < \$500	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6214 EQUIPMENT OVER > 500	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6216 EQUIPMENT OVER > \$1000	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6231 BUILDING RENOVATION	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6232 BUILDING IMPROVEMENTS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6310 PRINTING & PUBLICATIONS	6H	7,000.00	0.00	677.65	677.65	2,800.00	9.68%	0.00	677.65	(6,322.35)
6312 ADVERTISING & PROMOTION	6H	500.00	0.00	0.00	0.00	200.00	0.00%	0.00	0.00	(500.00)
6320 TELEPHONE	6H	48,996.00	14,172.14	67,007.37	52,835.23	24,498.00	136.76%	0.00	67,007.37	18,011.37
6410 RENT	6H	87,032.00	7,176.38	43,243.28	36,066.90	43,518.50	49.69%	0.00	43,243.28	(43,788.72)
6420 UTILITIES/ DISPOSAL	6H	84,396.00	1,304.18	32,728.79	31,424.61	42,198.00	38.78%	0.00	32,728.79	(51,667.21)
6432 BUILDING REPAIRS/ MAINT	6H	176,462.00	10,479.29	24,702.05	14,222.76	17,047.00	14.00%	324,774.52	349,476.57	173,014.57
6433 GROUNDS MAINTENANCE	6H	31,284.00	1,725.98	9,681.91	7,955.93	15,642.00	30.95%	0.00	9,681.91	(21,602.09)
6436 PEST CONTROL	6H	7,260.00	967.00	3,942.00	2,975.00	3,630.00	54.30%	0.00	3,942.00	(3,318.00)
6437 BURGLAR & FIRE ALARM	6H	5,328.00	298.54	1,298.03	999.49	2,664.00	24.36%	0.00	1,298.03	(4,029.97)
6440 PROPERTY INSURANCE	6H	13,013.00	6,455.04	6,455.04	0.00	6,509.00	49.60%	0.00	6,455.04	(6,557.96)
6520 CONSULTANTS	6H	28,000.00	3,828.60	7,837.80	4,009.20	0.00	27.99%	23,353.75	31,191.55	3,191.55

