



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

Agenda

**Thursday, February 8, 2024
CAPMC Conference Room 1 / 1a
1225 Gill Avenue
Madera, CA 93637
5:30 pm**

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, Inc., 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

PLEDGE OF ALLEGIANCE – Eric LiCalsi, *Chairperson*

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 *Head Start School Readiness Goals*
Noma Blanco, Deputy Director of Education Services
- C-2 *Victims of Crime Act (VOCA) Funding Update*
Jennifer Coronado, Victim 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 – January 11, 2024.
- D-2 Review and consider approving the Minutes for the Madera Mariposa Regional and Early Head Start Policy Council Committee Meeting – January 4, 2024.
- D-3 Review and consider accepting the Bank of America Credit Card Statements:
- December 2023
 - January 2024
- D-4 Review and consider approving the following **Madera Migrant and Seasonal Head Start** Reports:
- Monthly Enrollment Report – December 2023
 - In-Kind Report – December 2023
 - CACFP Program Report – December 2023
 - Program Information Report – December 2023
- D-5 Review and consider approving the following **Madera Mariposa Regional Head Start** reports:
- Monthly Enrollment Report – December 2023
 - In-Kind Report – December 2023
 - CACFP Program Report – December 2023
- D-6 Review and consider approving the following **Madera Mariposa Regional Early Head Start** reports:
- Monthly Enrollment Report – December 2023
- D-7 Review and consider approving the Migrant and Seasonal/Migrant Early Head Start Program Goals and Objectives Update.
- D-8 Review and consider approving the Head Start Enrollment Selection Criteria and the Recruitment Procedure for the 2024-2025 program year.

- D-9 Review the 2022-2023 Madera/Mariposa Regional and Early Head Start Annual Report. (Informational Only)
- D-10 Review and consider approving the CSBG National Performance Indicators Annual report for the year 2023.
- D-11 Review and consider increasing the 2024 Low Income Home Energy Assistance Program (LIHEAP) eligibility point system from 20 points to 22 points for eligible customers.
- D-12 Recommend that the CAPMC Board of Directors confirm and acknowledge receipt of the updated and revised Notification of the Federal Interest in its Head Start and Migrant Head Start modular units.
- D-13 Review and consider ratifying the submission of the application requesting continued funding from the California Department of Social Services – Child Care and Development Division (CCDD) for Fiscal Year 2024-2025.
- D-14 Review and complete the Annual Conflict of Interest Certification Form and Form 700 Statement of Economic Interest.
- D-15 Review the Madera County Child Advocacy Center Report for January 2024. (Informational Only)
- D-16 Review the Child Care Alternative Payment and Resource & Referral Program Report for January 2024. (Informational Only)
- D-17 Review the Community Services Program Report for January 2024. (Informational Only)
- D-18 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for January 2024. (Informational Only)

E. DISCUSSION ITEMS

- E-1 Review and consider approving the filings of the tax and information returns of Community Action Partnership of Madera County, Inc. prepared by Brown Armstrong CPAs.
- E-2 Review and consider approving a slot reduction and conversion of Head Start slots to Early Head Start slots beginning this 2024-2025 program year.
- E-3 Review and consider approving the submission of the 2024-2025 (June 1, 2024 – May 31, 2025) Madera/Mariposa Regional & Early Head Start Refunding Application.
- E-4 Review and consider approving the 2023-2024 Madera Migrant Head Start Comparison Budget Amendment #3 One-time Only funds to Stanislaus County Office of Education.
- E-5 Review and consider approving the 2023-2024 Basic and Blended Comparison Budget Revisions to Stanislaus County Office of Education.

F. ADMINISTRATIVE/COMMITTEE REPORTS TO THE BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – January 2024
- F-4 Financial Statements – January 2024
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – January 2024
- F-7 CAPMC Board of Directors Attendance Report – January 2024
- F-8 Staffing Changes Report for January 5 – February 2, 2024

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence from the Office of Head Start dates January 9, 2024, regarding the Federal Reporting Standard Forms 425 and 428.
- H-2 Volunteer Income Tax Assistance (VITA) 2024 Flyer

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 February 8, 2024, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on February 2, 2024.



Cristal Sanchez
Strategic Plan Coordinator &
Assistant to the Executive Director



School Readiness Goals

RHS Head Start Program



The Head Start Approach to School Readiness

Children are ready for school

Families are ready to support their children's learning

Schools are ready for children



Head Start Requirement

All programs are to establish School Readiness Goals

- Defined as:
- “The expectations of children's status and progress across developmental domains

Language and Literacy

Cognition and General Knowledge,
Approaches to Learning,

Physical Well-Being/Motor

Social and Emotional.”



Head Start Programs

- Must use the five domains of the **ELOF** as the basis for school readiness goals

	Central Domains				
	Approaches to Learning	Social and Emotional Development	Language and Literacy	Cognition	Perceptual, Motor, and Physical Development
Infant / Toddler Domains	Approaches to Learning	Social and Emotional Development	Language and Communication	Cognition	Perceptual, Motor, and Physical Development
Preschooler Domains	Approaches to Learning	Social and Emotional Development	Language and Communication	Mathematics Development	Perceptual, Motor, and Physical Development
			Literacy	Scientific Reasoning	

Programs need to articulate how:

The Creative Curriculum[®]



- Goals appropriately reflect the **ages** of children participating in the program
- The **curriculum** and child assessment(s) address or align with the program's established goals
- **Parents** were involved in the development of the goals

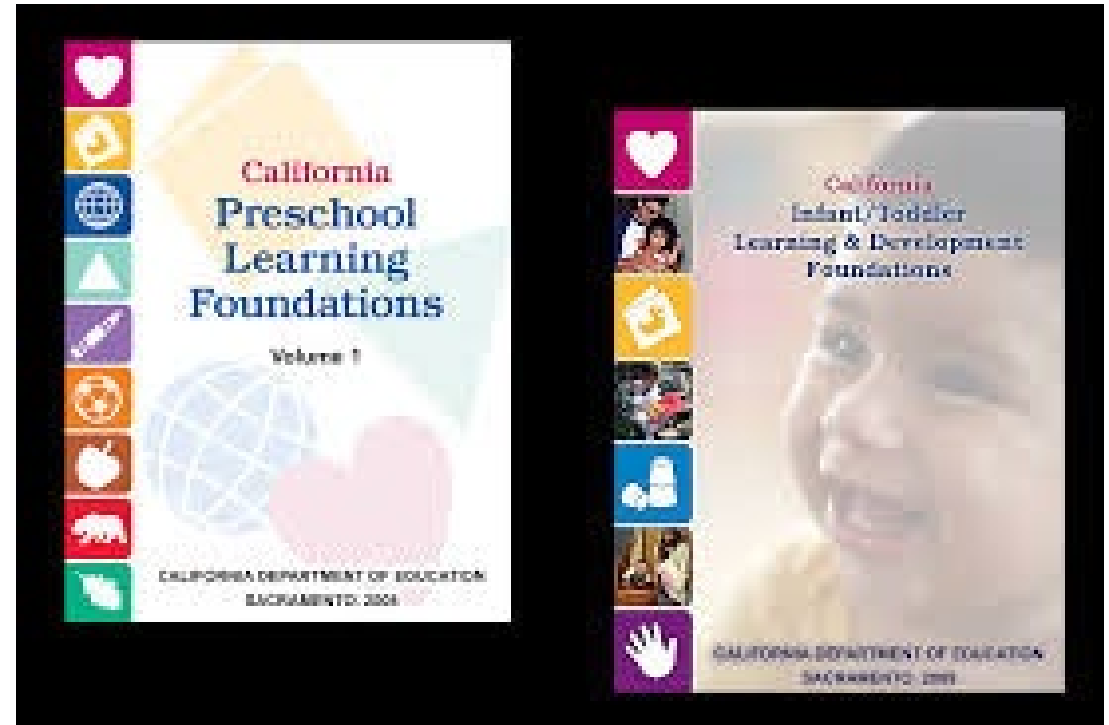
Programs are Expected

- Align program school readiness goals with **state early learning standards.**
- Create and implement a **plan of action** for achieving the goals.
- **Assess child progress** on an ongoing basis and aggregate and analyze data three times per year.
- **Examine data for patterns** of progress in order to individualize services as well as to develop and implement a plan for program improvement.



DRDP (2015)






A Developmental Continuum from Early Infancy to Kindergarten Entry



Our Goals

Madera Regional and Early Head Start Programs

School Readiness Goals for Children 0 to 5






 Goal #1	 Goal #2	 Goal #3	 Goal #4	 Goal #5
APPROACHES TO LEARNING	SOCIAL EMOTIONAL DEVELOPMENT	LANGUAGE & LITERACY	COGNITION	PERCEPTUAL, MOTOR, AND PHYSICAL DEVELOPMENT
Children will be persistent in demonstrating an interest in different topics and activities, desire to learn, creativeness, and independence in learning.	Children will be able to recognize, and regulate emotions, attention, impulses, and behavior.	Children will demonstrate improvement on understanding complex communication, language, and literacy skills.	Children will use cognitive skills in <u>every day</u> routines to count, compare, relate, pattern, and problem solve	Children will participate in activities and play to develop increased control in gross and fine motor skills, to support and demonstrate an understanding of healthy practices



Thank You!

Madera Regional and Early Head Start Programs

School Readiness Goals for Children 0 to 5

 Goal #1	 Goal #2	 Goal #3	 Goal #4	 Goal #5
APPROACHES TO LEARNING	SOCIAL EMOTIONAL DEVELOPMENT	LANGUAGE & LITERACY	COGNITION	PERCEPTUAL, MOTOR, AND PHYSICAL DEVELOPMENT
Children will be persistent in demonstrating an interest in different topics and activities, desire to learn, creativeness, and independence in learning.	Children will be able to recognize, and regulate emotions, attention, impulses, and behavior.	Children will demonstrate improvement on understanding complex communication, language, and literacy skills.	Children will use cognitive skills in every day routines to count, compare, relate, pattern, and problem solve	Children will participate in activities and play to develop increased control in gross and fine motor skills, to support and demonstrate an understanding of healthy practices

Head Start Early Learning Outcomes Framework

CENTRAL DOMAINS					
	APPROACHES TO LEARNING	SOCIAL AND EMOTIONAL DEVELOPMENT	LANGUAGE AND LITERACY	COGNITION	PERCEPTUAL, MOTOR, AND PHYSICAL DEVELOPMENT
▲ INFANT/TODDLER DOMAINS	Approaches to Learning	Social and Emotional Development	Language and Communication	Cognition	Perceptual, Motor, and Physical Development
● PRESCHOOLER DOMAINS	Approaches to Learning	Social and Emotional Development	Language and Communication	Mathematics Development	Perceptual, Motor, and Physical Development
			Literacy	Scientific Reasoning	

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Regular Board of Directors Meeting
January 11, 2024
1225 Gill Ave Madera, CA 93637

ACTION SUMMARY MINUTES

The Board of Directors Meeting was called to order at 5:31 p.m. by Chairperson Eric LiCalsi.

Members Present

Eric LiCalsi, Chair
David Hernandez, Vice-Chair
Sherrif Tyson Pogue, Secretary/Treasurer
Supervisor Leticia Gonzales
Council Member Jeff Troost
Council Member Steve Montes
Otilia Vasquez
Donald Holley
Debi Bray
Richard Gutierrez
Molly Hernandez

Members Absent

Deborah Martinez
Martha Garcia
Aurora Flores

Personnel Present

Mattie Mendez
Cristal Sanchez
Nancy Contreras-Bautista
Leticia Murillo
Irene Yang
Maritza Gomez-Zaragoza

Public – Other Present

Eric Xin, Brown Armstrong, CPAs (Virtual)

A. PUBLIC COMMENT

Board Member, Donald Holley, extended an invitation to attend the NNACPA Gala Night, in which he and Supervisor Leticia Gonzalez would be receiving an honoree award.

Head Start Director, Martiza Gomez-Zaragoza, thanked Supervisor Leticia Gonzalez for the donation and distribution of coats of migrant children and families.

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 E).

ADOPTION OF THE AGENDA: Adoption of the agenda.

Motion: APPROVED AS PRESENTED.

Moved by David Hernandez, Seconded by Debi Bray

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 – December 14, 2023.

D-2 Review and consider approving the Minutes of the Madera Migrant and Seasonal Head Start Policy Council Committee Meeting – November 7, 2023.

D-3 Review and consider approving the Minutes for the Madera Mariposa Regional and Early Head Start Policy Council Committee Meeting – December 7, 2023

D-4 Review and consider accepting the Bank of America Credit Card Statements:

- December 2023

D-5 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:

- November 2023

D-6 Review and consider approving the following **Madera Migrant and Early Seasonal Head Start** Reports:

- Monthly Enrollment Report – October & November 2023
- In-Kind Report – October & November 2023
- CACFP Program Report – October & November 2023
- Program Information Report – October & November 2023

D-7 Review and consider approving the following **Madera Mariposa Regional Head Start** reports:

- Monthly Enrollment Report – November 2023
- In-Kind Report – November 2023
- CACFP Program Report – November 2023

MONTHLY ENROLLMENT REPORT PULLED FOR DISCUSSION (E-5)

D-8 Review and consider approving the following **Madera Mariposa Regional Early Head Start** reports:

- Monthly Enrollment Report – November 2023
- In-Kind Report – November 2023

D-9 Review the 2022-2023 CAPMC Madera Migrant/Seasonal Annual Report. (Informational Only)

- D-10 Review and consider approving the 2023-2024 Madera/Mariposa Regional and Early Head Start Self-Assessment Results, Findings, and Plan of Action for Recommendations.
- D-11 Review and consider approving the 2020-2025 Goals and Objectives updates for the Madera/Mariposa Head Start and Early Head Start Program.
- D-12 Review and consider approving the 2020-2025 Madera/Mariposa Regional Head Start and Early Head Start Community Needs Assessment 5th Year Update.
- D-13 Review and consider approving the 2023-2024 Bylaws for the Madera/Mariposa Regional and Early Head Start Policy Council.
- D-14 Review the Madera County Child Advocacy Center Report for December 2023. (Informational Only)
- D-15 Review the Child Care Alternative Payment and Resource & Referral Program Report for December 2023. (Informational Only)
- D-16 Review the Community Services Program Report for December 2023. (Informational Only)
- D-17 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for December 2023. (Informational Only)
- D-18 Review the Victim Services Report for December 2023. (Informational Only)

Motion: APPROVE WITH THE CONDITION THAT ITEM D-7 – MONTHLY ENROLLMENT ON THE CONSENT CALENDAR BE PULLED FOR DISCUSSION AS ITEM E-5.

Moved by Donald Holley, Seconded by David Hernandez

Vote: Carried Unanimously

E. DISCUSSION / ACTION ITEMS

E-1 Review and consider accepting the auditor reports and the audited financial statements for the year ended June 30, 2023.

Eric Xin, Brown Armstong CPAs, presented regarding the audited financial statements for the year ended June 30, 2023. Eric noted that the audited financial statements for the year ended June 30, 2023, resulted in an absence of findings or questioned costs. The agency audit report was unmodified.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Tyson Pogue

Vote: Carried Unanimously

E-2 Review and consider approving the modifications to the Personnel Policies and Procedures Manual for policies regarding background verification and holidays. Final policies are to be distributed at the Board of Directors meeting.

Mattie Mendez, Executive Director, presented regarding the modifications to the Personnel Policies and Procedures Manual for policies regarding background verification and holidays. Such a change to policy language was needed due to the implication of the Fair Chance Act that took effect on October 1, 2023.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Leticia Gonzalez

Vote: Carried Unanimously

E-3 Review and consider approving the resolution to authorize the Executive Director to sign California Department of Social Services (CDSS) contracts, subcontracts, and subsequent amendments, as applicable.

Leticia Murillo, Child Care Alternative Payment and Resource & Referral Program, presented regarding the approval of the resolution to authorize the Executive Director to sign California Department of Social Services (CDSS) contracts, subcontracts, and subsequent amendments, as applicable. A resolution is required to be adopted in order to certify the approval of the Governing Board to enter into transaction and subsequent amendments with the California Department of Social Services (CDSS) for the purpose of providing child care and development services and to authorize designated personnel to sign contract documents for Fiscal Year 2024-2025.

Motion: APPROVE AS PRESENTED

Moved by David Hernandez, Seconded by Steve Montes

Vote: Carried Unanimously

E-4 Consider approving the reappointment of Chowchilla/Fairmead Board Representative, Molly Hernandez, to fill the vacancy of Early Childhood Education Expertise under the Private Sector on the CAPMC Board of Directors and appoint Diana Palmer as the new Board Representative for Chowchilla/Fairmead.

Mattie Mendez, Executive Director, presented regarding the reappointment of Chowchilla/Fairmead Board Representative, Molly Hernandez, to fill the vacancy of Early Childhood Education Expertise under the Private Sector on the CAPMC Board of Directors and appoint Diana Palmer as the new Board Representative for Chowchilla/Fairmead. A vacancy in the Private Sector – Early Childhood Education Expertise occurred when CAPMC Board of Directors voted for the removal of Vicki Bandy for non-attendance. Molly Hernandez, current Chowchilla/Fairmead Representative, was considered to fill the vacancy of Private Sector – Early Childhood Education Expertise due to her extensive work experience in education. Diana Palmer was previously appointed to the CAPMC Board of Directors as the representative for the Chowchilla City Council. Jeff Troost was appointed after Diana departed from the

Chowchilla City Council. Diana is a Chowchilla resident and has expressed interest in reengaging with the CAPMC Board of Directors as a representative for Chowchilla/Faimead.

Motion: APPROVE AS PRESENTED

Moved by Debi Bray, Seconded by Jeff Troost

Vote: Carried Unanimously

E-5 Review the Madera Mariposa Regional Head Start Monthly Enrollment Report – November 2023. (PULLED FROM CONSENT CALENDAR)

Martiza Gomez-Zaragoza, Head Start Director, presented regarding the under-enrollment status of the Madera Mariposa Regional Head Start program. It was noted that there are only nine children obtaining services out of the thirty slots allocated. Such status could jeopardize the entire program for non-compliance. A reduction in slots was discussed and it was noted that a formal agenda item would be presented at the next Board of Directors meeting.

INFORMATIONAL ONLY

F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS

- F-1 Finance Committee Report – January 8, 2023
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – December 2023
- F-4 Financial Statements – December 2023
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – December 2023
- F-7 CAPMC Board of Directors Attendance Report – December 2023
- F-8 Staffing Changes Report for December 6, 2023 – January 4, 2024

G. CLOSED SESSION

None

H. CORRESPONDENCE

Human Trafficking Awareness Flyer

Correspondence from the California Office of Emergency Services dated November 28, 2023, regarding the performance assessment results.

I. ADJOURN

Chairperson Eric LiCalsi adjourned the Board of Directors Meeting at 6:05 p.m.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Steve Montes

Vote: Carried Unanimously

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting
Thursday, January 4, 2024
MINUTES

The Madera/Mariposa Regional & Early Head Start Policy Council Committee meeting was called to order by Otilia Vasquez at 5:42 p.m.

Committee Members Present

John Martinez
Irene Gomez
Martha Garcia
Amber Pickett
Otilia Vasquez
Lisbeth Lopez
Marisa Vega

Committee Members Absent

Liliana Serna
Lenora Pate
Monica Juarez
Maria Delgado
Maria Guerrero
Lorena Gonzales

Personnel Present

Maritza Gomez-Zaragoza, Program Director
Jissel Rodriguez, Executive Administrative Assistant
Maribel Aguirre, Parent and Governance Specialist

ROLL CALL

A. **PUBLIC COMMENT** – None

B. **TRAINING** – None

C. **ADOPTION OF THE AGENDA**

C-2 Otilia Vasquez asked for the motion to approve the agenda as presented. Motion made by Amber Pickett, seconded by Irene Gomez 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 – December 7, 2023. Motion made by Amber Pickett, seconded motion by Martha Garcia. Motion carried unanimously.

F. **DISCUSSION / ACTION ITEMS**

F-1 Review and consider approving the 2020-2025 Goals and Objectives updates for the Madera/Mariposa Head Start and Early Head Start Program – Ms. Gomez-Zaragoza mentions this is our four-year working with our Goals and Objectives. A highlight is a goal is to increase wages as a program we have been able to increase wages with the funding we received. One goal was not attainable due to COVID-19 as a program we have decided to remove the objectives.

Otilia Vasquez requested a motion to approve the 2020-2025 Goals and Objectives updates for the Madera/Mariposa Head Start and Early Head Start Program. Amber Pickett made the first motion, seconded by Martha Garcia.

F-2 Review and consider approving the 2023-2024 Madera/Mariposa Regional and Early Head Start Self-Assessment Results, Findings and Plan of Action for Recommendations – Ms. Gomez-Zaragoza as mentioned during our November meeting our program completed the self-assessment. She reviewed our program strengths/highlights and recommendations. A finding for the program is ERSEA specifically the funded enrollment and not being able to meet the enrollment. In HR there was a finding where information was not filed in personnel file. Otilia Vasquez requested a motion to approve the 2023-2024 Madera/Mariposa Regional and Early Head Start Self-Assessment Results, Findings and Plan of Action for Recommendations. Martha Garcia made the first motion, seconded by Amber Pickett.

F-3 Review and consider approving the 2020-2025 Madera/Mariposa Regional Head Start and Early Head Start Community Needs Assessment 5th Year Update – Ms. Gomez-Zaragoza mentioned the Community Needs Assessment is required to be complete every year to demonstrate the need of the program. Otilia Vasquez requested a motion to approve the 2020-2025 Madera/Mariposa Regional Head Start and Early Head Start Community Needs Assessment 5th Year Update. Amber Pickett made the first motion, seconded by Irene Gomez.

F-4 Nominate and Elect interested Policy Council members to serve on as officers; as per By-Laws, Article 10, Section 1 and Article 11, Section 1 – Ms. Aguirre asked parents who would like to nominate themselves. John Martinez has been nominated for Secretary/Sergeant of Arms. Otilia Vasquez requested a motion to approve the new Secretary/Sergeant of Arms. Martha Garcia made the first motion, seconded by Irene Gomez.

G. ADMINISTRATIVE REPORTS

G-1 Staffing Changes – None.

G-2 Bank of America Business Card Monthly Credit Card Statement and all other Credit Card Expenses (October & December 2023) – Ms. Aguirre reviewed the credit card expenses. No questions were asked.

G-3 Budget Status Reports (November 2023) – Ms. Aguirre mentioned report will be reviewed next month.

G-4 In-Kind Report (November 2023) – Ms. Aguirre reviewed the in-kind percentages for the Regional and Early programs.

G-5 Program Enrollment & Attendance Report (November 2023) – Ms. Aguirre went over the enrollment and attendance report.

G-6 CACFP Monthly Report (November 2023) – Ms. Aguirre reviewed CACFP and noted that the reimbursement for the month of August was \$17,370.27 for 5,114 meals. There were no questions asked.

H. POLICY COMMITTEE MEMBER REPORTS

H-1- Center Report – None.

H-2- BOD report – None.

H-3 Active Supervision – Ms. Gomez-Zaragoza asked parents if there are any health and safety concerns to notify the director immediately.

I. CORRESPONDENCE

None

J. FUTURE AGENDA ITEMS

J-1 2024-2025 Grant Application

J-2 2024-2025 ERSEA Criteria

J-3 2022-2023 Annual Report

K. ADJOURNMENT

Otilia Vasquez asked for a motion to adjourn the meeting at 7:10 p.m. Motion made by Martha Garcia, seconded by Amber Pickett. Motion carried unanimously.

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

January 2024 Statement

Mattie Mendez / Administration

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
12/06/2023	MAILCHIMP	No	Mass Communication Software (IT)	\$60.00	200.0-6130-2.0-000-90	Yes
12/14/2023	DOORDASH CHIPOTLE	No	Housing Our Homeless Committee Meeting	\$288.81	200.0-6121-2.0-000-90	Yes
12/15/2023	EZ CATER CASA DE TAMALES COCINA	No	Board of Directors Meeting	\$332.71	200.0-6121-2.0-000-90	Yes
12/14/2023	DICICCOS ITALIAN RESTAURANT	No	Housing Our Homeless Committee Meeting Debrief (Staff)	\$45.34	200.0-6121-2.0-000-90	Yes
12/15/2023	HUCKLEBERRYS	No	Community Services Staff Meeting	\$565.73	225.0-6121-2.0-000-00	Yes
12/18/2023	PASSION PLANNER	No	Planners for Administration and Community Services Department Head	\$135.34	200.0-6130-2.0-000-90 (\$90.22)	Yes
					207.0-6130-2.0-000-00 (\$45.12)	
12/08/2023	HILTON MYRTLE BEACH HOTEL	No	Credit	-\$38.85	200.0-6714-2.0-000-90	Yes
Total				\$1,389.08		

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

**Bank of America Business Card ending 8462
Credit Card Charges**

January 2024 Statement
Ana Ibanez / Community Services

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
12/7/2023	Morenos Taco Shop	No	One-way bus ticket for CT to reunite with his family in Mexico.	254.80	248.0-7210-2.0-000-00	Yes
12/24/2023	Amazon Market Place	No	Christmas gifts for HELP Center Clients.	198.53	226.0-6130-2.0-000-00	Yes
12/26/2023	Wipfli LLP	No	OMB Training	925.00	207.0-6742-2.0-000-00	Yes
			Total	\$1,378.33		

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

JANUARY 2024 Statement

Leticia Murillo/Child Care Alternative Payment and Resource & Referral Program

Date of Transaction	Name of Vendor	Description	P. O. Number	Amount	Account Charged	Receipt
12/22/2023	THE VINEYARD RESTAURANT	APP/R&R – WELLNESS MEETING/LUNCH ATTENDEES: LETICIA MURILLO KARELI PRECIADO LIZZBETH LEON ALICIA ALVA AMERICA CASTELLANO ANDREA BOLANO LAURA TORRES CAROL CHAVEZ LESLIE TORRES		\$75.49 \$169.85 \$34.61 \$34.61	401.0-6875-4.0-000-00 426.0-6875-4.0-000-00 427.0-6875-4.0-000-00 428.0-6875-4.0-000-00	YES
12/26/2023	UNITED STATE POSTAL SERVICES	APP/R&R MAIL-OUT		\$47.53 \$106.94 \$21.78 \$21.78	401.0-6875-4.0-000-00 426.0-6875-4.0-000-00 427.0-6875-4.0-000-00 428.0-6875-4.0-000-00	YES
12/27/2023	UNITED STATE POSTAL SERVICES	APP/R&R MAIL-OUT		\$4.55 \$10.23 \$2.08 \$2.08	401.0-6875-4.0-000-00 426.0-6875-4.0-000-00 427.0-6875-4.0-000-00 428.0-6875-4.0-000-00	YES
TOTAL				\$531.53		

Comments:

**MBNA America Business Card
Credit Card Charges
December / decembre 2023 Statement
Maritza Gomez / Regional & Migrant Head Start**

Date of Transaction	Purchase Order #	Name of Vendor	Description	Amount	Account Charged	Receipt
11/06/2023	NA	Servsafe	Food handlers training	\$60.00	311.0-6742-3.1-000-39 (\$45.00) 321.0-6742-3.2-000-39 (\$15)	Yes
11/06/2023	NA	Takumi Japanese	Lunch for Fresno Advocates	\$370.76	331.0-6121-3.3-000-00	Yes
11/06/2023	NA	Venngage.com	Monthly subscription for flyer software	\$24.50	311.0-6130-3.1-000-00 37% (\$9.07) 312.0-6130-3.1-000-00 5% (\$1.23) 321.0-6130-3.2-000-00 37% (\$9.06) 331.0-6130-3.3-000-00 21% (\$5.14)	Yes
11/06/2023	NA	Valvoline	Oil change on vehicle #170	\$146.31	331.0-6640-3.3-000-00	Yes
11/09/2023	NA	Chevron	Fuel for vehicle #170	\$39.23	311.0-6610-3.1-000-00 (\$18.83) 321.0-6610-3.2-000-00 (\$20.40)	Yes
11/10/2023	NA	Hyatt	Health Institute Hotel Reservation	\$577.32	311.0-6714-3.1-000-50 (\$277.11) 321.0-6714-3.2-000-50 (\$300.21)	Yes
11/10/2023	NA	Hyatt	Health Institute Hotel Reservation	\$577.32	311.0-6714-3.1-000-00 (\$277.11) 321.0-6714-3.2-000-00 (\$300.21)	Yes
11/10/2023	NA	Hyatt	Health Institute Hotel Reservation	\$557.32	311.0-6714-3.1-000-00 (\$267.51) 321.0-6714-3.2-000-00 (\$289.81)	Yes
11/10/2023	NA	American Red Cross	CPR certification	\$36.00	330.0-6742-3.3-000-00	Yes
11/10/2023	NA	CPS HR	Child Care Center online orientation	\$54.85	310.0-6742-3.1-004-00	Yes
11/10/2023	NA	CPS HR	Operations and record keeping online training	\$4.85	310.0-6742-3.1-004-00	Yes
11/13/2023	NA	Hyatt	Health Institute Hotel Reservation	-\$537.92	311.0-6714-3.1-000-00 (\$258.20) 321.0-6714-3.2-000-00 (\$279.72)	Yes
11/14/2023	NA	Teachstone	CLASS Pre-school recertification	\$125.00	310.0-6742-3.1-000-00 48% (\$60.00) 320.0-6742-3.2-000-00 52% (\$65.00)	Yes
11/9/2023	NA	More Rewards Day 2% Bonus	Fee	-1.92		No
11/19/2023	NA	Zoom	Video Conferencing system	\$15.99	311.0-6130-3.1-000-00 48%(\$7.68) 321.0-6130-3.2-000-00 52%(\$8.31)	Yes
11/19/2023	NA	Sam's Club	End of the year items for Fresno	\$52.32	331.0-6121-3.3-000-00	Yes
11/20/2023	NA	Dollar Tree	End of the year items for Fresno	\$6.77	331.0-6130-3.3-000-00	Yes
11/21/2023	NA	Zoom	Video Conferencing system	\$15.99	331.0-6130-3.3-031-00	Yes
11/21/2023	25633	Passion Planner	Agendas for the office staff	\$547.61	311.0-6110-3.1-000-00 \$166.19 311.0-6110-3.1-000-50 \$30.39 312.0-6110-3.1-000-00 \$24.93 312.0-6110-3.1-000-50 \$4.11 321.0-6110-3.2-000-00	Yes

MBNA America Business Card
 Credit Card Charges
December / decembre 2023 Statement
Maritza Gomez / Regional & Migrant Head Start

					\$218.21 321.0-6110-3.2-000-50 \$30.39 331.0-6110-3.3-000-00 \$28.75 331.0-6110-3.3-000-50 \$17.25 362.0-6110-3.2-000-00 \$15.88 380.0-6110-3.1-000-00 \$11.51	
12/01/2023	NA	Teachstone	CLASS Pre-school recertification	\$125.00	310.0-6742-3.1-000-00 48% (\$60.00) 320.0-6742-3.2-000-00 52% (\$65.00)	Yes
12/03/2024		Vengage.com	Monthly subscription for flyer software	\$24.50	311.0-6130-3.1-000-00 37% (\$9.07) 312.0-6130-3.1-000-00 5% (\$1.23) 321.0-6130-3.2-000-00 37% (\$9.06) 331.0-6130-3.3-000-00 21% (\$5.14)	Yes
TOTAL				\$2821.80		

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

MBNA America Business Card
 Credit Card Charges
January / enero 2024 Statement
Maritza Gomez / Regional & Migrant Head Start

Date of Transaction	Purchase Order #	Name of Vendor	Description	Amount	Account Charged	Receipt
12/05/2024	NA	Passion Planner	Agenda for the office staff	\$4.66	311.0-6110-3.1-000-00 42% (\$4.66)	Yes
12/08/2024	NA	West Coast Sourdough	MHS PC Meal	\$69.62	321.0-7116-3.2-000-00	Yes
12/15/2024	NA	Teachstone Training	CLASS Pre-school recertification	\$60.00	310.0-6742-3.1-000-00 48% (\$60.00)	Yes
12/19/2024	NA	Zoom	Video Conferencing system	\$7.68	311.0-6130-3.1-000-00 48% (\$7.68)	Yes
12/21/2024	NA	Sakura Chaya	Staff Wellness Lunch	\$142.26	310.0-6742-3.1-000-00 42% (\$142.26)	Yes
12/21/2024	NA	Bj's Restaurant	Staff Wellness Lunch	\$436.71	310.0-6742-3.1-000-00 42% (\$463.71)	Yes
12/26/2023	NA	Bj's Restaurant	Staff Wellness Lunch	-\$18.55	310.0-6742-3.1-000-00 42% (\$18.55)	No
1/03/2024	NA	Vengage.com	Monthly subscription for flyer software	\$10.30	311.0-6130-3.1-000-00 37% (\$9.07) 312.0-6130-3.1-000-00 5% (\$1.23)	Yes
TOTAL				\$712.68		

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**

January 2024 Statement

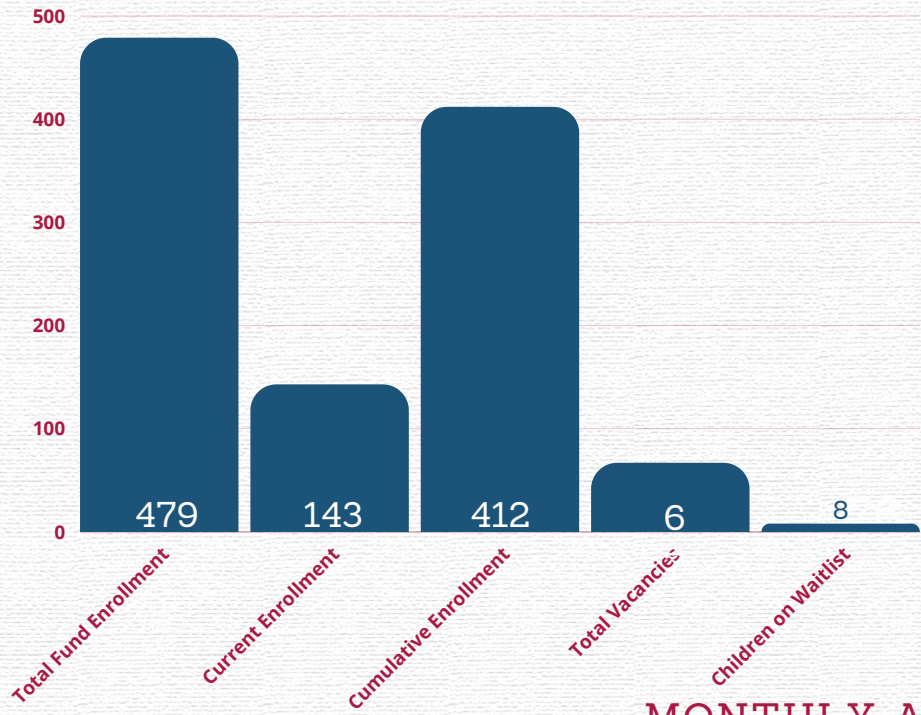
Irene Yang / Human Resources

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
12/10/2023	Biometrics4all, Inc.	No	Livescan relay fees	1.50 0.75	311.0-6852-3.1-000-00 321.0-6852-3.2-000-00	Yes
12/19/2023	Madera Chamber of Commerce	No	Labor law workshop	40.00	200.0-6742-2.0-000-90	Yes
1/2/2024	Cal Chamber of Commerce	No	2024 employment poster	95.78 41.04 478.82 273.61 273.61 41.04 41.04 41.04 41.04 41.04	200.0-6110-2.0-000-90 224.0-6110-2.0-000-00 311.0-6110-3.1-000-00 321.0-6110-3.2-000-00 331.0-6110-3.3-000-00 371.0-6110-3.7-000-00 500.0-6110-5.0-000-00 501.0-6110-5.0-000-00 508.0-6110-5.0-000-00 566.0-6110-5.0-000-00	Yes
TOTAL:				1410.31		

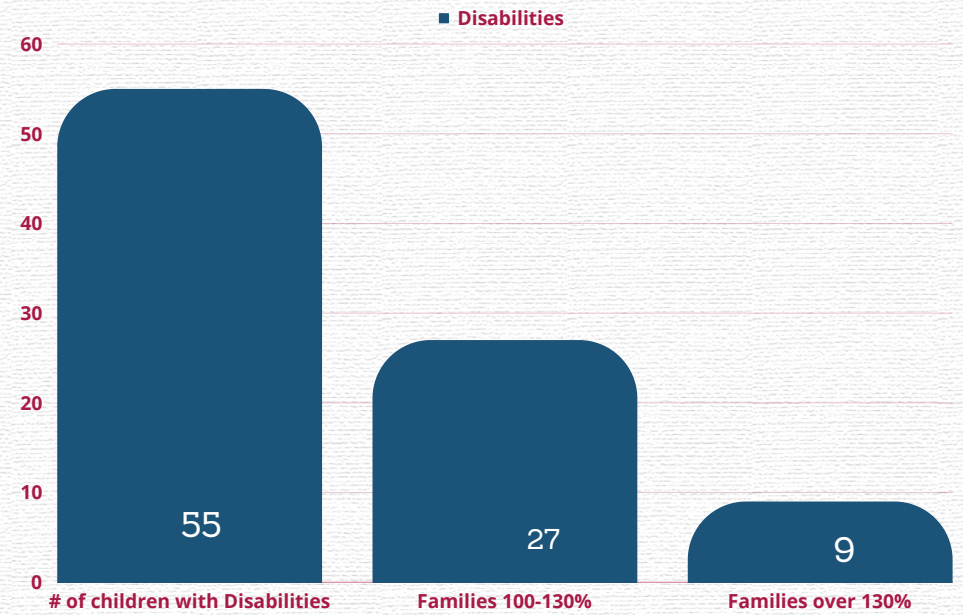


Migrant Seasonal Head Start Monthly Enrollment Report December 2023

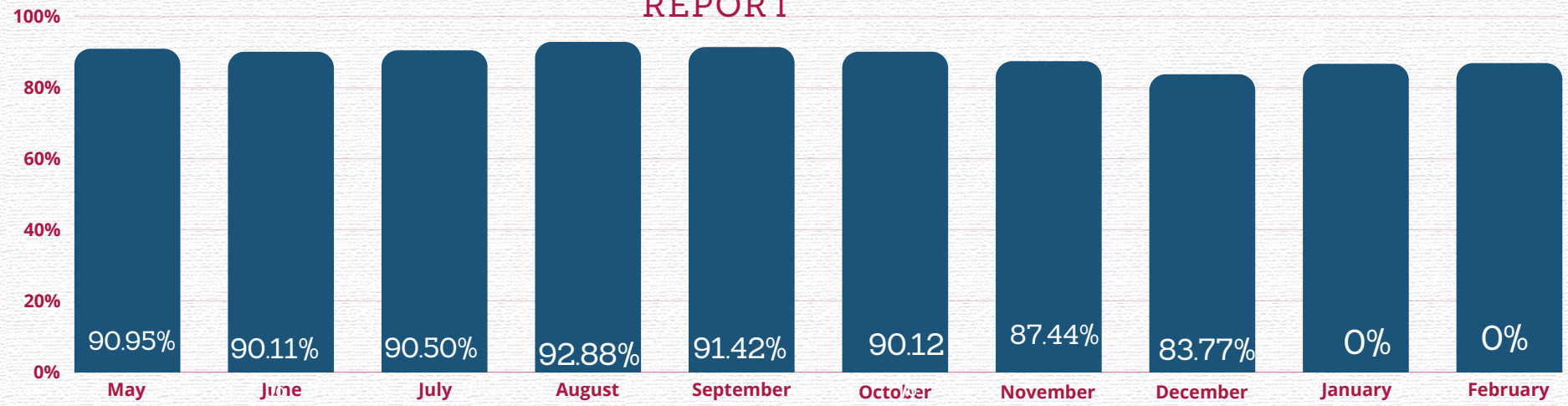
ENROLLMENT REPORT



DISABILITIES & ELIGIBILITY OF CHILDREN



MONTHLY ATTENDANCE REPORT



COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA MIGRANT HEAD START including BLENDED MIGRANT PRESCHOOL STATE PROGRAM
INCOME CALCULATIONS
December-2023

FREE MEALS	147	65
REDUCED	0	0
BASE	0	0
TOTAL	147	65

PERCENTAGES:

FREE	100.0000%	100.0000%
REDUCED	0.0000%	0.0000%
BASE	0.0000%	0.0000%
TOTAL	100.0000%	100.0000%

MEAL	#		%		RATE	=	
BREAKFAST:	1,593	X	100.0000%	X	\$2.2800	=	\$3,632.04
		X	0.0000%	X	\$0.0000	=	\$0.00
		X	0.0000%	X	\$0.0000	=	\$0.00
LUNCH:	884	X	100.0000%	X	\$4.2500	=	\$3,757.00
	648	X	100.0000%	X	\$4.2500	=	\$2,754.00
		X	0.0000%	X	\$0.0000	=	\$0.00
		X	0.0000%	X	\$0.0000	=	\$0.00
SUPPLEMENTS:	548	X	100.0000%	X	\$1.1700	=	\$641.16
	351	X	100.0000%	X	\$1.1700	=	\$410.67
		X	0.0000%	X	\$0.0000	=	\$0.00
		X	0.0000%	X	\$0.0000	=	\$0.00

4,024	TOTAL FEDERAL REIMBURSEMENT	\$11,194.87
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CASH IN LIEU:	LUNCHES X \$0.2950	\$451.94
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TOTAL REIMBURSEMENT	\$11,646.81
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	Breakfast	Lunch	Snack	Total
CMIG-MADERA MIGRANT PRESCHOOL	-	648	351	999
MMHS-MADERA MIGRANT HEAD START	1,593	884	548	3,025
	1,593	1,532	899	4,024

	<u>MMHS</u>	<u>CMIG</u>	<u>Total</u>
TOTAL FEDERAL REIMBURSEMENT:	\$8,030.20	\$3,164.67	\$11,194.87
CASH IN LIEU:	\$260.78	\$191.16	\$451.94
	\$8,290.98	\$3,355.83	\$11,646.81

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

IN-KIND MONTHLY SUMMARY REPORT 2023-2024 / REPORTE SUMARIO MENSUAL DE IN KIND 2023-2024

MIGRANT AND SEASONAL HEAD START 2023-2024 MIGRANTE/TEMPORAL HEAD START 2023-2024
Month-Year DECEMBER 2023/ Mes-Año DICIEMBRE 2023

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	297,519.00	500,128.83	25,170.08	525,298.91	(227,779.91)
A. Professional Services/Servicios Profesionales	0.00	1,655.00	75.00	1,730.00	(1,730.00)
B. Center Volunteers/Voluntarios en el Centro	297,519.00	498,473.83	25,095.08	523,568.91	(226,049.91)
Other/Policy Council/Otro/Comité de Póliza	0.00	3,068.99	550.99	3,619.98	(3,619.98)
State Collaboration/Colaboracion de Estado	1,006,468.00	590,815.78	102,671.92	693,487.70	312,980.30
Donated Supplies/Materiales Donanos	0.00	950.00	100.00	1,050.00	(1,050.00)
Donated Food/Comida Donada	0.00	0.00	0.00	0.00	0.00
Donated Space/Sitio Donado	112,210.00	83,259.00	9,251.00	92,510.00	19,700.00
Transportation/Transportacion	0.00	0.00	0.00	0.00	0.00
TOTAL IN-KIND/TOTAL DE IN KIND	1,416,197.00	1,178,222.60	137,743.99	1,315,966.59	100,230.41

A. Y-T-D In-Kind / In-Kind asta ahora	1,315,966.59
B. Contracted In-Kind/ In-kind Contratado	1,416,197.00
C. Percent Y-T-D In-Kind/ Porcentaje de in-kind ásta ahora	
CONTRACT AMOUNT/CANTIDAD CONTRATADA	92.92%

MONTHLY PROGRAM INFORMATION SUMMARY REPORT FOR POLICY COUNCIL & GOVERNING BODY

Community Action Partnership of Madera County (CAPMC)

[Migrant Head Start]

December 2023

409 cumulative children
329 cumulative families
36 teaching staff

PRIMARY TYPE OF ELIGIBILITY

(#)	(%)	
	Homeless Children	0%
	Foster Children	0%
220	Receives Public Assistance	54%
154	Income Below Federal Poverty	38%
	Near Low Income (waiver required)	0%
35	Over Income (maximum 10%)	9%

CHILDREN WITH DISABILITIES

(#)	(%)	
55	Disabilities ★	11%

(% of funded; minimum 10%)

DEVELOPMENTAL SCREENING OF NEW ENROLLEES

(#)	(%)	
152	New Enrollees (cumulative)	37%
96	Received Screening <45 Days (Of new enrollees)	63%

CHILDREN'S HEALTH

(#)	(%)	
406	Has Health Insurance ★	99%
291	EPSDT Up-to-Date ▶	71%
24	Chronic Health Condition	6%
24	Received Medical Treatment ★	100%

(Of children with diagnosed chronic health conditions)

(#)	(%)	
409	Immunizations Up-to-Date ★	100%

(Also includes those eligible for exemption & those with all immunizations possible at this time, but not for their age)

(#)	(%)	
405	Access to Dental Care ★	99%
183	Completed Dental Exam ★	80%
22	Received Dental Treatment ★	96%

(Of children who needed dental treatment other)

(#)	(%)	
173	Healthy BMI ▶	70%

(Children under 3 years are excluded)

STAFF EDUCATION

# Staff	% Meet Minimum Education Requirements	
10	Preschool Teacher: BA+ ★	30%
	Preschool Teacher: AA+ ★	100%

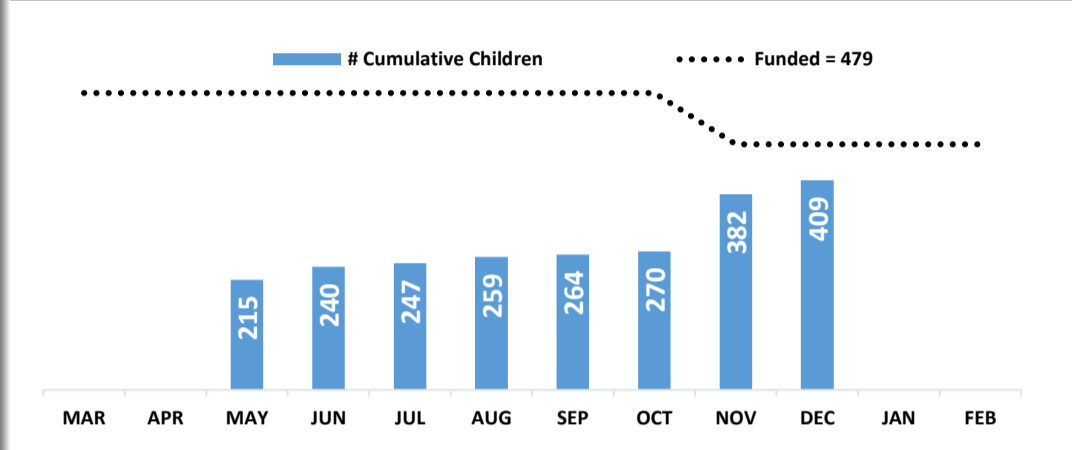
(AA degree is minimum education requirement for a Preschool Teacher. However, at least 50% should have a BA degree or above).