**Fresno Migrant Head Start
Budget to Actual (Combined)
Period Ending Feb-21**

Account Description		Grant Budget	Current Period	Current Mth YTD	Prior Month YTD	YTD Budget	% Spent	Encumbered	YTD Actual + Encumbered	Budget Balance
6522 CONSULTANT EXPENSES	6H	900.00	0.00	0.00	0.00	360.00	0.00%	0.00	0.00	(900.00)
6524 CONTRACTS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6530 LEGAL	6H	2,004.00	8,770.47	10,652.22	1,881.75	1,002.00	531.55%	0.00	10,652.22	8,648.22
6540 CUSTODIAL SERVICES	6H	4,776.00	398.00	2,388.00	1,990.00	2,388.00	50.00%	0.00	2,388.00	(2,388.00)
6555 MEDICAL SCREENING/DEAT/S	6H	1,000.00	0.00	680.00	680.00	200.00	68.00%	0.00	680.00	(320.00)
6562 MEDICAL EXAM	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6564 MEDICAL FOLLOW-UP	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6566 DENTAL EXAM	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6568 DENTAL FOLLOW-UP	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6610 GAS & OIL	6H	10,008.00	773.50	2,744.65	1,971.15	5,004.00	27.42%	0.00	2,744.65	(7,263.35)
6620 VEHICLE INSURANCE	6H	15,660.00	8,195.04	8,195.04	0.00	7,830.00	52.33%	0.00	8,195.04	(7,464.96)
6630 VEHICLE LICENSE AND FEES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6640 VEHICLE REPAIR & MAINTENANCE	6H	20,000.00	273.05	2,336.67	2,063.62	9,900.00	11.68%	0.00	2,336.67	(17,663.33)
6712 STAFF TRAVEL-LOCAL	6H	5,000.00	20.16	1,408.18	1,388.02	2,000.00	28.16%	0.00	1,408.18	(3,591.82)
6724 PER DIEM - PARENT	6H	2,125.00	0.00	0.00	0.00	2,050.00	0.00%	0.00	0.00	(2,125.00)
6730 VOLUNTEER TRAVEL	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6742 TRAINING - STAFF	6H	53,647.00	13,163.00	14,021.68	858.68	4,400.00	26.14%	18,450.00	32,471.68	(21,175.32)
6744 TRAINING - VOLUNTEER	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6745 TRAINING - PARTICIPANTS/CLIENTS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6746 TRAINING - PARENT	6H	19,277.00	0.00	525.00	525.00	0.00	2.72%	0.00	525.00	(18,752.00)
6748 EDUCATION REIMBURSEMENT	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6750 FIELD TRIPS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6820 INTEREST EXPENSE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6832 LIABILITY INSURANCE	6H	504.00	195.84	195.84	0.00	252.00	38.86%	0.00	195.84	(308.16)
6834 STUDENT ACTIVITY INSURAN	6H	1,260.00	411.94	411.94	0.00	756.00	32.69%	0.00	411.94	(848.06)
6840 PROPERTY TAXES	6H	1,600.00	0.00	7,626.34	7,626.34	1,600.00	476.65%	0.00	7,626.34	6,026.34
6850 FEES & LICENSES	6H	18,000.00	1.00	7,470.25	7,469.25	4,967.00	41.50%	8,000.00	15,470.25	(2,529.75)
6851 CPR FEES	6H	0.00	0.00	240.00	240.00	0.00	0.00%	0.00	240.00	240.00
6852 FINGER PRINTING	6H	0.00	0.00	249.25	249.25	0.00	0.00%	0.00	249.25	249.25
6860 DEPRECIATION EXPENSE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6870 EMPLOYEE RECOGNITION	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6875- EMPLOYEE HEALTH & WELFARE	6H	7,650.00	222.18	4,312.21	4,090.03	300.00	56.37%	446.12	4,758.33	(2,891.67)
6892 CASH SHORT/OVER	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
7110 PARENT ACTIVITIES	6H	2,800.00	0.00	0.00	0.00	1,075.00	0.00%	0.00	0.00	(2,800.00)
7111- PARENT MILEAGE	6H	675.00	0.00	4.08	4.08	270.00	0.60%	0.00	4.08	(670.92)
7112 PARENT INVOLVEMENT	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
7114 PC ALLOWANCE	6H	1,000.00	0.00	630.00	630.00	400.00	63.00%	0.00	630.00	(370.00)
7116 PC FOOD	6H	600.00	0.00	0.00	0.00	300.00	0.00%	0.00	0.00	(600.00)
8110 INKIND SALARIES		566,743.00	223.70	100,341.11	100,117.41	216,011.00	17.70%	0.00	100,341.11	(466,401.89)
8120 INKIND RENT		97,936.00	8,235.92	49,415.52	41,179.60	48,967.98	50.46%	0.00	49,415.52	(48,520.48)
8130 INKIND OTHER		2,049.00	0.00	0.00	0.00	780.00	0.00%	0.00	0.00	(2,049.00)
9010 INDIRECT EXPENSE	6J	407,564.00	15,802.36	135,378.91	119,576.55	153,650.00	33.22%	34,550.69	169,929.60	(237,634.40)
TOTAL EXPENSES		5,563,017.00	197,914.34	1,772,815.90	1,574,901.56	2,117,873.66	31.87%	414,228.55	2,187,044.45	(3,375,972.55)
CHANGE IN NET ASSETS		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00