# Staff	% Meet Minimum Education Requirements	
11	Preschool Assistant: CDA+ ★	100%
15	Infant/Toddler Teacher: CDA+ ★	100%

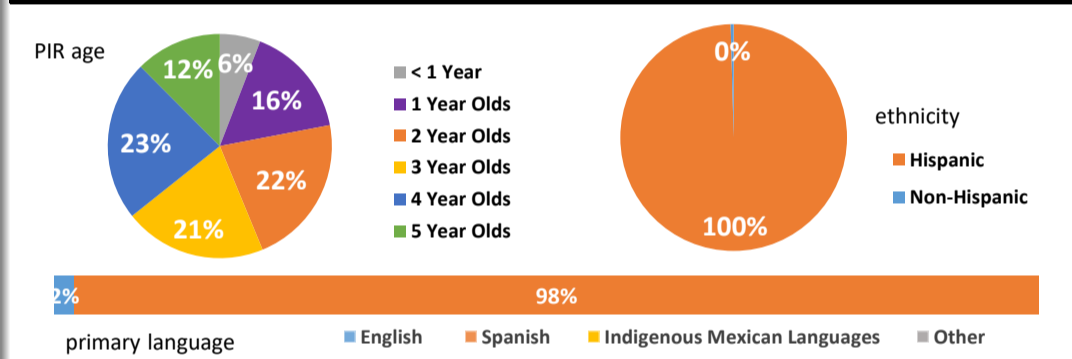
(Includes those who are currently enrolled in a CDA/equivalent program)

All staff should meet minimum education requirements for their position.

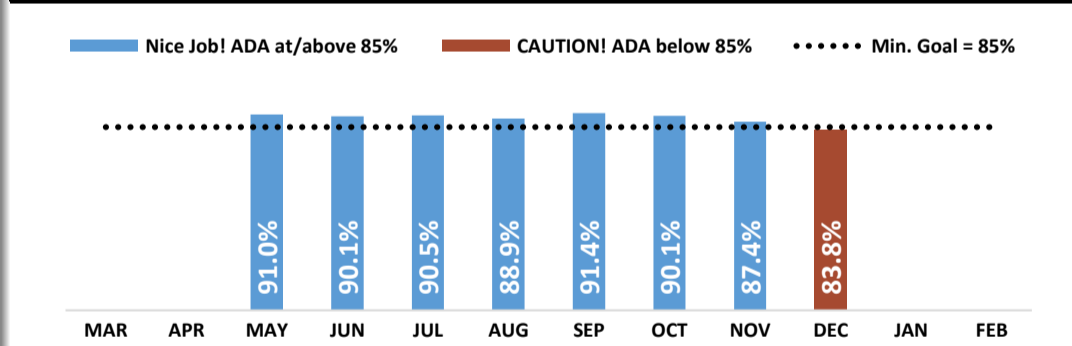
CUMULATIVE ENROLLMENT OF CHILDREN



DEMOGRAPHICS OF ENROLLED CHILDREN

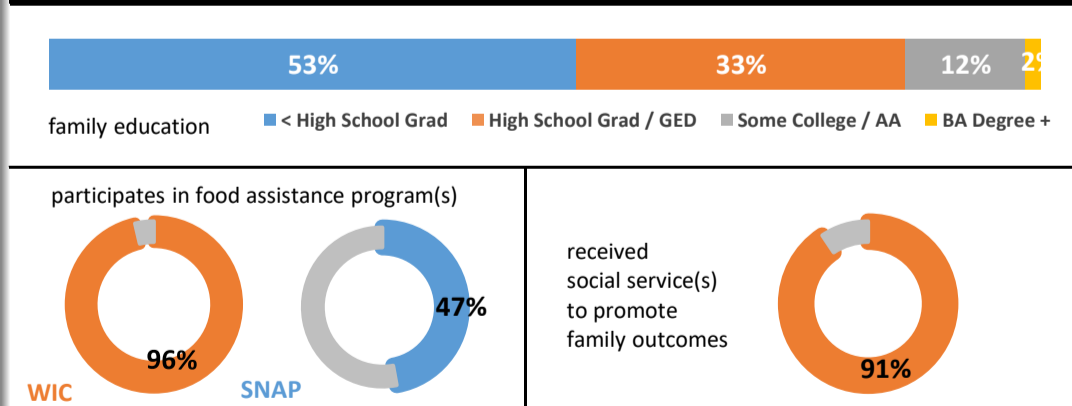


AVERAGE DAILY ATTENDANCE (ADA)



% of children who were **CHRONICALLY ABSENT** (missed over 10% of class days): **47%**

FAMILY INFORMATION



symbol key:

★ = Nice job!
Meets or exceeds Head Start regulations or expectations

▶ = Caution!
Results lower than expected

✘ = Take Action!
Does not meet Head Start regulations

Sources: (1) Program Information Report, (2) COPA #201 (Attendance), (3) COPA #241S (Chronic Attendance).
All data is cumulative as of report month, unless otherwise indicated.

Resumen Mensual del Informe de Datos Actualizados del Programa (PIR, sigla en ingles) para el Consejo de Políticas y Mesa Directiva

Community Action Partnership of Madera County (CAPMC)

[Migrant Head Start]

diciembre 2023

409
Niños Acumulados

329
Familias Acumuladas

36
Maestras

Tipo de Elegibilidad

(#)	(%)	
	Niños Sin Hogar	0%
	Niños en Adopción Temporal	0%
220	Recibe Asistencia Pública	54%
154	Ingresos por Debajo de la Pobreza Federal	38%
	Ingresos Cerca de Bajos (requiere una exención)	0%
35	Ingresos Sobre las Pautas (maximo 10%)	9%

Niños con Discapacidades

(#)	(%)	
55	Discapacidades	11%

(% de la matrícula contratada; mínimo 10%)

Evaluación del Desarrollo para los Nuevos Niños(as) Inscritos

(#)	(%)	
152	Nuevos Niños(as) Inscritos (acumulados)	37%
96	Recibió Evaluación <45 días de los Nuevos Niños(as) Inscritos	63%

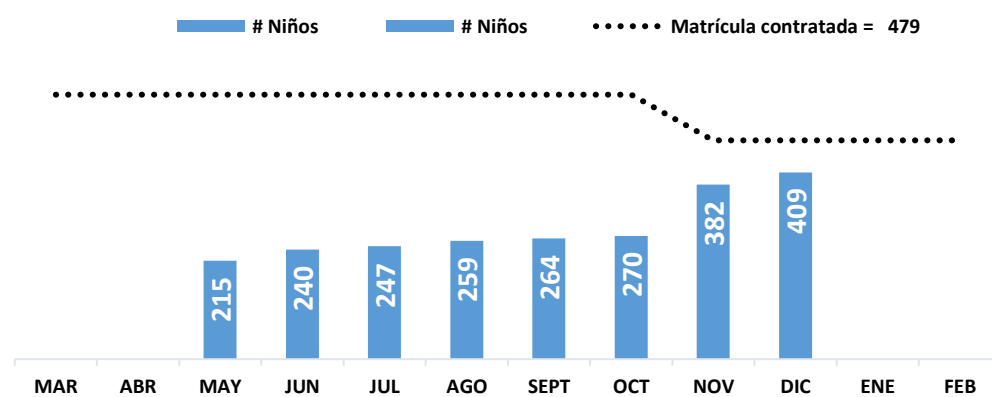
Salud de los Niños

(#)	(%)	
406	Tiene Seguro Médico	99%
291	al Día Con el Cuidado de Salud Preventivo	71%
24	Condición de Salud Crónica	6%
24	Recibieron Tratamiento Médico de niños con enfermedades crónicas diagnosticadas	100%
409	al Día con las Vecunas (También incluye a aquellos elegibles para la exención y aquellos con todas las vacunas posibles en este momento, pero no para su edad)	100%
405	Acceso a Servicios Dentales	99%
183	Completaron Exámenes Dentales Profesional	80%
22	Recibió Tratamiento Dental (de niños en edad preescolar que necesitaban tratamiento dental distinto al cuidado preventivo)	96%
173	BMI Saludable (los niños menores de 3 años están excluidos)	70%

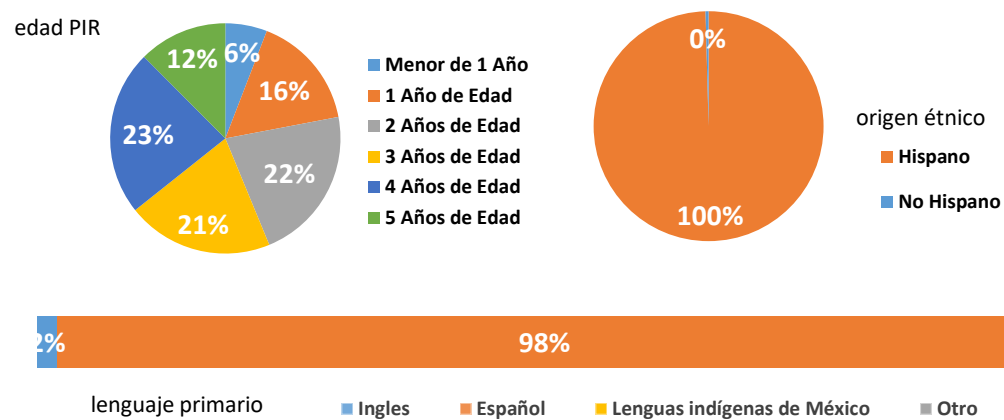
Educación del Personal

# Personal	% llenan los requisitos mínimo de educación
10	Maestras de la Clase Preescolar: BA+ 30%
	Maestras de la Clase Preescolar: AA+ 100%
(Un título AA es el requisito mínimo de educación para los maestros de preescolar, pero al menos el 50% debe tener una licenciatura.)	
11	Asistentes de Maestra de la Clase Preescolar: CDA+ 100%
15	Maestras de la Clase de Infantes / Niños Pequeños: CDA+ 100%
(Incluyen a aquellos que están actualmente inscritos en un programa CDA / equivalente o superior. CDA=Asociado/Diplomado en Desarrollo Infantil (CDA, sigla en ingles)	
(Todo el personal debe cumplir con los requisitos mínimos de educación para su puesto).	

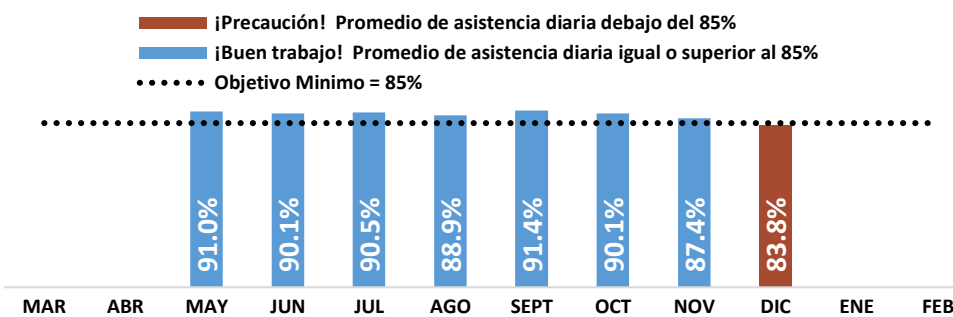
Matrícula Cumulativa de Niños



Demografía de los Niños Matriculados

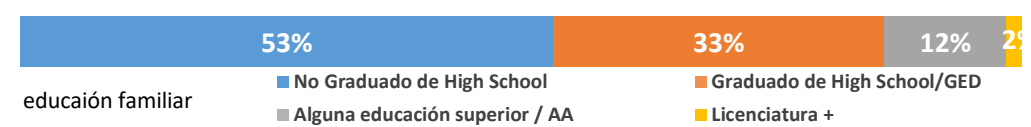


Promedio de Asistencia Diaria

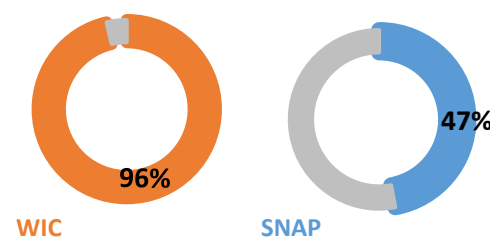


% de niños crónicamente ausentes (ausente más del 10% de los días de clase): 47%

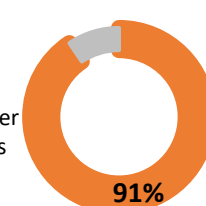
Información Familiar



participa en programas de asistencia alimentaria



recibió servicios sociales para promover resultados familiares



simbolo clave:

★ = ¡Buen trabajo!
Cumple o excede las regulaciones o expectativas de Head Start

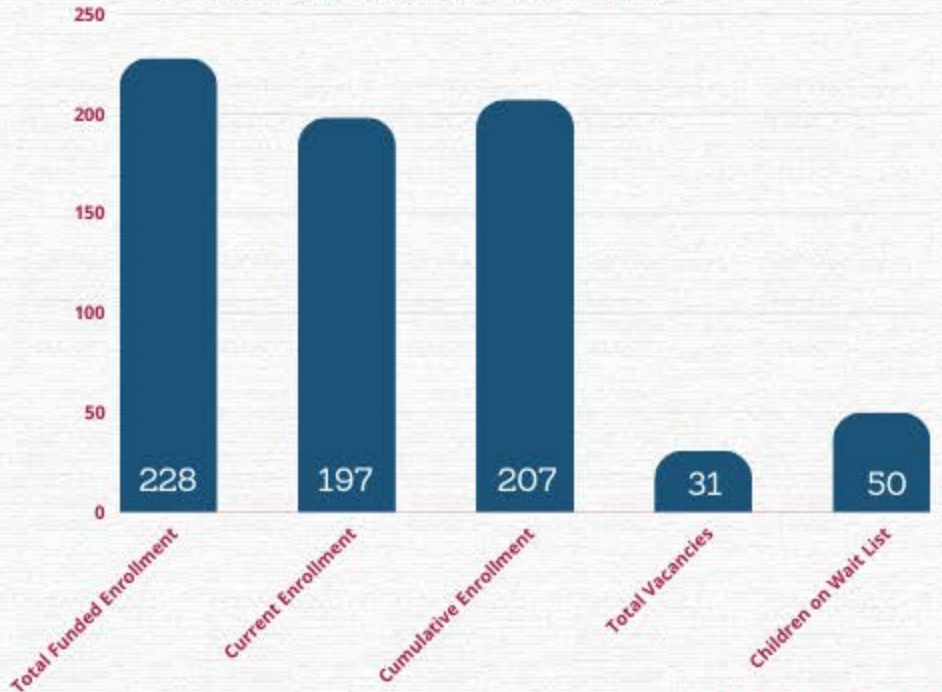
⚠ = ¡Precaución!
Resultados más bajos de lo esperado

✘ = ¡Tomar acción!
No cumple con las regulaciones de Head Start

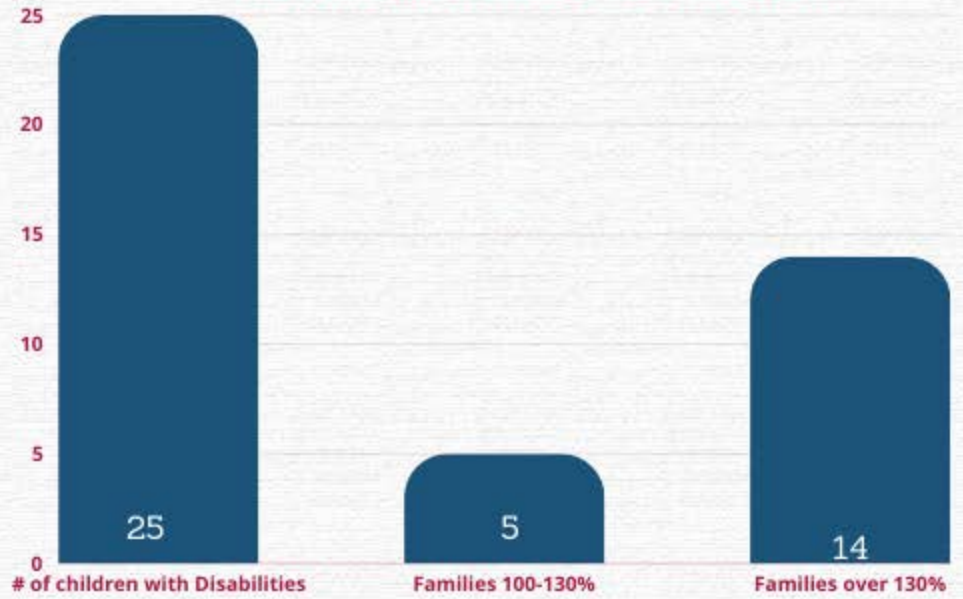


Madera Regional Head Start Monthly Enrollment Report December 2023

ENROLLMENT REPORT



DISABILITIES & ELIGIBILITY OF CHILDREN



ATTENDANCE REPORT



IN-KIND MONTHLY SUMMARY REPORT

Month

December

Year

2023-24

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
Volunteer Services/Servicios Voluntarios	60,628.00	138,019.64	-	138,019.64	(77,391.64)
A. Professional Services/Servicios Profesionales	-	1,217.00		1,217.00	(1,217.00)
B. Center Volunteers/Voluntarios en el Centro	58,203.00	135,964.24		135,964.24	(77,761.24)
C. Other/Policy Council/Otro/Comité de Póliza	2,425.00	838.40		838.40	1,586.60
Donated Food/Comida Donada	-	0.00		-	-
Donated Supplies/Materiales Donado	-	0.00		-	-
Donated Equipment	-	0.00		-	-
Donated Bus Storage	-	0.00		-	-
Donated Space/Sitio Donado	318,251.00	98,345.12		98,345.12	219,905.88
Transportation/ Transportación	-	0.00		-	-
TOTAL IN-KIND	378,879.00	236,364.76	-	236,364.76	142,514.24
State Fund 319	\$1,091,317	439,036.00	94,079.00	533,115.00	558,202.00
Grand Total	1,470,196.00	675,400.76	94,079.00	769,479.76	700,716.24

B. YTD In-Kind \$ 769,479.76

C. Percent Y-T-D In-Kind 52.34%

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
REGIONAL HEAD START including BLENDED CSPP STATE PROGRAM
INCOME CALCULATIONS
December-2023**

FREE MEALS	206	140	
REDUCED	0	0	
BASE	0	0	
TOTAL	206	140	

PERCENTAGES:

FREE	100.0000%	100.0000%	
REDUCED	0.0000%	0.0000%	
BASE	0.0000%	0.0000%	
TOTAL	100.0000%	100.0000%	

MEAL	#		%		RATE	
BREAKFAST:	1,977	X	100.0000%	X	\$2.2800 =	\$4,507.56
	1,977	X	0.0000%	X	\$0.0000 =	\$0.00
	1,977	X	0.0000%	X	\$0.0000 =	\$0.00
LUNCH:	2,210	X	100.0000%	X	\$4.2500 =	\$9,392.50
	0	X	100.0000%	X	\$4.2500 =	\$0.00
	0	X	0.0000%	X	\$0.0000 =	\$0.00
	0	X	0.0000%	X	\$0.0000 =	\$0.00
SUPPLEMENTS:	184	X	100.0000%	X	\$1.1700 =	\$215.28
	0	X	100.0000%	X	\$1.1700 =	\$0.00
	0	X	0.0000%	X	\$0.0000 =	\$0.00
	0	X	0.0000%	X	\$0.0000 =	\$0.00

	4,371			\$14,115.34
		TOTAL FEDERAL REIMBURSEMENT		

CASH IN LIEU:		LUNCHES X \$0.2950		\$651.95
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TOTAL REIMBURSEMENT				\$14,767.29
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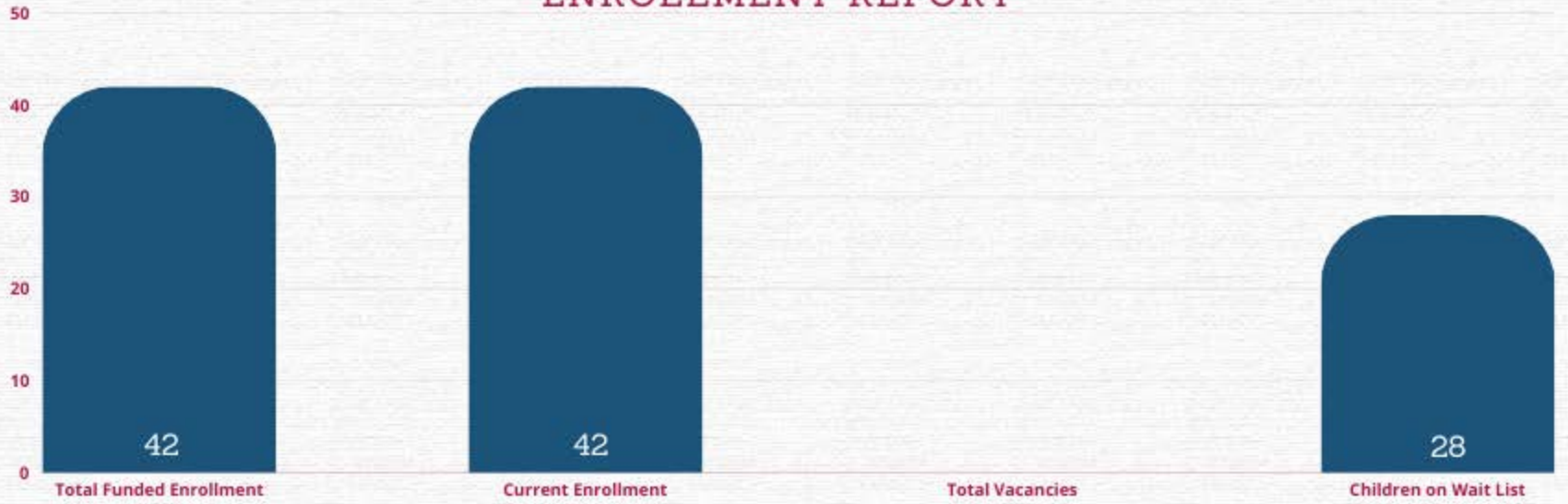
	Breakfast	Lunch	Snack	Total
RHS	345	2,210	184	2,739
CSPP	1,632	-	-	1,632
	1,977	2,210	184	4,371

	<u>RHS</u>	<u>CSPP</u>	<u>Total</u>
TOTAL FEDERAL REIMBURSEMENT:	\$10,394.38	\$3,720.96	\$14,115.34
CASH IN LIEU:	<u>\$651.95</u>	<u>\$0.00</u>	<u>\$651.95</u>
	\$11,046.33	\$3,720.96	\$14,767.29

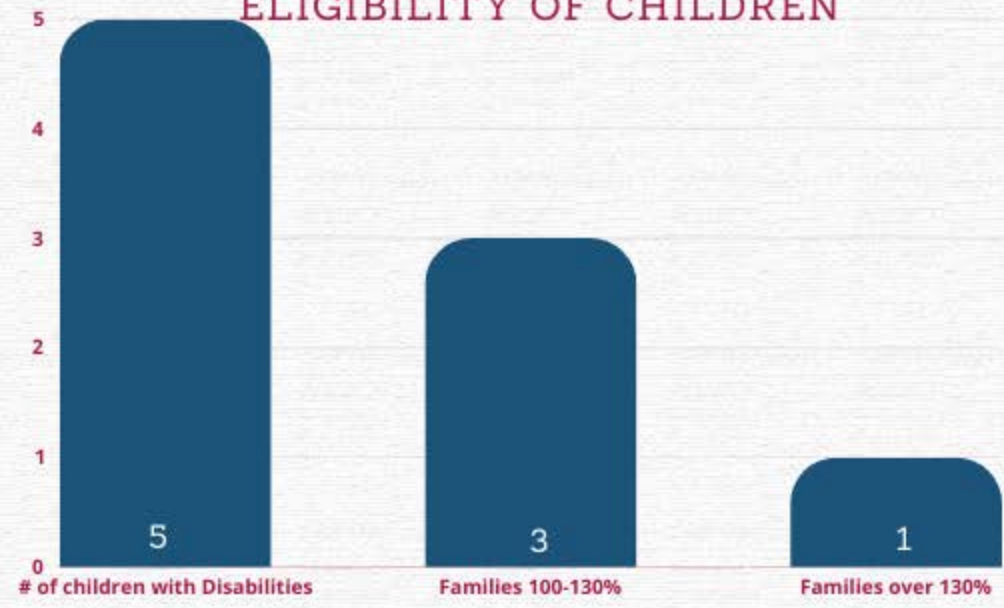


Madera Early Head Start Monthly Enrollment Report December 2023

ENROLLMENT REPORT



DISABILITIES & ELIGIBILITY OF CHILDREN





Report to the Board of Directors

Agenda Item Number: D-7

Board of Directors Meeting for: February 8, 2024

Author: Maritza Gomez-Zaragoza

DATE: January 31, 2024

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: Program Goals and Objectives Update.

I. RECOMMENDATIONS

Review and consider approving the Migrant and Seasonal/Migrant Early Head Start Program Goals and Objectives Update.

II. SUMMARY

Stanislaus County Office of Education (SCOE) Central CA Migrant Seasonal Head Start has implemented a new process for the Grantee monitoring system to ensure their Delegates remain compliant with Office of Head Start Performance and Regulations. The new process includes On-Site Monitoring, Program Audit, Electronic Monitoring and Quarterly Meetings/Self-Assessment.

III. DISCUSSION

Five Year Program Goals and Objectives Updates

Goal #1 – CCMSHS will meet the full childcare and development needs of children and families enrolled in the Migrant and Seasonal/Migrant Early Head Start Programs.

- The goal does not apply to CAPMC – the objectives are to increase in facilities and child care providers.

Goal #2 – All children enrolled in the CCMSHS program will be prepared to enter Kindergarten.

- CAPMC meet grantee's goal for all children enrolled in the program for 2023-2024. 51 children who transitioned to Kindergarten participated during the summer and were ready to transition by August of 2023.

Goal #3 – All children enrolled in CCMSHS with chronic and complex medical conditions will experience a high quality early education.

- 100% of children with chronic condition have received needed treatment.

Goal #4 – All children and families enrolled in CCMSHS will practice healthy nutrition habits.

- CAPMC provided an activity kit to all enrolled children to support physical activity at home. The kit included information and resources on healthy foods and

recipes.

- Children that were graphing over the 95% (overweight or obese) percentile received a more comprehensive kit to provide education information for the family regarding healthy foods, importance of physical activity, materials for physical activity – yoga mat, kite, recipe book, etc. to promote healthy eating and physical activity.

Goal #5 – The CCMSHS program will support the social service needs identified by families through collaborating with community agencies.

- CAPMC has built strong relationships with community agencies that has supported service delivery for families in need. The program continues to work with First Five Vision Project to provide free glasses for children. The program is collaborating with the California Health Collaborative Project Dad to increase male participation and provide resources and support groups. The program provides a monthly Newsletter that contains information for children and families related to upcoming events, community resources and services, and educational topics for families.

- The Program Goals and Objectives Update will be presented to the Policy Committee for approval on February 6, 2024.

IV. FINANCING Minimal



Report to the Board of Directors

Agenda Item Number: D-8

Board of Directors Meeting for: February 8, 2024

Author: Maritza Gomez-Zaragoza

DATE: January 2024

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Program Director

SUBJECT: Recruitment & Enrollment Selection Criteria 2024-2025

I. RECOMMENDATIONS

Review and consider approving the Head Start Enrollment Selection Criteria and the Recruitment Procedure for the 2024-2025 program year.

II. SUMMARY

Staff is requesting approval of the Recruitment Procedure and the 2024-2025 Enrollment Selection Criteria.

III. DISCUSSION

- ✓ The program complies with meeting the needs of low-income families or families potentially eligible for public assistance, homeless children, and children in foster care before serving pregnant women or children who do not meet the income equal to or below the poverty line.
- ✓ Staff updated the Selection Criteria to reflect the 100% - 130% income and add points in this category as recommended on the 2021 Self-Assessment.
- ✓ Based on OHS Performance Standard 1302.12 (d) additional allowances for programs, the program may enroll an additional 35% of participants whose families do not meet the income equal to or below the poverty line.
- ✓ Families wishing to participate in the Madera/Mariposa and Early Head Start 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 and community assessment data 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 Recruitment & Enrollment Selection Criteria 2024-2025 will be presented to the Policy Council for approval on February 1, 2024.

IV. FINANCING: None



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

Policy Number: 13	HS/PPS: 1302.13	Page: 1 of 3
Effective Date:		
Approved by Policy Council Council/Committee: 3/2/2023	Approved by Board of Directors: 3/9/2023	

Subject: Recruitment of Children

Performance Objective: The program reaches out to those most in need of Head Start, Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) Services.

Operational Procedure:

1. In order to reach those most in need of Head Start, Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) services, the program develops and implements a recruitment process utilizing information gathered through the Community Assessment, Advocates/Family Facilitators, and Support Services Manager. Recruitment areas and population needs are reviewed annually. The Support Services Manger submits the Recruitment plan to the Policy Council for approval annually.
2. The recruitment process may include canvassing the local community, notices to community partners, local providers, and agencies that serve low income families/children, posting information on agency website, Facebook, and use of family referrals and referrals from other public and private agencies. The recruitment plan will be as follows:

START-UP

The start-up of the recruitment process will begin in:

- a. February through May of every year – RHS & CSPP only
- b. March, April and May of every year – MHS & CMIG only
- c. Recruitment will be conducted throughout the program year – EHS only

The start-up process will include the following activities:

- a. Forms will be reviewed annually by Content Specialists and updated as needed (RHS & CSPP only). Applications for enrollment will be accepted year-round. (EHS only)

- b. Forms will be reviewed and updated per Grantee as needed. Forms will be printed in February of every year to have them available prior to the enrollment period (MHS & CMIG only).
- c. The Support Services Manager will update/revise the current recruitment plan and take to Policy Committee (MHS & CMIG) Policy Council (RHS, CSPP & EHS) for approval.

TRAINING

The Advocates/Family Facilitators and other program staff involved in recruitment will receive training from the Support Services Manager. Training topics will include:

- a. Eligibility – reviewing prior trends or any new Head Start eligibility changes, as applicable.
- b. Recruitment, Selection, Enrollment/Certification and Re-enrollment/Recertification
- c. Application Process

RECRUITMENT/OUTREACH

- a. The Head Start, Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) programs will involve all CAPMC agency personnel in order to increase recruitment at all sites and provide interested parents a prompt response from Head Start Collaborative and Head Start staff. Site Supervisors/Center Directors will be reminded center staff of their responsibility to assist in the recruitment of children in the community.
- b. The Support Services Manager along with the Advocates/Family Facilitators will develop a plan to assure the following activities take place:
 - Flyers distributed to the public schools
 - Flyers distributed and displayed throughout Madera/Mariposa Counties
 - Flyers distributed to current California State Preschool Program, and Migrant Childcare and Development Program, and Head Start parents to inform them of the recruitment efforts
 - Contact with community agencies and collaborative partners
 - Engage in activities with the local SELPA Agency (Madera County Superintendent of School) and Madera Unified School District to assure children with disabilities are recruited and enrolled.
 - Contact agencies providing services to children with disabilities for referrals.
 - Lists of children who applied, but were not accepted for the current year and are still eligible will be generated and the family will be contacted to fill out a new application for the new program year.
3. Documentation of recruitment efforts will be maintained at the center level and the central office. Such documents will include; invitation to participate in community events, recruitment logs, requests for Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG), and Head Start information/flyers, recruitment letters, etc.

4. In order to assure full enrollment, recruitment activities will take place throughout the program year targeting centers with a low number of children on the waiting list. The Support Services Manager will monitor recruitment and waiting list on a monthly basis or as needed.
5. The program flyer will include information that states staff will provide information regarding transportation services and routes.
6. The program flyer includes a statement regarding non-discrimination to ensure the enrollment of all families in the community.

EVALUATION

The recruitment process will be evaluated. Evaluation will include:

- ✓ Analysis of enrollment numbers as well as numbers of eligible children on the waiting lists.
- ✓ Review of specific and general on-going monitoring of recruitment.
- ✓ Identification of new and innovative recruitment approaches.



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

Policy Number: 12	HSPPS: 1302.12	Page: 1 of 3
Approved by Policy Council/Committee: 3/2/2023	Approved by Board of Directors:	

SUBJECT: Determining Verifying, and Documenting Eligibility

PERFORMANCE OBJECTIVE: Children must meet Head Start and Head Start Collaborative Programs (California State Preschool Program (CSPP) and Migrant Childcare and Development Program (CMIG) eligibility requirements to be enrolled in the program.

OPERATIONAL PROCEDURE:

1. Advocates/Family Facilitator 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. In order to participate in one of the Head Start, California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) programs the child must meet the age requirement.
 - a. To be eligible for the Regional Head Start and California State Preschool Program (CSPP) services, a child must be at least three (3) years old by September 1st as determined by the community’s public school in which the Head Start and CSPP program is located. Children who do not meet the cut-off of September 1st could be enrolled depending on the needs of a particular center/community. However, the child **must** be three (3) years old at the time of enrollment.
 - b. Early Head Start services will be provided to prenatal women and families with a child up to 3 years old.
 - c. To be eligible for the Migrant Childcare and Development Program (CMIG) and Seasonal Migrant Head Start program the child must be at least six (6) weeks old at the time of enrollment.

3. Advocate/Family Facilitator will review one of the following to verify that the child meets the age requirement to receive Head Start, CSPP and CMIG services: Birth Certificate, Hospital Certificate of Birth, Baptismal Certificate or Immunization record with child’s DOB.

4. Advocates/Family Facilitators will verify income by the use of an income calculation worksheet for the last 12 months or preceding calendar year, weekly for 52 pay periods, every two weeks for 26 pay periods, twice monthly for 24 pay periods or, monthly for 12 pay periods 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 (TANF/SNAP (Cal Fresh)/SSI), 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.

When a family's income fluctuates because of migrant, agricultural, or seasonal work; inconsistent and/or unstable employment or self-employment; or intermittent income, as defined in FTC, Section II *Definitions*, the adjusted monthly income shall be determined by averaging the total countable income from the preceding 12 months.

In the instance when the last 12 months or preceding calendar year does not reflect the family's current situation, Advocates/Family Facilitators 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. Copies of all documents provided to verify income will be kept with the child's file. Information will be documented on the Center Track, ChildPlus/COPA application. Parent and Advocate/Family Facilitator will sign the application to verify that the information is true and correct.
6. The Support Services Manager will review applications and complete the Eligibility Verification Form to assure income and age has been verified (CSPP & RHS only). The Support Services Manager's signature will certify that the family's documentation is present and valid.
7. The Head Start, California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) programs will ensure that no families exceed the 85% State Median income (SMI) and no more than ten percent of the children who are enrolled does not exceed the Head Start income guidelines. And no more than 35% of children who are enrolled exceed the 100 – 130% poverty guidelines. The Support Services Manager will utilize established criteria to ensure families who are at or below the income guidelines are selected first.
8. Over income families and families whose income is between 100 and 130% of the poverty line and 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% and 10% of funded enrollment.
9. The family income is verified by the Advocate/Family Facilitator and Support Services Manger before determining that a child is eligible to participate in the program.
 - a. Children enrolled in the Migrant Childcare and Development Program (CMIG) and Migrant/Seasonal & Regional Head Start Programs 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. Migrant Childcare and Development Program (CMIG) and Migrant/Seasonal Head Start families will need to verify income yearly to assure they meet the 50% (State) or 51% 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.
 - c. Children participating in Early Head Start will remain enrolled until a slot becomes available in the Head Start Program or other Preschool program, providing the child is eligible.
10. 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.
 11. 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/Family facilitators must work with families to obtain required documents.
 12. 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.
 13. Staff that intentionally enroll ineligible families into any of the Head Start, California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) 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.



Head Start / Early Head Start

Regional Head Start

Madera Early Head Start

Madera Migrant/Seasonal Head Start

Fresno Migrant/Seasonal Head Start

Federal Poverty Guidelines 2024

Size of Family Unit	Income Eligible 0% - 100%	Over Income 101%-130%	Over Income 131%		
1	Less Than \$15,060.00	\$15,060.01-\$19,578.00	\$18,954.01 +		
2	Less Than \$20,440.00	\$20,440.01- \$26,572.00	\$26,572.01 +		
3	Less Than \$25,820.00	\$25,820.01- \$33,566.00	\$33,566.01 +		
4	Less Than \$31,200.00	\$31,200.01- \$40,560.00	\$40,560.01 +		
5	Less Than \$36,580.00	\$36,580.01- \$47,554.00	\$47,554.01 +		
6	Less Than \$41,960.00	\$41,960.01- \$54,548.00	\$54,548.01 +		
7	Less Than \$47,340.00	\$47,340.01- \$61,542.00	\$61,542.01 +		
8	Less Than \$52,720.00	\$52,720.01- \$68,536.00	\$68,536.01 +		
For families/household with more than 8 persons, add \$5,380 for each additional person.					
Effective January 22, 2024					

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."



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

Policy Number: 14	HSPPS: 1302.14	Page: 1 of 3
Effective Date:		
Approved by Policy Council/Committee: 3/2/2023	Approved by Board of Directors: 3/9/2023	

SUBJECT: Selection Process

PERFORMANCE OBJECTIVE: Each Head Start Program and Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) must have a formal process for establishing selection criteria and for selecting children and families that considers all eligible applicants for Head Start and Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) service.

OPERATIONAL PROCEDURE:

1. The program has a formal selection criterion for selecting children and families that considers all eligible applicants for Head Start and Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) services. The criterion is developed utilizing family data from the Community Assessment and input from the Advocates/Family Facilitators, and Support Services Manager annually.
2. The Support Services Manager will submit the Selection Criteria for Policy Council/Committee and Board of Directors approval in February-March of each year.
3. The selection criteria will take into consideration the following:
 - ✓ Child's age
 - ✓ Family's income
 - ✓ Parent Status – single/two parent
 - ✓ Disability
 - ✓ Child Status – foster
 - ✓ Homelessness
 - ✓ Other family issues – health
4. CSPP, RHS and EHS will follow the approved selection criteria, priority status, and priority points options (See Attached)
5. CMIG and MHS will follow the approved eligibility criteria when selecting families to participate in the Seasonal/Migrant Program and Migrant Childcare and Development Program (See Attached).

6. 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 March and will continue throughout the year for CSPP and RHS only; April for CMIG and MHS Program; and throughout the program year for EHS.
1. Advocates/Family Facilitators will complete applications and will submit complete packet to the Support Services Manager.
 2. The Application packet will include, ChildPlus/COPA application, CCD 26, and EESD 9600, copies of income documents and any supporting documentation, birth certificate, immunization card, Health Insurance – Medi-Cal, etc., and health history. Migrant Head Start application will need to provide proof of mobility and emergency card will also accompany the application packet.
 3. Support Services Manger will review the application along with the documentation provided and will complete the Eligibility Verification Form to determine if the child is eligible for services (CSPP, RHS & EHS).
 4. Migrant Childcare and Development Program (CMIG) and Migrant/Seasonal HS application will be reviewed to assure families are income eligible, meet more than 50% or 51% agriculture income, and whether they are migrant or seasonal. Support Services Manager’s signature on COPA application, CCD 26, and EESD 9600 will indicate the family qualifies for services.
 5. When parent/guardian express during application process that his/her child has challenging behaviors and other special needs the Support Services Manger will forward the applications to the Disability/Mental Health Specialist:
 - 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.
 - If there is a current IFSP/IEP the Disability/Mental Health Specialist will indicate on the Child Application that the child has a “Certified IFSP” or “Certified IEP”.
 - 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”.
 6. Once applications have been reviewed by Support Services Manager; the applications are forwarded to Health Specialist to review immunizations.
 7. Once approved, Health Specialist will forward applications to Data Entry Technician to enter into ChildPlus, or COPA, Center Track system.
- b. Only applications that have been approved by the Support Services Manager and Health Specialist will be entered into the ChildPlus, and COPA, Center Track systems. 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 Center Track, ChildPlus/COPA system, the Support Services Manger 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 beginning August (RHS/CSPP) - April-May (MHS/CMIG) - year round (EHS).

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.

Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG), must select a child who is Child Protective Services/At Risk child prior to selecting any other child. (Child Protective Services/At Risk child is defined as a child that has been identified at risk of abuse, neglect, or exploitation or who are receiving child protective services in accordance with the California Code of Regulations, Title 5, Section 18092. (MHS only)

Families whose income is between 100 and 130% of the poverty line, may be enrolled when no other eligible child is on the waitlist.

ACCEPTANCE

Families of children who are not placed in a center will be placed on the Head Start waiting list – CSPP/RHS or CMIG/MHS depending on the program they have selected to participate.

EVALUATION

In January, the selection process will be evaluated. Evaluation will include:

- ✓ Analysis of enrollment/attendance numbers as well as numbers of eligible children on the waiting lists;
- ✓ Review Community Assessment and identify new family situation/issues and/or community trends in order to develop a selection criterion.

Eligibility and Need Criteria

Eligibility Criteria for Part-Day CSPP Services (EC Sections 8236, 8236.3, 8261 and 8263, CSPP FRPM Implementation Guidance 18130.3)

Unless otherwise specified in this section, to be eligible for part-day CSPP, a family shall meet the eligibility criteria as follows:

1. Family is a current aid recipient;
2. Family is income eligible;
3. Family is experiencing homelessness; or
4. Family has children who are recipients of child protective services, or are identified as at risk of being abused, neglected, or exploited.

After all otherwise eligible families have been enrolled, a part-day CSPP may enroll:

1. Children from families whose income is no more than 15% above the eligibility income threshold. Children from families enrolled under this exception may not exceed ten percent of the participating CSPP's total contract enrollment.
2. Children with exceptional needs as defined in EC Section 8208. Children enrolled pursuant to this

subsection, shall not count towards the ten percent limitation.

3. After all children have been enrolled pursuant to the above subdivisions, part-day CSPP sites operating within the attendance boundaries of a qualified FRPM school may enroll CSPP four-year-old children whose families reside within the attendance boundary of a qualified FRPM school without establishing eligibility.

For full documentation requirements see section on the *Family Data File*.

Contractors enrolling families for part-day services shall establish a family's eligibility once at the time of enrollment.

Eligibility and Need Requirements for Full-Day CMIG (EC 8236, 8236.3, 8261, and 8263[a][1][A] and [B], CSPP FRPM Implementation Guidance 18130.4)

1. Unless otherwise specified in this section, to be eligible for full-day CMIG, a family shall meet both eligibility and need criteria as follows:
 - a. Eligibility Criteria
 - i. Family is a current aid recipient
 - ii. Family is income eligible;
 - iii. Family is experiencing homelessness; or
 - iv. Family has children who are recipients of child protective services, or are identified as at risk of being abused, neglected, or exploited.
 - b. Need Criteria [must meet either (i) or (ii)]:
 - i. The child is identified by a legal, medical, social services agency, transitional shelter, emergency shelter, Head Start program or Local Education Agency liaison for children and youths experiencing homelessness pursuant to 42 US 11432(g)(1)(j)(ii) as :
 - a) Receiving child protective services,
 - b) Being neglected, abused, or exploited, or at risk of neglect, abuse or exploitation;
 - c) Experiencing homelessness
 - ii. The parent(s) are: (EC 8263[a][1][B])
 - a) Employed;
 - b) Seeking employment;
 - c) Engaged in vocational training leading directly to a recognized trade, paraprofessional or profession;
 - d) Engaged in an educational program for English language learners or to attain a high school diploma or general educational development certificate;
 - e) Seeking permanent housing for family stability; or
 - f) Incapacitated.

- c. After all children have been enrolled pursuant to the eligibility and need criteria above, a full-day CSPP contractor may enroll CMIG three-year-old and four-year old children from families that meet the eligibility criteria but do not have a need for services.
- d. After all children have been enrolled pursuant to 1.a., b. and c. above, a full-day CMIG site operating within the attendance boundaries of a qualified FRPM school may enroll CSPP four-year-old children whose family resides within the attendance boundary of the qualified FRPM school without establishing eligibility or need as described in 1.a and b above.

Eligibility Criteria (WIC 10271)

A migrant agricultural worker family, as defined in FTC, Section II *Definitions*, is eligible for CMIG childcare and development services because the parent(s) is:

1. A current aid recipient,
2. income eligible
3. Experiencing Homeless,
4. One whose child(ren) are recipients of protective services, or whose child(ren) have been identified as being abused, neglected, or exploited, or at risk of being abused, neglected, or exploited.

Revised 1/2023



Child Development Services

1225 Gill Avenue, Madera, California 93637

(559) 673-0012

Fax (559) 661-8459

MADERA/MARIPOSA COUNTIES HEAD START EARLY HEAD START 2024 - 2025 SELECTION CRITERIA

Applicant's Name: _____

Age/Prenatal Status		Points
Prenatal	35	
0-6 months of age	35	
7 months – 1 year of age	25	
1 year, 1 month – 1 year, 6 months	20	
1 year, 7 months – 2 years	15	
2 years, 1 month – 3 years	10	_____
 Income		
Meets Federal Poverty Guidelines/No Aid	40	
TANF/SSI/SNAP	30	
100% - 130%	15	
Over Income	0	_____
 Parent Status		
Teen Parent (under 17 years old)	35	
Child Not living with Parent	30	
One Parent Household	20	
Two Parent Household	10	_____
 Disability		
Diagnosed Disability	50	
Suspected Disability	10	_____
 Other		
Foster Child	35	
Homeless	20	
Dependent of a Foster Child	5	
First Time Pregnant Woman	5	
Sibling of a Head Start Enrolled Child	5	
Serious Health Issues	5	
Family Crisis (Death/Terminal Illness)	5	
Other* _____	5	_____

*Referral from Social Service Agency, Family violence, Substance abuse, Job Loss)

TOTAL POINTS _____

Signature of Staff Completing Initial Information

Date

Revised 1/2024



Child Development Services

1225 Gill Avenue, Madera, California 93637

(559) 673-0012

Fax (559) 661-8459

MADERA/MARIPOSA COUNTIES HEAD START SELECTION CRITERIA 2024 -2025

Child's Name: _____

Age	Points	
4-year-old	25	
3-year-old	10	_____
Income		
Meets Federal Poverty Guidelines/No Aid	40	
TANF/SSI/SNAP	30	
100% - 130% income	15	
Over Income	0	_____
Parent Status		
Single Parent	20	
Child Not living with Parent	20	
Two Parent	10	_____
Disability		
Diagnosed Disability	50	
Suspected Disability	10	_____
Other		
Foster Child	35	
Homeless	20	
Early Head Start Previous Participant	15	
Sibling Enrolled in HS or EHS	10	
Serious Health Issues	5	
Family Crisis (Death/Terminal Illness)	5	
Other* _____	5	_____

*Referral from Social Service Agency, Family violence, Substance abuse, Job Loss, Waiting List Previously)

TOTAL POINTS _____

Signature of Staff Completing Initial Information

Date

Revised: 1/2024



Report to the Board of Directors

Agenda Item Number: D-9

Board of Directors Meeting for: February 8, 2024

Author: Maritza Gomez-Zaragoza

DATE: January 24, 2024

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Director

SUBJECT: 2022-2023 CAPMC Madera/Mariposa Regional and Early Head Start Annual Public Report.

I. RECOMMENDATIONS

Review the 2022-2023 Madera/Mariposa Regional and Early Head Start Annual Report. *(Informational Only)*

II. SUMMARY

Per the 2007 Head Start Act, CAPMC Madera/Mariposa Regional and Early Head Start shall make available to the public a report that is published at least once each fiscal year. The report presented discloses information from the most recently concluded fiscal year of June 1, 2022-May 31, 2023. The annual report must also include the following:

- (A) The total amount of public and private funds received by the CAPMC agency and the amount from each source.
- (B) An explanation of budgetary expenditures and proposed budget for the 2022-2023 fiscal year.
- (C) The total number of children and families served in the 2022-2023 Madera Migrant/Seasonal Head Start program. The total enrollment and the percentage of eligible children served.
- (D) The results of the most recent review by the financial auditor.
- (E) The percentage of enrolled children that received medical and dental exams.
- (F) Information about parent involvement activities.
- (G) The agency's efforts to prepare children for kindergarten.
- (H) Any other information that may be required by the Secretary of Health and Human Services in Washington DC.

III. DISCUSSION

Utilizing the Child Plus and Accufund systems, 2022-2023 Program Information Report (PIR) and monitoring reports, the Head Start Department is pleased to share their Madera/Mariposa Regional and Early Head Start annual report. The report will be reviewed in its entirety to reflect areas of need and the strengths of the program. This information will be shared with the Board of Directors, staff, parents/families, and community partners from Madera and Mariposa Counties. The report will also be made available on CAPMC's website.

- The 2022-2023 CAPMC Madera/Mariposa Regional and Early Head Start Annual Public Report will be presented to the Policy Council on February 1, 2024.

IV. FINANCING - Minimal

2023

CAPMC
HEAD START



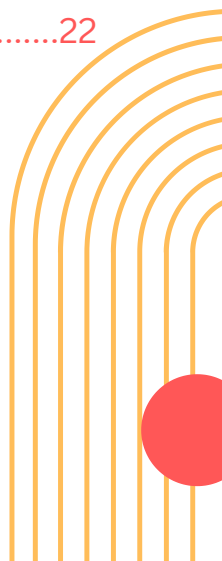
ANNUAL REPORT

MADERA / MARIPOSA REGIONAL HEAD START
MADERA EARLY HEAD START



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OUR AGENCY

Community Action Partnership of Madera County (CAPMC), a 501(c)(3) non-profit organization, has dedicated its programs and services to address the needs of the low-income residents of Madera County for over the past four decades. Although Madera County is our primary focus for serving low-income individuals and families, CAPMC has also been awarded funds to expand Head Start services to Regional families in Mariposa County and Migrant/Seasonal families in Fresno County.



CAPMC was established in 1965 as a result of the Economic Opportunity Act (EOA) of 1964. The EOA was signed into law by President Lyndon B. Johnson to support his declaration of an unconditional “War on Poverty.” The act was established to promote school readiness, enhance children’s social and cognitive development by providing educational, health, nutritional, social, and other services to enrolled children and their families. Each county in the United States designated a community action agency to be responsive to the needs of the low-income individuals and families by providing programs and services that assist them in becoming stable and self-reliant.

CAPMC is a leader in “helping people, changing lives.” We have received local and national recognition for implementing creative, cost-effective programs to serve the low-income residents of Madera, Mariposa, and Fresno counties. As the region continues to grow and change, CAPMC is also transforming itself to best serve those in need. CAPMC continues to examine its current programs to ensure that they meet the highest levels of efficiency and effectiveness. As an agency, leaders regularly seek to initiate innovative programs that complement and broaden our existing ones, and search for the best practices from other agencies in our community action network. CAPMC continues to maintain the financial integrity of its programs to maximize resources to the greatest benefit of CAPMC program participants and other customers and stakeholders. Since its inception in 1965, CAPMC’s mission and vision have remained the same:

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.*

Vision: *CAPMC will be recognized as a premier social service agency that eliminates the effects of poverty by helping people obtain knowledge and skills to achieve self-reliance and economic stability...one life at a time.*



HEAD START DIRECTOR MESSAGE

Community Action Partnership of Madera County's Head Start Department would like to share important information regarding the services that the Madera / Mariposa Regional and Early Head Start programs provide to the children and families in Madera and Mariposa counties. The 2022-2023 Annual Report's data provides an overview of the funding, staffing, enrollment, attendance, school readiness results, and overall services provided by the program.

Madera/Mariposa Regional and Early Head Start are direct grantees of the Office of Head Start Region IX. A grant application is submitted annually and funding is awarded to CAPMC. For the 2022-2023 program year, CAPMC was funded to serve 246 preschool children and 42 children ages zero to three, including pregnant women. By the end of the program year, a total of 242 preschool children and 87 Early Head Start children and families were served.

During the children and families' participation in the program, they receive comprehensive services inclusive of education, health, nutrition, mental health, and disabilities. CAPMC's primary goal is to provide families with opportunities to engage with their children, increase their knowledge of their children's development, and ultimately, assist them in becoming their children's lifelong educators.

I want to acknowledge our exceptional staff for all their dedication to providing quality educational experiences to our children, the Policy Council and Board of Directors for their continued support, and our community partners that make it possible for the program to provide assistance to families in need. This is truly a "community effort" to help families meet their needs and allow children to be successful in their educational path.

A special recognition and gratitude to the families of the program that allow program staff the honor of educating and caring for their children on a daily basis. It is a privilege to be able to serve the families of Madera County.

Respectfully,

Maritza Gomez-Zaragoza

Head Start Program Director
Community Action Partnership of Madera County



SHARED GOVERNANCE

BOARD OF DIRECTORS

Deborah Martinez
Department of Social Services

David Hernandez
Madera Unified School District

Leticia Gonzalez
Madera County Board of Supervisors

Steve Montes
Madera City Council

Jeff Troost
City of Chowchilla

Debi Bray
Madera Chamber of Commerce

Otilia Vasquez
Head Start Policy Council

Donald Holley
Community Affairs Expertise

Eric LiCalsi
Criminal Defense and Labor Law

Martha Garcia
Central Madera / Alpha

Tyson Pogue
Eastern Madera County

Richard Gutierrez
Eastside / Parksdale

Molly Hernandez
Fairmead / Chowchilla

Aurora Flores
Monroe / Washington

POLICY COMMITTEE

Chowchilla
Representative: Erika Iniquez
Alternate: Brenda Zapien

Cottonwood
Representative: Edith G. Lopez
Alternate: Monica A. Chicas

Eastside
Representative: Joanna Reducindo
Alternate: Alma Hernandez

Early Head Start
Representative: Lizette Urbina
Alternate: Beatriz Cruz

Early Head Start
Representative: Ana Covarrubias Rodriguez
Alternate: Yulissa Romo

Fairmead
Representative: Tania Martinez
Alternate: Griselda Solorio

Mariposa
Representative: Jeff Blalock
Alternate: Tina Congdon

Mis Tesoros
Representative: Alvaro Rodriguez
Alternate: Maria Cortez

North Fork
Representative: April Hopkins

Oakhurst
Representative: Daniel Doedens-Lung

Ruth Gonzales
Representative: Patricia Trevino
Alternate: Tori Plumb

Valley West
Representative: Trinice Lee
Alternate: Trina McCraw

Verdell McKelvey
Representative: Karen Castillo
Alternate: Mariela Lopez

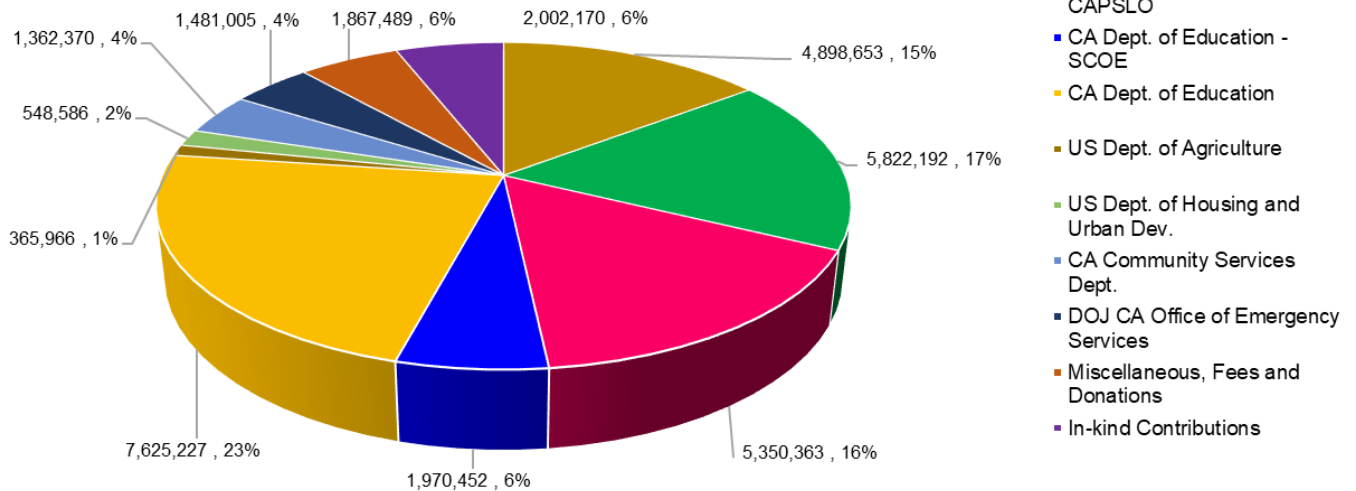
Board Representation
Representative: Martha Garcia

Community Representation
Representative: Amber Pickett

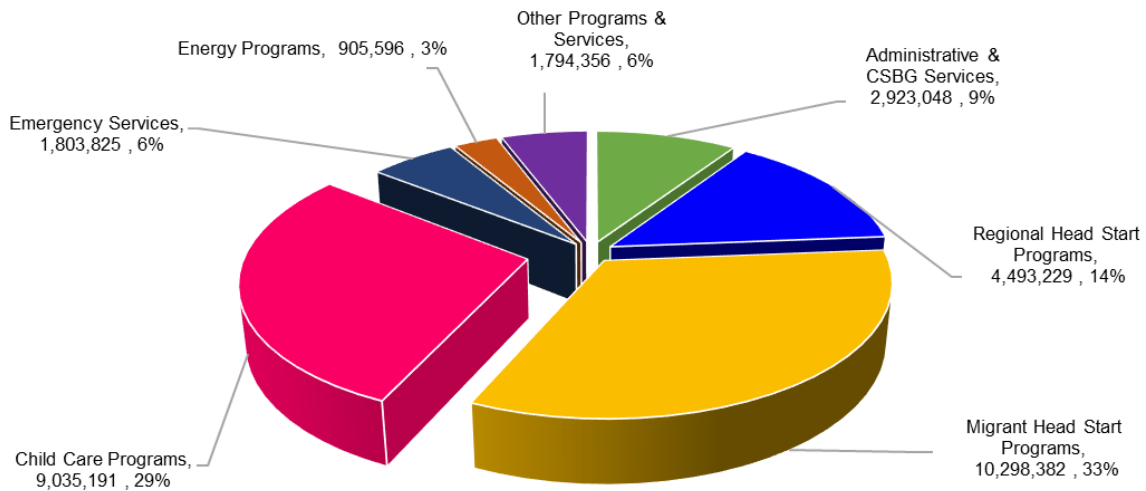


AGENCY BUDGET 2021-2022

Community Action Partnership of Madera County, Inc.
Funding Revenues by Source
Fiscal Year Ended June 30, 2022
\$33,294,473



Community Action Partnership of Madera County, Inc.
Expenditures by Program
Fiscal Year Ended June 30, 2022



An audit was conducted by Randolph Scott & Company as of June 30, 2023. In the auditor's judgment, he/she had no reservation as to the fairness of presentation of Community Action Partnership of Madera County financial statements and their conformity with Generally Accepted Accounting Principles (GAAP). A "clean opinion" was given without any reservations of the financial condition. There were no findings or questioned costs or any material or significant internal control weaknesses noted during the audit.



2022-2023 MADERA/MARIPOSA & EARLY HEAD START BUDGET

Legal Name: Community Action Partnership of Madera County

Grant Number: 90-CH-9950

Annual Funding Cycle: June 1, 2022 - May 31, 2023

Number of Eligible Children Served in Madera County:

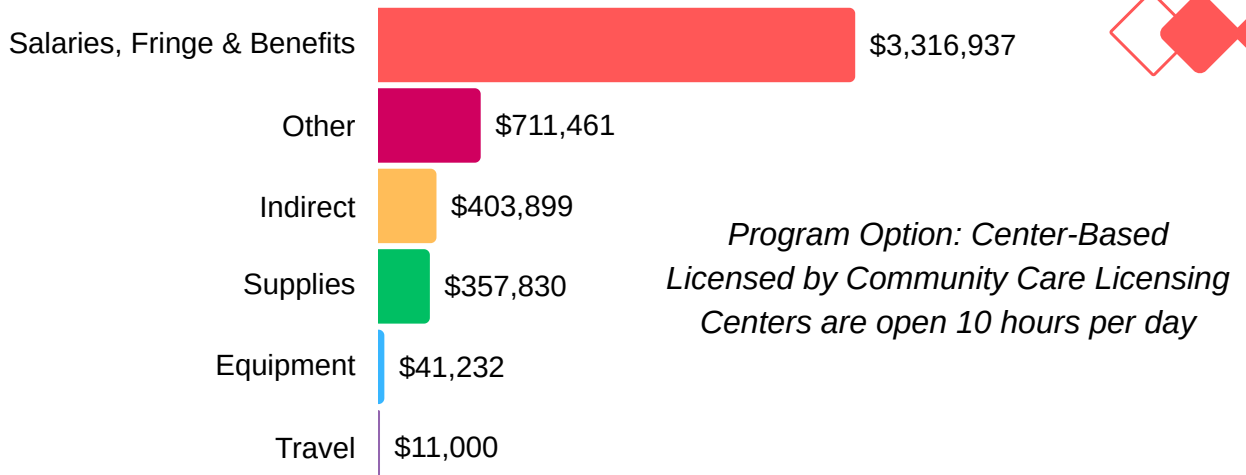
0-2 Year Olds 304

3-5 Year Olds 639

Total 943

TOTAL FUNDS AWARDED	REGIONAL	EARLY HEAD START
BASIC FUNDS	4,216,695	625,664
T&TA FUNDS	46,025	13,373
NON-FEDERAL SHARE	1,039,051	155,456

TOTAL FUNDS AWARDED: \$4,901,757

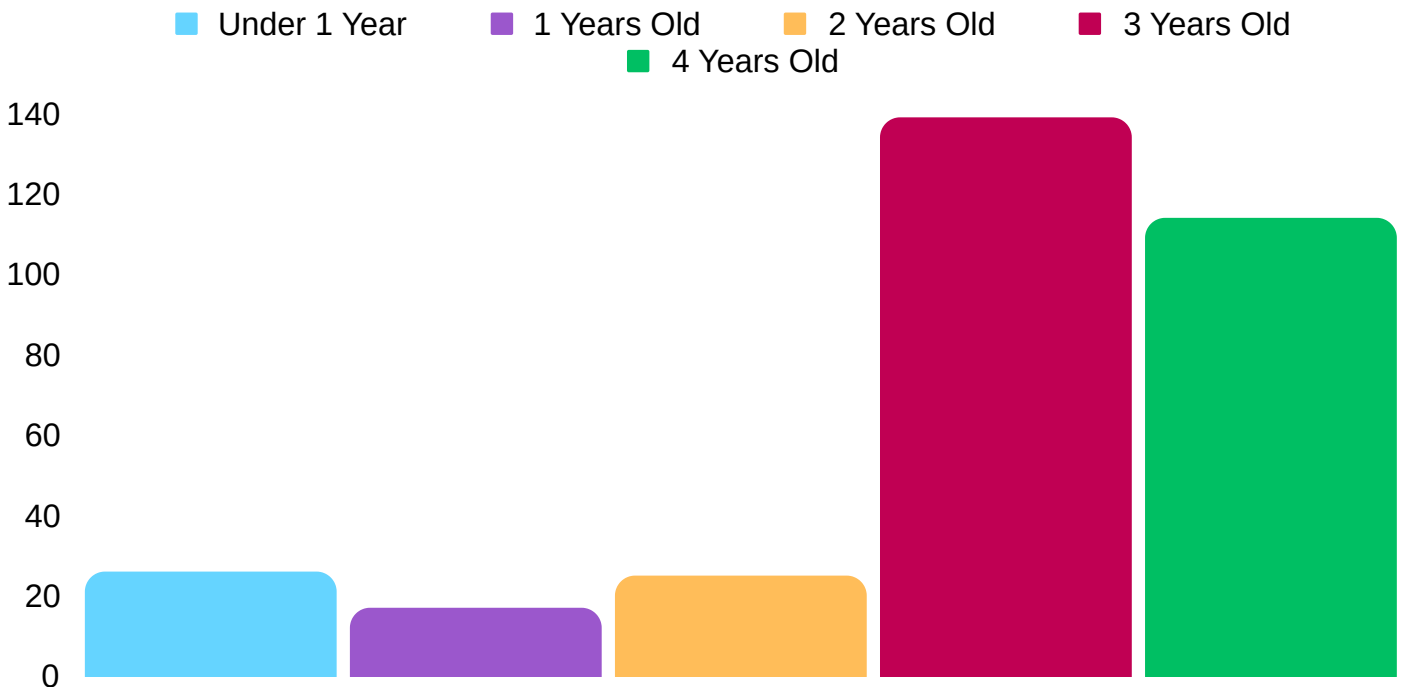
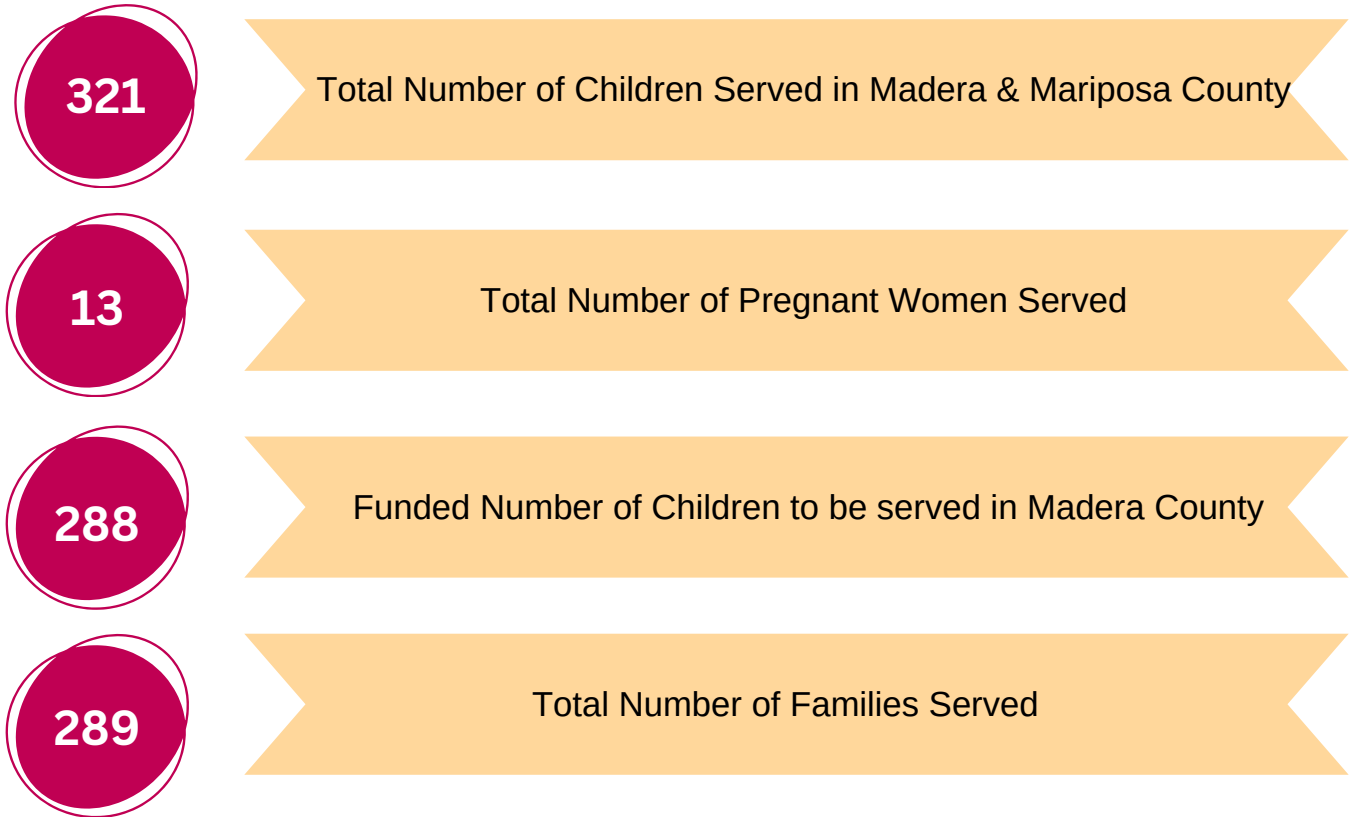


In 2023 The office of Head Start acknowledge that Community Action Partnership of Madera County was in full compliance with all applicable Head Start Performance Standards, laws, regulations and policy requirements by issuing a letter based on a terminal review to Central California Migrant Head Start.



CHILDREN & FAMILIES SERVED

The Madera/Mariposa Regional and Early Head Start Programs met the funded enrollment for the 2022-2023 program year. The breakdown of the ages of enrolled children is as follows:



ENROLLMENT

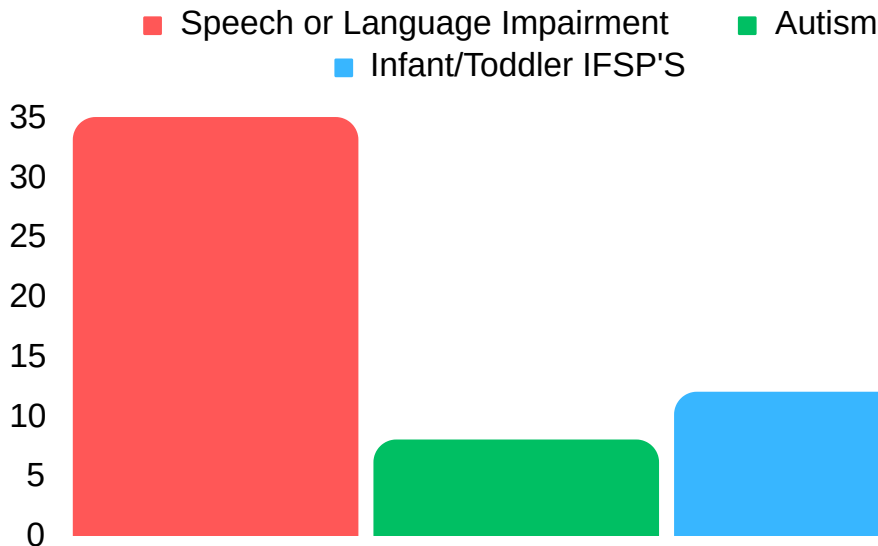


Average Monthly Attendance
81%



<i>Eligibility</i>	<i>Children Enrolled</i>
Income Below 100% of Federal Poverty Line	121
Receipt of Public Assistance	144
Foster Children	10
Homeless	2
Over Income	34

CHILDREN WITH DISABILITIES PRESCHOOL IEP'S



Enrolled Children with Disabilities
17%

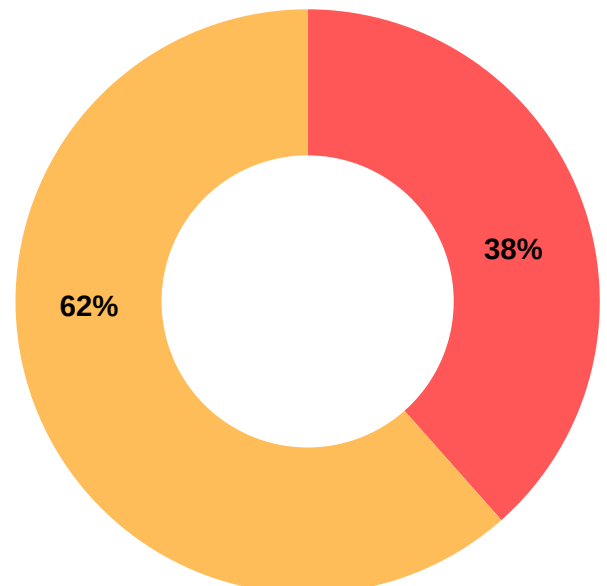


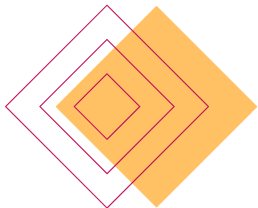
SERVICES PROVIDED TO EXPECTANT MOTHERS:

<i>Services Provided</i>	<i>Number of Women</i>
Prenatal health care	13
Postpartum health care	13
A professional oral health assessment, examination, and/or treatment	12
Mental health interventions and follow-up	3
Education on fetal development	13
Education on the benefits of breastfeeding	13
Education on the importance of nutrition	13
Education on infant care and safe sleep practices	13
Education on the risks of alcohol, drugs, and / or smoking	13
Facilitating access to substance abuse treatment (i.e., alcohol, drugs, and/or smoking)	4



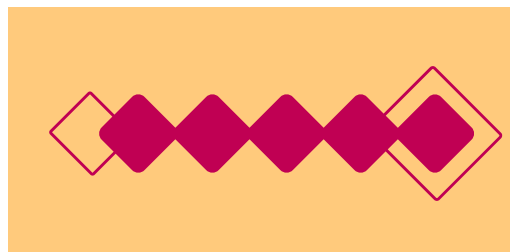
- 2nd Trimester (3-6 months)
- 3rd Trimester (6-9 months)






MEDICAL & DENTAL SERVICES

The Madera Migrant/Seasonal Head Start Program aims to provide comprehensive services to all children and families enrolled. Below are the health related services the children and families have received.



Medical Services 	
320	Number of children with health insurance.
100%	Percentage of children with up-to-date scheduled preventative health care.
92%	Percentage of children with up-to-date on all immunizations appropriate for their age.

Chronic Health Conditions

Number of children diagnosed with chronic condition needing medical treatment. **3**

Recipients of treatment for chronic conditions

Seizures **1**

Life-threatening allergies **2**


Body Mass Index

Underweight **11**

Healthy Weight **166**

Overweight BMI **32**

Obese BMI **41**

Dental Services 	
269	Number of children with continuous, accessible dental care provided by a dentist.
214	Number of children who received preventative care.
40	Number of infant toddlers who are up-to-date with age-appropriate preventative dental care.



PARENT & FAMILY DATA



Parent Education Level

71	Less than high school graduate
122	High school graduate or GED
85	Associate degree or some college
11	Advanced or baccalaureate degree

Two-Parent Families

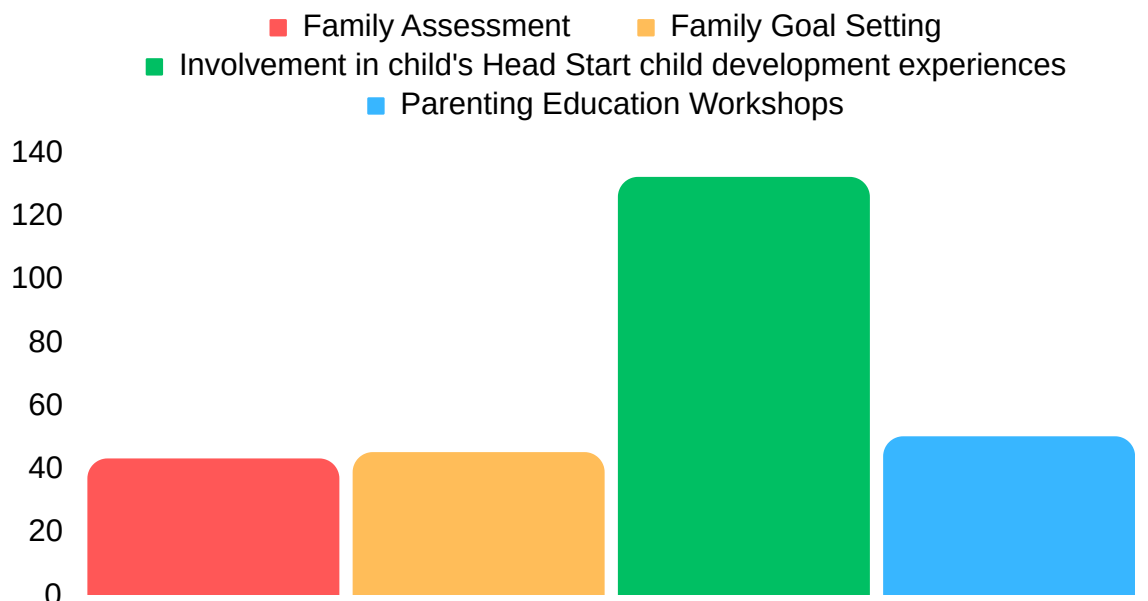


Single-Parent Families



Father Engagement

Number of fathers / father figures who were engaged during the program year in the activities highlighted in the graph.



PROGRAM STAFF & QUALIFICATIONS



<i>Mid-Management & Management Staff</i>	
3	Graduate Degree
9	Bachelor's Degree
0	Associate Degree

84

Total Number of Staff

24

Staff who are current or former Head Start Parents

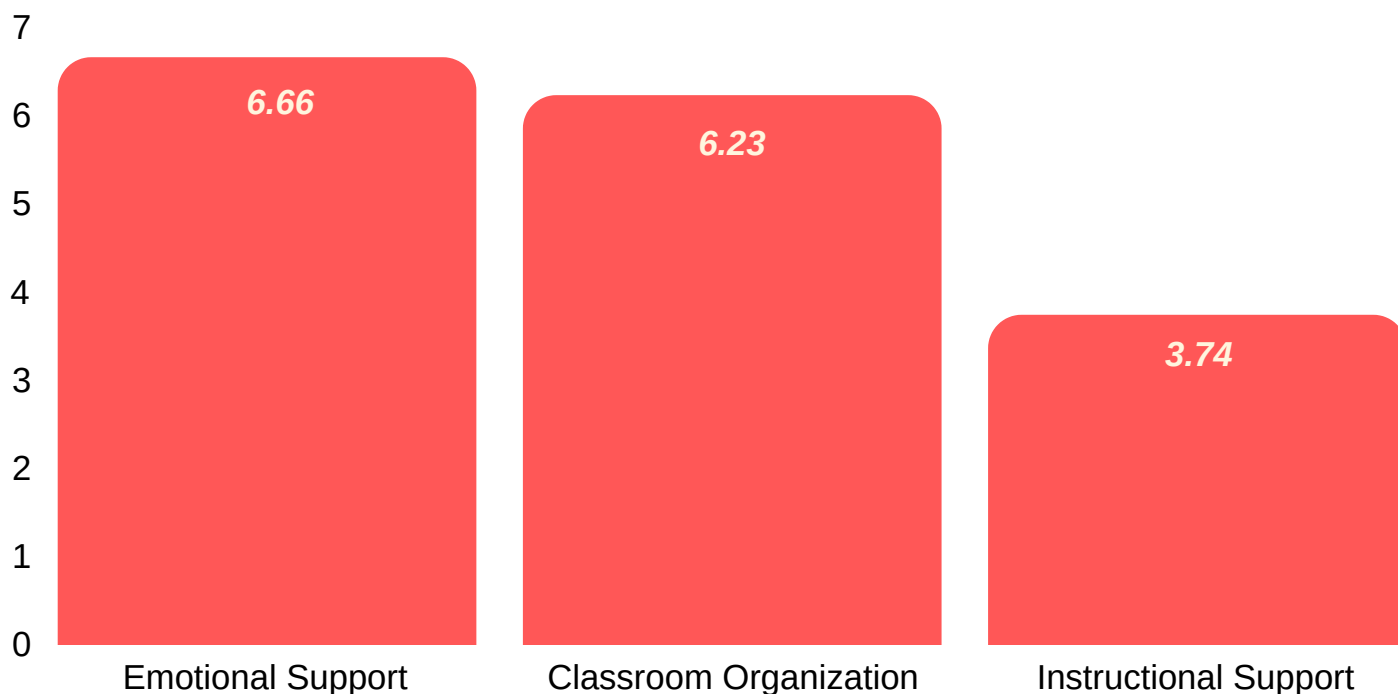
	Preschool Classrooms
Graduate Degree	0
Bachelor's Degree	9
Associate Degree	14
Child Development Associate Credential	1
Total	24



SCHOOL READINESS

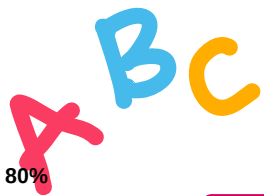


The Classroom Assessment Scoring System (CLASS) is a tool for observing teacher student interactions. It is based on research that demonstrates that interactions between teachers and students are the most impactful elements of teaching quality. The premise of the CLASS measure is that effective teachers draw children into learning and keep them engaged. Effective interactions also support the development of children’s learning-to-learn skills, including attention and persistence. In these ways, effective interactions-as measured by the CLASS tool-link to better early learning outcomes. The scores are data from the three domains below and is rated on a seven-point scale.

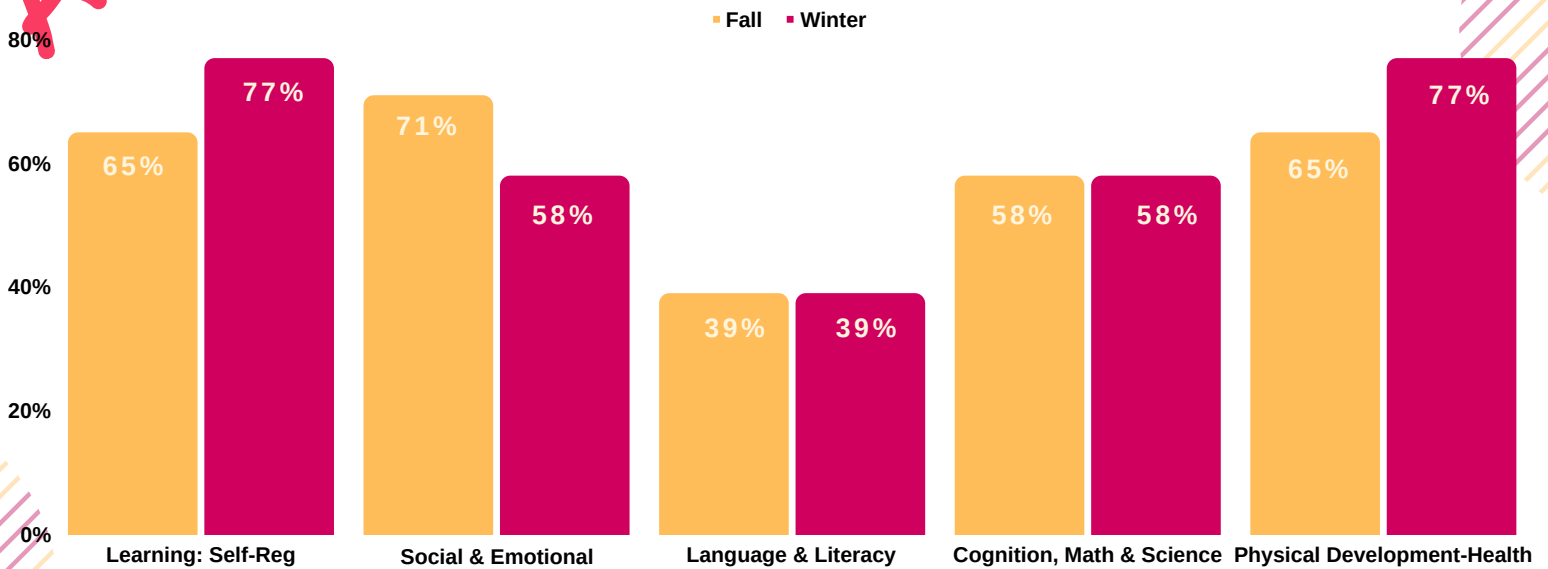


SCHOOL READINESS

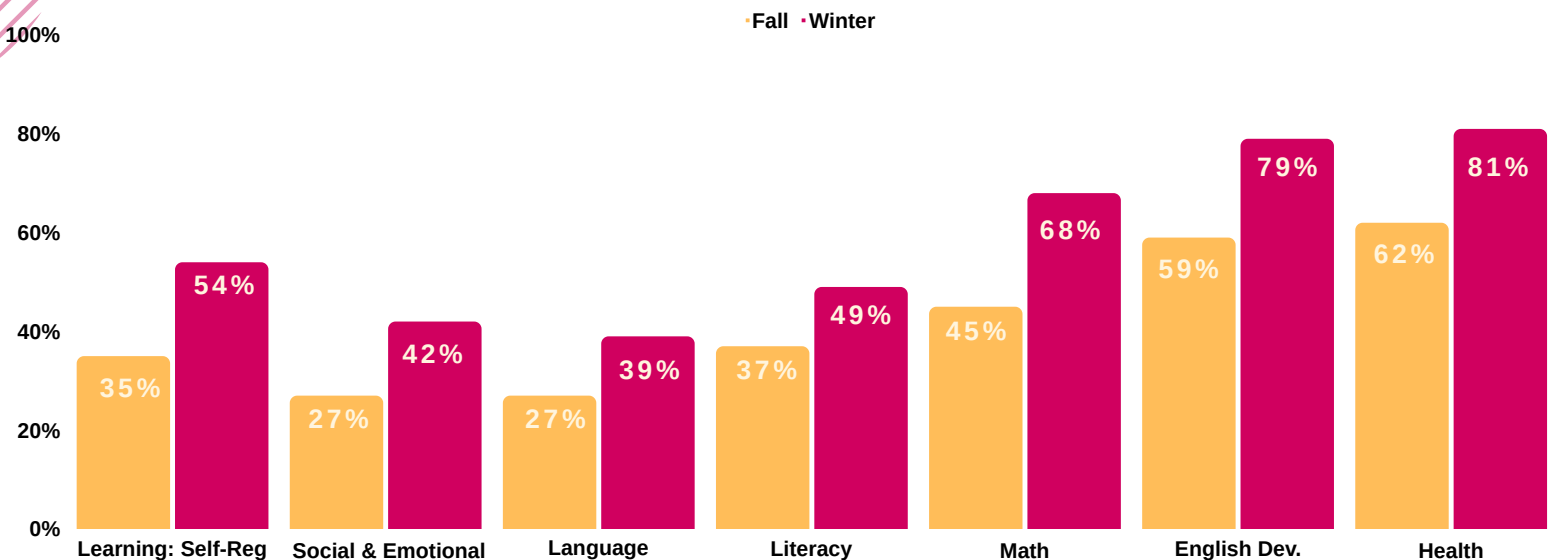
The California Department of Education Early Learning and Care Division, Desired Results system is designed to improve the quality of programs and services to all children from birth through 12 years of age who are enrolled in early care and education programs. Desired Results (DRDP) are defined as conditions of well-being for children and families. The Madera/Mariposa Regional & Early Head Start Program analyses data three times during the season. Below are the 2022-2023 DRDP collection results from the beginning and end of the program year.



DRDP Results for Infants & Toddlers



DRDP Results for Preschoolers





SCHOOL READINESS GOALS

The Improving Head Start for School Readiness Act of 2007 and the School Readiness in Programs Serving Preschool Children Program Instruction (ACFPIOHS-11-04) require Head Start programs to adopt school readiness goals for preschool children. Madera/Mariposa Regional Head Start has adopted the following five School Readiness Goals:

Goal #1 Approaches to Learning

Children will be persistent in demonstrating an interest in different topics and activities, desire to learn, creativeness, and independence in learning.

Goal #2 Social Emotional Development

Children will be able to recognize, and regulate emotions, attention, impulses, and behavior.

Goal #3 Language & Literacy

Children will demonstrate improvement on understanding complex communication, language, and literacy skills.

Goal #4 Cognition

Children will use cognitive skills in every day routines to count, compare, relate, pattern, and problem solve.

Goal #5 Perceptual, Motor, and Physical Development

Children will participate in activities and play to develop increased control in gross and fine motor skills, to support and demonstrate an understanding of healthy practices.