Contract 39%

**Fresno Migrant Early Head Start
Budget to Actual (Combined)
Period Ending February-21**

Account Description		Grant Budget	Current Period	Current Mth YTD	Prior Month YTD	YTD Budget	% Spent	Encumbered	YTD Actual + Encumbered	Budget Balance
REVENUES										
4110 GRANT INCOME-FEDERAL		317,216.00	11,386.87	85,518.42	74,131.55	117,966.00	26.96%	6,546.00	92,064.42	(225,151.58)
4130 GRANT INCOME-AREA		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
4210 DONATIONS		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
4220 IN KIND CONTRIBUTIONS		35,246.00	0.00	2,902.54	2,902.54	13,163.00	8.24%	0.00	2,902.54	(32,343.46)
4390 MISC INCOME		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
TOTAL REVENUES		352,462.00	11,386.87	88,420.96	77,034.09	131,129.00	25.09%	6,546.00	94,966.96	(257,495.04)
5010 SALARIES & WAGES	6A	51,840.00	6,206.33	33,408.17	27,201.84	24,432.00	64.44%	0.00	33,408.17	(18,431.83)
5019- SALARIES & WAGES C19	6A		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5020 ACCRUED VACATION PAY	6A	2,850.00	419.64	2,369.09	1,949.45	1,341.00	83.13%	0.00	2,369.09	(480.91)
5112 HEALTH INSURANCE	6B	6,534.00	606.61	3,725.34	3,118.73	3,266.00	57.01%	0.00	3,725.34	(2,808.66)
5114 WORKER'S COMPENSATION	6B	3,680.00	214.94	1,206.76	991.82	1,734.00	32.79%	0.00	1,206.76	(2,473.24)
5115- Worker's Compensation C19	6B		0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5116 PENSION	6B	3,030.00	299.77	1,734.04	1,434.27	1,427.00	57.23%	0.00	1,734.04	(1,295.96)
5117- Pension C19	6B		0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5121- FICA C19	6B		0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5122 FICA	6B	4,882.00	464.45	2,755.51	2,291.06	2,300.00	56.44%	0.00	2,755.51	(2,126.49)
5124 SUI	6B	450.00	203.96	479.71	275.75	450.00	106.60%	0.00	479.71	29.71
5130 ACCRUED VACATION FRINGE	6B	269.00	32.08	181.21	149.13	129.00	67.36%	0.00	181.21	(87.79)
6714 STAFF TRAVEL-OUT OF AREA	6C	2,961.00	0.00	0.00	0.00	679.00	0.00%	0.00	0.00	(2,961.00)
6722 PER DIEM - STAFF	6C	424.00	0.00	0.00	0.00	135.00	0.00%	0.00	0.00	(424.00)
6221 EQUIPMENT OVER > \$5000	6D	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6110 OFFICE SUPPLIES	6E	1,500.00	0.00	0.00	0.00	650.00	0.00%	0.00	0.00	(1,500.00)
6112 DATA PROCESSING SUPPLIES	6E	2,000.00	6.02	18.95	12.93	1,000.00	0.95%	0.00	18.95	(1,981.05)
6121 FOOD	6E	836.00	0.00	0.00	0.00	146.00	0.00%	0.00	0.00	(836.00)
6122 KITCHEN SUPPLIES	6E	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6130 PROGRAM SUPPLIES	6E	5,334.00	0.00	0.00	0.00	2,500.00	0.00%	0.00	0.00	(5,334.00)
6134 INSTRUCTIONAL SUPPLIES	6E	1,800.00	0.00	0.00	0.00	1,200.00	0.00%	0.00	0.00	(1,800.00)
6140 CUSTODIAL SUPPLIES	6E	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6142 LINEN/LAUNDRY	6E	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6170 POSTAGE & SHIPPING	6E	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6132 MEDICAL & DENTAL SUPPLIES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6150 UNIFORM RENTAL/PURCHASE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6180 EQUIPMENT RENTAL	6H	0.00	1.80	18.64	16.84	0.00	0.00%	0.00	18.64	18.64
6181 EQUIPMENT MAINTENANCE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6212 EQUIPMENT PURCHASES < \$500	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6214 EQUIPMENT OVER > 500	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6216 EQUIPMENT OVER > \$1000	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6231 BUILDING RENOVATION	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6232 BUILDING IMPROVEMENTS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6310 PRINTING & PUBLICATIONS	6H	360.00	0.00	161.29	161.29	360.00	44.80%	0.00	161.29	(198.71)
6312 ADVERTISING & PROMOTION	6H	120.00	0.00	0.00	0.00	120.00	0.00%	0.00	0.00	(120.00)
6320 TELEPHONE	6H	648.00	51.02	305.87	254.85	324.00	47.20%	0.00	305.87	(342.13)
6410 RENT	6H	2,160.00	180.00	1,080.00	900.00	2,160.00	50.00%	0.00	1,080.00	(1,080.00)
6420 UTILITIES/ DISPOSAL	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6432 BUILDING REPAIRS/ MAINT	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6433 GROUNDS MAINTENANCE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6436 PEST CONTROL	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6437 BURGLAR & FIRE ALARM	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6440 PROPERTY INSURANCE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6520 CONSULTANTS	6H	2,500.00	0.00	0.00	0.00	600.00	0.00%	6,000.00	6,000.00	3,500.00
6522 CONSULTANT EXPENSES	6H	300.00	0.00	195.00	195.00	90.00	65.00%	0.00	195.00	(105.00)
6524 CONTRACTS	6H	181,200.00	0.00	28,240.00	28,240.00	49,300.00	15.58%	0.00	28,240.00	(152,960.00)