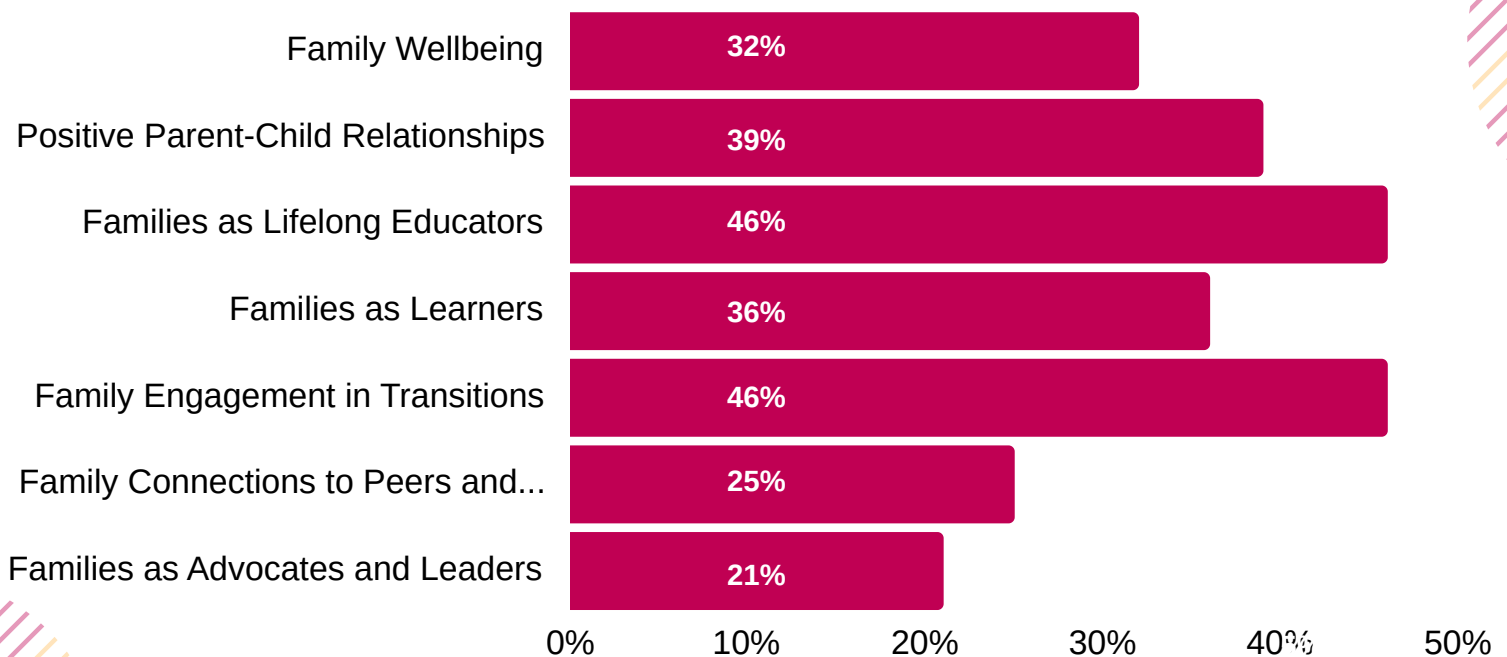


2022-2023 FAMILY OUTCOMES

Out of 289 families enrolled in the program, 212 families of children enrolled in our program completed pre and post family assessments to find their needs and strengths on how the program may support them. Overwhelmingly, families had significant growth under the following outcomes. These results are a strong testament from the respondents about how much our program contributes to families' well-being.

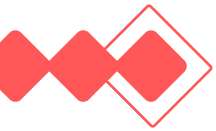


2022-2023 FAMILY ASSESSMENT GROWTH



Based on the results from graph above, the top three areas where parents had the most growth were Families as Lifelong Educators, Family Engagement in Transitions and Positive Parent-Child Relationships.





2022-2023 FAMILY OUTCOMES



Family Goals:

Families are offered the opportunity to engage in the family partnership process that includes family partnership building and the activities to support family's needs, interests and or aspirations.

Out of 289 families, 213 participated in establishing a goal during the program year 2022-2023. Below is a summary of total goals established and results:

Number of Goals Established by Parents:

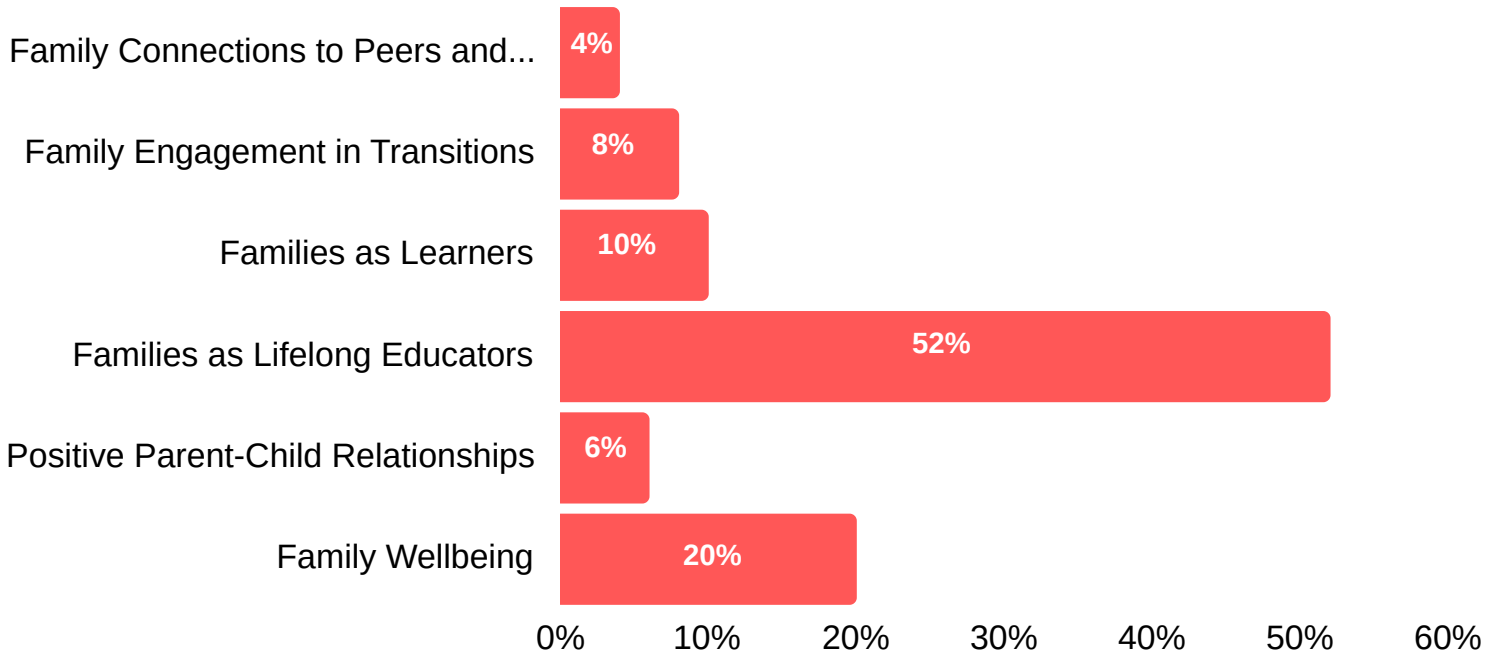
- 3 Goals (1)
- 2 Goals (14)
- 1 Goal (198)

Goals Results

- 58% Met Fully
- 28% Met Partically
- 11% Not Met-Parent Problem
- 3% Blank



GOAL BY PFCE OUTCOMES



2022-2023 FAMILY OUTCOMES

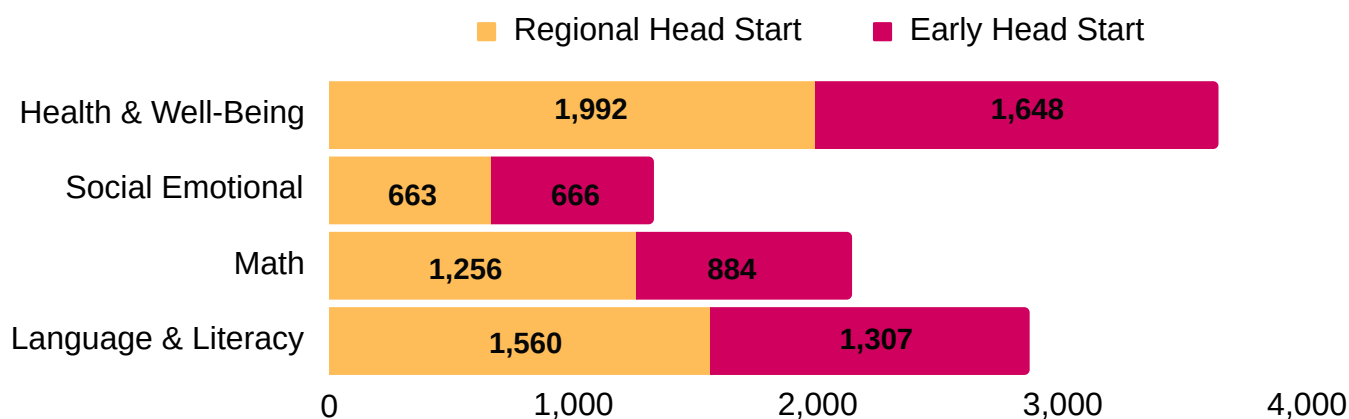
Parent Curriculum - Ready Rosie

The program offered the opportunity for families to participate in the parent curriculum - Ready Rosie.

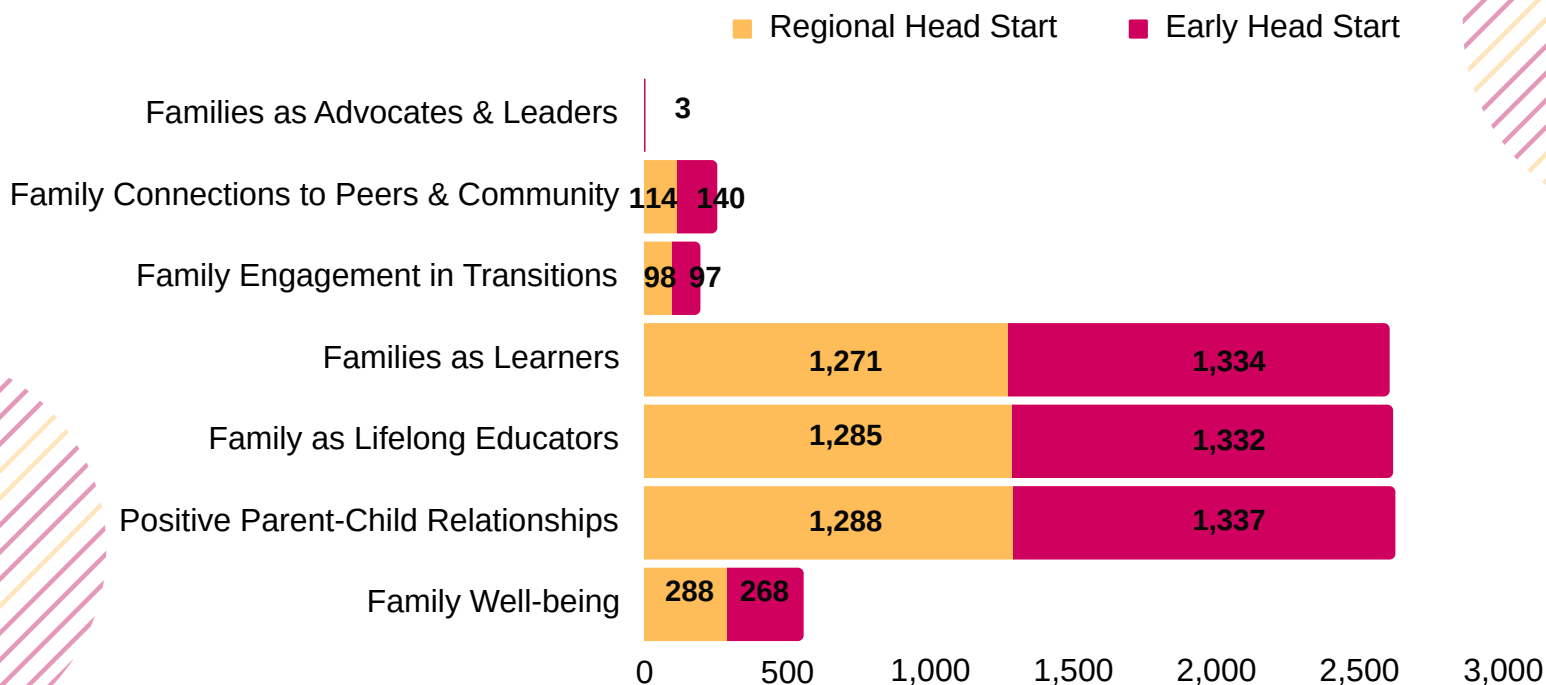
Out of 289 families, 161 (56%) were registered to participate in the Ready Rosie platform. Out of the 161 registered users, 141 (87%) were connected to a classroom.

Based on the results, 1,916 videos were viewed by parents. Out of 1,916 videos views, 8,855 views aligned to the Parent, Family, and Community Engagement Framework (PFCE) and 9,976 views to the Early Learning Outcomes Framework (ELOF). Below are the results by domain, indicator and programs.

ELOF ALIGNMENT



PFCE ALIGNMENT



2022-2023 FAMILY OUTCOMES

As part of the parent curriculum, the following educational workshops were also offered to families during the parent meetings.



- Social Emotional Skills
- Routines
- Relationships Matter
- Families as Leaders
- Ready for Kinder
- Positive Discipline Strategies
- Family As Partner
- Words Matter
- Fine and Gross Motor Skills
- Math Rich Home

The following additional topics were also provided to families in addition to the Ready Rosie topics.

- Financial Literacy
- Health and Safety
- Child Abuse
- Emergency Preparedness
- CPR/First Aid
- Oral Health
- Health Literacy
- Tobacco
- Sugary Drinks/My Plate
- Stress/Anxiety

A monthly newsletter was provided to families as a way of communicating and sharing educational topics and resources. The following are educational topics and resources shared with families:

- Milestones/Child Development
- Reading Tips for Parents
- Mathematics Milestones/Tips
- Social Emotional --Challenging Behaviors
- Nutrition – Food Recipe and Making Healthier Choices during the Holidays
- Attendance
- Signs & Symptoms of Childhood Trauma
- Mental Health Awareness
- COVID updates (vaccinations, testing sites, masks, and other information)
- Events in the community
 - Classes for families
 - Food resources
 - Parent Conferences
 - Job/Training opportunities





2022-2023 FAMILY OUTCOMES



In collaboration with the Educational Employees Credit Union a 2-day Financial Literacy workshop was offered for all families in November 2022. The workshop topics consisted of budgeting, credit scores and fraud. There was a total of 7 parents who participated in the workshops.

In collaborations with the California Health Collaborative - Project Dad, books specific to fathers / male figure were provided for our program. The books were delivered to fathers / male figure to read with their child. The purpose of this project was for fathers / male figure and their children build positive relationship with their children and increase the participation of fathers/male figure engagement.

Parents actively participated not only in building their skills as their child's first teacher, but also in sharing decision-making responsibility for program planning, goals and objectives, recruitment criteria, selection and enrollment of children, the annual program assessment, and personnel policies during the Policy Council and Center Parent Meetings.



MADERA / MARIPOSA REGIONAL HEAD START LOCATIONS:

CHOWCHILLA

265 Hospital Dr., Chowchilla, California 93610
(559) 665-0291

COTTONWOOD

2236 Tozer Ave., Madera, California 93638
(559) 664-1109

EASTSIDE

1112 South A St., Madera, California 93638
(559) 674-1268

FAIRMEAD

22850 Rd 19 1/2, Chowchilla, California 93610
(559) 665-5559

MARIPOSA

5058 Jones St., Mariposa, California 95338
(209) 966-6161

MIS TESOROS

131 Mace St., Madera, California 93638
(559) 673-1011

NORTH FORK

33087 Road 228, North Fork, California 93643
(559) 887-2352

RUTH GONZALES

838 Lilly St., Madera, California 93638
(559) 675-8518

SUNSET

8564 Road 23, Madera, California 93638
(559) 675-1921

VALLEY WEST

101 Adell St., Madera, California 93638
(559) 673-4959

VERDELL MCKELVEY

1901 Clinton St., Madera, California 93638
(559) 673-1500

EARLY HEAD START

201 South B St., Madera, California 93638
(559) 661-1127

Children Ages 0-3 & 2 Prenatal Women

Madera / Mariposa & Early Head Start is funded by grants from the U.S. Department of Health and Human Services, Administration for Children and Families. Our services are aligned with Head Start Program Performance Standards.





Report to the Board of Directors

Agenda Item Number: D-10

Board of Directors Meeting for: February 8, 2024

Author: Jeannie Stapleton

DATE: February 1, 2024

TO: Board of Directors

FROM: Ana Ibanez

SUBJECT: CAPMC's Community Services Block Grant (CSBG) National Performance Indicators Annual Report for January 1, 2023 through December 31, 2023.

I. RECOMMENDATION:

Review and consider approving the CSBG National Performance Indicators Annual report for the year 2023.

II. DISCUSSION:

1. The CSBG contract requires the National Performance Indicators goals and objectives to be reported annually to the Department of Community Services and Development.
2. The Six National Goals are organized into three areas of focus:
 - **Family** – Goal 1. Low-income people become more self-sufficient and Goal 6. Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.
 - **Agency** – Goal 4. Partnerships among supporters and providers of services to low-income people are achieved and Goal 5. Agencies increase their capacity to achieve results.
 - **Community** – Goal 2. The conditions in which low-income people live are improved and Goal 3. Low-income people own a stake in their community.

These goals are based on the philosophies of the Results Oriented Management Accountability (ROMA) system of management. ROMA is a method of management which builds accountability into the daily activities of employees and the daily operations of an organization. ROMA is an avenue for agencies to continually evaluate the effectiveness of their programs and develop a plan for improvement in agency capacity and performance.

CSBG Eligible Entity Management Accomplishments

Madera Head Start Program:

Management worked along with funding sources to increase salaries for program staff, especially Head Start teaching staff. The salary increases were made to ensure staff retention and appropriate compensation for Head Start staff. Management staff collected and analyzed data to ensure staff salaries are in parity with other local programs and/or agencies. Staff competitive compensation salaries have been a challenge for Head Start; however in 2023, staff were able to obtain significant salary increases that compensated now compensates staff based on their education and qualifications.

Madera County Child Advocacy Center (CAC):

The Madera County Child Advocacy Center's (CAC) management was instrumental during the reporting year as staff worked on expanding existing services and implementing new onsite direct services for program participants. Management was very supportive and helpful with providing resources throughout the year.

Child Care Alternative Payment and Resource and Referral (APP&R&R):

The Child Care Alternative Program and Resource and Referral (APP&R&R) Program received additional funding in 2023 for families and child care providers. The funds received were one-time funds intended for child care providers to continue to receive training and technical assistance, build on child care capacity (increase, in-home settings), Family, Friend and Neighbors (FFN) caregivers, nannies, prospective providers, already licensed Family Child Care (FCC) providers interested in expanding their program capacity) and provide stipends for purchasing of necessary items and/or equipment for the purpose of business development and efficiency. With the additional funding, APP&R&R were able to assist 164 child care providers. Additional funding was received to keep families under the Child Care Alternative Payment Program (CAPP) for 24-month eligibility, the CalWORKs Stage 3 remained with 12-month eligibility. Lastly, APP/R&R department met all deadlines directed by the California Department of Social Services.

Innovative Solutions Highlights

Madera Head Start Program:

The Head Start program continues to enhance its services by increasing staff's capacity. The program has implemented web-based curriculum platforms that support teaching staff's skills and abilities. Teachers are able to access supports at anytime in order to support the child's development. Children's developmental outcomes have met or exceeded program targets. The investments in training and support for teaching staff result in positive outcomes for children's continued educational success. The Madera Head Start programs have strong collaboration and partnership with community agencies in different component areas (Health, Family, Nutrition etc.) to assist families in meeting their needs and provide comprehensive support. There are fourteen established Memorandum of Understandings with the Madera Program and thirteen with the Fresno program. The program also collaborates and partners with other agencies in the community to bring services to families. The program has also established a partnership with the Madera Department of Social Services to provide the Strengthening Families and Positive Parenting Programs. Both programs provide parenting classes for families who are referred by the Department of Social Services or mandated by court. Both programs provide parenting skills to parents in a variety of topics for children 0-17 years of age.

Madera County Child Advocacy Center (CAC):

The Madera County CAC is operated by the Community Action Partnership of Madera County, Inc. (CAPMC) Executive Director. The CAC is co-coordinator of the Madera County Child Forensic Interview Team (CFIT), a multidisciplinary team (MDT). The CFIT Steering Committee oversees the MDT and is composed of the department head of CAPMC, Madera County Sheriff's Office, City of Madera and Chowchilla Police Department, Madera County District Attorney's Office, and the Madera County Departments of Social Services, Behavioral Health Services, Public Health, and Probation. The CAC's MDT members are composed of the aforementioned agencies which include Certified Forensic Interviewers, CAC Case Worker, Victim Advocates, Detectives, Deputy District Attorneys, CPS Social Workers, Mental Health Clinicians, and Sexual Assault Nurse Examiners (SANEs). The Madera County CAC provides a centralized victim-centered hub for the CFIT to operate during forensic interviews, to support a trauma-focused coordinated response to child abuse.

State and CSBG Eligible Entity Continuous Improvement

Madera Head Start:

The program developed a monthly newsletter that serves as a venue to communicate with parents. The newsletter provides information regarding community resources, parent self-care, parent/child mental health, educational resources, food distributions, food banks, family engagement activities, health and safety, resources on technology, current information and many other topics.

Madera Child Advocacy Center (CAC):

A notable activity that has improved delivery of direct services during the reporting period is the increase of available mental health referrals to program participants. This has improved the quality of the CAC and MDT response through increasing access to mental health services. The Madera County CAC entered into contract with one new bilingual trauma-focused clinician who provides continuation of care through therapeutic treatment for children and families to mitigate any ongoing or long-term adverse outcomes of abuse. To facilitate the delivery of therapeutic treatment, the Madera County CAC purchased mental health items such as books, fidgets, workbooks, Play-Doh, and other counseling items that facilitate rapport building and allow children to express their emotions through play and writing. The Madera County CAC has seen a positive effect with children starting their therapeutic treatment in a timely manner and without dealing with insurance hurdles that prevent immediate treatment. Program participants have gained access to consistent culturally competent trauma-focused therapeutic intervention at no cost and within proximity to their place of residence. Additionally, the Madera County CAC established its very first medical forensic exam room onsite to increase medical evaluations and make exams easily accessible to child abuse victims and their families. This will inherently increase medical forensic evaluations and decrease the response time by 50% for the child victim, family, and responding MDT members. The CAC fully executed a contract with Central Valley Forensic Nursing Specialists, Inc. (CVFNS) to have SANEs conduct medical forensic exams onsite for child abuse victims.

A.1.	CSBG Eligible Entity Reporting Period	Date Range
	Reporting Period	1/1/2023 - 12/31/2023

A.2.	CSBG Expenditures Domains	CSBG Funds
A.2a.	Employment	\$0.00
A.2b.	Education and Cognitive Development	\$0.00
A.2c.	Income, Infrastructure, and Asset Building	\$0.00
A.2d.	Housing	\$243,197.44
A.2e.	Health and Social/ Behavioral Development(includes nutrition)	\$34,200.55
A.2f.	Civic Engagement and Community Involvement	\$514.57
A.2g.	Services Supporting Multiple Domains	\$93,097.14
A.2h.	Linkages(e.g.partnerships that support multiple domains)	\$0.00
A.2i.	Agency Capacity Building(detailed below in Table C)	\$30,917.69
A.2j.	Other(e.g.emergency management / disaster relief)	\$0.00
A.2k.	Total CSBG Expenditures (auto-calculated)	\$401,927.39
A.3.	Of the CSBG funds reported above, report the total amount used for Administration. For more information on what qualifies as Administration, refer to IM37.	\$96,331.63

A.4.	Details on Agency Capacity Building Activities Funded by CSBG:	Selected
1.	Please identify which activities were funded by CSBG as reported under A.2i Agency Capacity in Table A.2.	
	Community Needs Assessment	X
	Data Management & Reporting	
	Strategic Planning	X
	Training & Technical Assistance	
	Other *	
	<i>*Below please specify Other Activities funded by CSBG under Agency Capacity:</i>	

B.1.	CSBG Eligible Entity Reporting Period	Date Range
	Reporting Period	1/1/2023 - 12/31/2023

B.2.	Hours of Agency Capacity Building	Hours
B.2a.	Hours of Board Members in capacity building activities	442
B.2b.	Hours of Agency Staff in capacity building activities	7645

B.3.	Volunteer Hours	Hours
B.3a.	Total number of volunteer hours donated to the agency	100802
B.3a.1.	Of the above, the total number of volunteer hours donated by individuals with low incomes	93999

B.4.	The number of staff who hold certifications that increase agency capacity to achieve family and community outcomes, as measured by one or more of the following:	Number
B.4a.	Number of Nationally Certified ROMA Trainers	0
B.4b.	Number of Nationally Certified ROMA Implementers	1
B.4c.	Number of Certified Community Action Professionals(CCAP)	1
B.4d.	Number of Staff with a child development certification	164
B.4e.	Number of Staff with a family development certification	16
B.4f.	Number of Pathways Reviewers	0
B.4g.	Number of Staff with Home Energy Professional Certifications	0
B.4g.1.	Number of Energy Auditors	0
B.4g.2.	Number of Retrofit Installer Technicians	0
B.4g.3.	Number of Crew Leaders	0
B.4g.4.	Number of Quality Control Inspectors(QCI)	0
B.4h.	Number of LEED Risk Certified assessors	0
B.4i.	Number of Building Performance Institute(BPI) certified professionals	0
B.4j.	Number of Classroom Assessment Scoring System(CLASS) certified professionals	12
B.4k.	Number of Certified Housing Quality Standards(HQS) Inspectors	0
B.4l.	Number of American Institute of Certified Planners(AICP)	0
B.4m.	Other (Please specify others below):	

B.5.	Number of organizations, both public and private, that the CSBG Eligible Entity actively works with to expand resources and opportunities in order to achieve family and community outcomes:	Number
B.5a.	Non-Profit	19
B.5b.	Faith Based	0
B.5c.	Local Government	14
B.5d.	State Government	3
B.5e.	Federal Government	1
B.5f.	For-Profit Business or Corporation	0
B.5g.	Consortiums / Collaborations	26

B.5h.	School Districts	12
B.5i.	Institutions of Post-Secondary Education/ Training	1
B.5j.	Financial / Banking Institutions	0
B.5k.	Health Service Organizations	11
B.5l.	Statewide Associations or Collaborations	9

C.1.	CSBG Eligible Entity Reporting Period	Date Range
	Reporting Period	1/1/2023 - 12/31/2023

C.2.	Amount of FY 2023 CSBG allocated to reporting entity	Amount
C.2.	Amount	\$401,927.38

C.3.	Federal Resources Allocated (Other than CSBG)	Amount
C.3a.	Weatherization (DOE) (include oil overcharge \$\$)	\$0.00
C.3b.	Health and Human Services (HHS)	
C.3b.1.	LIHEAP - Fuel Assistance (include oil overcharge \$\$)	\$1,514,949.00
C.3b.2.	LIHEAP - Weatherization (include oil overcharge \$\$)	\$1,390,581.00
C.3b.3.	Head Start	\$16,276,740.00
C.3b.4.	Early Head Start	\$669,806.00
C.3b.5.	Older Americans Act	\$0.00
C.3b.6.	Social Services Block Grant (SSBG)	\$0.00
C.3b.7.	Medicare/Medicaid	\$0.00
C.3b.8.	Assets for Independence (AFI)	\$0.00
C.3b.9.	Temporary Assistance for Needy Families (TANF)	\$0.00
C.3b.10.	Child Care Development Block Grant (CCDBG)	\$4,103,439.00
C.3b.11.	Community Economic Development (CED)	\$0.00
C.3b.12.	Other HHS Resources (Please specify others below):	
	Alternative Payment Programs	\$1,000,896.00
	Domestic Violence Assistance	\$117,666.00
C.3b.13.	Total Other HHS Resources	\$1,118,562.00
C.3c.	Department of Agriculture (USDA)	
C.3c.1.	Special Supplemental Nutrition for Women, Infants, and Children (WIC)	\$0.00
C.3c.2.	All USDA Non-Food programs (e.g. rural development)	\$0.00
C.3c.3.	All other USDA Food programs	\$520,635.00
C.3d.	Department of Housing and Urban Development (HUD)	
C.3d.1.	Community Development Block Grant (CDBG) - Federal, State, and Local	\$48,929.00
C.3d.2.	Section 8	\$0.00
C.3d.3.	Section 202	\$0.00
C.3d.4.	Home Tenant-Based Rental Assistance (HOME TBRA)	\$0.00
C.3d.5.	HOPE for Homeowners Program (H4H)	\$0.00
C.3d.6.	Emergency Solutions Grant (ESG)	\$0.00
C.3d.7.	Continuum of Care (CoC)	\$624,468.00
C.3d.8.	All other HUD programs, including homeless programs	\$0.00
C.3e.	Department of Labor (DOL)	
C.3e.1.	Workforce Innovation and Opportunity Act (WIOA) *previously WIA	\$0.00
C.3e.2.	Other DOL Employment and Training programs	\$0.00
C.3e.3.	All other DOL programs	\$0.00
C.3f.	Corporation for National and Community Service (CNCS) programs	\$0.00

C.3g.	Federal Emergency Management Agency (FEMA)	\$3,777.00
C.3h.	Department of Transportation	\$0.00
C.3i.	Department of Education	\$0.00
C.3j.	Department of Justice	\$1,353,526.00
C.3k.	Department of Treasury	\$475,826.00
C.3l.	<i>Other Federal Resources (Please specify others below):</i>	
C.3m.	Total Other Federal Resources (auto-calculated)	\$0.00
C.3n.	Total: Non-CSBG Federal Resources Allocated (auto-calculated)	\$28,101,238.00

C.4.	State Resources Allocated	Amount
C.4a.	State appropriated funds used for the same purpose as Federal CSBG funds	\$0.00
C.4b.	State Housing and Homeless programs (include housing tax credits)	\$573,706.00
C.4c.	State Nutrition programs	\$0.00
C.4d.	State Early Childhood Programs (e.g. Head Start, Day Care)	\$7,339,244.00
C.4e.	State Energy programs	\$0.00
C.4f.	State Health programs	\$50,000.00
C.4g.	State Youth Development programs	\$0.00
C.4h.	State Employment and Training programs	\$0.00
C.4i.	State Senior programs	\$0.00
C.4j.	State Transportation programs	\$0.00
C.4k.	State Education programs	\$0.00
C.4l.	State Community, Rural and Economic Development programs	\$0.00
C.4m.	State Family Development programs	\$0.00
C.4n.	<i>Other State Resources (Please specify others below):</i>	
	Rape Crisis	\$15,620.00
	Victim Witness	\$32,616.00
	Domestic Violence Shelter	\$201,980.00
C.4o.	Total Other State Resources (auto-calculated)	\$250,216.00
C.4p.	Total: State Resources Allocated (auto-calculated)	\$8,213,166.00
C.4q.	If any of these resources were also reported under Item 15 (Federal Resources), please estimate the amount.	\$0.00

C.5.	Local Resources Allocated	Amount
C.5a.	Amount of unrestricted funds appropriated by local government	\$0.00
C.5b.	Amount of restricted funds appropriated by local government	\$420,042.00
C.5c.	Value of Contract Services	\$0.00
C.5d.	Value of in-kind goods/services received from local government	\$0.00
C.5e.	Total: Local Resources Allocated (auto-calculated)	\$420,042.00
C.5f.	If any of these resources were also reported under Item 15 (Federal Resources), please estimate the amount.	\$0.00

C.6.	Private Sector Resources Allocated	Amount
C.6a.	Funds from foundations, corporations, United Way, other nonprofits	\$128,390.00

C.6b.	Other donated funds	\$6,323.00
C.6c.	Value of other donated items, food, clothing, furniture, etc.	\$233,729.00
C.6d.	Value of in-kind services received from businesses	\$0.00
C.6e.	Payments by clients for services	\$57,884.00
C.6f.	Payments by private entities for goods or services for low income clients or communities	\$0.00
C.6g.	Total: Private Sector Resources Allocated (auto-calculated)	\$426,326.00
C.6h.	If any of these resources were also reported under Item 15, 17, or 20 (Federal, State or Local Resources), please estimate the amount.	\$0.00

C7/C8	Total Resources Allocated	Amount
C.7.	Total Non-CSBG Resources Allocated: (Federal, State, Local & Private)	\$37,160,772.00
C.8.	Total Resources in CSBG Eligible Entity (including CSBG)	\$37,562,699.38

Indicators	I.) Number of Individuals Served	II.) Target	III.) Actual Results	IV.) Percentage Achieving Outcome	V.) Performance Target Accuracy
FNPI 1a. The number of unemployed youth who obtained employment to gain skills or income.	0	0	0	0	0
FNPI 1b. The number of unemployed adults who obtained employment (up to a living wage)	0	0	0	0	0
FNPI 1c. The number of unemployed adults who obtained and maintained employment for at least 90 days (up to a living wage).	0	0	0	0	0
FNPI 1d. The number of unemployed adults who obtained and maintained employment for at least 180 days (up to a living wage).	0	0	0	0	0
FNPI 1e. The number of unemployed adults who obtained employment (with a living wage or higher).	0	0	0	0	0
FNPI 1f. The number of unemployed adults who obtained and maintained employment for at least 90 days (with a living wage or higher).	0	0	0	0	0
FNPI 1g. The number of unemployed adults who obtained and maintained employment for at least 180 days (with a living wage or higher).	0	0	0	0	0
FNPI 1h. The number of employed participants in a career-advancement related program who entered or transitioned into a position that provided increased income and/or benefits.	0	0	0	0	0
FNPI 1h.1. the number of employed participants who increased income from employment through wage or salary amount increase.	0	0	0	0	0
FNPI 1h.2. the number of employed participants who increased income from employment through hours worked increase.	0	0	0	0	0
FNPI 1h.3. the number of employed participants who increased benefits related to employment.	0	0	0	0	0
FNPI 1z. Number of employed individuals at risk of losing employment who maintained employment as a result of CAA interventions.	0	0	0	0	0
FNPI 1z. Number of youth who maintained employment for 90 days.	0	0	0	0	0
FNPI 1z. The number of individuals: (please specify)	0	0	0	0	0
GeneralComment					

Indicators	I.) Number of Individuals Served	II.) Target	III.) Actual Results	IV.) Percentage Achieving Outcome	V.) Performance Target Accuracy
FNPI 2a. The number of children (0 to 5) who demonstrated improved emergent literacy skills.	0	0	0	0	0
FNPI 2b. The number of children (0 to 5) who demonstrated skills for school readiness.	1207	950	1207	100	127.0526316
FNPI 2c. The number of children and youth who demonstrated improved positive approaches toward learning, including improved attention skills. (auto total).	1207	950	1207	100	127.0526316
FNPI 2c.1. Early Childhood Education (ages 0-5)	1207	950	1207	100	127.0526316
FNPI 2c.2. 1st grade-8th grade	0	0	0	0	0
FNPI 2c.3. 9th grade-12th grade	0	0	0	0	0
FNPI 2d. The number of children and youth who are achieving at basic grade level (academic, social, and other school success skills). (auto total).	0	0	0	0	0
FNPI 2d.1. Ages 0-5 in Early Childhood Education	0	0	0	0	0
FNPI 2d.2. 1st grade-8th grade	0	0	0	0	0
FNPI 2d.3. 9th grade-12th grade	0	0	0	0	0
FNPI 2e. The number of parents/caregivers who improved their home environments.	0	0	0	0	0
FNPI 2f. The number of adults who demonstrated improved basic education.	0	0	0	0	0
FNPI 2g. The number of individuals who obtained a high school diploma and/or obtained an equivalency certificate or diploma.	0	0	0	0	0
FNPI 2h. The number of individuals who obtained a recognized credential, certificate, or degree relating to the achievement of educational or vocational skills.	62	60	62	100	103.3333333
FNPI 2i. The number of individuals who obtained an Associate's degree.	0	0	0	0	0
FNPI 2j. The number of individuals who obtained a Bachelor's degree	0	0	0	0	0
FNPI 2z. The number of individuals: (please specify)	0	0	0	0	0
FNPI 2z. Number of individuals who obtained and moved from a high school diploma and/or equivalent to post-secondary education (of any kind).	0	0	0	0	0
GeneralComment					

Indicators	I.) Number of Individuals Served	II.) Target	III.) Actual Results	IV.) Percentage Achieving Outcome	V.) Performance Target Accuracy
FNPI 3a. The number of individuals who achieved and maintained capacity to meet basic needs for 90 days.	0	0	0	0	0
FNPI 3b. The number of individuals who achieved and maintained capacity to meet basic needs for 180 days.	0	0	0	0	0
FNPI 3c. The number of individuals who opened a savings account or IDA.	0	0	0	0	0
FNPI 3d. The number of individuals who increased their savings.	0	0	0	0	0
FNPI 3e. The number of individuals who used their savings to purchase an asset.	0	0	0	0	0
FNPI 3e.1. the number of individuals who purchased a home.	0	0	0	0	0
FNPI 3f. The number of individuals who improved their credit scores.	0	0	0	0	0
FNPI 3g. The number of individuals who increased their net worth.	0	0	0	0	0
FNPI 3h. The number of individuals engaged with the Community Action Agency who report improved financial well-being.	0	0	0	0	0
FNPI 3z. Number of individuals who increased their income from a non-employment source.	0	0	0	0	0
FNPI 3z. Number of individuals who reduced debt.	0	0	0	0	0
FNPI 3z. Number of individuals who maintained their own business for 180 days.	0	0	0	0	0
FNPI 3z. Number of individuals who started their own business.	0	0	0	0	0
FNPI 3z. The number of individuals: (please specify)	0	0	0	0	0
FNPI 3z. Number of individuals who reduced their reliance on public subsidies.	0	0	0	0	0
GeneralComment					

Indicators	I.) Number of Individuals Served	II.) Target	III.) Actual Results	IV.) Percentage Achieving Outcome	V.) Performance Target Accuracy
FNPI 4a. The number of individuals experiencing homelessness who obtained safe temporary shelter.	22	0	22	100	0
FNPI 4b. The number of individuals who obtained safe and affordable housing.	67	23	67	100	291.3043478
FNPI 4c. The number of individuals who maintained safe and affordable housing for 90 days.	0	0	0	0	0
FNPI 4d. The number of individuals who maintained safe and affordable housing for 180 days.	0	0	0	0	0
FNPI 4e. The number of individuals who avoided eviction.	90	111	90	100	81.08108108
FNPI 4f. The number of individuals who avoided foreclosure.	0	0	0	0	0
FNPI 4g. The number of households who experienced improved health and safety due to improvements within their home (e.g. reduction or elimination of lead, radon, carbon monoxide and/or fire hazards or electrical issues, etc).	0	0	0	0	0
FNPI 4h. The number of individuals with improved energy efficiency and/or energy burden reduction in their homes.	61	66	61	100	92.42424242
FNPI 4z. The number of individuals: (please specify)	0	0	0	0	0
FNPI 4z. Number of individuals whose energy service was restored after disconnection	0	0	0	0	0
FNPI 4z. Number of individuals whose inoperable home energy equipment was repaired or replaced	0	0	0	0	0
FNPI 4z. Number of individuals who obtained utilities.	0	0	0	0	0
FNPI 4z. Number of individuals who avoided a utility shut-off.	0	0	0	0	0
FNPI 4z. Number of individuals who improved physical access in their living space (wheel chair ramps, grab bars etc.).	0	0	0	0	0
GeneralComment					

Indicators	I.) Number of Individuals Served	II.) Target	III.) Actual Results	IV.) Percentage Achieving Outcome	V.) Performance Target Accuracy
FNPI 5a. The number of individuals who demonstrated increased nutrition skills (e.g. cooking, shopping, and growing food).	0	0	0	0	0
FNPI 5b. The number of individuals who demonstrated improved physical health and well-being.	0	0	0	0	0
FNPI 5c. The number of individuals who demonstrated improved mental and behavioral health and well-being.	0	0	0	0	0
FNPI 5d. The number of individuals who improved skills related to the adult role of parents/ caregivers.	168	143	168	100	117.4825175
FNPI 5e. The number of parents/caregivers who demonstrated increased sensitivity and responsiveness in their interactions with their children.	0	0	0	0	0
FNPI 5f. The number of seniors (65+) who maintained an independent living situation.	0	0	0	0	0
FNPI 5g. The number of individuals with disabilities who maintained an independent living situation.	56	42	56	100	133.3333333
FNPI 5h. The number of individuals with chronic illness who maintained an independent living situation.	0	0	0	0	0
FNPI 5i. The number of individuals with no recidivating event for six months.	0	0	0	0	0
FNPI 5i.1. Youth (ages 14-17)	0	0	0	0	0
FNPI 5i.2. Adults (ages 18+)	0	0	0	0	0
FNPI 5z. Number of individuals whose lives were saved by opioid overdose reversals.	0	0	0	0	0
FNPI 5z. Number of individuals who obtained health insurance.	0	0	0	0	0
FNPI 5z. Number of individuals who remained drug/alcohol free for 90 days.	0	0	0	0	0
FNPI 5z. Number of individuals who reported a better sense of food security.	0	0	0	0	0
FNPI 5z. Number of individuals who discontinued drug/alcohol use.	0	0	0	0	0
FNPI 5z. Number of individuals who remained drug/alcohol free for 180 days.	0	0	0	0	0
FNPI 5z. Number of individuals who increased social inclusion.	0	0	0	0	0
FNPI 5z. Number of individuals who secured emergency protection from physical and/or emotional abuse.	0	0	0	0	0

FNPI 5z. The number of individuals: (please specify)	0	0	0	0	0
FNPI 5z. Number of individuals with increased safety from domestic abuse in their homes.	0	0	0	0	0
GeneralComment					

Indicators	I.) Number of Individuals Served	II.) Target	III.) Actual Results	IV.) Percentage Achieving Outcome	V.) Performance Target Accuracy
FNPI 6a. The number of Community Action program participants who increased skills, knowledge, and abilities to enable them to work with Community Action to improve conditions in the community.	98	52	98	100	188.4615385
FNPI 6a.1. the number of Community Action program participants who improved their leadership skills.	98	52	98	100	188.4615385
FNPI 6a.2. the number of Community Action program participants who improved their social networks.	98	52	98	100	188.4615385
FNPI 6a.3. the number of Community Action program participants who gained other skills, knowledge and abilities to enhance their ability to engage.	0	0	0	0	0
FNPI 6z. The number of individuals: (please specify)	0	0	0	0	0
GeneralComment					

Indicators	I.) Number of Individuals Served	II.) Target	III.) Actual Results	IV.) Percentage Achieving Outcome	V.) Performance Target Accuracy
FNPI 7a. The number of individuals who achieved one or more outcomes as identified by the National Performance Indicators in various domains.	7594	8292	7594	100	91.58224795
FNPI 7z. Number of households for whom both adult and child outcomes were observed and documented.	0	0	0	0	0
FNPI 7z. Number of individuals who received bundled services and achieved one or more outcomes.	0	0	0	0	0
FNPI 7z. The number of individuals: (please specify)	0	0	0	0	0
FNPI 7z. Number of individuals who transitioned out of poverty.	0	0	0	0	0
GeneralComment					

1 Services	Unduplicated Number of Individuals Served
SRV 1a. Vocational Training	0
SRV 1b. On the Job and other Work Experience	0
SRV 1c. Youth Summer Work Placements	0
SRV 1d. Apprenticeship/Internship	2
SRV 1e. Self Employment Skills Training	0
SRV 1f. Job Readiness Training	0
SRV 1g. Workshops	0
SRV 1h. Coaching	0
SRV 1i. Coaching	0
SRV 1j. Resume Development	0
SRV 1k. Interview Skills Training	0
SRV 1l. Job Referrals	0
SRV 1m. Job Placements	0
SRV 1n. Pre employment physicals, background checks, etc.	0
SRV 1o. Coaching	0
SRV 1p. Interactions with employers	0
SRV 1q. Employment Supplies	0
GeneralComment	