**Fresno Migrant Early Head Start
Budget to Actual (Combined)
Period Ending February-21**

Account Description		Grant Budget	Current Period	Current Mth YTD	Prior Month YTD	YTD Budget	% Spent	Encumbered	YTD Actual + Encumbered	Budget Balance
6530 LEGAL	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6540 CUSTODIAL SERVICES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6555 MEDICAL SCREENING/DEAT/S	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6562 MEDICAL EXAM	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6564 MEDICAL FOLLOW-UP	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6566 DENTAL EXAM	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6568 DENTAL FOLLOW-UP	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6610 GAS & OIL	6H	804.00	75.65	446.45	370.80	424.00	55.53%	0.00	446.45	(357.55)
6620 VEHICLE INSURANCE	6H	0.00	976.14	976.14	0.00	0.00	0.00%	0.00	976.14	976.14
6630 VEHICLE LICENSE AND FEES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6640 VEHICLE REPAIR & MAINTENANCE	6H	0.00	0.00	67.38	67.38	0.00	0.00%	0.00	67.38	67.38
6712 STAFF TRAVEL-LOCAL	6H	9,000.00	0.00	0.00	0.00	9,000.00	0.00%	0.00	0.00	(9,000.00)
6724 PER DIEM - PARENT	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6730 VOLUNTEER TRAVEL	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6742 TRAINING - STAFF	6H	1,700.00	599.00	835.00	236.00	1,200.00	49.12%	0.00	835.00	(865.00)
6744 TRAINING - VOLUNTEER	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6745 TRAINING - PARTICIPANTS/CLIENTS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6746 TRAINING - PARENT	6H	3,000.00	0.00	0.00	0.00	3,000.00	0.00%	0.00	0.00	(3,000.00)
6748 EDUCATION REIMBURSEMENT	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6750 FIELD TRIPS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6820 INTEREST EXPENSE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6832 LIABILITY INSURANCE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6834 STUDENT ACTIVITY INSURAN	6H	0.00	99.68	99.68	0.00	0.00	0.00%	0.00	99.68	99.68
6840 PROPERTY TAXES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6850 FEES & LICENSES	6H	20.00	0.00	21.12	21.12	20.00	105.60%	0.00	21.12	1.12
6851 CPR FEES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6852 FINGER PRINTING	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6860 DEPRECIATION EXPENSE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6870 EMPLOYEE RECOGNITION	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6875- EMPLOYEE HEALTH & WELFARE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6892 CASH SHORT/OVER	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
7110 PARENT ACTIVITIES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
7111- PARENT MILEAGE	6H	315.00	0.00	0.00	0.00	80.00	0.00%	0.00	0.00	(315.00)
7112 PARENT INVOLVEMENT	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
7114 PC ALLOWANCE	6H	240.00	0.00	60.00	60.00	60.00	25.00%	0.00	60.00	(180.00)
7116 PC FOOD	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
8110 INKIND SALARIES		33,403.00	0.00	2,902.54	2,902.54	12,473.00	8.69%	0.00	2,902.54	(30,500.46)
8120 INKIND RENT		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
8130 INKIND OTHER		1,843.00	0.00	0.00	0.00	690.00	0.00%	0.00	0.00	(1,843.00)
9010 INDIRECT EXPENSE	6J	26,459.00	949.78	7,133.07	6,183.29	9,839.00	26.96%	546.00	7,679.07	(18,779.93)
TOTAL EXPENSES		352,462.00	11,386.87	88,420.96	77,034.09	131,129.00	25.09%	6,546.00	94,966.96	(257,495.04)
CHANGE IN NET ASSETS		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00