2 Services	Unduplicated Number of Individuals Served
SRV 2a. Early Head Start	78
SRV 2b. Head Start	1129
SRV 2c. Other Early Childhood (0 5 yr. old) Education	0
SRV 2d. K-12 Education	0
SRV 2e. K-12 Support Services	0
SRV 2f. Financial Literacy Education	0
SRV 2g. Literacy/English Language Education	0
SRV 2h. College Readiness Preparation/Support	0
SRV 2i. Other Post Secondary Preparation	0
SRV 2j. Other Post Secondary Support	0
SRV 2k. School Supplies	0
SRV 2l. Before and After School Activities	0
SRV 2m. Summer Youth Recreational Activities	0
SRV 2n. Summer Education Programs	0
SRV 2o. Behavior Improvement Programs (attitude, self-esteem, Dress for Success, etc.)	0
SRV 2p. Mentoring	0
SRV 2q. Leadership Training	0
SRV 2r. Adult Literacy Classes	0
SRV 2s. English Language Classes	0
SRV 2t. Basic Education Classes	0
SRV 2u. High School Equivalency Classes	0
SRV 2v. Leadership Training	0
SRV 2w. Parenting Supports (may be a part of the early childhood programs identified above)	0
SRV 2x. Applied Technology Classes	0
SRV 2y. Post Secondary Education Preparation	0
SRV 2z. Financial Literacy Education	0
SRV 2aa. College applications, text books, computers, etc.	0
SRV 2bb. Scholarships	0
SRV 2cc. Home Visits	0
General Comment	

3 Services	Unduplicated Number of Individuals Served
SRV 3a. Financial Capability Skills Training	0
SRV 3b. Financial Coaching/Counseling	0
SRV 3c. Financial Management Programs (including budgeting, credit management, credit repair, credit counseling, etc.)	0
SRV 3d. First time Homebuyer Counseling	0
SRV 3e. Foreclosure Prevention Counseling	0
SRV 3f. Small Business Start Up and Development Counseling Sessions/Classes	0
SRV 3g. Child Support Payments	0
SRV 3h. Health Insurance	3
SRV 3i. Social Security/SSI Payments	1
SRV 3j. Veteran's Benefits	3
SRV 3k. TANF Benefits	4
SRV 3l. SNAP Benefits	5
SRV 3m. Saving Accounts/IDAs and other asset building accounts	0
SRV 3n. Other financial products (IRA accounts, MyRA, other retirement accounts, etc.)	0
SRV 3o. VITA, EITC, or Other Tax Preparation programs	332
SRV 3p. Micro loans	0
SRV 3q. Business incubator/business development loans	0
GeneralComment	

4 Services	Unduplicated Number of Individuals Served
SRV 4a. Financial Capability Skill Training	0
SRV 4b. Financial Coaching/Counseling	0
SRV 4c. Rent Payments (includes Emergency Rent Payments)	115
SRV 4d. Deposit Payments	31
SRV 4e. Mortgage Payments (includes Emergency Mortgage Payments)	6
SRV 4f. Eviction Counseling	0
SRV 4g. Landlord/Tenant Mediations	0
SRV 4h. Landlord/Tenant Rights Education	0
SRV 4i. Utility Payments (LIHEAP includes Emergency Utility Payments)	1424
SRV 4j. Utility Deposits	0
SRV 4k. Utility Arrears Payments	0
SRV 4l. Level Billing Assistance	0
SRV 4m. Temporary Housing Placement (includes Emergency Shelters)	71
SRV 4n. Transitional Housing Placements	0
SRV 4o. Permanent Housing Placements	134
SRV 4p. Rental Counseling	0
SRV 4q. Home Repairs (e.g. structural, appliance, heating systems. etc.) (Including Emergency Home Repairs)	0
SRV 4r. Independent living Home Improvements (e.g. ramps, tub and shower grab bars, handicap accessible modifications, etc.)	0
SRV 4s. Healthy Homes Services(e.g. reduction or elimination of lead, radon, carbon dioxide and/or fire hazards or electrical issues, etc.)	0
SRV 4t. Energy Efficiency Improvements (e.g. insullation, air sealing, furnace repair, etc.)	61
GeneralComment	

5 Services	Unduplicated Number of Individuals Served
SRV 5a. Immunizations	1195
SRV 5b. Physicals	1109
SRV 5c. Developmental Delay Screening	870
SRV 5d. Vision Screening	1038
SRV 5e. Prescription Payments	0
SRV 5f. Doctor Visit Payments	0
SRV 5g. Maternal/Child Health	0
SRV 5h. Nursing Care Sessions	0
SRV 5i. In Home Affordable Seniors/Disabled Care Sessions (Nursing, Chores, Personal Care Services)	0
SRV 5j. Health Insurance Options Counseling	0
SRV 5k. Coaching Sessions	0
SRV 5l. Family Planning Classes	0
SRV 5m. Contraceptives	0
SRV 5n. STI/HIV Prevention Counseling Sessions	0
SRV 5o. STI/HIV Screenings	0
SRV 5p. Wellness Classes (stress reduction, medication management, mindfulness, etc.)	0
SRV 5q. Exercise/Fitness	0
SRV 5r. Detoxification Sessions	0
SRV 5s. Substance Abuse Screenings	0
SRV 5t. Substance Abuse Counseling	0
SRV 5u. Mental Health Assessments	0
SRV 5v. Mental Health Counseling	0
SRV 5w. Crisis Response/Call In Responses	1605
SRV 5x. Domestic Violence Programs	624
SRV 5y. Substance Abuse Support Group Meetings	0
SRV 5z. Domestic Violence Support Group Meetings	0
SRV 5aa. Mental Health Support Group Meeting	0
SRV 5bb. Adult Dental Screening/Exams	0
SRV 5cc. Adult Dental Services (including Emergency Dental Procedures)	0
SRV 5dd. Child Dental Screenings/Exams	975
SRV 5ee. Child Dental Services (including Emergency Dental Procedures)	0
SRV 5ff. Skills Classes (Gardening, Cooking, Nutrition)	34
SRV 5gg. Community Gardening Activities	0
SRV 5hh. Incentives (e.g. gift card for food preparation, rewards for participation, etc.)	224
SRV 5ii. Prepared Meals	164844

SRV 5jj. Food Distribution (Food Bags/Boxes, Food Share Program, Bags of Groceries)	206
SRV 5kk. Family Mentoring Sessions	0
SRV 5ll. Life Skills Coaching Sessions	34
SRV 5mm. Parenting Classes	0
SRV 5nn. Kits/boxes	124
SRV 5oo. Hygiene Facility Utilizations (e.g. showers, toilets, sinks)	0
GeneralComment	

6 Services	Unduplicated Number of Individuals Served
SRV 6a. Voter Education and Access	0
SRV 6b. Leadership Training	0
SRV 6c. Tripartite Board Membership	16
SRV 6d. Citizenship Classes	0
SRV 6e. Getting Ahead Classes	0
SRV 6f. Volunteer Training	158
General Comment	

7 Services	Unduplicated Number of Individuals Served
SRV 7a. Case Management	1583
SRV 7b. Eligibility Determinations	0
SRV 7c. Referrals	4845
SRV 7d. Transportation Services (e.g. bus passes, bus transport, support for auto purchase or repair, including emergency services)	187
SRV 7e. Child Care subsidies	0
SRV 7f. Child Care payments	5413600
SRV 7g. Day Centers	0
SRV 7h. Birth Certificate	10
SRV 7i. Social Security Card	17
SRV 7j. Driver's License	0
SRV 7k. Criminal Record Expungements	0
SRV 7l. Immigration Support Services (relocation, food, clothing)	1
SRV 7m. Legal Assistance	169
SRV 7n. Emergency Clothing Assistance	50
SRV 7o. Mediation/Customer Advocacy Interventions	0

GeneralComment

A. Total unduplicated number of all INDIVIDUALS about whom one or more characteristics were obtained		Total
Total		7594

B. Total unduplicated number of all HOUSEHOLDS about whom one or more characteristics were obtained		Total
Total		3667

C. INDIVIDUAL LEVEL CHARACTERISTICS

1. Gender	Number of Individuals
a. Male	3465
b. Female	3959
c. Other	2
d. Unknown/not reported	168
e. Total	7594

2. Age	Number of Individuals
a. 0-5	2318
b. 6-13	1655
c. 14-17	581
d. 18-24	367
e. 25-44	1138
f. 45-54	412
g. 55-59	202
h. 60-64	243
i. 65-74	354
j. 75 +	212
k. Unknown / not reported	112
l. Total	7594

3. Education Levels	Number of Individuals ages 14-24	Number of Individuals ages 25+
a. Grades 0-8	948	611
b. Grades 9-12/Non-Graduate	0	449
c. High School Graduate	0	964
d. GED/Equivalency Diploma	0	0
e. 12 grade + Some Post-Secondary	0	251
f. 2 or 4 years College Graduate	0	191
g. Graduate of other post-secondary school	0	15

h. Unknown/not reported	0	80
i. Total	948	2561

4. Disconnected Youth	Number of Individuals
a. Youth ages 14-24 who are neither working or in school <input type="checkbox"/>	32

5. Health	Number of Individuals Yes	Number of Individuals No	Number of Individuals Unknown
a. Disabling Condition	1173	4828	1593
b. Health Insurance *	6145	148	1301

c. Health Insurance Sources	Number of Individuals
c.1. Medicaid	5416
c.2. Medicare	539
c.3. State Children's Health Insurance Program	30
c.4. State Health Insurance for Adults	23
c.5. Military Health Care	9
c.6. DirectPurchase	25
c.7. Employment Based	101
c.8. Unknown/not reported	2
c.9. Total	6145

6. Ethnicity	Number of Individuals
a.1. Hispanic, Latino or Spanish Origins	5859
a.2. Not Hispanic, Latino or Spanish Origins	1550
a.3. Unknown/not reported	185
a.4. Total	7594

6. Race	Number of Individuals
b.1. American Indian or Alaska Native	172
b.2. Asian	57
b.3. Black or African American	433
b.4. Native Hawaiian and Other Pacific Islander	43
b.5. White	4355
b.6. Other	2082
b.7. Multi-race (two or more of the above)	141
b.8. Unknown/not reported	311
b.9. Total	7594

7. Military Status	Number of Individuals
a. Veteran	34
b. Active Military	4
c. Never Served in the Military	0

d. Unknown/not reported	0
e. Total	38

8. Work Status (Individuals 18+)	Number of Individuals
a. Employed Full Time	992
b. Employed Part Time	182
c. Migrant or Seasonal Farm Worker	148
d. Unemployed (Short Term, 6 months or less)	208
e. Unemployed (Long Term, more than 6 months)	371
f. Unemployed (Not in Labor Force)	0
g. Retired	283
h. Unknown/not reported	292
i. Total	2476

D. HOUSEHOLD LEVEL CHARACTERISTICS

9. Household Type	Number of Households
a. Single Person	1186
b. Two Adults NO Children	169
c. Single Parent Female	873
d. Single Parent Male	50
e. Two Parent Household	1140
f. Non-related Adults with Children	1
g. Multigenerational Household	32
h. Other	26
i. Unknown/not reported	190
l. Total	3667

10. Household Size	Number of Households
a. Single Person	1186
b. Two	510
c. Three	537
d. Four	611
e. Five	556
f. Six or more	267
g. Unknown/not reported	0
h. Total	3667

11. Housing	Number of Households
a. Own	470
b. Rent	2034
c. Other permanent housing	54
d. Homeless	369
e. Other	16
f. Unknown/not reported	724
g. Total	3667

12. Level of Household Income	Number of Households
a. Up to 50%	1205
b. 51% to 75%	361
c. 76% to 100%	350
d. 101% to 125%	441
e. 126% to 150%	219
f. 151% to 175%	147
g. 176% to 200%	93
h. 201% to 250%	68

i. 251% and over	11
j. Unknown/not reported	772
k. Total	3667

13. Sources of Household Income	Number of Households
a. Income from Employment Only	433
b. Income from Employment and Other Income Source	29
c. Income from Employment, Other Income Source, and Non Cash Benefits	294
d. Income from Employment and Non-Cash Benefits	563
e. Other Income Source Only	134
f. Other Income Source and Non-Cash Benefits	1120
g. No Income	109
h. Non Cash Benefits Only	190
i. Unknown/not reported	739
j. Total	3611

14. Other Income Source	Number of Households
a. TANF	466
b. Supplemental Security Income (SSI)	411
c. Social Security Disability Income (SSDI)	46
d. VA Service-Connected Disability Compensation	4
e. VA Non-Service Connected Disability Pension	2
f. Private Disability Insurance	0
g. Worker's Compensation	0
h. Retirement Income from Social Security	588
i. Pension	65
j. Child Support	13
k. Alimony or other Spousal Support	1
l. Unemployment Insurance	10
m. EITC	0
n. Other	8
o. Unknown/not reported	146

15. Non Cash Benefits	Number of Households
a. SNAP	976
b. WIC	582
c. LIHEAP	761
d. Housing Choice Voucher	0
e. Public Housing	8
f. Permanent Supportive Housing	52
g. HUD-VASH	2
h. Childcare Voucher	0
i. Affordable Care Act Subsidy	0

j. Other	4
k. Unknown/not reported	11

E. Number of Individuals May or May Not be Included

a. Unduplicated number of INDIVIDUALS served in Program	Number of Individuals
All programs	7594

F. Number of Households May or May Not be Included

a. Unduplicated number of HOUSEHOLDS served in Program	Number of Households
All programs	3667



Report to the Board of Directors

Agenda Item Number: D-11

Board of Directors Meeting for: February 8, 2024

Author: Jeannie Stapleton

DATE: February 1, 2024

TO: Board of Directors

FROM: Ana Ibanez

SUBJECT: 2024 Low Income Home Energy Assistance Program (LIHEAP) eligibility point adjustment.

I. RECOMMENDATION:

Review and consider increasing the 2024 Low Income Home Energy Assistance Program (LIHEAP) eligibility point system from 20 points to 22 points for eligible customers.

II. SUMMARY:

The 2024 LIHEAP contract term is November 1, 2023, through December 31, 2024.

III. DISCUSSION:

1. The LIHEAP program assists clients with paying utility bills, purchasing propane, firewood, pellets or heating oil and providing weatherization services.
2. Program participants must meet an income guideline and meet the utility assistance priority plan to receive assistance. The applicant's income must fall below 60% of the State's median income level.
3. The initial contract represents the first allocation of funding. CAPMC will normally receive a few contract amendments during the year, and we usually do not know what the final award will be until we receive the last amendment.
4. Based on the current LIHEAP Production Plan applicants needed to have at least 20 points to be eligible for benefit amounts ranging from \$394.00 to \$738.00 and up to \$3,000.00 for Fast Track Emergency shut off assistance. The point applicants will need to qualify with are being changed to 22 to ensure the most vulnerable households are served. The Production Plan will be updated and resubmitted to CSD. CSD provides the guidelines as to the amount of benefit the customer is assisted with.
6. Customers receiving Cal-Fresh in the household are income eligible for assistance with the LIHEAP program.
7. As for the 2023 LIHEAP funds, they have been exhausted.

IV. FINANCING:

The first allocation of funding for the program year 2024 is \$1,119,569. This represents 50 percent of the projected total funding. This includes \$558,606 for utility payment

assistance, \$ 266,340 for Administration, Assurance 16, Wood/Propane/Oil and \$294,623 for weatherization.



Report to the Board of Directors

Agenda Item Number: D-12

Board of Directors Meeting for: February 8, 2024

Author: Donna Tooley, Consultant

DATE: January 28, 2024

TO: Board of Directors

FROM: Mattie Mendez, Executive Director

SUBJECT: Notification of Federal Interest in Head Start Modular Units

I. RECOMMENDATION:

Recommend that the CAPMC Board of Directors confirm and acknowledge receipt of the updated and revised Notification of the Federal Interest in its Head Start and Migrant Head Start modular units.

II. SUMMARY:

Over the years, Community Action Partnership of Madera County, Inc. (CAPMC) as a direct grantee or subgrantee has received various Head Start grants and used those grant funds to purchase modular units. Even though CAPMC holds and retains those assets for the conduct and use of its Head Start programs, the Office of Head Start, Department of Health and Human Services has acquired a beneficial ownership interest (federal interest) in the property. CAPMC must display a Notice of Federal Interest as applicable.

III. DISCUSSION:

- a. In a recent review of the CAPMC's displayed Notices of Federal Interest, it appeared that certain information was missing from the notices. Additionally, the Head Start Performance Standards 45 CFR 1303.47(c) require that the agency's Board of Directors acknowledge that it received a copy of the federal interest and the date it was provided with a copy.
- b. Since CAPMC does not own any of the real property on which the modular units (portable buildings) are installed, it is not possible to file and record the Notice of Federal Interest in the county property records where the modular units are located. Instead, the notice on the modular unit purchased by CAPMC must be visible and clearly posted on both the exterior and inside of the modular building.
- c. The Notice of Federal Interest governs the use of modular units as provided by the Head Start Act and applicable Head Start regulations. It also provides that any modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred without prior written permission of a responsible HHS official. The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action taken by the grantee,

CAPMC. Also, any portable buildings cannot be moved to another location without written approval.

- d. The Notice of Federal Interest should also contain a statement that confirms that the governing body received the notice and the date it was provided with the copy of the notice.
- e. Mattie Mendez, Executive Director, of CAPMC has issued the Notices of Federal Interest as presented.
- f. The following Head Start facilities are subject to the display requirement of the Notice of Federal Interest:

Regional Head Start:

Chowchilla Head Start
Fairmead Head Start
Valley West Head Start
Ruth Gonzales Head Start
Mariposa Head Start

Madera Migrant/Seasonal Head Start:

Los Niños Migrant Head Start
Mis Angelitos Migrant Head Start
Alpha Migrant Migrant Head Start, Portable #1 and #2
Eastin Arcola Migrant Head Start, Portables #1 - #5
Sierra Vista Migrant Head Start, Portables #1 – 5 (Prepared by Stanislaus County Office of Education Central California Migrant Head Start)

Fresno Migrant/Seasonal Head Start:

Selma Migrant Head Start
Orange Cove Migrant Head Start
Inez C. Rodriguez Migrant Head Start

- g. Copies of the Notices of Federal Interest are attached for your review and consideration.

IV. FINANCING:
Not Applicable.

NOTICE OF FEDERAL INTEREST IN PROPERTY

Chowchilla Head Start

265 Hospital Drive, Chowchilla, CA 93610

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 09CH0780/30 on or about May 1, 1995, to the Community Action Partnership of Madera County, Inc., located at 1225 Gill Avenue, Madera, California 93637, and its Head Start Program. The grant provided federal funds for the conduct of a Head Start Program, including purchase of this modular unit in the amount of \$204,394. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest ("federal interest") in the property.

Any Head Start funds used for subsequent major renovation of this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible DHHS official's written permission.

The modular unit cannot be moved to another location without the responsible DHHS official's written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.

NOTICE OF FEDERAL INTEREST IN PROPERTY
Fairmead Head Start
22850 Road 19 1/2, Chowchilla, CA 93610

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 09CH0780/27 on or about May 1, 1992, to the Community Action Partnership of Madera County, Inc., located at 1225 Gill Avenue, Madera, California 93637, and its Head Start Program. The grant provided federal funds for the conduct of a Head Start Program, including purchase of this modular unit in the amount of \$61,461. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest ("federal interest") in the property.

Any Head Start funds used for subsequent major renovation of this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official's written permission.

This modular unit cannot be moved to another location without the responsible DHHS official's written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Valley West Head Start
101 W. Adell Street, Madera, CA 93638**

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 09CH0780/33 on or about May 1, 1998, to the Community Action Partnership of Madera County, Inc., located at 1225 Gill Avenue, Madera, California 93637, and its Head Start Program. The grant provided federal funds for the conduct of a Head Start Program, including purchase of this modular unit in the amount of \$46,467. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest ("federal interest") in the property.

Any Head Start funds used for the subsequent major renovation of this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for the purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, including moving the modular unit to another location, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official's written permission.

The modular unit cannot be moved to another location with the responsible DHHS official's written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

**Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.**

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Ruth Gonzales Head Start
838 Lily Street, Madera, CA 93638**

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grants 09CH0780/37 and 09CH0780/38 on or about May 1, 2002, and May 1, 2003, respectively, to the Community Action Partnership of Madera County, Inc., located at 1225 Gill Avenue, Madera, California 93637, and its Head Start Program. The grants provided federal funds for the conduct of a Head Start Program, including purchase of this modular unit in the amounts of \$322,322 and \$12,861. The grants incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest (“federal interest”) in the property.

Any Head Start funds used for subsequent major renovation of this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official’s written permission.

The modular unit cannot be moved to another location without the responsible DHHS official’s written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

**Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.**

NOTICE OF FEDERAL INTEREST IN PROPERTY

Mariposa Head Start

5056 Jones Street, Mariposa, CA 95338

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 09CH0202/1 and 09CH0202/2 on or about March 1, 1993, to the County of Mariposa and its Head Start Program. The operation of the Head Start Program and the related assets were transferred to Community Action Partnership of Madera County, Inc., located at 1225 Gill Avenue, Madera, California 93637, in 2002 by the Department of Health and Human Services (DHHS). The grant provided federal funds for the conduct of a Head Start Program, including purchase of this modular unit estimated in the amount of \$150,000. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest ("federal interest") in the property.

Any Head Start funds used for subsequent major renovation of this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official's written permission.

The modular unit cannot be moved to another location with the responsible DHHS official's written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Los Niños (Desha) Migrant Head Start
29171 Desha Street, Madera, CA 93638**

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 90WM0020 on or about December 11, 2002, to Stanislaus County Office of Education Central California Migrant Head Start and its subrecipient (delegate), Community Action Partnership of Madera County, Inc., located at 1225 Gill Avenue, Madera, California 93637, and its Migrant Head Start Program. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$527,844. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest ("federal interest") in the property.

Any Head Start funds used for subsequent major renovations to this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, including moving the modular unit to another location, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official's written permission.

The modular unit cannot be moved to another location without the responsible DHHS official's written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

**Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.**

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Mis Angelitos Migrant Head Start
75 E. Adell Street, Madera, CA 93638**

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 90CM9788/10 on or about March 1, 2008, to Stanislaus County Office of Education Central California Migrant Head Start and its subrecipient (delegate), Community Action Partnership of Madera County, Inc., located at 1225 Gill Avenue, Madera, California 93637, and its Migrant Head Start Program. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$721,619. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest ("federal interest") in the property.

Any Head Start funds used for subsequent major renovations to this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official's written permission.

The modular unit cannot be moved to another location without the responsible DHHS official's written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

**Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.**

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Alpha Migrant Head Start Portable #1
900 Stadium Drive, Madera, CA 93637**

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 90WM0020 in 1992 to Stanislaus County Office of Education Central California Migrant Head Start, located at 1100 H Street, Modesto, California 95354, and its Migrant Head Start Program, and its subrecipient (delegate), Community Action Partnership of Madera County, Inc. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$72,602. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest (“federal interest”) in the property.

Any Head Start funds used for subsequent major renovation to this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official’s written permission.

The modular unit cannot be moved to another location without the responsible DHHS official’s written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

**Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.**

SCOE Asset #990005100176

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Alpha Migrant Head Start Portable #2
900 Stadium Drive, Madera, CA 93637**

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 90WM0020 in 1992 to Stanislaus County Office of Education Central California Migrant Head Start, located at 1100 H Street, Modesto, California 95354, and its Migrant Head Start Program, and its subrecipient (delegate), Community Action Partnership of Madera County, Inc. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$72,602. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest (“federal interest”) in the property.

Any Head Start funds used for the subsequent major renovation to this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purposes for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, including moving the modular unit to another location, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official’s written permission.

The modular unit cannot be moved to another location without the responsible DHHS official’s written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

**Mattie Mendez, Executive Director
Community Action Partnership of Madera County**

SCOE Asset #99005100177

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Eastin Arcola Migrant Head Start Portable #1
25951 Avenue 8, Madera, CA 93637**

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 90CM9788 in March 1991 to Stanislaus County Office of Education Central California Migrant Head Start, located at 1100 H Street, Modesto, California 95354, and its Migrant Head Start Program, and its subrecipient (delegate), Community Action Partnership of Madera County, Inc. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$46,524. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest (“federal interest”) in the property.

Any Head Start funds used for subsequent major renovation to this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official’s written permission.

The modular unit cannot be moved to another location without the responsible DHHS official’s written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

**Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.**

SCOE Asset #990005100178

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Eastin Arcola Migrant Head Start Portable #2
25951 Avenue 8, Madera, CA 93637**

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 90CM9788 in March 1991 to Stanislaus County Office of Education Central California Migrant Head Start, located at 1100 H Street, Modesto, California 95354, and its Migrant Head Start Program, and its subrecipient (delegate), Community Action Partnership of Madera County, Inc. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$46,524. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest (“federal interest”) in the property.

Any Head Start funds used for subsequent major renovation to this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official’s written permission.

The modular unit cannot be moved to another location without the responsible DHHS official’s written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest was issued by:

**Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.**

SCOE Asset # 990005100179

NOTICE OF FEDERAL INTEREST IN PROPERTY

Eastin Arcola Migrant Head Start Portable #3

25951 Avenue 8, Madera, CA 93637

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 90CM9788 in March 1991 to Stanislaus County Office of Education Central California Migrant Head Start, located at 1100 H Street, Modesto, California 95354, and its Migrant Head Start Program, and its subrecipient (delegate), Community Action Partnership of Madera County, Inc. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$46,524. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest (“federal interest”) in the property.

Any Head Start funds used for subsequent major renovation to this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official’s written permission.

The modular unit cannot be moved to another location without the responsible DHHS official’s written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.

SCOE Asset #990005100180

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Eastin Arcola Migrant Head Start Portable #4
25951 Avenue 8, Madera, CA 93637**

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 90CM9788 in 1985 to Stanislaus County Office of Education Central California Migrant Head Start, located at 1100 H Street, Modesto, California 95354, and its Migrant Head Start Program, and its subrecipient (delegate), Community Action Partnership of Madera County, Inc. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$39,223. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest (“federal interest”) in the property.

Any Head Start funds used for subsequent major renovation to this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official’s written permission.

The modular unit cannot be moved to another location without the responsible DHHS official’s written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

**Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.**

SCOE Asset #990005100181

NOTICE OF FEDERAL INTEREST IN PROPERTY

Eastin Arcola Migrant Head Start Portable #5

25951 Avenue 8, Madera, CA 93637

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 90CM9788 in 1985 to Stanislaus County Office of Education Central California Migrant Head Start, located at 1100 H Street, Modesto, California 95354, and its Migrant Head Start Program, and its subrecipient (delegate), Community Action Partnership of Madera County, Inc. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$39,223. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest (“federal interest”) in the property.

Any Head Start funds used for subsequent major renovation to this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official’s written permission.

The modular unit cannot be moved to another location without the responsible DHHS official’s written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.

SCOE Asset #990005100182

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Sierra Vista Migrant Head Start
917 E. Olive Avenue
Madera, CA 93638**

**Grantee: Central California Migrant Head Start
1100 H Street
Modesto, CA 95354**

**Office of Head Start (OHS) Grant Award(s)
Initial OHS Award: 90-CM-9786; 1996; \$53,164
Total OHS Amount Awarded: \$53,164**

Total OHS Grant Funds Used: \$53,164

Any Head Start funds used for purchase or major renovation of this modular unit are included above as part of this notice of federal interest;

This modular unit will only be used for purposes consistent with the Head Start Act and applicable federal regulations;

This modular unit will not be mortgaged or used as collateral, sold or otherwise transferred to another party, without the responsible Department of Health and Human Services official's written permission;

The grantee may not subordinate, diminish, nullify or release through encumbrance of the property, transfer to another party, or take any other action without the responsible Department of Health and Human Services official's written permission;

This modular unit cannot be moved to another location without the responsible Department of Health and Human Services official's written permission;

This confirms that the agency's governing body has received a copy of the notice of federal interest on 06/14/2018;

This Notice of Federal Interest has been issued by:

X _____
Tony Jordan, Executive Director
Child & Family Services Division
Stanislaus County Office of Education

Asset# 990005100172

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Sierra Vista Migrant Head Start
917 E. Olive Avenue
Madera, CA 93638**

**Grantee: Central California Migrant Head Start
1100 H Street
Modesto, CA 95354**

**Office of Head Start (OHS) Grant Award(s)
Initial OHS Award: 90-CM-9786; 1996; \$53,164
Total OHS Amount Awarded: \$53,164**

Total OHS Grant Funds Used: \$53,164

Any Head Start funds used for purchase or major renovation of this modular unit are included above as part of this notice of federal interest;

This modular unit will only be used for purposes consistent with the Head Start Act and applicable federal regulations;

This modular unit will not be mortgaged or used as collateral, sold or otherwise transferred to another party, without the responsible Department of Health and Human Services official's written permission;

The grantee may not subordinate, diminish, nullify or release through encumbrance of the property, transfer to another party, or take any other action without the responsible Department of Health and Human Services official's written permission;

This modular unit cannot be moved to another location without the responsible Department of Health and Human Services official's written permission;

This confirms that the agency's governing body has received a copy of the notice of federal interest on 06/14/2018;

This Notice of Federal Interest has been issued by:

X _____
Tony Jordan, Executive Director
Child & Family Services Division
Stanislaus County Office of Education

Asset# 990005100173

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Sierra Vista Migrant Head Start
917 E. Olive Avenue
Madera, CA 93638**

**Grantee: Central California Migrant Head Start
1100 H Street
Modesto, CA 95354**

**Office of Head Start (OHS) Grant Award(s)
Initial OHS Award: 90-CM-9786; 1994; \$79,746
Total OHS Amount Awarded: \$79,746**

Total OHS Grant Funds Used: \$79,746

Any Head Start funds used for purchase or major renovation of this modular unit are included above as part of this notice of federal interest;

This modular unit will only be used for purposes consistent with the Head Start Act and applicable federal regulations;

This modular unit will not be mortgaged or used as collateral, sold or otherwise transferred to another party, without the responsible Department of Health and Human Services official's written permission;

The grantee may not subordinate, diminish, nullify or release through encumbrance of the property, transfer to another party, or take any other action without the responsible Department of Health and Human Services official's written permission;

This modular unit cannot be moved to another location without the responsible Department of Health and Human Services official's written permission;

This confirms that the agency's governing body has received a copy of the notice of federal interest on 06/14/2018;

This Notice of Federal Interest has been issued by:

X _____
Tony Jordan, Executive Director
Child & Family Services Division
Stanislaus County Office of Education

Asset# 990005100174

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Sierra Vista Migrant Head Start
917 E. Olive Avenue
Madera, CA 93638**

**Grantee: Central California Migrant Head Start
1100 H Street
Modesto, CA 95354**

**Office of Head Start (OHS) Grant Award(s)
Initial OHS Award: 90-CM-9786; 1994; \$79,746
Total OHS Amount Awarded: \$79,746**

Total OHS Grant Funds Used: \$79,746

Any Head Start funds used for purchase or major renovation of this modular unit are included above as part of this notice of federal interest;

This modular unit will only be used for purposes consistent with the Head Start Act and applicable federal regulations;

This modular unit will not be mortgaged or used as collateral, sold or otherwise transferred to another party, without the responsible Department of Health and Human Services official's written permission;

The grantee may not subordinate, diminish, nullify or release through encumbrance of the property, transfer to another party, or take any other action without the responsible Department of Health and Human Services official's written permission;

This modular unit cannot be moved to another location without the responsible Department of Health and Human Services official's written permission;

This confirms that the agency's governing body has received a copy of the notice of federal interest on 06/14/2018;

This Notice of Federal Interest has been issued by:

X _____
Tony Jordan, Executive Director
Child & Family Services Division
Stanislaus County Office of Education

Asset# 990005100175

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Sierra Vista Migrant Head Start
917 E. Olive Avenue
Madera, CA 93638**

Grantee: Central California Migrant Head Start
1100 H Street
Modesto, CA 95354

Office of Head Start (OHS) Grant Award(s)

Initial OHS Award: 90-CM-9801/02; 02/05/2016; \$174,434
Subsequent OHS Award: 90-CM-9801/03; 09/08/2016; \$37,288
Carried Over OHS Award: 90-CM-9801/03; 11/15/2016; \$131,003
Carried Over OHS Award: 90-CM-9801/04; 02/20/2018; \$38,143
Total OHS Amount Awarded: \$211,722

Total California Department of Education (CDE) Amount Awarded: \$70,574

Total OHS Grant Funds Used: \$207,438
Total CDE Funds Used: \$68,887

Any Head Start funds used for purchase or major renovation of this modular unit are included above as part of this notice of federal interest;

This modular unit will only be used for purposes consistent with the Head Start Act and applicable federal regulations;

This modular unit will not be mortgaged or used as collateral, sold or otherwise transferred to another party, without the responsible Department of Health and Human Services official's written permission;

The grantee may not subordinate, diminish, nullify or release through encumbrance of the property, transfer to another party, or take any other action without the responsible Department of Health and Human Services official's written permission;

This modular unit cannot be moved to another location without the responsible Department of Health and Human Services official's written permission;

This confirms that the agency's governing body has received a copy of the notice of federal interest on 06/14/2018;

This Notice of Federal Interest has been issued by:

X _____
Tony Jordan, Executive Director
Child & Family Services Division
Stanislaus County Office of Education

Asset# 2018002

NOTICE OF FEDERAL INTEREST IN PROPERTY

Selma Migrant Head Start

12898 S. Fowler Avenue, Selma, CA 93662

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 90CM0788 in 1993, to Stanislaus County Office of Education Central California Migrant Head Start and its subrecipient (delegate), Community Action Partnership of Madera County, Inc., located at 1225 Gill Avenue, Madera, California 93637, and its Migrant Head Start Program. The operation of the Migrant Head Start Program and the related assets were transferred to Community Action Partnership of San Luis Obispo, Inc. in 1995, by the Department of Health and Human Services (DHHS) and its subrecipient (delegate), Community Action Partnership of Madera County, Inc. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$224,343. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest ("federal interest") in the property.

Any Head Start funds used for subsequent major renovation to this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official's written permission.

The modular unit cannot be moved to another location without the responsible DHHS official's written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Orange Cove Migrant Head Start
315 Adams Street, Orange Cove, CA 93646**

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grant 90WM011/01 on or about September 30, 2000, to Community Action Partnership of San Luis Obispo, Inc. and its subrecipient (delegate), Community Action Partnership of Madera County, Inc., located at 1225 Gill Avenue, Madera, California 93637, and its Migrant Head Start Program. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$447,879. The grant incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest ("federal interest") in the property.

Any Head Start funds used for subsequent major renovation to this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and will only be used for purposes consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, including moving the modular unit to another location, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official's written permission.

The modular unit cannot be moved to another location without the responsible DHHS official's written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

**Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.**

NOTICE OF FEDERAL INTEREST IN PROPERTY

**Inez C. Rodriguez Migrant Head Start
1501 N. Del Altair Avenue, Reedley, CA 93654**

The Department of Health and Human Services (DHHS) Office of Head Start awarded Grants 90CM015/17 and 90CM015/18 on or about September 1, 2007, to Community Action Partnership of San Luis Obispo, Inc. and its subrecipient (delegate), Community Action Partnership of Madera County, Inc., located at 1225 Gill Avenue, Madera, California 93637, and its Migrant Head Start Program. The grant provided federal funds for the conduct of a Migrant/Seasonal Head Start Program, including purchase of this modular unit in the amount of \$797,842. The grants incorporated conditions, which included restrictions on the use and disposition of this property and provided for a continuing beneficial ownership interest ("federal interest") in the property.

Any Head Start funds used for subsequent major renovation of this modular unit are included above as part of the notice of federal interest.

The property may not be used for any purpose other than the purpose for which the facility was funded and consistent with the Head Start Act and applicable Head Start regulations.

This modular unit will not be mortgaged or used as collateral, sold, or otherwise transferred to another party, without the express written approval of the responsible DHHS official.

The federal interest cannot be subordinated, diminished, nullified, or released through encumbrance of the property, transfer to another party, or any other action the grantee takes without the responsible HHS official's written permission.

The modular unit cannot be moved to another location without the responsible DHHS official's written permission.

This confirms that the Board of Directors of Community Action Partnership of Madera County, Inc. received a copy of this Notice of Federal Interest on February 8, 2024.

This Notice of Federal Interest has been issued by:

**Mattie Mendez, Executive Director
Community Action Partnership of Madera County, Inc.**



Report to the Board of Directors

Agenda Item Number: D-13

Board of Directors Meeting for: February 8, 2024

Author: Leticia Murillo

DATE: February 8, 2024

TO: Board of Directors

FROM: Leticia Murillo, Child Care APP/R&R Program Manager

SUBJECT: **Continued Funding Application Fiscal Year 2024-2025**

I. RECOMMENDATION:

Review and consider ratifying the submission of the application requesting continued funding from the California Department of Social Services – Child Care and Development Division (CCDD) for Fiscal Year 2024-2025.

II. SUMMARY:

The agency is required annually to complete an application requesting the continued funding for all contracts currently held for Child Care Alternative Payment and Resource Program – Alternative Payment (CAPP), CalWORKs Stage 2 (C2AP), CalWORKs Stage 3 (C3AP) and Resource & Referral (CRRP).

III. DISCUSSION:

- The application was submitted on January 19, 2024.
- If, and when the contracts are approved, amendments may occur with the current contracts.

IV. FINANCING:

Current contract amounts for 2023-24 are as follows:

Contract amounts are subject to change annually based on state budget outcomes.

Alternative Payment (Madera County)	\$7,810,104.00
CalWORKs Stage 2 (Madera County)	\$1,103,944.00
CalWORKs Stage 3 (Madera County)	\$1,236,710.00
Resource & Referral (Madera County)	\$ 294,215.00
Bridge Program (Madera County)	\$197,138.00

CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

1. Introduction

Contractors who wish to be considered for continued funding for Fiscal Year (FY) 2024-25 must read the accompanying instructions and fully and accurately complete this application for continued funding. Please note that contractors have no vested right to a subsequent contract. Failure to respond to this application by the noted due date shall constitute notice to the Child Care and Development Division (CCDD) of the intent to discontinue services at the end of the current contract year unless the contractor has received a written notice of extension of time from the CCDD. If this application is returned to the CCDD by the due date, but is not fully and accurately completed, continued funding for FY 2024-25, may not be awarded, or funding may be delayed. Completion of this Continued Funding Application (CFA) does not guarantee a renewal of funding. Any contractors who are approved for continued funding will be expected to execute a contract with the California Department of Social Services (CDSS) and comply with all applicable federal and state laws as well as all Funding Terms and Conditions and applicable Program Requirements incorporated into the contract.

If your agency does not intend to continue their contract, please contact your Program Quality and Improvement (PQI) Assigned Consultant. Instructions on how to relinquish your contract can be found on the main [CFA web page](#).

Instructions to complete this application may be accessed on the Child Care and Development [CFA web page](#).

Select Next at the bottom of the screen to begin the application.

2. Section I – Contractor Information

1. Legal Name of Contractor

Community Action Partnerhsip of Madera County, Inc.

2. Contractor “Doing Business As” (DBA)

Community Action Partnership of Madera County, Inc

3. Headquartered County

Madera

4. Vendor Number

B509

5. Contact Person Completing Application

The Contact Person listed below will be the point of contact for the CDSS if there are any questions regarding this Continued Funding Application.

Full Name

Leticia Murillo

Title

Alternative Payment and Resource & Referral Program Manager

Telephone Number (999-999-9999)

559-675-5733

Email Address

lmurillo@maderacap.org

6. Executive Director Information

Full Name

Mattie Mendez

Telephone Number (999-999-9999)

559-675-5749

Email Address

mmendez@maderacap.org

7. Program Director Information

Full Name

Mattie Mendez

Telephone Number (999-999-9999)

559-675-5749

Email Address

mmendez@maderacap.org

8. Legal Business Address

Street Address

1225 Gill Avenue

City

Madera

Zip Code

93637

10. Recipients of Federal funding must be registered and be active in SAM.gov. Please provide your SAM.gov unique ID number. <https://sam.gov/content/home>

V9D5YUNVFNA4

3. Section II – Contract Types

Check all applicable boxes indicating the programs the contractor intends to continue to administer for FY 2024-25. The contractor agrees to continue implementation of these programs with funds provided by the CDSS.

11. Center-Based Programs:

Not applicable

12. Alternative Payment Programs:

Alternative Payment Program (CAPP)

CalWORKs Stage 2 (C2AP)

CalWORKs Stage 3 (C3AP)

13. Other Programs:

Resource and Referral (CRRP)

14. For informational purposes only, please indicate if your agency has one of the following programs:

Child Care Bridge Program

4. Section III – Contractor’s Officers and Board of Directors Information

15. Does the contractor have a board of directors, board of trustees, board of education, or any other governing board?

Yes

16. List all officers and board members/governing individuals (i.e., owner, director, etc.)

Click “Add Another Officer, Board Member, Owner or Governing Individual” as necessary.

First Name

Deborah

Last Name

Martinez

Title

Member/Public Official

Telephone Number (999-999-9999)

559-675-7841

Email Address

deborah.martinez@maderacounty.com

Address

1626 Sunrise Avenue, Madera, CA 93638

Has this individual ever served as an officer, board member, owner or governing individual with an agency that received state or federal funding and which agency funding was terminated or involuntarily non-renewed, or the agency was debarred from funding for any period of time?

No

First Name

Leticia

Last Name

Gonzalez

Title

Member/Public Official

Telephone Number (999-999-9999)

559-675-7700

Email Address

leticia.gonzalez@maderacounty.com

Address

200 W 4th Street, Madera, CA 93637

Has this individual ever served as an officer, board member, owner or governing individual with an agency that received state or federal funding and which agency funding was terminated or involuntarily non-renewed, or the agency was debarred from funding for any period of time?

No

First Name

Steve

Last Name

Montes

Title

Member/Public Official

Telephone Number (999-999-9999)

559-871-5255

Email Address

smontes@madera.gov

Address

205 W 4th Street, Madera, CA 93637

Has this individual ever served as an officer, board member, owner or governing individual with an agency that received state or federal funding and which agency funding was terminated or involuntarily non-renewed, or the agency was debarred from funding for any period of time?

No

5. Section IV – Board Resolution

17. Please make one selection:

My agency has an existing board approval for this CFA or has an existing agency policy/delegation authority that permits the authorized representative to sign this CFA on behalf of the agency's board.

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Social Services for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2024-25.

RESOLUTION

18. BE IT RESOLVED that the Governing Board of Community Action Partnership of Madera County, Inc. (Vendor #: B509) authorizes entering into local agreement with the State of California and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

Signature of Contractor's Authorized Representative



Signature of: Leticia Murillo

Title of Contractor's Authorized Representative

Alternative Payment and Resource & Referral Program Manager

Date of Signature

01/19/2024

PASSED AND ADOPTED by the Governing Board of Community Action Partnership of Madera County, Inc. of Madera County, California.

Resolution passed and adopted on:

01/11/2024

19. I, [Your Name] _____, Clerk of the Governing Board of Community Action Partnership of Madera County, Inc., of Madera County, California certify that the foregoing is a full, true and correct copy of the resolution adopted by the said Board on [Meeting Date] _____ at a regular public place of meeting and the resolution on file in the office of said Board.

Clerk Signature

□

Signature of:

Meeting Date

Date of Signature

6. Section V – Subcontractor Certification

20. The following types of contracts operate with the use of subcontractors (check all that apply). For each contract type selected, submit a separate Subcontract Certification form [CCD 30B](#) (upload the file in Section IX). The form is available on the [CFA web page](#).

Not applicable – Community Action Partnership of Madera County, Inc. does not subcontract any of its programs.

21. By providing a signature at the end of this section, I certify that all of the above subcontractor certification information is true.

Signature of Contractor's Authorized Representative



Signature of: Leticia Murillo

Title of Contractor's Authorized Representative

Alternative Payment and Resource & Referral Program

Date of Signature

01/19/2024

Authorized Representative's Telephone Number (999-999-9999)

559-675-5733

Authorized Representative's Email Address

lmurillo@maderacap.org

7. Section VI – Contractor Certifications

INSTRUCTIONS: Please indicate “Yes” or “No” to the following as they apply to your agency. By providing a signature at the end of this section, the signer certifies and understands the following:

Personnel Certification

Applies only to agencies who are Center-Based Programs and Family Child Care Home Education Networks.

The State of California requires any contractor receiving child care and development funds, disbursed by the CDSS to employ fully qualified personnel as stipulated in California Education Code (EC); California Code of Regulations, Title 5 (5 CCR); and Funding Terms and Conditions.

I certify, as the authorized agent representing this contractor, that I have read and understand the staffing requirements for Program Director, Site Supervisor, and Teacher as stipulated in Welfare and Institution Code (W&IC), EC, 5 CCR, and Funding Terms and Conditions. All child care staff employed in CDSS funded program(s) are fully qualified for their respective positions. The exception to this certification is a person employed as Program Director or Site Supervisor who possesses a current Staffing Qualifications Waiver approved by the CCDD.

22. I am a Center-Based Program or a Family Child Care Home Education Network.

No

Contractors with Subcontracts

Applies only to agencies with subcontracts.

I certify that the contractual arrangement(s) listed in Section IV – Subcontract Certification are made in adherence to the required subcontract provisions contained in the 5 CCR, and the Funding Terms and Conditions.

I understand that signing this certificate does not lessen the legal responsibility for the child care and development service contract requirements. As the contractor, it is my responsibility to monitor the performance of the subcontractor to ensure services are provided appropriately through the entire contract term.