Victim Services-Domestic Violence Program
October 1, 2020 to February 28, 2021

533 0 SHELTER BASED DV SERVICES	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2021</u>	<u>YTD Budget February 28, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	335,607.00	27,797.29	180,715.61	0.00	(0.54)	0.00	180,715.61	154,891.39
4120- GRANT INCOME-STATE	201,980.00	22,000.00	90,200.00	0.00	(0.45)	0.00	90,200.00	111,780.00
4220- IN KIND CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	537,587.00	49,797.29	270,915.61	0.00	0.50	0.00	270,915.61	266,671.39
Expenses								
5010- SALARIES & WAGES	338,016.00	30,908.25	156,970.70	0.00	0.46	0.00	156,970.70	181,045.30
5020- ACCRUED VACATION PAY	0.00	71.32	5,785.31	0.00	0.00	0.00	5,785.31	(5,785.31)
5112- HEALTH INSURANCE	29,902.00	1,943.93	11,615.49	0.00	0.39	0.00	11,615.49	18,286.51
5114- WORKER'S COMPENSATION	8,465.00	691.44	3,624.19	0.00	0.43	0.00	3,624.19	4,840.81
5116- PENSION	15,427.00	1,563.56	6,740.85	0.00	0.44	0.00	6,740.85	8,686.15
5122- FICA	26,053.00	2,395.81	12,579.05	0.00	0.48	0.00	12,579.05	13,473.95
5124- SUI	3,641.00	1,464.47	3,116.69	0.00	0.86	0.00	3,116.69	524.31
5130- ACCRUED VACATION FICA	0.00	(33.02)	(82.81)	0.00	0.00	0.00	(82.81)	82.81
6110- OFFICE SUPPLIES	420.00	0.00	2,069.59	0.00	4.93	0.00	2,069.59	(1,649.59)
6112- DATA PROCESSING SUPPLIES	780.00	121.61	4,646.85	0.00	5.96	0.00	4,646.85	(3,866.85)
6121- FOOD	0.00	0.00	296.02	0.00	0.00	0.00	296.02	(296.02)
6130- PROGRAM SUPPLIES	6,045.00	643.72	2,148.57	0.00	0.36	0.00	2,148.57	3,896.43
6132- MEDICAL & DENTAL SUPPLIES	0.00	0.00	148.18	0.00	0.00	0.00	148.18	
6140- CUSTODIAL SUPPLIES	360.00	0.00	245.36	0.00	0.68	0.00	245.36	114.64
6170- POSTAGE & SHIPPING	360.00	0.00	59.45	0.00	0.17	0.00	59.45	300.55
6180- EQUIPMENT RENTAL	960.00	147.01	445.09	0.00	0.46	0.00	445.09	514.91
6181- EQUIPMENT MAINTENANCE	480.00	0.00	164.83	0.00	0.34	0.00	164.83	315.17
6310- PRINTING & PUBLICATIONS	239.00	0.00	0.00	0.00	0.00	0.00	0.00	239.00
6312- ADVERTISING & PROMOTION	480.00	0.00	451.24	0.00	0.94	0.00	451.24	28.76
6320- TELEPHONE	8,040.00	761.71	3,749.38	0.00	0.47	0.00	3,749.38	4,290.62
6410- RENT	13,457.00	1,143.48	5,717.40	0.00	0.42	0.00	5,717.40	7,739.60
6420- UTILITIES/ DISPOSAL	10,680.00	1,383.77	7,092.66	0.00	0.66	0.00	7,092.66	3,587.34
6432- BUILDING REPAIRS/ MAINTENANCE	1,200.00	471.40	2,274.50	0.00	1.90	0.00	2,274.50	(1,074.50)
6433- GROUNDS MAINTENANCE	2,880.00	350.00	2,100.00	0.00	0.73	525.00	2,625.00	255.00
6436- PEST CONTROL	1,560.00	124.00	620.00	0.00	0.40	0.00	620.00	940.00
6437- BURGLAR & FIRE ALARM	2,160.00	27.56	730.75	0.00	0.34	0.00	730.75	1,429.25
6440- PROPERTY INSURANCE	2,640.00	218.98	1,313.88	0.00	0.50	0.00	1,313.88	1,326.12
6520- CONSULTANTS	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
6530- LEGAL	0.00	0.00	350.00	0.00	0.00	0.00	350.00	
6540- CUSTODIAL SERVICES	1,200.00	687.20	1,924.16	0.00	1.60	0.00	1,924.16	(724.16)
6610- GAS & OIL	600.00	156.08	579.42	0.00	0.97	0.00	579.42	20.58
6620- VEHICLE INSURANCE	2,760.00	219.36	1,017.50	0.00	0.37	0.00	1,017.50	1,742.50
6640- VEHICLE REPAIR & MAINTENANCE	360.00	393.21	426.21	0.00	1.18	0.00	426.21	(66.21)
6712- STAFF TRAVEL-LOCAL	230.00	0.00	0.00	0.00	0.00	0.00	0.00	230.00
6830- INSURANCE & BONDING	720.00	0.00	0.00	0.00	0.00	0.00	0.00	720.00
6832- LIABILITY INSURANCE	72.00	85.64	455.62	0.00	6.33	0.00	455.62	(383.62)
6840- PROPERTY TAXES	840.00	0.00	21.62	0.00	0.03	0.00	21.62	818.38
6850- FEES & LICENSES	720.00	2.00	478.08	0.00	0.66	0.00	478.08	241.92
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	188.35	0.00	0.00	43.51	231.86	(231.86)
7226- CLIENT LODGING/SHELTER	5,600.00	0.00	8,135.94	0.00	1.45	0.00	8,135.94	(2,535.94)
7230- CLIENT FOOD	0.00	0.00	72.00	0.00	0.00	0.00	72.00	(72.00)