I understand the subcontracting requirements, including competitive bidding, CDSS approval, and audit requirements in 5 CCR section 18026 et. seq.

23. I subcontract part of my subsidized funding.

No

Board of Directors

Applies only to agencies with a Board of Directors.

I am authorized by the Contractor's Board of Directors or other governing authority to execute this CFA.

On behalf of the Contractor and its governing authority, we understand some information requested in this application is intended for use by CDSS auditors in connection with future audit work and performance reviews and may not be used or even reviewed or considered by the CDSS until well after the contract has expired, if ever. Therefore, we further understand that the information (and any underlying transactions) disclosed by this Application shall not be considered properly noticed to the CDSS nor approved, accepted or authorized by the CDSS, even if our request for continued funding by the CDSS is subsequently approved.

The governing board members have been trained in understanding conflict of interest requirements associated with their positions on the board and have reported all known conflicts of interest.

24. I have a board of directors or other governing authority to execute this CFA.

Yes

Program and Fiscal Operations

Applies to all applying agencies.

I have supervisory authority over the child development program, have actual, personal knowledge of the information provided in this Application and certify that it is true and correct in all material respects.

I am familiar with and will ensure that the Contractor complies with all applicable program requirements, statutes, and regulations, including:

Prohibitions on conflicts of interests, including (i) the assurances required to establish that transactions with officers, directors and other related party transactions are conducted at arm's length, and (ii) employment limitations stated in W&IC 10399.

All audit and fiscal requirements and I take full responsibility for obtaining the required financial and compliance audits for my subcontractor(s).

All subcontractors' audits and fiscal reporting and submission requirements.

All audits and fiscal requirements for subcontractors and I am aware that not meeting reporting timelines can result in apportionment withholding unless an extension is granted.

Cost reimbursement requirements, including reimbursable and non-reimbursable costs, documentation requirements, the provisions for determining the reimbursable amount and other provisions in 5 CCR section 18033 et. seq.

Accounting and reporting requirements in 5 CCR section 18063 et. seq.

Operational and programmatic requirements.

25. By providing a signature at the end of this section, I certify that all of the above information in this section is true.

Signature of Contractor's Authorized Representative



Signature of: Leticia Murillo

Title of Contractor's Authorized Representative

Alternative Payment and Resource & Referral Program Manager

Date of Signature

01/19/2024

Authorized Representative's Telephone Number (999-999-9999)

559-675-5733

Authorized Representative's Email Address

lmurillo@maderacap.org

8. Section VII – Certification of Contractor Information in the CDMIS

26. Contractors are required to review all information in the Child Development Management Information System (CDMIS) and update any outdated information. To review the information and submit changes, log on to the [CDMIS](#).

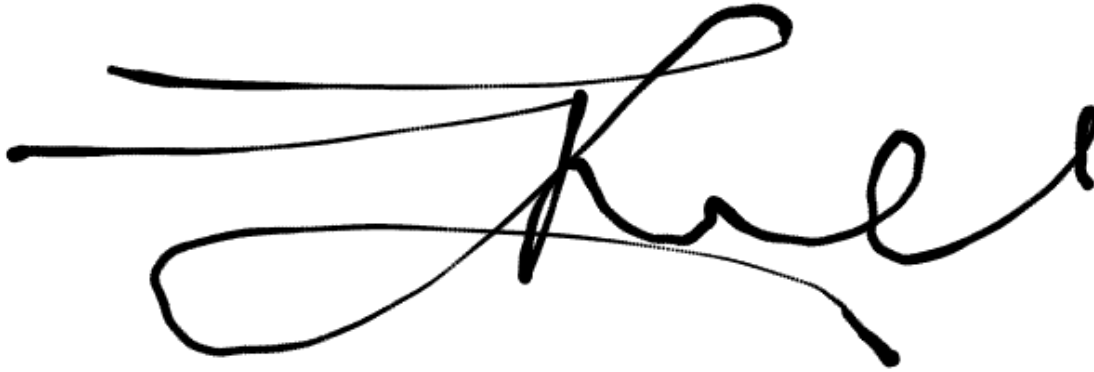
By checking the box below, I certify, as the authorized representative of the agency listed below, I have reviewed all the information for Community Action Partnership of Madera County, Inc. and updates, additions, or deletions have been submitted as needed for information in all of the areas below:

- Executive Director/Superintendent information
- Program Director information
- Sites and Licenses and/or Office information
- Family Child Care Home summary information

To the best of my knowledge, the information on the CDMIS Web site reflects accurate information for Community Action Partnership of Madera County, Inc. as of the date this certification was signed.

27. By providing a signature at the end of this section, I certify that the above requirements have been met by my agency.

Signature of Program Director/Authorized Representative



Signature of: Leticia Murillo

Date Signed

01/19/2024

9. Section VIII – Contract Requirements

28. Are you a public agency

No – My organization is none of the above entity types.

29. Are you a tax-exempt entity?

Yes

30. Are you a charitable corporation, unincorporated association, or trustee doing business in or holding property in California?

No

10. Section IX – Required Contract Attachments

All attachments must be completed and uploaded to the application. For your convenience, links to the required forms are provided below. These links are also located on the [CFA web page](#). Please download, complete, and save a copy of each form for your records.

31. [Fiscal Year 2024-25 Program Calendar \(CCD 33\)](#)

Required for all contractors. Complete one calendar for each contract type and upload below.

[CCD33 2024-25 - CAPP.pdf](#)

[CCD33 2024-25 - C3AP.pdf](#)

[CCD33 2024-25 - C2AP.pdf](#)

[CCD33 2024-25 - RESOURCE AND REFERRAL.pdf](#)

Has the Minimum Days of Operation (MDO) changed from the previous year's Program Calendar?

No

32. [Payee Data Record \(STD. 204\)](#)

Required for non-public agencies only.

[STD204.pdf](#)

11. Section X – Self-Certifications

Check the boxes to self-certify that your agency meets the requirements below.

33. Contractors must self-certify that they are not listed as a delinquent tax payor on the Franchise Tax Board's [Corporate Income Tax List Top 500 Tax Delinquencies](#).

By checking this checkbox, the applicant certifies that their agency meets this requirement.

34. Contractors must self-certify that they are not listed as a delinquent tax payor on the Department of Tax & Fee Administration's [Top 500 Sales & Use Delinquencies in California](#)

By checking this checkbox, the applicant certifies that their agency meets this requirement.

35. Contractors must self-certify that they are not on the list of sanctioned entities in response to Russian Aggression in Ukraine. Contractors may search the U.S. Treasury's [Office of Foreign Assets Control Sanctions List Search](#)

By checking this checkbox, the applicant certifies that their agency meets this requirement.

36. Non-public agencies must self-certify that they are registered with 'active' status on the [California Secretary of State Business Search](#) web page.

By checking this checkbox, the applicant certifies that their agency meets this requirement.

37. Contractors who identified as tax-exempt entities must self-certify that their organization has active 501 (c)(3) or 501 (c)(5) status. To access and save proof of active status, visit the [Internal Revenue Service Tax Exempt Organization Search](#) web page.

By checking this checkbox, the applicant certifies that their agency meets this requirement.

12. Section X – Self-Certifications (Cont'd)

38. Federal Certifications

Check the box at the end of the page to self-certify that your agency meets the requirements below.

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 45 CFR Part 93, "New restrictions on Lobbying," and 45 CFR Part 76, "Government-wide Debarment and Suspension (Non procurement) and Government-wide requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Social Services determines to award the covered transaction, grant, or cooperative agreement.

LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 45 CFR Part 93, for persons entering into a grant or cooperative agreement over \$100,000 as defined at 45 CFR Part 93, Sections 93.105 and 93.110, the applicant certifies that:

(a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement:

(b) If any funds other than federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an employee of Congress, or any employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," in accordance with this instruction;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by executive Order 12549, Debarment and Suspension, and other responsibilities implemented at 45 CFR Part 76, for prospective participants in primary or a lower tier covered transactions, as defined at 45 CFR Part 76, Sections 76.105 and 76.110.

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency:

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

(b) Establishing an on-going drug-free awareness program to inform employees about-

- (1) The danger of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants, and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W., (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-4571. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

(a) As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant, and

(b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3) Washington, DC 20202-4571. Notice shall include the identification numbers(s) of each affected grant.

ENVIRONMENTAL TOBACCO SMOKE ACT

As required by the Pro-Children Act of 1994, (also known as Environmental Tobacco Smoke), and implemented at Public Law 103-277, Part C requires that:

The applicant certifies that smoking is not permitted in any portion of any indoor facility owned or leased or contracted and used routinely or regularly for the provision of health care services, day care, and education to children under the age of 18. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to \$1,000 per day. (The law does not apply to children's services provided in private residence, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for in-patient drug and alcohol treatment.)

By checking this checkbox, the applicant certifies that their agency will comply with the above certifications.

13. Section X – Self-Certifications (Cont'd)

39. Contractor Certification Clauses

Check the box at the end of the page to self-certify that your agency meets the requirements below.

STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

- (a) Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
- (b) Establish a Drug-Free Awareness Program to inform employees about:
 - (1) the dangers of drug abuse in the workplace;
 - (2) the person's or organization's policy of maintaining a drug-free workplace;
 - (3) any available counseling, rehabilitation and employee assistance programs; and,
 - (4) penalties that may be imposed upon employees for drug abuse violations.
- (c) Every employee who works on the proposed Agreement will:
 - (1) receive a copy of the company's drug-free workplace policy statement; and,
 - (2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that Contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State. Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

SWEATFREE CODE OF CONDUCT: All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweat free Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

DOMESTIC PARTNERS: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

GENDER IDENTITY: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

The following laws apply to persons or entities doing business with the State of California.

CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- (a) No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- (b) No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- (a) For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- (b) For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.
- (c) If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)
- (d) Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA: When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

"Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

By checking this checkbox, the authorized representative certifies under penalty of perjury that that they are duly authorized to legally bind the prospective contractor to the clause(s) listed above. This certification is made under the laws of the State of California.

14. Review

Would you like to receive a copy of your responses for review purposes prior to submitting your application?
If you select "Yes" and click "Next," an email will your current responses (attached as a PDF) will be sent to this email address: lmurillo@maderacap.org.

Yes

Signature Check: Please ensure that the following sections are complete prior to submitting the application.

40. Section IV – Board Resolution

The Board Resolution section is complete with signatures.

41. Section V – Subcontractor Certification

Check to confirm this section has been signed.

42. Section VI – Contractor Certifications

Check to confirm this section has been signed.

43. Section VII - Certification of Contractor Information in the Child Development Management Information System (CDMIS) Database

Check to confirm this section has been signed.

44. Section IX Attachment – Payee Data Record (STD. 204)

Check to confirm this section has been signed.

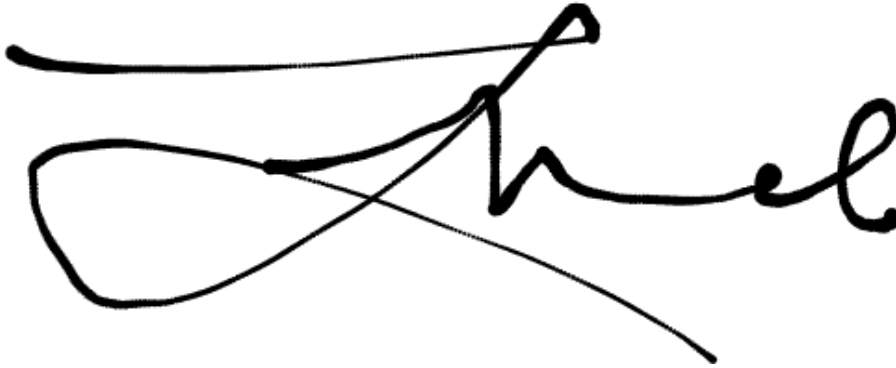
By signing this CFA, Community Action Partnership of Madera County, Inc. is indicating that it wishes to automatically renew the current contract for FY 2024-25 and, if approved, is willing to, and does accept, all terms and conditions of the contract, which will be provided to the contractor no later than July 1, 2024. The Community Action Partnership of Madera County, Inc. may reject the FY 2024-25 contract by providing the CDSS with a written notice of rejection no later than June 30, 2024.

Contractors that wish to reject the terms of the FY 2024-25 contract must provide written notice that the terms of the contract are rejected by emailing ChildCareContracts@dss.ca.gov and their [Program Quality and Improvement Assigned Consultant](#) on or before June 30, 2024. The email should come from the Executive Director/Superintendent of the contracting entity or their authorized representative and state that the terms of the FY 2024-25 contract, if applicable, are rejected. Contractors providing such notice to the CDSS of the rejection of the terms of the contract(s) will not have a contract(s) in effect for FY 2024-25.

45. Final Signature

AGREEMENT: By signing this application electronically, I, the authorized designee, agree that my electronic signature is the legally binding equivalent to my handwritten signature.

Signature of the Contractor's Authorized Representative

A handwritten signature in black ink, appearing to read 'Leticia Murillo', with a long horizontal line extending from the top left.

Signature of: Leticia Murillo

Title of Contractor's Authorized Representative

Alternative Payment and Resource & Referral Program Manager

Date of Signature

01/19/2024

Authorized Representative's Telephone Number (999-999-9999)

559-675-5733

Authorized Representative's Email Address

lmurillo@maderacap.org

16. Thank You!

Thank you for completing the Continued Funding Application (CFA) for Fiscal Year 2024-25. You will receive an email confirming your submission to the California Department of Social Services, Child Care and Development Division (CCDD). A copy of your responses and any attachments will accompany the confirmation email. The PDF copy of your application will be password protected. Please use CFA24-25 to access your file. If you have any questions, please contact the CCDD CFA Team at CFA@dss.ca.gov.



Report to the Board of Directors

Agenda Item Number: D-14

Board of Directors Meeting for: February 8, 2024

Author: Mattie Mendez

DATE: February 2, 2024

TO: Board of Directors

FROM: Mattie Mendez, Executive Director

SUBJECT: Annual Conflict of Interest Certification

I. **RECOMMENDATION:**

Review and complete the Annual Conflict of Interest Certification Form and Form 700 Statement of Economic Interest.

II. **SUMMARY:**

On an annual basis, members of the Board of Directors, the Executive Director, the Chief Financial Officer, Head Start Director, Program Managers, and those staff that influence vendor selections must complete a Form 700, Report of Economic Interests and complete the Annual Conflict of Interest Disclosure Form. This disclosure form must be completed as part of the agency's ongoing policies annually.

III. **DISCUSSION:**

- A. The CAPMC Conflict of Interest Policy was revised on February 4, 2016. A copy of the policy is attached. It defines interested parties and financial interests.
- B. Every Board Member, the Executive Director and the Chief Financial Officer need to complete the Annual Conflict of Interest Disclosure Form. This Disclosure Form should be completed and returned no later than April 1, 2024 along with the completed and signed Form 700.
- C. Staff will make the Form 700 and Form 700 instructions available to each Board Member. The Form 700 must be filed by April 1, 2024. This is one of the items (#1C) on the Disclosure Statement.
- D. The listing of the agency's vendors/contractors for the calendar year 2023 is attached. Please review the listing and respond to question #5 on the Disclosure Statement.
- E. The purpose of this disclosure is to avoid and refrain from any potential or actual conflicts of interests or to receive any benefit by entering into any transaction or arrangement. This disclosure also provides a mechanism for reporting any real or apparent conflicts of interest to the Executive Director.

IV. **FINANCING:** None

Community Action Partnership of Madera County
Conflict of Interest Policy
and
Form 700 Report of Economic Interest
For Directors, Officers, Employees and Volunteers

Article I – Purpose

1. The purpose of this Board conflict of interest policy is to protect Community Action Partnership of Madera County (CAPMC)'s interest when it is contemplating entering into a transaction or arrangement that might benefit the private interests of an employee, volunteer, officer or director of CAPMC or might result in a possible excess benefit transaction.
2. This policy is intended to supplement, but not replace, any applicable state and federal laws governing conflicts of interest applicable to nonprofit and charitable organizations such as CAPMC.
3. All employees, officers, board members, policy council/committee members and volunteers have an obligation to:
 - a. Avoid potential or actual conflicts of interest, or the appearance of conflicts, between their personal interests and those of the Agency in dealing with outside entities or individuals,
 - b. Disclose real and apparent conflicts of interest to the Executive Director, and
 - c. Refrain from participation in any decisions on matters that involve a real conflict of interest or the appearance of a conflict.

Article II – Definitions

1. Interested Persons – The persons covered under this policy shall hereinafter be referred to as “interested persons.” Interested persons include all members of the board of directors and all employees, as well as persons with the following relationships to directors or employees:
 - a. Spouses or domestic partners
 - b. Brothers and sisters
 - c. Parents, children, grandchildren, and great-grandchildren
 - d. Spouses of individuals listed in 2 and 3

- e. Corporations, partnerships, limited liability companies (LLCs), and other forms of business in which an employee or board member, either individually or in combination with individuals listed in 1, 2, 3, or 4, collectively possess a 25% or more ownership or beneficial interest.
2. Financial Interest – A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:
- a. An ownership or investment interest in any entity with which CAPMC has a transaction or arrangement,
 - b. A compensation arrangement with CAPMC or with any entity or individual with which CAPMC has a transaction or arrangement, or
 - c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which CAPMC is negotiating a transaction or arrangement.

Conflicts of interest arise when the interest of any interested party may be seen as competing with those of the Agency. Conflicts of interest may be financial (where an interested party benefits financially directly or indirectly) or non-financial (e.g. seeking preferential treatment, using confidential information).

A conflict of interest arises when an employee, officer, board member, policy council/committee member, or volunteer involved in making a decision is in the position to benefit, directly or indirectly, from his/her dealings with the Agency or person conducting business with the Agency. (A potential conflict of interest exists when the board member or employee, or his or her immediate family {spouse, parent, child, brother, sister and spouse of parent, child, brother, or sister} owes/receives more than 1% of the benefiting business/profits.)

Examples of conflicts of interest include, but are not limited to, situations in which a board/policy council/committee member or employee:

- i. Negotiates or approves a contract, purchase, or lease on behalf of the Agency and has a direct or indirect interest in, or receives personal benefit from, the entity or individual providing the goods or services. Personal and institutional services are covered, including banking and other financial services, medical, legal, and other professional services, and management and consultant services, as well as other kinds of skilled and unskilled labor;

- ii. Negotiates or approves a contract, sale, or lease on behalf of the Agency and has a direct or indirect interest in, or receives personal benefit from, the entity or individual receiving the good or services;
- iii. Employs or approves the employment of, or supervises a person who is an immediate family member of the board/policy council/committee member or employee. Family members are designated as:

Husband	Son	Son-in-law	Uncle
Wife	Daughter	Daughter-in-law	Aunt
Father	Father-in-law	Grandfather	Nephew
Mother	Mother-in-law	Grandmother	Niece
Sister	Sister-in-law	Stepchildren	Cousin
Brother	Brother-in-law	Stepparent	Domestic Partner

- iv. Sells products or services in competition with the Agency;
- v. Uses the Agency's facilities, other assets, employees, or other resources for personal gain;
- vi. Receives a gift from a vendor, if the board/policy council/committee member or employee is responsible for initiating or approving purchases from that vendor.

Board Member, Policy Council/Committee Member Application for Employment

Any person who is or has been on the Board of Directors in the six months previous to his/her application for a CAPMC vacancy shall be ineligible for employment consideration, except for target area representatives and Policy Council/Committee members/Board of Directors representatives.

Additionally, no immediate family member of the Board of Directors or the Policy Council/Committee member may be an employee of that Agency. This does not prohibit an immediate family member from submitting an application for employment with the Agency. However, if the family member is offered and accepts employment, the affected Board or Policy Council/Committee member must resign his/her position. Nothing contained in the provision would permit any preferential treatment or consideration of the employment application of any family member.

Article III – Disclosure Requirements

An employee, officer, board member, policy council/committee member, or volunteer who believes that he/she may be perceived as having a conflict of interest in a discussion or decision must disclose that

conflict to the group making the decision. Most concerns about conflicts of interest may be resolved and appropriately addressed through prompt and complete disclosure.

CAPMC requires the following:

1. On an annual basis, all members of the Board of Directors, the Executive Director, the Chief Financial Officer, and all Program Managers shall complete Form 700, Report of Economic Interests.
2. Employees, officers, board members, policy council/committee members or volunteers of the Agency are required to notify the Executive Director or any financial conflict of interest that may arise in the course of carrying out assigned duties. Board members are directed to CAPMC's Bylaws, Article 11, and if any conflicts of interest arise in the implementation or interpretation of this provision, the Bylaws will take precedence.
3. At the inception of employment or volunteer service to the Agency, and on an annual basis thereafter, the fiscal department shall distribute a list of all vendors with whom the Agency has transacted business at any time during the preceding year, along with a copy of the disclosure statement to all members of the Board of Directors, the Executive Director, members of senior management, and employees with purchasing and/or hiring responsibilities or authority. Using the prescribed form these individuals shall inform, in writing and with a signature, the Executive Director and Finance Committee of all potential reportable conflicts.
4. During the year, these individuals shall submit a signed, updated disclosure form if any new potential conflict arises.
5. Prior to any management, board or committee action on a contract or transaction involving a conflict of interest, material facts to a conflict of interest shall be disclosed by staff, board or committee member. Such disclosure shall be reflected in the minutes of the meeting.
6. A person who has a conflict of interest shall not participate in or be permitted to hear management's, the board's or the committee's discussion of the matter. Such person shall not attempt to exert his or her personal influence with respect to the matter.
7. A person who has a conflict of interest with respect to a contract or transaction that will be voted on at a meeting shall not be counted in determining a quorum for purposes of the vote. The person having a conflict of interest may not vote on the contract or transaction and shall not be present in the meeting room during deliberations or when the vote is taken. Such a person's ineligibility to vote and abstention from voting shall be reflected in the minutes of the meeting.

Article IV – Resolution of Conflicts of Interest

All potential, actual or apparent conflicts of interest shall be disclosed to the Board Chairperson or the Executive Director of the Agency. Conflicts shall be resolved as follows:

- The chair of the board shall be responsible for making all decisions concerning resolution of the conflict involving the Executive Director, members of the Finance Committee, or other board members. If the actual, potential or apparent conflict involves the board chair, then the board shall appoint of committee of three board members not involved in the actual, potential or apparent conflict to make all decisions concerning resolution of the conflict.
- The Executive Director shall be responsible for making all decisions concerning resolutions of conflicts involving employees.

An employee, officer, board member, policy council/committee member or volunteer may appeal the decision that a conflict (or appearance of conflict) exists as follows:

- An appeal must be directed to the Board Chairperson. If the actual, potential or apparent conflict involves the board chair, then the board shall appoint of committee of three board members not involved in the actual, potential or apparent conflict to make all decisions concerning resolution of the conflict.
- Appeals must be made within 30 days of the initial determination.
- Resolution of the appeal shall be made by vote of the full Board of Directors.
- Board members who are the subject of the appeal, or who have conflict of interest with respect to the subject of the appeal, shall abstain from participating in, discussing, or voting on the resolution, unless their discussion is requested by the remaining members of the board.

Article V – Disciplinary Action for Violations of this Policy

Failure to comply with the standards contained in this policy will result in disciplinary action that may include termination, removal from the board or policy council/committee, referral for criminal prosecution, and reimbursement to the Agency or to the government, for any loss or damage resulting from the violation. As with all matters involving disciplinary action, principles of fairness will apply. Any employee, officer, board member, policy council/committee member or volunteer charged with a violation of this policy will be afforded an opportunity to explain his/her actions before disciplinary action is taken.

Disciplinary action will be taken:

1. Against any employee who authorizes or participates directly in actions that in a violation of this policy.
2. Against any employee who has deliberately failed to report a violation or deliberately withheld relevant and material information concerning a violation of this policy.
3. Against any Program Manager or supervisor who attempts to retaliate, directly or indirectly, or encourages others to do so, against any employee who reports a violation of this policy.

A board member or policy council/committee member who violates this policy will be removed from his/her respective governing board. The services of a volunteer who violates this policy will be terminated.



Policy Name: Conflict of Interest
 Policy Number: 1.2.4

Annual Conflict of Interest Disclosure Statement

Board of Directors or Officer

This information applies to current activities or any activities anticipated during the next 12 months. Attach additional sheets if necessary. (Note – All underlined words are detailed in CAPMC Financial Procedures Manual.)

Name: _____	Date: _____
1. Position	
a. Are you a voting Board Member?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b. Are you an Officer?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you are an Officer, which Officer position do you hold? _____	
c. Have you completed the Form 700 Report of Economic Interest, as required by the CAPMC Bylaws?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. I affirm the following:	
a. I have received a copy of the CAPMC Conflict of Interest Policy.	_____
b. I have read and understand the policy.	_____
c. I agree to comply with the policy.	_____
d. I understand that CAPMC is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of tax-exempt purposes.	_____
3. Disclosure	
a. Do you or does any member of your <u>family</u> have or anticipate having a <u>financial interest</u> in, or receive or anticipate receiving a <u>financial benefit</u> from any <u>commercial entity</u> whose activities relate to CAPMC activities or other responsibilities as a member of the Agency?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please describe:	
b. Have you influenced or played a role in any relationship between the Agency and an individual or <u>commercial entity</u> for whom you provide consulting or other professional services, or do you anticipate doing so within the next 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please describe:	
c. Do you or does any member of your family hold a managerial position in or serve on an advisory board of a <u>commercial entity</u> whose activities relate to your Board of Directors' activities or other responsibilities as a Board of Directors member, or anticipate doing so within the next 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please describe:	
d. Have you participated in or otherwise influenced the selection by the Agency of a contractor, vendor, or supplier of goods or services in or from which you or any member of your <u>family</u> has had or received a <u>significant financial interest</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If Yes, please describe:

e. Have you participated in or otherwise influenced the selection by the Agency of a current or past employee? Yes No

If Yes, please describe:

f. Have you participated in or otherwise influenced any Agency transaction to buy, sell, lease, or license real or intellectual property to or from any business in or from which you or any member of your family has had or received a significant financial interest? Yes No

If Yes, please describe:

g. Have you taken any administrative action within the Agency which is likely to benefit a business in which you or any member of your family has a significant financial interest? Yes No

If Yes, please describe:

h. Do you serve on the Board of Directors or an advisory Board of any other business? Yes No

If Yes, please describe:

4. Previous Disclosures

a. In the last 12 months, have you disclosed any conflict of interest that may or may not still exist? Yes No

If yes, please describe subject matter and date of disclosure:

5. Review of Agency vendor list (published every January)

a. Do you or any member of your family have or anticipate receiving a financial interest from any of the vendors listed? Yes No

If yes, please disclose name of vendor(s) and financial interest(s):

I affirm that the aforementioned information is true, correct, and complete to the best of my knowledge.

Signature

Date

2023-2024 Statement of Economic Interests



Form 700

A Public Document

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Helpful Resources

- Video Tutorials
- Reference Pamphlet
- Excel Version
- FAQs
- Gift and Travel Fact Sheet for State and Local Officials

California Fair Political Practices Commission

1102 Q Street, Suite 3050 • Sacramento, CA 95811

Email Advice: advice@fppc.ca.gov

Toll-free advice line: 1 (866) ASK-FPPC • 1 (866) 275-3772

Telephone: (916) 322-5660 • Website: www.fppc.ca.gov

December 2023

Quick Start Guide

Detailed instructions begin on page 3.

WHEN IS THE ANNUAL STATEMENT DUE?

- March 1 – Elected State Officers, Judges and Court Commissioners, State Board and Commission members listed in Government Code Section 87200
- April 2 – Most other filers

WHERE DO I FILE?

Most people file the Form 700 with their agency. If you're not sure where to file your Form 700, contact your filing officer or the person who asked you to complete it.

ITEMS TO NOTE!

- The Form 700 is a public document.
- Only filers serving in active military duty may receive an extension on the filing deadline.
- You must also report interests held by your spouse or registered domestic partner.
- Your agency's conflict of interest code will help you to complete the Form 700. You are encouraged to get your conflict of interest code from the person who asked you to complete the Form 700.

NOTHING TO REPORT?

Mark the "No reportable interests" box on Part 4 of the Cover Page, and submit only the signed Cover Page. Please review each schedule carefully!

Schedule	Common Reportable Interests	Common Non-Reportable Interests
A-1: Investments	Stocks, including those held in an IRA or 401K. Each stock must be listed.	Insurance policies, government bonds, diversified mutual funds, funds similar to diversified mutual funds.
A-2: Business Entities/Trusts	Business entities, sole proprietorships, partnerships, LLCs, corporations and trusts. (e.g., Form 1099 filers).	Savings and checking accounts, cryptocurrency, and annuities.
B: Real Property	Rental property in filer's jurisdiction, or within two miles of the boundaries of the jurisdiction.	A residence used exclusively as a personal residence (such as a home or vacation property).
C: Income	Non-governmental salaries. Note that filers are required to report only half of their spouse's or partner's salary.	Governmental salary (from school district, for example).
D: Gifts	Gifts from businesses, vendors, or other contractors (meals, tickets, etc.).	Gifts from family members.
E: Travel Payments	Travel payments from third parties (not your employer).	Travel paid by your government agency.

Note: Like reportable interests, non-reportable interests may also create conflicts of interest and could be grounds for disqualification from certain decisions.

QUESTIONS?

- advice@fppc.ca.gov
- (866) 275-3772 Mon-Thurs, 9-11:30 a.m.

E-FILING ISSUES?

- If using your agency's system, please contact technical support at your agency.
- If using FPPC's e-filing system, write to form700@fppc.ca.gov.

What's New

Gift Limit Increase

The gift limit increased to **\$590** for calendar years **2023** and **2024**. The gift limit was \$520 for calendar years 2021 and 2022.

Who must file:

- Elected and appointed officials and candidates listed in Government Code Section 87200
- Employees, appointed officials, and consultants filing pursuant to a conflict of interest code ("code filers"). **Obtain your disclosure categories, which describe the interests you must report, from your agency;** they are not part of the Form 700
- Candidates running for local elective offices that are designated in a conflict of interest code (e.g., county sheriffs, city clerks, school board trustees, and water board members)

Exception:

- Candidates for a county central committee are not required to file the Form 700
- Employees in newly created positions of existing agencies

For more information, see Reference Pamphlet, page 3, at www.fppc.ca.gov.

Where to file:

87200 Filers

State offices	⇒	Your agency
Judicial offices	⇒	The clerk of your court
Retired Judges	⇒	Directly with FPPC
County offices	⇒	Your county filing official
City offices	⇒	Your city clerk
Multi-County offices	⇒	Your agency

Code Filers — State and Local Officials, Employees, and Consultants Designated in a Conflict of Interest

Code: File with your agency, board, or commission unless otherwise specified in your agency's code (e.g., Legislative staff files directly with FPPC). In most cases, the agency, board, or commission will retain the statements.

Members of Newly Created Boards and Commissions: File with your agency or with your agency's code reviewing body pursuant to Regulation 18754.

Employees in Newly Created Positions of Existing Agencies: File with your agency or with your agency's code reviewing body. (See Reference Pamphlet, page 3.)

Candidates file as follow:

State offices, Judicial offices and multi-county offices	⇒	County elections official with whom you file your declaration of candidacy
County offices	⇒	County elections official
City offices	⇒	City Clerk
Public Employee's Retirement System (CalPERS)	⇒	CalPERS
State Teacher's Retirement Board (CalSTRS)	⇒	CalSTRS

How to file:

The Form 700 is available at www.fppc.ca.gov. Form 700 schedules are also available in Excel format. Each Statement must have a handwritten "wet" signature or "secure electronic signature," meaning either (1) a signature submitted using an approved electronic filing system or (2) if permitted by the filing officer, a digital signature submitted via the filer's agency email address. (See Regulations 18104 and 18757.) Companies such as Adobe and DocuSign offer digital signature services. All statements are signed under the penalty of perjury and must be verified by the filer. See Regulation 18723.1(c) for filing instructions for copies of expanded statements.

When to file:

Annual Statements

⇒ March 1, 2024

- Elected State Officers
- Judges and Court Commissioners
- State Board and State Commission Members listed in Government Code Section 87200

⇒ April 2, 2024

- Most other filers

Individuals filing under conflict of interest codes in city and county jurisdictions should verify the annual filing date with their filing official or filing officer.

Statements postmarked by the filing deadline are considered filed on time.

Statements of 30 pages or less may be emailed or faxed by the deadline as long as the originally signed paper version is sent by first class mail to the filing official within 24 hours.

Assuming Office and Leaving Office Statements

Most filers file within 30 days of assuming or leaving office or within 30 days of the effective date of a newly adopted or amended conflict of interest code.

Exception:

If you assumed office between October 1, 2023, and December 31, 2023, and filed an assuming office statement, you are not required to file an annual statement until March 1, 2025, or April 1, 2025, whichever is applicable. The annual statement will cover the day after you assumed office through December 31, 2024. (See Reference Pamphlet, page 6, for additional exceptions.)

Candidate Statements

File no later than the final filing date for the declaration of candidacy or nomination documents. A candidate statement is not required if you filed an assuming office or annual statement for the same jurisdiction within 60 days before filing a declaration of candidacy or other nomination documents.

Late Statements

There is no provision for filing deadline extensions unless the filer is serving in active military duty. (See page 19 for information on penalties and fines.)

Amendments

Statements may be amended at any time. You are only required to amend the schedule that needs to be revised. It is not necessary to amend the entire filed form. The amended schedule(s) is attached to your original filed statement. Obtain amendment schedules at www.fppc.ca.gov.

Types of Statements

Assuming Office Statement:

If you are a newly appointed official or are newly employed in a position designated, or that will be designated, in a state or local agency's conflict of interest code, your assuming office date is the date you were sworn in or otherwise authorized to serve in the position. If you are a newly elected official, your assuming office date is the date you were sworn in.

- Report: Investments, interests in real property, and business positions held on the date you assumed the office or position must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date you assumed the office or position.

For positions subject to confirmation by the State Senate or the Commission on Judicial Appointments, your assuming office date is the date you were appointed or nominated to the position.

- Example: Maria Lopez was nominated by the Governor to serve on a state agency board that is subject to state Senate confirmation. The assuming office date is the date Maria's nomination is submitted to the Senate. Maria must report investments, interests in real property, and business positions Maria holds on that date, and income (including loans, gifts, and travel payments) received during the 12 months prior to that date.

If your office or position has been added to a newly adopted or newly amended conflict of interest code, use the effective date of the code or amendment, whichever is applicable.

- Report: Investments, interests in real property, and business positions held on the effective date of the code or amendment must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the effective date of the code or amendment.

Annual Statement:

Generally, the period covered is January 1, 2023, through December 31, 2023. If the period covered by the statement is different than January 1, 2023, through December 31, 2023, (for example, you assumed office between October 1, 2022, and December 31, 2022 or you are combining statements), you must specify the period covered.

- Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement must be reported. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2023.

- If your disclosure category changes during a reporting period, disclose under the old category until the effective date of the conflict of interest code amendment and disclose under the new disclosure category through the end of the reporting period.

Leaving Office Statement:

Generally, the period covered is January 1, 2023, through the date you stopped performing the duties of your position. If the period covered differs from January 1, 2023, through the date you stopped performing the duties of your position (for example, you assumed office between October 1, 2022, and December 31, 2022, or you are combining statements), the period covered must be specified. The reporting period can cover parts of two calendar years.

- Report: Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2023.

Candidate Statement:

If you are filing a statement in connection with your candidacy for state or local office, investments, interests in real property, and business positions held on the date of filing your declaration of candidacy must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date of filing your declaration of candidacy is reportable. Do not change the preprinted dates on Schedules A-1, A-2, and B.

Candidates running for local elective offices (e.g., county sheriffs, city clerks, school board trustees, or water district board members) must file candidate statements, as required by the conflict of interest code for the elected position. The code may be obtained from the agency of the elected position.

Amendments:

If you discover errors or omissions on any statement, file an amendment as soon as possible. You are only required to amend the schedule that needs to be revised; it is not necessary to refile the entire form. Obtain amendment schedules from the FPPC website at www.fppc.ca.gov.

Note: Once you file your statement, you may not withdraw it. All changes must be noted on amendment schedules.

Expanded Statement:

If you hold multiple positions subject to reporting requirements, you may be able to file an expanded statement for each position, rather than a separate and distinct statement for each position. The expanded statement must cover all reportable interests for all jurisdictions and list all positions on the Form 700 or on an attachment for which it is filed. The rules and processes governing the filing of an expanded statement are set forth in Regulation 18723.1.

**STATEMENT OF ECONOMIC INTERESTS
COVER PAGE**
A PUBLIC DOCUMENT

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

1. Office, Agency, or Court

Agency Name (Do not use acronyms)

Division, Board, Department, District, if applicable Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: Position:

2. Jurisdiction of Office (Check at least one box)

State Judge, Retired Judge, Pro Tem Judge, or Court Commissioner (Statewide Jurisdiction)
Multi-County County of
City of Other

3. Type of Statement (Check at least one box)

Annual: The period covered is January 1, 2023, through December 31, 2023. Leaving Office: Date Left (Check one circle.)
-or- The period covered is through December 31, 2023. The period covered is January 1, 2023, through the date of leaving office.
Assuming Office: Date assumed -or- The period covered is through the date of leaving office.
Candidate: Date of Election and office sought, if different than Part 1:

4. Schedule Summary (required)

► Total number of pages including this cover page:

Schedules attached

Schedule A-1 - Investments – schedule attached Schedule C - Income, Loans, & Business Positions – schedule attached
Schedule A-2 - Investments – schedule attached Schedule D - Income – Gifts – schedule attached
Schedule B - Real Property – schedule attached Schedule E - Income – Gifts – Travel Payments – schedule attached

-or- None - No reportable interests on any schedule

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE
(Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER EMAIL ADDRESS
()

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed (month, day, year)

Signature (File the originally signed paper statement with your filing official.)

Instructions Cover Page

Enter your name, mailing address, and daytime telephone number in the spaces provided. **Because the Form 700 is a public document, you may list your business/office address instead of your home address.**

Part 1. Office, Agency, or Court

- Enter the name of the office sought or held, or the agency or court. Consultants must enter the public agency name rather than their private firm's name. (Examples: State Assembly; Board of Supervisors; Office of the Mayor; Department of Finance; Hope County Superior Court).
- Indicate the name of your division, board, or district, if applicable. (Examples: Division of Waste Management; Board of Accountancy; District 45). **Do not use acronyms.**
- Enter your position title. (Examples: Director; Chief Counsel; City Council Member; Staff Services Analyst).
- If you hold multiple positions (i.e., a city council member who also is a member of a county board or commission) you may be required to file separate and distinct statements with each agency. To simplify your filing obligations, in some cases you may instead complete a single expanded statement and file it with each agency.
 - The rules and processes governing the filing of an expanded statement are set forth in Regulation 18723.1. To file an expanded statement for multiple positions, enter the name of each agency with which you are required to file and your position title with each agency in the space provided. **Do not use acronyms.** Attach an additional sheet if necessary. Complete one statement disclosing all reportable interests for all jurisdictions. Then file the expanded statement with each agency as directed by Regulation 18723.1(c).

If you assume or leave a position after a filing deadline, you must complete a separate statement. For example, a city council member who assumes a position with a county special district after the April annual filing deadline must file a separate assuming office statement. In subsequent years, the city council member may expand their annual filing to include both positions.

Example:

Brian Bourne is a city council member for the City of Lincoln and a board member for the Camp Far West Irrigation District – a multi-county agency that covers the Counties of Placer and Yuba. The City is located within Placer County. Brian may complete one expanded statement to disclose all reportable interests for both offices and list both positions on the Cover Page. Brian will file the expanded statement with each the City and the District as directed by Regulation 18723.1(c).

Part 2. Jurisdiction of Office

- Check the box indicating the jurisdiction of your agency and, if applicable, identify the jurisdiction. Judges, judicial candidates, and court commissioners have statewide jurisdiction. All other filers should review the Reference Pamphlet, page 13, to determine their jurisdiction.
- If your agency is a multi-county office, list each county in which your agency has jurisdiction.

- If your agency is not a state office, court, county office, city office, or multi-county office (e.g., school districts, special districts and JPAs), check the “other” box and enter the county or city in which the agency has jurisdiction.

Example:

This filer is a member of a water district board with jurisdiction in portions of Yuba and Sutter Counties.

1. Office, Agency, or Court	
Agency Name (Do not use acronyms) Feather River Irrigation District	
Division, Board, Department, District, if applicable N/A	Your Position Board Member
▶ If filing for multiple positions, list below or on an attachment. (Do not use acronyms)	
Agency: N/A	Position:
2. Jurisdiction of Office (Check at least one box)	
<input type="checkbox"/> State	<input type="checkbox"/> Judge or Court Commissioner (Statewide Jurisdiction)
<input checked="" type="checkbox"/> Multi-County Yuba & Sutter Counties	<input type="checkbox"/> County of _____
<input type="checkbox"/> City of _____	<input type="checkbox"/> Other _____

Part 3. Type of Statement

Check at least one box. The period covered by a statement is determined by the type of statement you are filing. If you are completing a 2023 annual statement, **do not** change the pre-printed dates to reflect 2024. Your annual statement is used for reporting the **previous year's** economic interests. Economic interests for your annual filing covering January 1, 2024, through December 31, 2024, will be disclosed on your statement filed in 2025. See Reference Pamphlet, page 4.

Combining Statements: Certain types of statements for the same position may be combined. For example, if you leave office after January 1, but before the deadline for filing your annual statement, you may combine your annual and leaving office statements. File by the earliest deadline. Consult your filing officer or the FPPC.

Part 4. Schedule Summary

- Complete the Schedule Summary after you have reviewed each schedule to determine if you have reportable interests.
- Enter the total number of completed pages including the cover page and either check the box for each schedule you use to disclose interests; **or** if you have nothing to disclose on any schedule, check the “No reportable interests” box. Please **do not** attach any blank schedules.

Part 5. Verification

Complete the verification by signing the statement and entering the date signed. Each statement must have an original “wet” signature unless filed with a secure electronic signature. (See page 3 above.) All statements must be signed under penalty of perjury and be verified by the filer pursuant to Government Code Section 81004. See Regulation 18723.1(c) for filing instructions for copies of expanded statements.

When you sign your statement, you are stating, under penalty of perjury, that it is true and correct. Only the filer has authority to sign the statement. An unsigned statement is not considered filed and you may be subject to late filing penalties.

SCHEDULE A-1

Investments

Stocks, Bonds, and Other Interests

(Ownership Interest is Less Than 10%)

Investments must be itemized.

Do not attach brokerage or financial statements.

CALIFORNIA FORM 700 FAIR POLITICAL PRACTICES COMMISSION Name _____

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/23 ____/_____/23
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/23 ____/_____/23
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/23 ____/_____/23
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/23 ____/_____/23
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/23 ____/_____/23
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/23 ____/_____/23
ACQUIRED DISPOSED

Comments: _____

Instructions – Schedules A-1 and A-2 Investments

“Investment” means a financial interest in any business entity (including a consulting business or other independent contracting business) that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency’s jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling \$2,000 or more at any time during the reporting period. (See Reference Pamphlet, page 13.)

Reportable investments include:

- Stocks, bonds, warrants, and options, including those held in margin or brokerage accounts and managed investment funds (See Reference Pamphlet, page 13.)
- Sole proprietorships
- Your own business or your spouse’s or registered domestic partner’s business (See Reference Pamphlet, page 8, for the definition of “business entity.”)
- Your spouse’s or registered domestic partner’s investments even if they are legally separate property
- Partnerships (e.g., a law firm or family farm)
- Investments in reportable business entities held in a retirement account (See Reference Pamphlet, page 15.)
- If you, your spouse or registered domestic partner, and dependent children together had a 10% or greater ownership interest in a business entity or trust (including a living trust), you must disclose investments held by the business entity or trust. (See Reference Pamphlet, page 16, for more information on disclosing trusts.)
- Business trusts

You are not required to disclose:

- Government bonds, diversified mutual funds, certain funds similar to diversified mutual funds (such as exchange traded funds) and investments held in certain retirement accounts. (See Reference Pamphlet, page 13.) (Regulation 18237)
- Bank accounts, savings accounts, money market accounts and certificates of deposits
- Cryptocurrency
- Insurance policies
- Annuities
- Commodities
- Shares in a credit union
- Government bonds (including municipal bonds)

Reminders

- Do you know your agency’s jurisdiction?
- Did you hold investments at any time during the period covered by this statement?
- Code filers – your disclosure categories may only require disclosure of specific investments.

- Retirement accounts invested in non-reportable interests (e.g., insurance policies, mutual funds, or government bonds) (See Reference Pamphlet, page 15.)
- Government defined-benefit pension plans (such as CalPERS and CalSTRS plans)
- Certain interests held in a blind trust (See Reference Pamphlet, page 16.)

Use Schedule A-1 to report ownership of less than 10% (e.g., stock). Schedule C (Income) may also be required if the investment is not a stock or corporate bond. (See second example below.)

Use Schedule A-2 to report ownership of 10% or greater (e.g., a sole proprietorship).