Victim Services-Domestic Violence Program
October 1, 2020 to February 28, 2021

	<u>Grant</u> <u>Budget</u>	<u>Current</u> <u>Month</u> <u>Actual</u>	<u>YTD Actual</u> <u>February 28,</u> <u>2021</u>	<u>YTD Budget</u> <u>February 28,</u> <u>2021</u>	<u>% Spent</u>	<u>YTD</u> <u>Encumbrance</u>	<u>Actual Plus</u> <u>Encumbrance</u>	<u>Budget</u> <u>Balance</u>
533 0 SHELTER BASED DV SERVICES								
Expenses (Continued)								
7240- DIRECT BENEFITS	400.00	0.00	46.50	0.00	0.12	0.00	46.50	353.50
8120- IN KIND RENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8130- IN KIND - OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9010- INDIRECT COST ALLOCATION	44,840.00	4,153.57	22,596.99	0.00	0.50	0.00	22,596.99	22,243.01
Total Expenses	<u>537,587.00</u>	<u>50,096.06</u>	<u>270,915.61</u>	<u>0.00</u>	<u>0.50</u>	<u>568.51</u>	<u>271,484.12</u>	<u>266,601.06</u>
Excess Revenue Over (Under) Expenditures	0.00	(298.77)	0.00	0.00		(568.51)	(568.51)	70.33
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00		0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00		0.00	0.00	0.00
Ending Net Assets	0.00	(298.77)	0.00	0.00		(568.51)	(568.51)	70.33

CAPMC
Work Related Injuries Report - March 2021
BOARD OF DIRECTORS

Recordable Injuries

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
Teacher	Sierra Vista	Crack joints	3/9/2021	11:00 AM	EE was dancing with children and had her left hand behind her back when a child that was behind her bumped into her left hand causing a pop/crack in the left middle and ring fingers.	0	3/9/21: EE declined to seek treatment.
Associate Teacher	Sierra Vista	Fall	3/19/2021	3:00 PM	EE was closing a window in the classroom and stepped up on a ramp. EE's foot got caught causing her to trip and fall when she was going down the ramp. EE felt right ankle pop.	1	3/22/21: EE went to seek treatment, but could not be seen. EE went to seek treatment again on 3/23/21 and was seen. EE was released to regular duty on 3/23/21.
Provider Services Associate	Gill Office	Bee sting	3/23/2021	4:00 PM	EE was working at her desk when a bee stung her on the right foot, big toe.	0	03/23/21: EE declined to seek treatment.

First Aid

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days
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Claims

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
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Up To Date Injuries: January 2021 to December 2021

- | | | | |
|-----------------------|----------------------|--------------------------|------------|
| (1) Hand Injuries | (1) Feet Injuries | () Chest Injuries | |
| () Back Injuries | () Eye Injuries | () Neck Injuries | (1) Bottom |
| () Knee Injuries | () Leg Injuries | () Head Injuries | () Hip |
| () Arm Injuries | () Wrist Injuries | (1) Ankle Injuries | |
| () Elbow Injuries | () Burn Injuries | () Respiratory Injuries | |
| () Shoulder Injuries | () Abdomen Injuries | () Face Injuries | |

DOI: DATE OF INJURY

TOI: TIME OF INJURY



BOARD OF DIRECTORS 2021 ATTENDANCE

Director	Area Represented	January	February	March	April	May	June	July	August	September	October	November	December
Public Officials													
Deborah Martinez A: Miguel Gonzalez	Department of Social Services	P	X	P									
David Hernandez <i>Secretary/Treasurer</i>	Madera Unified School District	P	P	P									
Leticia Gonzalez A: Robert Poythress	Madera County Board of Supervisors	P	P	P									
Steve Montes A: Artemio Villegas	Madera City Council	P	P/A	P/A									
John Chavez A: Diana Palmer	Chowchilla City Council	P	X	X									
Private Sector Officials													
Debi Bray	Madera Chamber of Commerce	P	X	X									
Patricia Trevino	Head Start Policy Council	P	X	X									
Donald Holley	Community Affairs	P	P	P									
Eric LiCalsi <i>Vice-Chairperson</i>	Attorney at Law	P	P	P									
Vicky Bandy	Early Childhood Education & Development	P	P	P									
Low-Income Target Area Officials													
Martha Garcia A: Joann Lorange	Central Madera/Alpha	P	P	P									
Tyson Pogue <i>Chairperson</i>	Eastern Madera County	P	X	P									
Richard Gutierrez	Eastside/Parksdale	P	P	X									
Molly Hernandez	Fairmead/Chowchilla	P	P	P									
Aurora Flores A: Octavio Pineda	Monroe/Washington	X	P	P									
<i>Total Directors</i>		14/15	10/15	11/15									

P = Primary Present | A = Alternate Present | X = Absent

STAFFING CHANGES
March 3, 2021 - March 29, 2021
BOARD OF DIRECTORS

NON-HEAD START DEPARTMENTS

NEW HIRES

Identification Number	Position	Location	Effective Date	Hours	Justification
61302	Provider Services Associate	Gill - Resources and Referrals & Alternative Payment Program	3/17/2021	80	Open Position

SUBSTITUTES

Identification Number	Position	Location	Effective Date	Hours	Justification
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VOLUNTARY RESIGNATIONS

Identification Number	Position	Location	Effective Date	Hours	Justification
61206	Family Services Associate I	Gill - Resources and Referrals & Alternative Payment Program	3/5/2021	80	Resignation
61286	Housing Coordinator	HELP - Community Services	3/23/2021	80	Resignation

TERMINATION

Identification Number	Position	Location	Effective Date	Hours	Justification
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HEAD START DEPARTMENTS

NEW HIRES

Identification Number	Position	Location	Effective Date	Hours	Justification
61303	Program Technician	Gill - Madera Head Start	3/22/2021	80	Open Position
61304	Food Services Worker	Pomona - Madera Migrant Head Start	3/25/2021	70	Open Position
61305	Food Services Worker	Fairmead - Madera Regional Head Start	3/25/2021	70	Open Position

SUBSTITUTES

Identification Number	Position	Location	Effective Date	Hours	Justification
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VOLUNTARY RESIGNATIONS

Identification Number	Position	Location	Effective Date	Hours	Justification
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TERMINATION

Identification Number	Position	Location	Effective Date	Hours	Justification
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ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-PI-HS-21-02	2. Issuance Date: 03/19/2021
	3. Originating Office: Office of Head Start	
	4. Key Words: Head Start Program Performance Standards; HSPPS; Final Rule; Regulation; Head Start; Center-Based Program Option; Service Duration; 1,020 Annual Hours; Planned Class Operations; 45 percent	

PROGRAM INSTRUCTION

TO: All Head Start Grantees Operating the Center-Based Program Option

SUBJECT: Head Start Center-Based Service Duration Requirement for 45 Percent of Slots

INSTRUCTION:

By August 1, 2021, each Head Start program must provide at least 1,020 annual hours of planned class operations over the course of at least 8 months per year for at least 45 percent of Head Start center-based funded enrollment or submit a request for a waiver of this requirement. In some instances, a program partnering with their local education agency (LEA) may need to align their program schedule with the LEA to support service delivery. This could include shared use of facilities space or transportation. In such instances, if the total number of annual hours is less than 1,020 or less than 8 months per year but aligns with the annual hours required by the LEA for grade one, these center-based slots are still considered to meet the requirement and count toward the 45 percent of slots without the need for a waiver. These requirements are outlined in the Head Start Program Performance Standards (HSPPS) at [45 CFR 1302.21\(c\)](#).

Some programs may not believe 1,020 annual hours for at least 45 percent of their Head Start center-based funded enrollment best meets the needs of their families and communities. These grantees are strongly encouraged to review all relevant program data and discuss options with their Regional Office. By August 1, 2021, such programs must submit a waiver request to operate an alternative program schedule for approval, consistent with the requirements in [45 CFR 1302.24\(a-c\)](#). More information on waiver requests is provided below.