To Complete Schedule A-1:

Do not attach brokerage or financial statements.

- Disclose the name of the business entity. Do not use acronyms for the name of the business entity, unless it is one that is commonly understood by the public.
- Provide a general description of the business activity of the entity (e.g., pharmaceuticals, computers, automobile manufacturing, or communications).
- Check the box indicating the highest fair market value of your investment during the reporting period. If you are filing a candidate or an assuming office statement, indicate the fair market value on the filing date or the date you took office, respectively. (See page 20 for more information.)
- Identify the nature of your investment (e.g., stocks, warrants, options, or bonds).
- An acquired or disposed of date is only required if you initially acquired or entirely disposed of the investment interest during the reporting period. The date of a stock dividend reinvestment or partial disposal is not required. Generally, these dates will not apply if you are filing a candidate or an assuming office statement.

Examples:

Frank Byrd holds a state agency position. Frank’s conflict of interest code requires full disclosure of investments. Frank must disclose stock holdings of \$2,000 or more in any company that is located in or does business in California, as well as those stocks held by Frank’s spouse or registered domestic partner and dependent children.

Alice Lance is a city council member. Alice has a 4% interest, worth \$5,000, in a limited partnership located in the city. Alice must disclose the partnership on Schedule A-1 and income of \$500 or more received from the partnership on Schedule C.

SCHEDULE A-2

Investments, Income, and Assets of Business Entities/Trusts

(Ownership Interest is 10% or Greater)

CALIFORNIA FORM 700

FAIR POLITICAL PRACTICES COMMISSION

Name _____

▶ 1. BUSINESS ENTITY OR TRUST

Name _____

Address (Business Address Acceptable) _____

Check one
 Trust, go to 2 Business Entity, complete the box, then go to 2

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$0 - \$1,999	____/____/23	____/____/23
\$2,000 - \$10,000	ACQUIRED	DISPOSED
\$10,001 - \$100,000		
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INVESTMENT
 Partnership Sole Proprietorship _____ Other

YOUR BUSINESS POSITION _____

▶ 1. BUSINESS ENTITY OR TRUST

Name _____

Address (Business Address Acceptable) _____

Check one
 Trust, go to 2 Business Entity, complete the box, then go to 2

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$0 - \$1,999	____/____/23	____/____/23
\$2,000 - \$10,000	ACQUIRED	DISPOSED
\$10,001 - \$100,000		
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INVESTMENT
 Partnership Sole Proprietorship _____ Other

YOUR BUSINESS POSITION _____

▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)

\$0 - \$499	\$10,001 - \$100,000
\$500 - \$1,000	OVER \$100,000
\$1,001 - \$10,000	

▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)

\$0 - \$499	\$10,001 - \$100,000
\$500 - \$1,000	OVER \$100,000
\$1,001 - \$10,000	

▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF \$10,000 OR MORE (Attach a separate sheet if necessary.)

None or Names listed below _____

▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF \$10,000 OR MORE (Attach a separate sheet if necessary.)

None or Names listed below _____

▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST

Check one box:
 INVESTMENT REAL PROPERTY

Name of Business Entity, if Investment, or Assessor's Parcel Number or Street Address of Real Property _____

Description of Business Activity or City or Other Precise Location of Real Property _____

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$2,000 - \$10,000	____/____/23	____/____/23
\$10,001 - \$100,000	ACQUIRED	DISPOSED
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INTEREST
 Property Ownership/Deed of Trust Stock Partnership

Leasehold _____ Other _____
Yrs. remaining

Check box if additional schedules reporting investments or real property are attached

▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST

Check one box:
 INVESTMENT REAL PROPERTY

Name of Business Entity, if Investment, or Assessor's Parcel Number or Street Address of Real Property _____

Description of Business Activity or City or Other Precise Location of Real Property _____

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$2,000 - \$10,000	____/____/23	____/____/23
\$10,001 - \$100,000	ACQUIRED	DISPOSED
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INTEREST
 Property Ownership/Deed of Trust Stock Partnership

Leasehold _____ Other _____
Yrs. remaining

Check box if additional schedules reporting investments or real property are attached

Comments: _____

Instructions – Schedule A-2

Investments, Income, and Assets of Business Entities/Trusts

Use Schedule A-2 to report investments in a business entity (including a consulting business or other independent contracting business) or trust (including a living trust) in which you, your spouse or registered domestic partner, and your dependent children, together or separately, had a 10% or greater interest, totaling \$2,000 or more, during the reporting period and which is located in, doing business in, planning to do business in, or which has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 13.) A trust located outside your agency's jurisdiction is reportable if it holds assets that are located in or doing business in the jurisdiction. Do not report a trust that contains non-reportable interests. For example, a trust containing only your personal residence not used in whole or in part as a business, your savings account, and some municipal bonds, is not reportable.

Also report on Schedule A-2 investments and real property held by that entity or trust if your pro rata share of the investment or real property interest was \$2,000 or more during the reporting period.

To Complete Schedule A-2:

Part 1. Disclose the name and address of the business entity or trust. If you are reporting an interest in a business entity, check "Business Entity" and complete the box as follows:

- Provide a general description of the business activity of the entity.
- Check the box indicating the highest fair market value of your investment during the reporting period.
- If you initially acquired or entirely disposed of this interest during the reporting period, enter the date acquired or disposed.
- Identify the nature of your investment.
- Disclose the job title or business position you held with the entity, if any (i.e., if you were a director, officer, partner, trustee, employee, or held any position of management). A business position held by your spouse is not reportable.

Part 2. Check the box indicating **your pro rata** share of the **gross** income received **by** the business entity or trust. This amount includes your pro rata share of the **gross** income **from** the business entity or trust, as well as your community property interest in your spouse's or registered domestic partner's share. Gross income is the total amount of income before deducting expenses, losses, or taxes.

Part 3. Disclose the name of each source of income that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency's jurisdiction, as follows:

- Disclose each source of income and outstanding loan **to the business entity or trust** identified in Part 1 if your pro rata share of the **gross** income (including your community property interest in your spouse's or registered domestic partner's share) to the business entity or trust from that source was \$10,000 or more during the reporting period. (See Reference Pamphlet, page 11, for examples.) Income from governmental sources may be reportable if not considered salary. See Regulation 18232. Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.
- Disclose each individual or entity that was a source of commission income of \$10,000 or more during the reporting period through the business entity identified in Part 1. (See Reference Pamphlet, page 8.)

You may be required to disclose sources of income located outside your jurisdiction. For example, you may have a client who resides outside your jurisdiction who does business on a regular basis with you. Such a client, if a reportable source of \$10,000 or more, must be disclosed.

Mark "None" if you do not have any reportable \$10,000 sources of income to disclose. Phrases such as "various clients" or "not disclosing sources pursuant to attorney-client privilege" are not adequate disclosure. (See Reference Pamphlet, page 14, for information on procedures to request an exemption from disclosing privileged information.)

Part 4. Report any investments or interests in real property held or leased **by the entity or trust** identified in Part 1 if your pro rata share of the interest held was \$2,000 or more during the reporting period. Attach additional schedules or use FPPC's Form 700 Excel spreadsheet if needed.

- Check the applicable box identifying the interest held as real property or an investment.
- If investment, provide the name and description of the business entity.
- If real property, report the precise location (e.g., an assessor's parcel number or address).
- Check the box indicating the highest fair market value of your interest in the real property or investment during the reporting period. (Report the fair market value of the portion of your residence claimed as a tax deduction if you are utilizing your residence for business purposes.)
- Identify the nature of your interest.
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property or investment during the reporting period.

SCHEDULE B
Interests in Real Property
 (Including Rental Income)

Name _____

▶ ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS _____

CITY _____

FAIR MARKET VALUE IF APPLICABLE, LIST DATE:

\$2,000 - \$10,000		
\$10,001 - \$100,000	____/____/23	____/____/23
\$100,001 - \$1,000,000	ACQUIRED	DISPOSED
Over \$1,000,000		

NATURE OF INTEREST

Ownership/Deed of Trust	Easement
Leasehold _____	_____
Yrs. remaining	Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED

\$0 - \$499	\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000	

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.

None

▶ ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS _____

CITY _____

FAIR MARKET VALUE IF APPLICABLE, LIST DATE:

\$2,000 - \$10,000		
\$10,001 - \$100,000	____/____/23	____/____/23
\$100,001 - \$1,000,000	ACQUIRED	DISPOSED
Over \$1,000,000		

NATURE OF INTEREST

Ownership/Deed of Trust	Easement
Leasehold _____	_____
Yrs. remaining	Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED

\$0 - \$499	\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000	

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.

None

* You are not required to report loans from a commercial lending institution made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

NAME OF LENDER* _____

ADDRESS (Business Address Acceptable) _____

BUSINESS ACTIVITY, IF ANY, OF LENDER _____

INTEREST RATE TERM (Months/Years)

_____%	None	_____
--------	------	-------

HIGHEST BALANCE DURING REPORTING PERIOD

\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000

Guarantor, if applicable _____

NAME OF LENDER* _____

ADDRESS (Business Address Acceptable) _____

BUSINESS ACTIVITY, IF ANY, OF LENDER _____

INTEREST RATE TERM (Months/Years)

_____%	None	_____
--------	------	-------

HIGHEST BALANCE DURING REPORTING PERIOD

\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000

Guarantor, if applicable _____

Comments: _____

Instructions – Schedule B Interests in Real Property

Report interests in real property located in your agency's jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling \$2,000 or more any time during the reporting period. Real property is also considered to be "within the jurisdiction" of a local government agency if the property or any part of it is located within two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the local government agency. (See Reference Pamphlet, page 13.)

Interests in real property include:

- An ownership interest (including a beneficial ownership interest)
- A deed of trust, easement, or option to acquire property
- A leasehold interest (See Reference Pamphlet, page 14.)
- A mining lease
- An interest in real property held in a retirement account (See Reference Pamphlet, page 15.)
- An interest in real property held by a business entity or trust in which you, your spouse or registered domestic partner, and your dependent children together had a 10% or greater ownership interest (Report on Schedule A-2.)
- Your spouse's or registered domestic partner's interests in real property that are legally held separately by him or her

You are not required to report:

- A residence, such as a home or vacation cabin, used exclusively as a personal residence (However, a residence in which you rent out a room or for which you claim a business deduction may be reportable. If reportable, report the fair market value of the portion claimed as a tax deduction.)
- Some interests in real property held through a blind trust (See Reference Pamphlet, page 16.)
 - **Please note:** A non-reportable property can still be grounds for a conflict of interest and may be disqualifying.

To Complete Schedule B:

- Report the precise location (e.g., an assessor's parcel number or address) of the real property.
- Check the box indicating the fair market value of your interest in the property (regardless of what you owe on the property).
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property during the reporting period.
- Identify the nature of your interest. If it is a leasehold,

Reminders

- Income and loans already reported on Schedule B are not also required to be reported on Schedule C.
- Real property already reported on Schedule A-2, Part 4 is not also required to be reported on Schedule B.
- Code filers – do your disclosure categories require disclosure of real property?

disclose the number of years remaining on the lease.

- If you received rental income, check the box indicating the gross amount you received.
- If you had a 10% or greater interest in real property and received rental income, list the name of the source(s) if your pro rata share of the gross income from any single tenant was \$10,000 or more during the reporting period. If you received a total of \$10,000 or more from two or more tenants acting in concert (in most cases, this will apply to married couples), disclose the first and last name of each tenant. Otherwise, mark "None."
- Loans from a private lender that total \$500 or more and are secured by real property may be reportable. **Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.**

When reporting a loan:

- Provide the name and address of the lender.
- Describe the lender's business activity.
- Disclose the interest rate and term of the loan. For variable interest rate loans, disclose the conditions of the loan (e.g., Prime + 2) or the average interest rate paid during the reporting period. The term of a loan is the total number of months or years given for repayment of the loan at the time the loan was established.
- Check the box indicating the highest balance of the loan during the reporting period.
- Identify a guarantor, if applicable.

If you have more than one reportable loan on a single piece of real property, report the additional loan(s) on Schedule C.

Example:

Allison Gande is a city planning commissioner. During the reporting period, Allison received rental income of \$12,000, from a single tenant who rented property owned in the city's jurisdiction. If Allison received \$6,000 each from two tenants, the tenants' names would not be required because no single tenant paid her \$10,000 or more. A married couple is considered a single tenant.

ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS 4600 24th Street	
CITY Sacramento	
FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:
<input type="checkbox"/> \$2,000 - \$10,000	<input type="checkbox"/> / / XX / XX
<input type="checkbox"/> \$10,001 - \$100,000	<input type="checkbox"/> ACQUIRED <input type="checkbox"/> DISPOSED
<input checked="" type="checkbox"/> \$100,001 - \$1,000,000	
<input type="checkbox"/> Over \$1,000,000	
NATURE OF INTEREST	
<input type="checkbox"/> Ownership/Deed of Trust	<input type="checkbox"/> Easement
<input type="checkbox"/> Leasehold	<input type="checkbox"/> Other
IF RENTAL PROPERTY, GROSS INCOME RECEIVED	
<input type="checkbox"/> \$0 - \$499	<input type="checkbox"/> \$500 - \$1,000
<input type="checkbox"/> \$1,001 - \$10,000	<input type="checkbox"/> \$10,001 - \$10,000
<input checked="" type="checkbox"/> \$10,001 - \$100,000	<input type="checkbox"/> OVER \$100,000
SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.	
<input type="checkbox"/> None	
Henry Wells	
NAME OF LENDER*	
Sophia Petroillo	
ADDRESS (Business Address Acceptable)	
2121 Blue Sky Parkway, Sacramento	
BUSINESS ACTIVITY, IF ANY, OF LENDER	
Restaurant Owner	
INTEREST RATE	TERM (Months/Years)
8 % <input type="checkbox"/> None	15 Years
HIGHEST BALANCE DURING REPORTING PERIOD	
<input type="checkbox"/> \$500 - \$1,000	<input type="checkbox"/> \$1,001 - \$10,000
<input checked="" type="checkbox"/> \$10,001 - \$100,000	<input type="checkbox"/> OVER \$100,000
<input type="checkbox"/> Guarantor, if applicable	
Comments:	

SCHEDULE C

Income, Loans, & Business Positions

(Other than Gifts and Travel Payments)

CALIFORNIA FORM 700

FAIR POLITICAL PRACTICES COMMISSION

Name _____

▶ 1. INCOME RECEIVED		▶ 1. INCOME RECEIVED	
NAME OF SOURCE OF INCOME _____		NAME OF SOURCE OF INCOME _____	
ADDRESS <i>(Business Address Acceptable)</i> _____		ADDRESS <i>(Business Address Acceptable)</i> _____	
BUSINESS ACTIVITY, IF ANY, OF SOURCE _____		BUSINESS ACTIVITY, IF ANY, OF SOURCE _____	
YOUR BUSINESS POSITION _____		YOUR BUSINESS POSITION _____	
GROSS INCOME RECEIVED	No Income - Business Position Only	GROSS INCOME RECEIVED	No Income - Business Position Only
\$500 - \$1,000	\$1,001 - \$10,000	\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000	\$10,001 - \$100,000	OVER \$100,000
CONSIDERATION FOR WHICH INCOME WAS RECEIVED		CONSIDERATION FOR WHICH INCOME WAS RECEIVED	
Salary	Spouse's or registered domestic partner's income <i>(For self-employed use Schedule A-2.)</i>	Salary	Spouse's or registered domestic partner's income <i>(For self-employed use Schedule A-2.)</i>
Partnership <i>(Less than 10% ownership. For 10% or greater use Schedule A-2.)</i>		Partnership <i>(Less than 10% ownership. For 10% or greater use Schedule A-2.)</i>	
Sale of _____	<i>(Real property, car, boat, etc.)</i>	Sale of _____	<i>(Real property, car, boat, etc.)</i>
Loan repayment		Loan repayment	
Commission or _____	Rental Income, <i>list each source of \$10,000 or more</i>	Commission or _____	Rental Income, <i>list each source of \$10,000 or more</i>
_____ <i>(Describe)</i>		_____ <i>(Describe)</i>	
Other _____		Other _____	
<i>(Describe)</i>		<i>(Describe)</i>	

▶ 2. LOANS RECEIVED OR OUTSTANDING DURING THE REPORTING PERIOD

* You are not required to report loans from a commercial lending institution, or any indebtedness created as part of a retail installment or credit card transaction, made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

NAME OF LENDER* _____	INTEREST RATE _____ %	TERM (Months/Years) _____
ADDRESS <i>(Business Address Acceptable)</i> _____	None	_____
BUSINESS ACTIVITY, IF ANY, OF LENDER _____	SECURITY FOR LOAN	
HIGHEST BALANCE DURING REPORTING PERIOD	None Personal residence	
\$500 - \$1,000	Real Property _____	
\$1,001 - \$10,000	<i>Street address</i>	
\$10,001 - \$100,000	_____	
OVER \$100,000	<i>City</i>	
	Guarantor _____	
	Other _____	
	<i>(Describe)</i>	

Comments: _____

Instructions – Schedule C

Income, Loans, & Business Positions

(Income Other Than Gifts and Travel Payments)

Reporting Income:

Report the source and amount of gross income of \$500 or more you received during the reporting period. Gross income is the total amount of income before deducting expenses, losses, or taxes and includes loans other than loans from a commercial lending institution. (See Reference Pamphlet, page 11.) You must also report the source of income to your spouse or registered domestic partner if your community property share was \$500 or more during the reporting period.

The source and income must be reported only if the source is located in, doing business in, planning to do business in, or has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 13.) Reportable sources of income may be further limited by your disclosure category located in your agency's conflict of interest code.

Reporting Business Positions:

You must report your job title with each reportable business entity even if you received no income during the reporting period. Use the comments section to indicate that no income was received.

Commonly reportable income and loans include:

- Salary/wages, per diem, and reimbursement for expenses including travel payments provided by your employer
- Community property interest (50%) in your spouse's or registered domestic partner's income - **report the employer's name and all other required information**
- Income from investment interests, such as partnerships, reported on Schedule A-1
- Commission income not required to be reported on Schedule A-2 (See Reference Pamphlet, page 8.)
- Gross income from any sale, including the sale of a house or car (Report your pro rata share of the total sale price.)
- Rental income not required to be reported on Schedule B
- Prizes or awards not disclosed as gifts
- Payments received on loans you made to others
- An honorarium received prior to becoming a public official (See Reference Pamphlet, page 10.)
- Incentive compensation (See Reference Pamphlet, page 12.)

Reminders

- Code filers – your disclosure categories may not require disclosure of all sources of income.
- If you or your spouse or registered domestic partner are self-employed, report the business entity on Schedule A-2.
- Do not disclose on Schedule C income, loans, or business positions already reported on Schedules A-2 or B.

You are not required to report:

- Salary, reimbursement for expenses or per diem, or social security, disability, or other similar benefit payments received by you or your spouse or registered domestic partner from a federal, state, or local government agency.
- Stock dividends and income from the sale of stock unless the source can be identified.
- Income from a PERS retirement account.

(See Reference Pamphlet, page 12.)

To Complete Schedule C:

Part 1. Income Received/Business Position Disclosure

- Disclose the name and address of each source of income or each business entity with which you held a business position.
- Provide a general description of the business activity if the source is a business entity.
- Check the box indicating the amount of gross income received.
- Identify the consideration for which the income was received.
- For income from commission sales, check the box indicating the gross income received and list the name of each source of commission income of \$10,000 or more. (See Reference Pamphlet, page 8.) **Note: If you receive commission income on a regular basis or have an ownership interest of 10% or more, you must disclose the business entity and the income on Schedule A-2.**
- Disclose the job title or business position, if any, that you held with the business entity, even if you did not receive income during the reporting period.

Part 2. Loans Received or Outstanding During the Reporting Period

- Provide the name and address of the lender.
- Provide a general description of the business activity if the lender is a business entity.
- Check the box indicating the highest balance of the loan during the reporting period.
- Disclose the interest rate and the term of the loan.
 - For variable interest rate loans, disclose the conditions of the loan (e.g., Prime + 2) or the average interest rate paid during the reporting period.
 - The term of the loan is the total number of months or years given for repayment of the loan at the time the loan was entered into.
- Identify the security, if any, for the loan.

SCHEDULE D Income – Gifts

Name _____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

Comments: _____

Instructions – Schedule D Income – Gifts

A gift is anything of value for which you have not provided equal or greater consideration to the donor. A gift is reportable if its fair market value is \$50 or more. In addition, multiple gifts totaling \$50 or more received during the reporting period from a single source must be reported.

It is the acceptance of a gift, not the ultimate use to which it is put, that imposes your reporting obligation. Except as noted below, you must report a gift even if you never used it or if you gave it away to another person.

If the exact amount of a gift is unknown, you must make a good faith estimate of the item's fair market value. Listing the value of a gift as "over \$50" or "value unknown" is not adequate disclosure. In addition, if you received a gift through an intermediary, you must disclose the name, address, and business activity of both the donor and the intermediary. You may indicate an intermediary either in the "source" field after the name or in the "comments" section at the bottom of Schedule D.

Commonly reportable gifts include:

- Tickets/passes to sporting or entertainment events
- Tickets/passes to amusement parks
- Parking passes not used for official agency business
- Food, beverages, and accommodations, including those provided in direct connection with your attendance at a convention, conference, meeting, social event, meal, or like gathering
- Rebates/discounts not made in the regular course of business to members of the public without regard to official status
- Wedding gifts (See Reference Pamphlet, page 16)
- An honorarium received prior to assuming office (You may report an honorarium as income on Schedule C, rather than as a gift on Schedule D, if you provided services of equal or greater value than the payment received. See Reference Pamphlet, page 10.)
- Transportation and lodging (See Schedule E.)
- Forgiveness of a loan received by you

Reminders

- Gifts from a single source are subject to a \$590 limit in 2023. (See Reference Pamphlet, page 10.)
- Code filers – you only need to report gifts from reportable sources.

Gift Tracking Mobile Application

- FPPC has created a gift tracking app for mobile devices that helps filers track gifts and provides a quick and easy way to upload the information to the Form 700. Visit FPPC's website to download the app.

You are not required to disclose:

- Gifts that were not used and that, within 30 days after receipt, were returned to the donor or delivered to a charitable organization or government agency without being claimed by you as a charitable contribution for tax purposes
- Gifts from your spouse or registered domestic partner, child, parent, grandparent, grandchild, brother, sister, and certain other family members (See Regulation 18942 for a complete list.). The exception does not apply if the donor was acting as an agent or intermediary for a reportable source who was the true donor.
- Gifts of similar value exchanged between you and an individual, other than a lobbyist registered to lobby your state agency, on holidays, birthdays, or similar occasions
- Gifts of informational material provided to assist you in the performance of your official duties (e.g., books, pamphlets, reports, calendars, periodicals, or educational seminars)
- A monetary bequest or inheritance (However, inherited investments or real property may be reportable on other schedules.)
- Personalized plaques or trophies with an individual value of less than \$250
- Campaign contributions
- Up to two tickets, for your own use, to attend a fundraiser for a campaign committee or candidate, or to a fundraiser for an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. The ticket must be received from the organization or committee holding the fundraiser.
- Gifts given to members of your immediate family if the source has an established relationship with the family member and there is no evidence to suggest the donor had a purpose to influence you. (See Regulation 18943.)
- Free admission, food, and nominal items (such as a pen, pencil, mouse pad, note pad or similar item) available to all attendees, at the event at which the official makes a speech (as defined in Regulation 18950(b)(2)), so long as the admission is provided by the person who organizes the event.
- Any other payment not identified above, that would otherwise meet the definition of gift, where the payment is made by an individual who is not a lobbyist registered to lobby the official's state agency, where it is clear that the gift was made because of an existing personal or business relationship unrelated to the official's position and there is no evidence whatsoever at the time the gift is made to suggest the donor had a purpose to influence you.

To Complete Schedule D:

- Disclose the full name (not an acronym), address, and, if a business entity, the business activity of the source.
- Provide the date (month, day, and year) of receipt, and disclose the fair market value and description of the gift.

SCHEDULE E
Income – Gifts
Travel Payments, Advances,
and Reimbursements

Name _____

- Mark either the gift or income box.
- Mark the “501(c)(3)” box for a travel payment received from a nonprofit 501(c)(3) organization or the “Speech” box if you made a speech or participated in a panel. Per Government Code Section 89506, these payments may not be subject to the gift limit. However, they may result in a disqualifying conflict of interest.
- For gifts of travel, provide the travel destination.

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

Comments: _____

Instructions – Schedule E Travel Payments, Advances, and Reimbursements

Travel payments reportable on Schedule E include advances and reimbursements for travel and related expenses, including lodging and meals.

Gifts of travel may be subject to the gift limit. In addition, certain travel payments are reportable gifts, but are not subject to the gift limit. To avoid possible misinterpretation or the perception that you have received a gift in excess of the gift limit, you may wish to provide a specific description of the purpose of your travel. (See the FPPC fact sheet entitled “Limitations and Restrictions on Gifts, Honoraria, Travel, and Loans” to read about travel payments under section 89506(a).)

You are not required to disclose:

- Travel payments received from any state, local, or federal government agency for which you provided services equal or greater in value than the payments received, such as reimbursement for travel on agency business from your government agency employer.
- A payment for travel from another local, state, or federal government agency and related per diem expenses when the travel is for education, training or other inter-agency programs or purposes.
- Travel payments received from your employer in the normal course of your employment that are included in the income reported on Schedule C.
- A travel payment that was received from a nonprofit entity exempt from taxation under Internal Revenue Code Section 501(c)(3) for which you provided equal or greater consideration, such as reimbursement for travel on business for a 501(c)(3) organization for which you are a board member.

Note: Certain travel payments may not be reportable if reported via email on Form 801 by your agency.

To Complete Schedule E:

- Disclose the full name (not an acronym) and address of the source of the travel payment.
- Identify the business activity if the source is a business entity.
- Check the box to identify the payment as a gift or income, report the amount, and disclose the date(s).
 - **Travel payments are gifts** if you did not provide services that were equal to or greater in value than the payments received. You must disclose gifts totaling \$500 or more from a single source during the period covered by the statement.

When reporting travel payments that are gifts, you must provide a description of the gift, the **date(s)** received, and the **travel destination**.

- **Travel payments are income** if you provided services that were equal to or greater in value than the

payments received. You must disclose income totaling \$500 or more from a single source during the period covered by the statement. You have the burden of proving the payments are income rather than gifts. When reporting travel payments as income, you must describe the services you provided in exchange for the payment. You are not required to disclose the date(s) for travel payments that are income.

Example:

City council member MaryClaire Chandler is the chair of a 501(c)(6) trade association, and the association pays for MaryClaire's travel to attend its meetings. Because MaryClaire is deemed to be providing equal or greater consideration for the travel payment by virtue of serving on the board, this payment may be reported as income. Payments for MaryClaire to attend other events for which they are not providing services are likely considered gifts.

▶ NAME OF SOURCE (Not an Acronym)	
Health Services Trade Association	
ADDRESS (Business Address Acceptable)	
1230 K Street, Suite 610	
CITY AND STATE	
Sacramento, CA	
<input type="checkbox"/> 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE	
Association of Healthcare Workers	
DATE(S):	AMT: \$ 550.00
(if gift)	
▶ MUST CHECK ONE: <input type="checkbox"/> Gift -or- <input checked="" type="checkbox"/> Income	
<input type="radio"/> Made a Speech/Participated in a Panel	
<input checked="" type="radio"/> Other - Provide Description <u>Travel reimbursement for board meeting.</u>	
▶ If Gift, Provide Travel Destination _____	

Note that the same payment from a 501(c)(3) would NOT be reportable.

Example:

Mayor Kim travels to China on a trip organized by China Silicon Valley Business Development, a California nonprofit, 501(c)(6) organization. The Chengdu Municipal People's Government pays for Mayor Kim's airfare and travel costs, as well as meals and lodging during the trip. The trip's agenda shows that the trip's purpose is to promote job creation and economic activity in China and in Silicon Valley, so the trip is reasonably related to a governmental purpose.

▶ NAME OF SOURCE (Not an Acronym)	
Chengdu Municipal People's Government	
ADDRESS (Business Address Acceptable)	
2 Caoshi St. CaoShiJie, Qingyang Qu, Chengdu Shi,	
CITY AND STATE	
Sichuan Sheng, China, 610000	
<input type="checkbox"/> 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE	
DATE(S):	AMT: \$ 3,874.38
(if gift)	
▶ MUST CHECK ONE: <input checked="" type="checkbox"/> Gift -or- <input type="checkbox"/> Income	
<input type="radio"/> Made a Speech/Participated in a Panel	
<input checked="" type="radio"/> Other - Provide Description <u>Travel reimbursement for trip to China.</u>	
▶ If Gift, Provide Travel Destination <u>Sichuan Sheng, China</u>	

Thus, Mayor Kim must report the gift of travel, but the gift is exempt from the gift limit. In this case, the travel payments are not subject to the gift limit because the source is a foreign government and because the travel is reasonably related to a governmental purpose. (Section 89506(a)(2).) Note that Mayor Kim could be disqualified from participating in or making decisions about The Chengdu Municipal People's Government for 12 months. Also note that if China Silicon Valley Business Development (a 501(c)(6) organization) paid for the travel costs rather than the governmental organization, the payments would be subject to the gift limits. (See the FPPC fact sheet, Limitations and Restrictions on Gifts, Honoraria, Travel and Loans, at www.fppc.ca.gov.)

Restrictions and Prohibitions

The Political Reform Act (Gov. Code Sections 81000-91014) requires most state and local government officials and employees to publicly disclose their economic interests including personal assets and income. The Act's conflict of interest provisions also disqualify a public official from taking part in a governmental decision if it is reasonably foreseeable that the decision will have a material financial effect on these economic interests as well as the official's personal finances and those of immediate family. (Gov. Code Sections 87100 and 87103.) The Fair Political Practices Commission (FPPC) is the state agency responsible for issuing the attached Statement of Economic Interests, Form 700, and for interpreting the Act's provisions.

Gift Prohibition

Gifts received by most state and local officials, employees, and candidates are subject to a limit. In 2023-2024, the gift limit increased to \$590 from a single source during a calendar year.

Additionally, state officials, state candidates, and certain state employees are subject to a \$10 limit per calendar month on gifts from lobbyists and lobbying firms registered with the Secretary of State. See Reference Pamphlet, page 10.

State and local officials and employees should check with their agency to determine if other restrictions apply.

Disqualification

Public officials are, under certain circumstances, required to disqualify themselves from making, participating in, or attempting to influence governmental decisions that will affect their economic interests. This may include interests they are not required to disclose. For example, a personal residence is often not reportable, but may be grounds for disqualification. Specific disqualification requirements apply to 87200 filers (e.g., city councilmembers, members of boards of supervisors, planning commissioners, etc.). These officials must publicly identify the economic interest that creates a conflict of interest and leave the room before a discussion or vote takes place at a public meeting. For more information, consult Government Code Section 87105, Regulation 18707, and the Guide to Recognizing Conflicts of Interest page at www.fppc.ca.gov.

Honorarium Ban

Most state and local officials, employees, and candidates are prohibited from accepting an honorarium for any speech given, article published, or attendance at a conference, convention, meeting, or like gathering. (See Reference Pamphlet, page 10.)

Loan Restrictions

Certain state and local officials are subject to restrictions on loans. (See Reference Pamphlet, page 14.)

Post-Governmental Employment

There are restrictions on representing clients or employers before former agencies. The provisions apply to elected state officials, most state employees, local elected officials, county chief administrative officers, city managers, including the chief administrator of a city, and general managers or chief administrators of local special districts and JPAs. The FPPC website has fact sheets explaining the provisions.

Late Filing

The filing officer who retains originally-signed or electronically filed statements of economic interests may impose on an individual a fine for any statement that is filed late. The fine is \$10 per day up to a maximum of \$100. Late filing penalties may be reduced or waived under certain circumstances.

Persons who fail to timely file their Form 700 may be referred to the FPPC's Enforcement Division (and, in some cases, to the Attorney General or district attorney) for investigation and possible prosecution. In addition to the late filing penalties, a fine of up to \$5,000 per violation may be imposed.

For assistance concerning reporting, prohibitions, and restrictions under the Act:

- Email questions to advice@fppc.ca.gov.
- Call the FPPC toll-free at (866) 275-3772.

Form 700 is a Public Document Public Access Must Be Provided

Statements of Economic Interests are public documents. The filing officer must permit any member of the public to inspect and receive a copy of any statement.

- Statements must be available as soon as possible during the agency's regular business hours, but in any event not later than the second business day after the statement is received. Access to the Form 700 is not subject to the Public Records Act procedures.
- No conditions may be placed on persons seeking access to the forms.
- No information or identification may be required from persons seeking access.
- Reproduction fees of no more than 10 cents per page may be charged.

Questions and Answers

General

- Q. What is the reporting period for disclosing interests on an assuming office statement or a candidate statement?
- A. On an assuming office statement, disclose all reportable investments, interests in real property, and business positions held on the date you assumed office. In addition, you must disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you assumed office.

On a candidate statement, disclose all reportable investments, interests in real property, and business positions held on the date you file your declaration of candidacy. You must also disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you file your declaration of candidacy.

- Q. I hold two other board positions in addition to my position with the county. Must I file three statements of economic interests?
- A. Yes, three are required. However, you may instead complete an expanded statement listing the county and the two boards on the Cover Page or an attachment as the agencies for which you will be filing. Disclose all reportable economic interests in all three jurisdictions on the expanded statement. File the expanded statement for your primary position providing an original “wet” signature unless filed with a secure electronic signature. (See page 3 above.) File copies of the expanded statement with the other two agencies as required by Regulation 18723.1(c). Remember to complete separate statements for positions that you leave or assume during the year.
- Q. I am a department head who recently began acting as city manager. Should I file as the city manager?
- A. Yes. File an assuming office statement as city manager. Persons serving as “acting,” “interim,” or “alternate” must file as if they hold the position because they are or may be performing the duties of the position.

- Q. My spouse and I are currently separated and in the process of obtaining a divorce. Must I still report my spouse’s income, investments, and interests in real property?
- A. Yes. A public official must continue to report a spouse’s economic interests until such time as dissolution of marriage proceedings is final. However, if a separate property agreement has been reached prior to that time, your estranged spouse’s income may not have to be reported. Contact the FPPC for more information.
- Q. As a designated employee, I left one state agency to work for another state agency. Must I file a leaving office statement?
- A. Yes. You may also need to file an assuming office statement for the new agency.

Investment Disclosure

- Q. I have an investment interest in shares of stock in a company that does not have an office in my jurisdiction. Must I still disclose my investment interest in this company?
- A. Probably. The definition of “doing business in the jurisdiction” is not limited to whether the business has an office or physical location in your jurisdiction. (See Reference Pamphlet, page 13.)
- Q. My spouse and I have a living trust. The trust holds rental property in my jurisdiction, our primary residence, and investments in diversified mutual funds. I have full disclosure. How is this trust disclosed?
- A. Disclose the name of the trust, the rental property and its income on Schedule A-2. Your primary residence and investments in diversified mutual funds registered with the SEC are not reportable.
- Q. I am required to report all investments. I have an IRA that contains stocks through an account managed by a brokerage firm. Must I disclose these stocks even though they are held in an IRA and I did not decide which stocks to purchase?
- A. Yes. Disclose on Schedule A-1 or A-2 any stock worth \$2,000 or more in a business entity located in or doing business in your jurisdiction.

Questions and Answers Continued

- Q. The value of my stock changed during the reporting period. How do I report the value of the stock?
- A. You are required to report the highest value that the stock reached during the reporting period. You may use your monthly statements to determine the highest value. You may also use the entity's website to determine the highest value. You are encouraged to keep a record of where you found the reported value. Note that for an assuming office statement, you must report the value of the stock on the date you assumed office.
- Q. I am the sole owner of my business, an S-Corporation. I believe that the nature of the business is such that it cannot be said to have any "fair market value" because it has no assets. I operate the corporation under an agreement with a large insurance company. My contract does not have resale value because of its nature as a personal services contract. Must I report the fair market value for my business on Schedule A-2 of the Form 700?
- A. Yes. Even if there are no *tangible* assets, intangible assets, such as relationships with companies and clients are commonly sold to qualified professionals. The "fair market value" is often quantified for other purposes, such as marital dissolutions or estate planning. In addition, the IRS presumes that "personal services corporations" have a fair market value. A professional "book of business" and the associated goodwill that generates income are not without a determinable value. The Form 700 does not require a precise fair market value; it is only necessary to check a box indicating the broad range within which the value falls.
- Q. I own stock in IBM and must report this investment on Schedule A-1. I initially purchased this stock in the early 1990s; however, I am constantly buying and selling shares. Must I note these dates in the "Acquired" and "Disposed" fields?
- A. No. You must only report dates in the "Acquired" or "Disposed" fields when, during the reporting period, you initially purchase a reportable investment worth \$2,000 or more or when you dispose of the entire investment. You are not required to track the partial trading of an investment.
- Q. On last year's filing I reported stock in Encoe valued at \$2,000 - \$10,000. Late last year the value of this stock fell below and remains at less than \$2,000. How should this be reported on this year's statement?
- A. You are not required to report an investment if the value was less than \$2,000 during the **entire** reporting period. However, because a disposed date is not required for stocks that fall below \$2,000, you may want to report the stock and note in the "comments" section that the value fell below \$2,000. This would be for informational purposes only; it is not a requirement.
- Q. We have a Section 529 account set up to save money for our son's college education. Is this reportable?
- A. If the Section 529 account contains reportable interests (e.g., common stock valued at \$2,000 or more), those interests are reportable (not the actual Section 529 account). If the account contains solely mutual funds, then nothing is reported.

Income Disclosure

- Q. I reported a business entity on Schedule A-2. Clients of my business are located in several states. Must I report all clients from whom my pro rata share of income is \$10,000 or more on Schedule A-2, Part 3?
- A. No, only the clients located in or doing business on a regular basis in your jurisdiction must be disclosed.
- Q. I believe I am not required to disclose the names of clients from whom my pro rata share of income is \$10,000 or more on Schedule A-2 because of their right to privacy. Is there an exception for reporting clients' names?
- A. Regulation 18740 provides a procedure for requesting an exemption to allow a client's name not to be disclosed if disclosure of the name would violate a legally recognized privilege under California or Federal law. This regulation may be obtained from our website at www.fppc.ca.gov. (See Reference Pamphlet, page 14.)

Questions and Answers Continued

Q. I am sole owner of a private law practice that is not reportable based on my limited disclosure category. However, some of the sources of income to my law practice are from reportable sources. Do I have to disclose this income?

A. Yes, even though the law practice is not reportable, reportable sources of income to the law practice of \$10,000 or more must be disclosed. This information would be disclosed on Schedule C with a note in the "comments" section indicating that the business entity is not a reportable investment. The note would be for informational purposes only; it is not a requirement.

Q. I am the sole owner of my business. Where do I disclose my income - on Schedule A-2 or Schedule C?

A. Sources of income to a business in which you have an ownership interest of 10% or greater are disclosed on Schedule A-2. (See Reference Pamphlet, page 8.)

Q. My spouse is a partner in a four-person firm where all of their business is based on their own billings and collections from various clients. How do I report my community property interest in this business and the income generated in this manner?

A. If your spouse's investment in the firm is 10% or greater, disclose 100% of your spouse's share of the business on Schedule A-2, Part 1 and 50% of your spouse's income on Schedule A-2, Parts 2 and 3. For example, a client of your spouse's must be a source of at least \$20,000 during the reporting period before the client's name is reported.

Q. How do I disclose my spouse's or registered domestic partner's salary?

A. Report the name of the employer as a source of income on Schedule C.

Q. I am a doctor. For purposes of reporting \$10,000 sources of income on Schedule A-2, Part 3, are the patients or their insurance carriers considered sources of income?

A. If your patients exercise sufficient control by selecting you instead of other doctors, then your patients, rather than their insurance carriers, are sources of income to you. (See Reference Pamphlet, page 14.)

Q. I received a loan from my grandfather to purchase my home. Is this loan reportable?

A. No. Loans received from family members are not reportable.

Q. Many years ago, I loaned my parents several thousand dollars, which they paid back this year. Do I need to report this loan repayment on my Form 700?

A. No. Payments received on a loan made to a family member are not reportable.

Real Property Disclosure

Q. During this reporting period we switched our principal place of residence into a rental. I have full disclosure and the property is located in my agency's jurisdiction, so it is now reportable. Because I have not reported this property before, do I need to show an "acquired" date?

A. No, you are not required to show an "acquired" date because you previously owned the property. However, you may want to note in the "comments" section that the property was not previously reported because it was used exclusively as your residence. This would be for informational purposes only; it is not a requirement.

Q. I am a city manager, and I own a rental property located in an adjacent city, but one mile from the city limit. Do I need to report this property interest?

A. Yes. You are required to report this property because it is located within 2 miles of the boundaries of the city you manage.

Q. Must I report a home that I own as a personal residence for my daughter?

A. You are not required to disclose a home used as a personal residence for a family member unless you receive income from it, such as rental income.

Q. I am a co-signer on a loan for a rental property owned by a friend. Since I am listed on the deed of trust, do I need to report my friend's property as an interest in real property on my Form 700?

A. No. Simply being a co-signer on a loan for property does not create a reportable interest in that real property.

Questions and Answers Continued

Gift Disclosure

- Q. If I received a reportable gift of two tickets to a concert valued at \$100 each, but gave the tickets to a friend because I could not attend the concert, do I have any reporting obligations?
- A. Yes. Since you accepted the gift and exercised discretion and control of the use of the tickets, you must disclose the gift on Schedule D.
- Q. Julia and Jared Benson, a married couple, want to give a piece of artwork to a county supervisor. Is each spouse considered a separate source for purposes of the gift limit and disclosure?
- A. Yes, each spouse may make a gift valued at the gift limit during a calendar year. For example, during 2023 the gift limit was \$590, so the Bensons may have given the supervisor artwork valued at no more than \$1,080. The supervisor must identify Jared and Julia Benson as the sources of the gift.
- Q. I am a Form 700 filer with full disclosure. Our agency holds a holiday raffle to raise funds for a local charity. I bought \$10 worth of raffle tickets and won a gift basket valued at \$120. The gift basket was donated by Doug Brewer, a citizen in our city. At the same event, I bought raffle tickets for, and won a quilt valued at \$70. The quilt was donated by a coworker. Are these reportable gifts?
- A. Because the gift basket was donated by an outside source (not an agency employee), you have received a reportable gift valued at \$110 (the value of the basket less the consideration paid). The source of the gift is Doug Brewer and the agency is disclosed as the intermediary. Because the quilt was donated by an employee of your agency, it is not a reportable gift.
- Q. My agency is responsible for disbursing grants. An applicant (501(c)(3) organization) met with agency employees to present its application. At this meeting, the applicant provided food and beverages. Would the food and beverages be considered gifts to the employees? These employees are designated in our agency's conflict of interest code and the applicant is a reportable source of income under the code.
- A. Yes. If the value of the food and beverages consumed by any one filer, plus any other gifts received from the same source during the reporting period total \$50 or more, the food and beverages would be reported using the fair market value and would be subject to the gift limit.
- Q. I received free admission to an educational conference related to my official duties. Part of the conference fees included a round of golf. Is the value of the golf considered informational material?
- A. No. The value of personal benefits, such as golf, attendance at a concert, or sporting event, are gifts subject to reporting and limits.