Background

The Office of Head Start (OHS) established requirements in the 2016 HSPPS [final rule](#) for programs to provide longer service duration, which research links to stronger child outcomes. The provision in 45 CFR 1302.21(c)(2)(iv) [was lowered by the Secretary](#), based on an assessment of available funding, from 100 percent of a program's Head Start center-based slots that must operate for at least 1,020 annual hours to 45 percent. The implementation timeline established in 2016 for the longer duration requirements was intended to provide programs

sufficient time to plan and implement program designs that best meet community and family needs while also ensuring children have greater access to increased learning time to prepare for kindergarten. Congress provided more than \$550 million in supplemental funding to Head Start grantees in fiscal years 2016 and 2018 to support this increase in service duration.

Importance of Longer Duration

Research supports the importance of longer preschool duration in achieving meaningful child outcomes and preparing children for success in school. Preschool programs providing fewer annual hours of service may not have as much time to adequately support strong early learning outcomes for children and provide necessary comprehensive services. The long summer break in many programs likely results in summer learning loss that undermines gains children make during the program year. Programs operating for longer hours may also better support parents' education, job training, and employment opportunities.

Finally, children who have not had access to in-person learning due to the ongoing public health emergency may particularly benefit from more learning time in Head Start programs to help them arrive at kindergarten ready to succeed.

Implementation

Grantees have the flexibility to design programs with varying hours per day and days per year, as long as at least 45 percent of children in center-based slots receive at least 1,020 annual hours of planned class operations over the course of at least 8 months or, where appropriate, align with LEA calendars. As described above, slots operating in programs partnering with an LEA for Head Start service delivery may operate for fewer than 1,020 annual hours of planned class operations or fewer than 8 months of service if this program schedule aligns with the annual hours required for first grade by the LEA and the alignment is necessary to maintain these partnerships.

The 45 percent calculation includes each grant's Head Start center-based funded enrollment and any slots for which a locally designed program option waiver has been approved for requirements not related to service duration, such as ratios or group size.

As August 1, 2021 approaches, programs are encouraged to review their Head Start center-based program designs to determine whether their program schedule (under normal operations) provides at least 1,020 annual hours over at least 8 months per year for at least 45 percent of their center-based enrollment or if action is needed to meet the requirement. Programs not yet meeting the 45 percent requirement should review their community needs assessment, self-assessment, and budget to develop their proposed approach. They are also encouraged to consult their Regional Office for guidance. Program design should reflect how services would be delivered during normal operations, rather than temporary service delivery plans during the Coronavirus Disease 2019 public health emergency.

Waiver Requests

Programs may request a waiver of the requirement to provide at least 1,020 annual hours for at least 8 months per year for 45 percent of their Head Start center-based funded enrollment to better meet the unique needs of their communities or to demonstrate or test alternative approaches for providing program services. Waiver requests must be submitted to the Regional Office through an annual funding application or change in scope amendment in the Head Start Enterprise System (HSES) by August 1, 2021. To be considered for approval, the waiver request must:

- Demonstrate that the proposed program design will deliver the full range of services consistent with [45 CFR 1302.20\(b\)](#) – *45 CFR 1302.24(a)*
- Demonstrate how the proposed program design is consistent with achieving program goals in [Program Management and Quality Improvement, 45 CFR Part 1302 Subpart J](#) – *45 CFR 1302.24(a)*
- Provide evidence that demonstrates the proposed program design effectively supports appropriate development and progress in children’s early learning outcomes – *45 CFR 1302.24(c)(4)*
- Provide evidence that the proposed program design better meets the needs of parents than the service duration minimum of 45 percent of Head Start center-based slots operating for at least 1,020 annual hours over 8 months per year – *45 CFR 1302.24(c)(5)*
- Assess the effectiveness (or provide a plan to assess the effectiveness) of the proposed program design in supporting appropriate development and progress in children’s early learning outcomes – *45 CFR 1302.24(c)(5)*

Waiver requests are subject to approval by OHS and may be revoked based on progress toward program goals ([45 CFR 1302.102](#)) and monitoring ([45 CFR 1304.2](#)).

Next Steps

We understand programs are focused on responding to the needs of children and families during the pandemic. However, we urge grantees to take the time to thoughtfully consider their future program design and the benefits of longer service duration. Benefits include promoting school readiness and stronger child and family outcomes, supporting the needs of parents, delivering the full range of services, and meeting program goals. Your Regional Office staff is available to provide direction, guidance, and training and technical assistance resources to support your program in delivering on the Head Start program’s mission of preparing children and families for school and beyond.

Thank you for the work you do on behalf of children and families.

/ Dr. Bernadine Futrell /

Dr. Bernadine Futrell
Director
Office of Head Start