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Accounts Payable Status by Vendor 2023

[08841]	100 STADUIM LP	1,414.00
[08732]	2 SHASTA CT LP	3,165.00
[00111]	4 IMPRINT, INC	9,935.37
[00091]	47TH PLACE CARPET, INC	30,529.84
[08859]	801 N GRANADA DRIVE LLC	2,689.86
[08912]	A WINDOW BETWEEN WORLDS	200.00
[06349]	AAA BUSINESS SUPPLIES & INTERIORS	15,853.99
[61114]	ABURTO VILLAGOMEZ, LILA E	100.00
[03449]	ACCES	1,125.00
[01409]	ACCUFUND, INC	10,778.75
[00871]	ADT SECURITY SERVICES PITTS	3,647.94
[04213]	ADVANCED AUTOMOTIVE*PINE ST	14,831.31
[08791]	ADVANCED SPECIALTY CLEANING, INC	4,859.00
[60575]	AGUIRRE, MARIBEL	327.28
[04160]	AHEARN GREENE ASSOCIATES, LP	10,325.00
[06350]	ALLIANCE PROPERTY SERVICES, INC	6,511.59
[61118]	ALSHAIF, KRUBE	115.29
[61220]	ALVARADO, MIRIAM E	9.17
[08815]	ALVARADO, YADIRA	228.75
[61401]	ALVAREZ, DAVID	322.73
[06332]	ALVAREZ, IRMA	30.00
[60011]	ALVAREZ, NORMA ALICIA	146.00
[08919]	AMAZON CAPITAL first 10 days	76,896.32
[05556]	AMAZON.COM NO	1,216.06
[01149]	AMERICAN CANCER SOCIETY	5,403.97
[02280]	AMERICAN EXPRESS	836,671.92
[06188]	AMERICAN MOBILE WASH SERVICES	1,485.00
[00032]	AMERICAN RED CROSS CH ADDRESS	24,190.32
[08795]	AMERICA'S BEST VALUE INN & SUITES	4,200.00
[02564]	AMERIGAS ALL	2,549.87
[03033]	AMERITAS LIFE INSURANCE claims	124,255.07
[03043]	AMERITAS LIFE INSURANCE dental prem	12,270.50
[08876]	AMTRUST NORTH AMERICA	13,281.00
[60229]	ANDRADE-ROSAS, MARIANA	1,829.72
[04084]	ANDY'S SPORTS & DESIGN	6,113.96
[06193]	ANGELES, MARIANAYELLY	30.00
[61306]	ANGELL, COURTNEY KENNEDY	382.54
[06341]	AOS MADER LLC	2,000.00
[06317]	APOLLO HEALTH, INC	16,845.00
[60014]	APONTE, MARQUELIA	408.46
[60015]	ARANDA, LETICIA M	474.69
[60932]	ARIAS, EXCIQUIO JOSEPH	150.00
[60018]	ARIZ, MARY LOUISE	46.51

[61358]	ARMENDAREZ, JACQUELINE ROSE	301.32
[60303]	ARMIENTO-RUZ, VERONICA C.	98.00
[60289]	ARREDONDO, MARIA E.	501.83
[60304]	ARREOLA, MARIA DEL	273.00
[06406]	ARTEAGA, CRYSTAL	300.00
[06401]	ATCHISON, SCOTT	4,500.00
[06335]	ATLAS ENVIRONMENTAL	4,588.16
[04251]	ATT (CALNET 3)	163,389.71
[02407]	ATT2407 BOX 5075	1,048.32
[61369]	AVALOS GARCIA, LAURA	344.87
[60024]	AVILA, NANCY C.	100.00
[08915]	AWAN, NASAR	6,270.00
[61237]	AYALA, ROSA M.	98.25
[01650]	BARNES & NOBLE	4,679.12
[06161]	BARRIOS, JOSE LUIS	1,850.00
[00942]	BASS LAKE SCHOOL DISTRICT	8,535.50
[08910]	BATTER UP PANCAKES	1,774.90
[04834]	BAUDVILLE	6,887.22
[06357]	BAZURTO, LILIANA CRUZ	31.97
[06390]	BELL, KATHERINE	45.00
[61437]	BELL, KATHERINE L	115.28
[60630]	BENITEZ, MARTHA	425.00
[02818]	BERKSHIRE HATHAWAY HOMESTATE COMPANIES	71,461.20
[02769]	BERRY & BERRY INC	356,197.71
[04837]	BERRY DEVELOPMENT, LP	521,862.48
[04453]	BERRY, DAVID L	35,729.00
[60313]	BLANCO, NORMA	628.50
[06387]	BOBCAT OF FRESNO	103,223.42
[60032]	BOJORQUEZ, LINA B.	600.00
[06092]	BRAR HOLDING, INC	2,207.70
[60034]	BRAVO, MARTHA G.	541.87
[04572]	BROWN ARMSTRONG ACCOUNTANCY 6510 CORPORATION	113,000.00
[08891]	BROWN, REBECCA	1,496.00
[08753]	BUENROSTRO, MARIA	1,750.00
[01287]	BUSINESS 1CARD	101,953.14
[60644]	BUSTOS, ISIDRA CALDERON	637.32
[06251]	CACERES, PEDRO C	2,410.00
[00197]	CACFP ROUNDTABLE	1,350.00
[08959]	CAL WORLDBUTTERFLY GROVE, LP	2,333.00
[04637]	CALCAPA CA CAPMC	5,379.28
[00206]	CALIFORNIA BUSINESS MACHINES	454.64
[00438]	CALIFORNIA CHAMBER OF **ALL COMMERCE	619.00
[00201]	CALIFORNIA CHILD CARE R & R NETWORK SF	5,865.38
[01497]	CALIFORNIA CRIME VICTIMS ASSISTANCE ASSOCIATION	155.00
[01397]	CALIFORNIA DEPT ATTORNEY GENERAL'S REGISTRY OF CHARITABLE TR	800.00
[00212]	CALIFORNIA DEPT OF COMMUNITY CARE LICENSING **	11,011.00
[03014]	CALIFORNIA DEPT OF COMMUNITY SERVICES AND DEVEL	102.95

[00211]	CALIFORNIA DEPT OF JUSTICE/BUREAU OF CRIMINAL ID	4,673.00
[00488]	CALIFORNIA DEPT OF MOTOR VEHICLE-PULL	563.00
[06407]	CALIFORNIA DEPT OF SOCIAL SERVICES all, ch address **	1,090.30
[04327]	CALIFORNIA DEPT OF TAX AND FEE ADMINISTRATION	5,298.00
[03569]	CALIFORNIA DEPT OF UNCLAIMED PROPERTY	161.62
[04894]	CALIFORNIA PARK & RECREATION SOCIETY	170.00
[05572]	CALIFORNIA PARTNERSHIP TO END	550.00
[08874]	CALTRONICS BUSINESS SYSTEMS	379.82
[02344]	CAMPORA PROPANE	10,801.46
[60041]	CANO, LORENA R.	41.27
[06313]	CAPITAL ONE-WALMART	28,199.66
[04361]	CAPLAW	665.00
[03890]	CAPPA	3,830.00
[04454]	CARD MEMBER SERVICE-COSTCO	12,636.48
[60524]	CARRANCO, DENISE M	152.80
[60044]	CARRANZA, PATRICIA	168.99
[08893]	CARRINGTON MORTGAGE SERVICES LLC	3,687.84
[06083]	CASA GRANDE MOTEL	50,582.38
[06362]	CASILLAS, JHOANA	30.00
[60573]	CASILLAS, LUZ MARIA	871.99
[08879]	CASTILLO, KAREN	90.00
[60047]	CASTILLO, MARIA E.	1,100.00
[05836]	CCR ANALYTICS (CHILD CARE RESULTS)	12,345.00
[05830]	CDSS - CALIFORNIA DEPT OF SOCIAL SERVICES	42,785.00
[05842]	CDW-GOVERNMENT INC.	103,084.75
[60344]	CEJA DE HERNANDEZ, MARIA A.	75.33
[06361]	CEJA, ROSALIA	120.00
[08780]	CENTRAL CAL INVESTMENT GROUP, LLC	55,098.24
[04266]	CENTRAL COAST ENERGY SERVICES, INC.	11,352.00
[06058]	CENTRAL VALLEY COMMUNITY FOUNDATION CORP	650.00
[04200]	CERTIFIED FORKLIFT TRAINING CENTER	1,400.00
[60497]	CERVANTES, ADOLFINA	250.65
[61194]	CERVANTEZ, ROBERT J	150.00
[04286]	CHADWICK CENTER FOR CHILDREN & FAMILIES	2,400.00
[04425]	CHALK/KODO INSPIRING EXPLORATION	5,003.89
[00237]	CHAWANAKEE UNIFIED SCHOOL DISTRICT	29,654.94
[02165]	CHILDREN'S ADVOCACY CENTERS OF CALIFORNIA	300.00
[06383]	CHILDREN'S INSTITUTE, INC	894.00
[00323]	CHOWCHILLA MEMORIAL HOSPITAL	6,600.00
[01198]	CHOWCHILLA SCHOOL DISTRICT	1.00
[00243]	CHOWCHILLA, CITY OF	1.00
[01451]	CIMA COMPANIES	1,616.09
[08918]	CISNEROS, JOSE G	5,200.00
[04532]	CLAY, JERRI	131.62
[03450]	COARSEGOLD COMMUNITY CENTER	2,400.00
[04447]	COMMUNITY ACTION PARTNERSHIP washington 1020 19TH ST	9,644.00
[08866]	COMPA FRANKS	2,490.00

[06364]	CONTRERAS, MARLIM	300.00
[61205]	CONTRERAS-BAUTISTA, NANCY	304.00
[08775]	CONVERSE, MICHAEL	1,020.00
[60766]	CORONADO, JENNIFER LUPE	269.00
[02368]	COSTCO I *Membership only	240.00
[02819]	COTTONWOOD CREEK FAMILY	12,000.00
[03006]	COVERALL NORTH AMERICA,INC	12,660.00
[06333]	CRAIG, TUYET B	1,500.00
[00263]	CREATIVE COPY INC	16,389.53
[01991]	CRESCO	82,833.18
[06131]	CROSSINGS AT MADERA APARTMENTS	1,203.35
[61052]	CRUZ PALACIOS, MARIBEL	232.97
[05364]	CRUZ, JOVANNI	11,650.00
[61260]	CUEVAS, ADRIANA	487.37
[04640]	CXTEC, INC	11,947.52
[02844]	CYPRESS INSURANCE COMPANY	331,618.68
[05250]	DATA MANAGEMENT INC	4,700.00
[04458]	DATAPATH FRESNO LLC	171,639.04
[08739]	DAVE BANG ASSOC, INC	36,214.19
[05730]	DAVID GRANT, INC	13,791.00
[06373]	DAVIS, DAVID L	1,600.00
[61384]	DAZA VARGAS, JOHNATHAN G	1,402.44
[61375]	DEBOCK, CIARA J	261.02
[06389]	DELOSREYES, NICOLE	90.00
[05319]	DEPARTMENT OF HUMAN RESOURCES	37,556.30
[00328]	DIAMOND COMMUNICATIONS 2/V5	4,017.50
[03011]	DIAMOND LOCKSMITHS	2,472.48
[06053]	DISCOVERY SOURCE THE	1,187.73
[08911]	DOEDENS, DANIELLE	180.00
[60414]	DOLL, JULIE P.	332.36
[06371]	DOMINGUEZ, DANIEL	3,000.00
[00112]	DORN'S GAS	2,090.54
[08762]	DOWNTOWN MADERA HOUSING ASSOCIATES, LP	10,516.11
[04291]	DPS MEDIA SALES, INC	462.72
[04407]	DRC PLUMBING, INC	2,021.00
[60964]	DURAN, MARICELA	39.83
[61267]	DURAN-MEDINA, ESMERALDA	22.10
[02937]	E RATE SOLUTIONS GROUP, INC	47,110.39
[04934]	E3 DIAGNOSTICS	110,831.15
[06342]	EL PATRON INC, FAMILIA RUEDA INC	4,872.00
[61349]	ELIZALDE, MARIA	12,340.00
[61263]	ENRIQUEZ, JOCELYN	73.05
[61388]	ENRIQUEZ, KARINA	1,319.30
[08967]	ESCALANTE, SAN JUANA	54.24
[06365]	ESQUIVEL, FABIOLA	180.00
[06355]	EUFRACIO, LUXCELI	99.84
[04918]	EVERYCHILD CALIFORNIA	625.00

[03831]	EXPONENTIAL GROWTH, INC	8,376.00
[03964]	FAIR HOUSING COUNCIL OF CENTRAL CALIFORNIA	950.00
[05372]	FAIRMONT HOTEL all	1,318.24
[05218]	FAMOUS DAVE'S	5,168.83
[03797]	FAS TRAK INVOICE PROCESSING DEPT	14.00
[04173]	FASTRACK	7.00
[06402]	FCTC SENIOR, LP	1,561.00
[06346]	FERNICO, INC	26,080.00
[04802]	FERRELLGAS	3,369.04
[03957]	FIDELITY 1SECURITY LIFE INSURANCE CO	31,021.63
[04571]	FIRE SYSTEM SOLUTIONS, INC	21,325.99
[08832]	FIRST UNUM LIFE INSURANCE CO	17,470.88
[08776]	FLEXGROUND, LLC	17,963.01
[06240]	FLORIDA STATE UNIVER PREVENTION...	2,116.00
[02875]	FOLKMANIS, INC	1,079.59
[00512]	FOOD 4 LESS MADERA YRMO-XX	14,533.26
[02925]	FOOD 4 LESS STOCKTON	24.67
[08723]	FOOD 4 LESS Selma	3,150.85
[05779]	FOSTER ACE HARDWARE	771.74
[06133]	FOX PROPERTY MANAGEMENT	5,545.00
[03981]	FRESNO COUNTY SUPERINTENDENT OF SCHOOLS	10,100.00
[00530]	FRESNO COUNTY TAX COLLECTOR	10,013.25
[02750]	FRESNO COUNTY TREASURER	1,900.56
[55997]	FRESNO ECONOMIC OPPORTUNITIES COMMISSION	500.00
[00532]	FRESNO HOUSING AUTHORITY	6,000.00
[06279]	FUENTES CONCRETE, INC	159,350.00
[08818]	FUENTES, DELLDI	291.13
[03527]	FURNITURE TOWN	23,297.35
[06366]	GALLEGOS, JUANA	210.00
[61387]	GARCIA CAUDILLO, MARTHA G	152.62
[60086]	GARCIA, GILBERT	60.14
[06214]	GARCIA, JAMES H	30,600.00
[08892]	GARCIA, JESUSITA	1,550.00
[60088]	GARCIA, MARIA R	2,019.76
[08820]	GARCIA, RAMON	262.91
[06356]	GARCIA, ROGELIO	33.41
[60090]	GARCIA, ROSALINDA	174.67
[00904]	GARNISHMENT% VENDOR	882.18
[00907]	GARNISHMENT%4 VENDOR	1,261.80
[00901]	GARNISHMENT1 VENDOR	913.40
[00395]	GARNISHMENT4 VENDOR	8,429.36
[00612]	GARZA PLUMBING AND BUILDING CONTRACTOR, INC	817.50
[60238]	GASCA SANCHEZ, MARU	295.40
[00760]	GATEWAY TRAVEL	16,625.59
[00615]	GENERAL BUILDERS SUPPLY	28,657.91
[03828]	GEORGE'S AUTO SUPPLY	1,448.60
[61370]	GIRON-CORTEZ, ASHLEY A	596.07

[06403]	GLINES, HARLEY	975.00
[08920]	GLINES, VICTORIA LYNN	10,725.00
[60096]	GOMEZ - ZARAGOZA, MARITZA	409.59
[06367]	GOMEZ, ALEJANDRA	30.00
[61323]	GOMEZ, MACARIA	934.04
[60380]	GONZALEZ, ALEJANDRA	146.72
[00533]	GONZALEZ, IRMA	7,705.28
[61292]	GONZALEZ, MAYRA MELISSA	369.93
[00204]	GOOD DIRT POTTERY STUDIO	3,385.00
[60578]	GOWIN, JULIE	175.00
[03509]	GRACE COMMUNITY CHURCH	1,879.65
[05211]	GRAINGER	2,680.14
[61340]	GRAY, NATALIE J	115.28
[02443]	GT AUTO WHOLESALE, LLC	28,065.77
[06393]	GUERRERO, MARIA S pc	120.00
[61396]	GUTIERREZ HERNANDEZ, ROCIO	101.53
[60504]	GUTIERREZ, GABRIELA GONZALEZ	917.42
[06171]	GUTIERREZ, LEONEL .	3,600.00
[06391]	GUZMAN, ILDELFONSO	1,200.00
[61079]	HAMMOND, JESSICA EVELYN	254.86
[60870]	HARTFORD, THE	9,009.58
[61414]	HAYBURN, ASHLEY B	497.15
[06261]	HCI FIRE SYSTEMS, INC	1,953.00
[06394]	HD PRO	58,291.27
[04940]	HEAD START CALIFORNIA	15,800.00
[04365]	HEALTHIEST YOU	3,464.00
[01499]	HEFFERNAN INSURANCE BROKERS	5,000.00
[61373]	HERNANDEZ VASQUEZ, IDALI	106.78
[61347]	HERNANDEZ VASQUEZ, NORMA	693.01
[04199]	HERNANDEZ, DAVID	1,054.20
[06368]	HERNANDEZ, PARTICIA	30.00
[61331]	HERNANDEZ, SHARALYN LAL	59.14
[61436]	HERNANDEZ, STEPHANIE	30.13
[61279]	HERRERA SANTOS, MAGALI	157.55
[06046]	HEWLETT-PACKARD FINANCIAL SERVICES CO.	99,741.94
[01892]	HILTON (main vendor)	10,399.17
[04309]	HOFFMAN ELECTRIC SYSTEMS	444.55
[03826]	HOLLEY, DONALD E	227.00
[03372]	HOME DEPOT PMT	110,821.69
[08849]	HOPKINS, APRIL	45.00
[04282]	HOVANNISIAN, DAVID & LINDA	12,761.84
[01114]	HYATT REGENCY ALL	6,566.00
[60993]	IBANEZ, ANA LUISA	759.34
[03179]	INSECT LORE	1,362.89
[05361]	INSIGHT	41,182.45
[06395]	INSPIRE PERSPECTIVE	5,500.00
[08864]	INTELLIGENT VIDEO SOLUTIONS	10,399.77

[04992]	INTERSTATE ASSOC OF THE CHURCH OF GOD	8,193.47
[04305]	J & E RESTAURANT SUPPLY INC	24,571.81
[06021]	J & M CLEANING HANDYMAN, MARCOS EDUARDO PACHECO BAEZ	13,801.00
[08913]	J DEAN PROPERTIES INC	880.00
[02240]	JACK'S BUTANE	4,916.03
[08761]	JANICE L HARRIS, LP	10,760.00
[06340]	JASSO, FLORENCIO	4,725.00
[01424]	JD HOME RENTALS	16,980.57
[60401]	JOAQUIN, LUIS R	208.26
[04302]	J'S COMMUNICATION, INC	2,960.60
[01779]	JS WEST	5,406.91
[60129]	JUAREZ, ELIDA	282.18
[03015]	JUAREZ, IRENE	222.80
[04924]	JUAREZ, MONICA	90.00
[01164]	JW MYERS	2,229.00
[00350]	KAISER FOUNDATION HEALTH PLAN, INC.	1,376,838.44
[08868]	KALINDI PRESS	4,782.00
[02689]	KAMPS PROPANE	601.00
[61227]	KAPKO, CONNIE L	1,648.64
[01000]	KAPLAN SCHOOL	42,526.04
[04920]	KC CONSTRUCTION COMPANY	101,720.00
[03907]	KER'S GAS & LUBE, INC -- BUGGY CAR	3,204.00
[06360]	KIDWELL, KRYSTAL	6,000.00
[01672]	KINGS CANYON UNIFIED SCHOOL DIST.	3,339.62
[06289]	KLAIR LLC	5,310.00
[06079]	KNIGHTS INN	105,928.00
[08844]	L & J CLEANING CREW	84,950.00
[06213]	LAKEVIEW LOAN	5,902.94
[05107]	LAKEWOOD TERRACE APTS	8,621.86
[06369]	LANDEROS, IGNACIO DE LOERA	150.00
[05784]	LANDS' END BUSINESS	2,076.86
[06334]	LEAF	27,698.66
[06265]	LEAL, NIZIA S	7,796.00
[04573]	LEARNING GENIE INC	14,404.50
[61051]	LEDESMA, ARIANA	245.64
[06059]	LEE'S AIR CORP	99,319.96
[01109]	LEE'S CONCRETE MATERIALS CO, INC	1,013.76
[61381]	LEMUS, COLLEEN A	123.00
[60132]	LEON, MARGARITA	123.14
[06071]	LIBERTY PROPERTY MANAGEMENT, INC LPM SERV	199,414.55
[00491]	LIEBERT CASSIDY WHITMORE CORP	1,700.00
[03053]	LIMON, ANGELICA	6,917.88
[08747]	LINDE GAS & EQUIPMENT INC	930.53
[08960]	LOERA, IGNACIO DE	30.00
[05817]	LOGAN'S LANDSCAPING	15,995.00
[61069]	LOPEZ GARCIA, GUADALUPE	1,157.10
[60138]	LOPEZ, ESTHER L.	225.00

[08706]	LOPEZ, JUANA PEREZ	32.88
[06405]	LOPEZ, LETICIA	30.00
[06397]	LOPEZ, LISBETH	30.00
[04539]	LOVING GUIDANCE, INC.	2,588.25
[61317]	LUA, EVELYN	175.00
[60357]	LUGO, ELVA C	249.00
[60141]	LUGO, MARIA D LOURDES	191.77
[60377]	LUGO, SOCORRO	125.00
[60143]	LUJAN-ROJAS, LETICIA	1,039.40
[08863]	LUNAN, NADYA	90.00
[06336]	MADERA AG SUPPLY	1,505.11
[01546]	MADERA AUTO CENTER	3,598.15
[00371]	MADERA CHAMBER OF COMMERCE	250.00
[01563]	MADERA CITY 205 W 4TH	6,206.00
[01204]	MADERA CITY *utilities	39,260.41
[00673]	MADERA CITY HOUSING AUTHORITY	20,545.03
[01206]	MADERA CITY PARKS & RECREATION DEPT	92.00
[03498]	MADERA COUNTY (SAC utilities)	4,265.46
[01281]	MADERA COUNTY 1ALL	224,324.32
[05557]	MADERA COUNTY CHILD ABUSE PREVEN	150.00
[05558]	MADERA COUNTY DEPT OF SOCIAL SERVICES box 569	24,984.79
[03499]	MADERA COUNTY LANDFILL	1,451.41
[04491]	MADERA COUNTY SUPERINTENDENT OF SCHOOLS	6,000.00
[02840]	MADERA COUNTY TAX COLLECTOR	1,787.52
[08886]	MADERA ENTERPRISES II	2,596.00
[06095]	MADERA MANAGEMENT COMPANY, INC	8,304.33
[03934]	MADERA OPPORTUNITIES FOR RES, INC	850.00
[03788]	MADERA PACIFIC ASSOCIATES, CA LTD PRTP	28,478.00
[01220]	MADERA PRODUCE INC	35,858.85
[08790]	MADERA SOUTH HIGH SCHOOL	375.00
[01225]	MADERA TRIBUNE	273.60
[01226]	MADERA TROPHY MFG/CAL VALLEY PRINTING	1,663.81
[01778]	MADERA UNIFIED SCHOOL DISTRICT	8,135.00
[01960]	MADERA UNITED METHODIST CHURCH	400.00
[03495]	MADERA VALLEY WATER CO	217.00
[01916]	MADERA WEST APARTMENTS	1,850.00
[00242]	MANAGEMENT INFO INC	27,000.00
[05636]	MANUEL'S LAWN SERVICE	2,801.00
[06209]	MARIN, CARMEN	11,000.00
[00827]	MARIPOSA COUNTY UNIFIED SCHOOL DISTRICT	1,448.92
[06374]	MARKLEY, RICK J	3,500.00
[60761]	MARQUEZ, LUISA RAFAELA	11,882.00
[61106]	MARTINEZ JR, VICTOR	155.37
[61207]	MARTINEZ LOPEZ, DANI	150.88
[60565]	MARTINEZ, ANGELA D	265.00
[08921]	MARTINEZ, HERIBERTO AGUILAR	1,550.00
[02474]	MARTY THE CONCRETE GUY, MARTY dba Marty The Concre	68,550.00

[01240]	MATSON ALARM CO INC	23,736.66
[60150]	MCDUGALD, TAMARA L.	566.60
[05163]	MCI ALBANY	1,076.19
[08914]	MD PROFESSIONAL PAINTING, INC	18,850.00
[03028]	ME N ED'S	48.15
[06050]	MEDIA GROUP, THE/VALLEY YELLOW PAGES	2,851.61
[06386]	MEMAWS COUNTRY THANGZ	600.00
[00567]	MENDEZ, BLANCA E	172.56
[60156]	MENDEZ, MATTIE	4,665.86
[01617]	MENDOTA UNIFIED SCHOOL DISTRICT	4,800.00
[01272]	MENDOTA, CITY OF	4,260.01
[61015]	MENDOZA, GEIDY I.	445.94
[60513]	MENDOZA, MARIA V	184.71
[60851]	MENDOZA, MARTHA	60.26
[02470]	MERCED COUNTY COMMUNITY	968,638.95
[06300]	MERCED DAIRY DISTRIBUTION, INC	34,149.46
[00054]	MID VALLEY DISPOSAL, INC	2,147.65
[02309]	MINUTEMAN PRESS	60,323.58
[06207]	MONASARIA, LLC	42,520.80
[04511]	MOORE TWINING ASSOCIATES, INC/TWINING LABORATORIES	162.00
[60166]	MORA, ELIZABETH	1,021.80
[60927]	MORA, ERENDIRA	90.10
[61304]	MORAN CASTRO, CLAUDIA RUBI	580.99
[05363]	MORENO, BERTHA rent	3,700.00
[60168]	MORENO, OLGA	717.43
[60169]	MORENO, VERONICA	123.14
[61417]	MORENO-PIMENTEL, LESLIE G	30.00
[06370]	MORES YOSEMITE MANOR LP	630.00
[01961]	MOTSCHIEDLER, MICHAELIDES, WISHON, BREWER & RYAN, LLP	108,925.52
[01266]	MOUNTAIN MILK & CREAM	1,477.46
[60173]	MURGUIA, ALICIA	1,179.68
[60174]	MURILLO, LETICIA	68.00
[61117]	NARANJO SERNA, PATRICIA	100.00
[08728]	NATIONAL CACFP SPONSORS ASSOC	448.00
[02683]	NATIONAL CHILDREN'S ADVOCACY CENTER	2,798.00
[50450]	NATIONAL CHILDREN'S ALLIANCE	600.00
[01420]	NATIONAL COMMUNITY ACTION FOUNDATION	2,150.00
[01303]	NATIONAL HEAD START ASSOCIATION	15,527.00
[03164]	NATIONAL MIGRANT SEASONAL HEAD START	11,662.00
[04545]	NATIONAL RESTAURANT ASSOCIATION SOLUTIONS LLC.	418.00
[03923]	NAVEX GLOBAL, INC	3,068.25
[06331]	NAVIA BENEFIT SOLUTIONS	700.00
[03982]	NEWTON PROP MGMT INC 420 Yosemite	17,605.74
[06185]	NEXUS ADMINISTRATORS, INC	19,600.00
[02421]	NICE/INCONTACT 500/501/533	397.19
[02277]	NORA AND ASSOCIATES	900.00
[55986]	NORTH FORK RANCHERIA	1,149.99

[01419]	NUNGARAY, AMY	1,125.00
[05794]	NUTRITION MATTERS	188.87
[03972]	OFFICE CITY, THE	18,007.40
[06306]	ONE MAIN JANITORIAL, LLC	20,948.34
[04202]	ONLINE WEB SERVICES US, INC	1,288.00
[01407]	ORANGE COVE, CITY OF	6,629.54
[06196]	OREGON, IVETTE	90.00
[05850]	ORIENTAL TRADING CO	400.71
[02532]	ORKIN	26,129.06
[61285]	OROPEZA PALMA, MARIA GUADALUPE	123.00
[06348]	OROZCO, MARIA	3,900.00
[61165]	ORTEGA, VELMA	249.34
[61307]	ORTIZ DE LA TORRE, ESMERALDA	459.83
[06354]	ORTIZ, YURITSI	195.20
[04374]	PABLO, MARGARITA	35.38
[08837]	PADILLA, CHARLES M	5,005.41
[03631]	PANERA, LLC	5,878.39
[02909]	PARLIER, CITY OF	648.04
[01511]	PECK'S PRINTERY	2,402.34
[60192]	PEREZ, ARACELI	401.45
[06347]	PEREZ, BEVERLY	900.00
[06358]	PEREZ, JUANA	33.01
[61356]	PEREZ, MIRIAM	149.78
[61112]	PEREZ, WALTER	448.21
[01502]	PG&E MADERA mailed to SAC	412,587.91
[04161]	PHILADELPHIA INSURANCE COMPANIES	234,126.43
[05701]	PICKENS, CHARMAINE CHANISE	34.72
[04248]	PICKETT, AMBER	54.89
[06359]	PINACHO, LUIS	67.86
[03897]	PIONEER MARKET	8,293.56
[08869]	PITNEY BOWES BANK INC PURCHASE POWER	2,996.10
[01185]	PITNEY BOWES GLOBAL FINANCIAL SER	3,338.05
[06352]	PITTS JR, JOHN M	3,000.00
[02168]	PIZZA FACTORY	110.00
[61125]	PLACIDO, BLANCA	136.64
[01628]	PLAY WITH A PURPOSE dont except amex	6,174.90
[01526]	PONDEROSA TELEPHONE CO	2,848.60
[04195]	POSITIVE PROMOTIONS	1,511.65
[03360]	POSTMASTER ALL	114.00
[06184]	POWER BUSINESS TECHNOLOGY	70,766.93
[06077]	PPG PAINTS	893.66
[08805]	PR PLUMBING, HEATING...INC	65,443.25
[61204]	PRECIADO, KARELI	68.00
[60374]	PRICE, MARCIA A	126.65
[04284]	PRIDE OF THE SIERRA CLEANING COMPANY	5,340.00
[04209]	PSA WORLDWIDE, LLC	14,166.15
[61011]	PUMAREJO, YARENY E	683.92

[00063]	PURL'S SHEET METAL AIR CONDITIONING INC	46,397.89
[00065]	QUALITY DAIRY	7,908.17
[01703]	RALEY'S SUPERSTORE	346.37
[60507]	RAMIREZ, MARIA DOLORES	360.13
[60206]	RAMIREZ, SANDRA O.	61.36
[03434]	RANCHOS HILLS SENIOR CENTER INC	2,100.00
[61251]	RAPE AGGRESSION D SYSTEMS, INC	100.00
[08923]	REAPER CLEAN LLC	1,733.00
[04311]	RECOLOGY	1,187.22
[01713]	RED CARPET CAR WASH	1,847.16
[01716]	RED TRIANGLE OIL CO	1,897.38
[03049]	REDROCK ENVIRONMENTAL GROUP	17,252.64
[03842]	REDWOOD TOXICOLOGY LABORATORY, INC.	155.62
[01717]	REEDLEY, CITY OF	29.00
[02658]	REGENCY PROPERTY MANAGEMENT	1,667.74
[00867]	REGION 9 HEADSTART ASSOCIATION	7,120.00
[01655]	RELYCO	2,543.66
[00662]	RENAISSANCE HOTEL all	3,205.77
[04472]	RENDON, FABIOLA	385.88
[03868]	RESERVE ACCOUNT	27,000.00
[60876]	REYES, AMALIA	236.92
[06385]	REYNOSA, JHOANA B	120.00
[61383]	RIVERA, ANGELICA G	355.70
[03619]	RODERICK, JOSIE	5,434.90
[60381]	RODRIGUEZ, CATALINA	266.75
[60382]	RODRIGUEZ, CHRISTINA	764.50
[61409]	RODRIGUEZ, JEANETTE G	84.27
[61101]	RODRIGUEZ, JISSEL	648.79
[60225]	RODRIGUEZ, ROCIO C.	98.00
[60227]	ROMERO, ROSALVA	500.00
[04325]	RONELL, MARY	4,762.50
[01485]	ROSENBALM ROCKERY, INC	20,711.39
[04455]	ROTO ROOTER INC	1,320.00
[02284]	ROYAL PALMS MOBILE ESTATES	5,123.31
[60386]	RUBALCAVA, MARY L	56.33
[08916]	RUIZ, ANGELA	2,100.00
[04330]	S & J LUMBER	287.04
[06151]	SALAZAR, FERNANDO DE JESUS	1,950.00
[61231]	SANCHEZ GUTIERREZ, ERICKA	61.57
[60234]	SANCHEZ, CECILIA C.	128.39
[60241]	SANDOVAL, SILVIA C.	469.07
[05398]	SANTIAGO, MARGARITA	106.89
[61327]	SANTOS, JOLIVETTE	308.55
[02127]	SAVE MART SUPERMARKETS FRESNO 45751	80,722.04
[01802]	SAVE MART SUPERMARKETS MADERA 56475	22,610.24
[61159]	SCHEIBNER, CAROLINA	41.11
[00082]	SCHOETTLER TIRE, INC./MADERA	507.11

[02466]	SCHOLASTIC	ALL	501.39
[04945]	SCHOOL FIX		606.76
[01392]	SCHOOL HEALTH CORPORATION		33,999.33
[02465]	SCHOOL NURSE SUPPLY, INC.		28,259.34
[02678]	SCHOOL SPECIALITY/TEACHER DISCOUNT/TEACHER SCHOOL SUPP		1,734.80
[61374]	SEGURA SANTOS, MARTINA		32.84
[00037]	SEIU LOCAL 521		62,917.40
[01728]	SELECT PORTFOLIO SERVICING		3,763.36
[08809]	SELF-HELP FEDERAL CREDIT UNION		1,668.85
[00331]	SELMA UNIFIED SCHOOL DISTRICT		8,574.42
[02334]	SERGIO'S WELDING		810.62
[03943]	SHASTA 2/COURT/VILLAS APARTMENTS		1,858.00
[60247]	SHEPARD, YOLANDA M.		276.42
[01606]	SHERATON	ALL	501.51
[01607]	SHERWOOD POINTE APARTMENTS		17,905.10
[08691]	SHI INC		149,940.92
[03161]	SHIRT SHAK		4,039.82
[60248]	SIBRIAN, DORIS I.		62.49
[01412]	SIERRA PROPANE		632.40
[02420]	SIERRA SENIOR SOCIETY, INC		3,600.00
[01812]	SIERRA TELEPHONE		10,504.48
[61357]	SILVA HERNANDEZ, DEISY Y		579.03
[61110]	SILVA, SAYRA N.		41.92
[08890]	SINDHU, LEHMBER SINGH		4,300.00
[04071]	SKILL PATH	ALL	899.00
[08895]	SMART CARE		2,290.57
[06384]	SNAVELY, NICHOLAS WILLIAM STORM		1,000.00
[06396]	SNO CAFE		635.00
[01621]	SORENSEN MACHINE WORKS		40.40
[05889]	SOURCE TECHNOLOGIES		266.45
[08894]	SPARKLETTS		27,583.36
[08856]	SPLASHTOP, INC		2,250.00
[02154]	ST. JOACHIM CHURCH		3,000.00
[60665]	STAPLETON, JEANNIE M		1,032.95
[06400]	START EARLY		1,495.00
[08735]	STERICYCLE, INC		7,413.04
[04017]	STEVE'S CHEVROLET OF CHOWCHILLA		144,626.86
[06375]	STEVE'S PET SHOP		532.09
[02994]	SUBURBAN PROPANE-BOX 12027		16,211.48
[08751]	SUGAR PINE LP		7,563.00
[01659]	SUMMERWOOD PROPERTY LP		3,425.00
[01636]	SUNRISE TERRACE		8,662.00
[08828]	SUNSET GARDENS		1,746.45
[06260]	SUPERB LNF CAPITAL. LLC		9,760.00
[05697]	SURVEILLANCE SYSTEMS INTEGRATION		43,530.92
[05101]	SYNLAWN OF CENTRAL CALIFORNIA, INC		55,841.74
[01230]	SYSCO OF CENTRAL CALIFORNIA		269,215.63

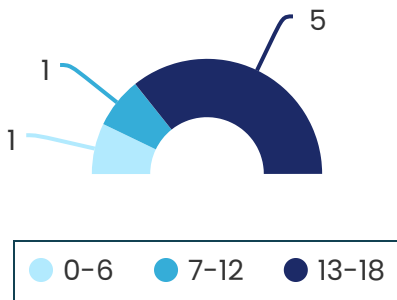
[06372]	TAPIA, PAUL A	1,250.00
[06351]	TARLTON ESTATE & ASSET..INC	4,131.67
[06344]	TBS PROPERTIES, INC	5,850.00
[03885]	TEACHING STRATEGIES, LLC	44,704.14
[00251]	TEACHSTONE TRAINING LLC	5,300.00
[03973]	TECO	958.93
[00956]	TESEI PETROLEUM, INC.	2,932.00
[04526]	THERAPY SHOPPE INC.	1,434.84
[61135]	THORSTEINS, CELIA EUNICE	8.19
[06339]	TIGER MEDICAL	18,139.73
[05899]	TIM R TRULL ELECTRIC, INC	19,420.93
[03882]	TINAJERO, LIDIA A	273.28
[61238]	TINOCO LUQUIN, JUDITH R.	221.39
[06320]	TINT SHOP BY JOE'S, THE	1,271.88
[06337]	TONY'S FENCING CUSTOM DESIGNS	34,065.22
[60264]	TOOLEY, DONNA S.	30,704.40
[60127]	TORRES DE JIMENEZ, MA MERCEDES	661.66
[04414]	TORRES FENCE CO.	10,144.20
[61389]	TORRES, BRITNY M	44.02
[03904]	TORRES, GUILLERMO ALCALA	6,200.00
[06398]	TORRES, MARGARITO	5,283.33
[08813]	TORRES, REGINA	3,300.00
[02728]	TOSHIBA FINANCIAL SERVICES	106,084.36
[01956]	TRAINA, BERNICE	3,500.00
[08896]	TREE ENTERPRISE	144.28
[61009]	TREJO, NICOLE M	225.32
[61262]	TREVINO, PATRICIA	150.00
[05563]	TRIPLE P	6,926.08
[08917]	TROUTMAN PEPPER HAMILTON SANDERS LLP	5,000.00
[60267]	TRUJILLO, SONIA	23.58
[01162]	TUFF SHED, INC	11,097.07
[00085]	UNITED RENTALS	9,156.51
[01578]	UNWIRED BROADBAND INC.	4,755.86
[08736]	US INSPECTION GROUP, INC	900.00
[00693]	US TOY CO/CONSTRUCTIVE PLAYTHINGS	317.95
[06254]	VALLE DE LAS BRISAS	4,006.97
[05171]	VALLEY PROPANE	3,227.00
[03841]	VALLEY WEST CHRISTIAN CENTER (CORP)	30,934.25
[08803]	VALOR US	1,775.00
[06353]	VAN DE POL ENTERPRISES, INC	570.00
[06338]	VAZQUEZ, RAMON	4,800.00
[61397]	VELASQUEZ, JACQUELINE	24.89
[61297]	VELAZQUEZ, MARIA GUADALUPE	370.94
[03953]	VENEGAS, CATALINA A	176.33
[61012]	VERA, ANNA LUCIA	71.89
[03489]	VILLA GARDENING SERVICE, INC	63,898.00
[01034]	VILLAGE MADERA	13,636.00

[04585]	VORTEX INDUSTRIES, INC.	10,346.95
[03177]	VOYA INSTITUTIONAL TRUST COMPANY	979,954.48
[61321]	VULICH, NICOLE	421.11
[06081]	WARD PROMOTIONAL MARKETING SOLUTIONS, INC	27,976.70
[02070]	WASHINGTON SQUARE LP	1,497.00
[01095]	WATER CONNECTION, THE	1,451.59
[06277]	WELLS FARGO HOME MORTGAGE BOX 51120	1,457.58
[04645]	WEST COAST USA PROPERTIES, LLC	6,055.00
[03335]	WESTED 1099exempt CK ADDRESS ALL	7,545.00
[01882]	WESTIN ALL	5,886.85
[01733]	WESTLANDS WATER DISTRICT	18.39
[04941]	WEX BANK Chevron Box 4337	1,042.64
[06067]	WEX BANK Valero Box 6293	52,038.78
[01947]	WILD CHILD ADVENTURES	260.00
[03933]	WM WAST MANAGEMENT	1,066.47
[05918]	WOLTER, DAVID J.	14,705.80
[04273]	WOLTERS KLUWER	229.00
[08889]	WRIGHT DEVELOPMENT GROUP	895.00
[60956]	XYONG, MIGOW HELEN	19.04
[60445]	YANG, IRENE E	2,032.85
[06296]	YOSEMITE POINT PARTNERSHIP	2,806.00
[04190]	YOUTH LEADERSHIP INSTITUTE	6,240.00
[06255]	ZAPIEN, AURELIA	4,800.00
[01415]	ZERO TO THREE	3,420.00
[05122]	ZONES, INC	44,871.95

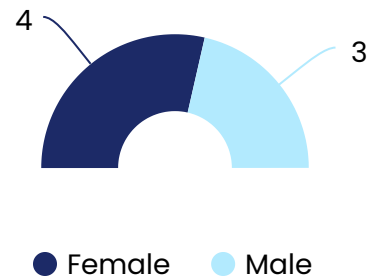
Madera County Child Advocacy Center (CAC)

January 2024

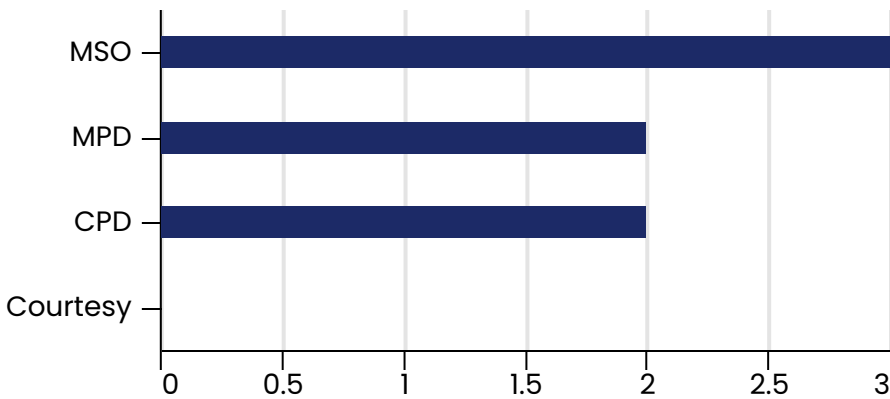
Age



Gender



Requesting Agency



*Law Enforcement investigations are conducted as a joint response with Madera County Child Protective Services

Counseling Services

Referrals Made: 3
Onsite Counseling Sessions: 0



Child Forensic Interviews Year to Date

Year	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
2024	7											
2023	8	17	27	37	44	53	64	69	75	79	94	97



**ALTERNATIVE PAYMENT AND RESOURCE & REFERRAL PROGRAM
MONTHLY REPORTING – [January 2024](#)**

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

General Contract - CAPP	473
CalWORKs Stage 2 – C2AP	149
CalWORKs Stage 3 – C3AP	137
Bridge Program - BP	33
Total Children Enrolled	792

**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	43
IN – HOME LICENSE CHILD CARE PROVIDERS – LARGE	40
LICENSE-EXEMPT CHILD CARE PROVIDERS	73
Total Providers Enrolled	156

RESOURCE & REFERRAL LICENSED PROVIDERS

ACTIVE - LICENSED CHILD CARE PROVIDERS	136
CLOSED - LICENSED CHILD CARE PROVIDERS	1

CHILD CARE INITIATIVE PROGRAM PROVIDER WORKSHOPS/TRAININGS

CHILD CARE INITIATIVE PROJECT (CCIP) Workshops:

- Book Club (English) – 5 attendees
- Book Club (Spanish) – 27 attendees

Family, Friend and Neighbor Activity:

- Postpone until further notice

Bridge Coaching Session:

- TIC Coaching (Spanish) – 16 attendees



Community Services Monthly Report to the Board of Directors

January 2024

Program	Monthly Households Served	11-1-2021 to June 30, 2023 Fiscal YTD Total
ARPA 2021 – Non- Emergency	0	25
ARPA 2021 – Emergency	0	23
ARPA 2021 – WPO	0	16
HEAP 2022 – Non-Emergency	0	423
FAST TRACK 2022 – Emergency	0	564
WPO 2022 – WOOD/PROPANE/OIL	0	16
The above programs are out of funding		
HEAP 2023 – Non-Emergency	0	320
FAST TRACK 2023 – Emergency	0	504
WPO 2023 -WOOD/PROPANE/OIL	0	18
SLIHEAP 2022 – Non-Emergency	0	24
SLIHEAP FAST TRACK 2022 – Emergency	0	25
SLIHEAP 2022 – WOOD/PROPANE/OIL	0	0
ESLIHEAP 2023 – Non- Emergency	0	78
ESLIHEAP 2023 – FAST TRACK	0	171
ESLIHEAP 2023 WOOD/PROPANE/OIL	0	15
HEAP 2024 – Non-Emergency	104	147
FAST TRACK 2024 – Emergency	128	189
WPO 2024 – WOOD/PROPANE/OIL	12	19

LOW INCOME HOME WATER ASSISTANCE PROGRAM

PROGRAM	Monthly Households Served	Fiscal YTD Totals
LIHWAP Past Due Water Bills	24	563

HOMELESS PROGRAMS

PROGRAM	Residents	Vacancies
Shunammite Place	39	4
Madera Mental Health Services Act	11	1

EMERGENCY HOUSING VOUCHERS

Program	Amount	Issued
Emergency Housing Vouchers – Housing Services	33	0

December 2023 Homeless Prevention Assistance

Homeless Housing Assistance	0
Madera County Mortgage Rental Utility Assistance Program District 1 and 3	0
Total	378

Kaiser Permanente Housing for Health Grant Opportunity

Spending Period July 1, 2022 through June 30, 2023

	Application Submitted	YTD Expenses	Budget Balance	Achievement
Funding	\$95,000	\$95,000	\$0	100%
Objective	Goal	YTD Achieved	Balance	% Achieved

Kaiser Permanente Housing for Health Grant Opportunity

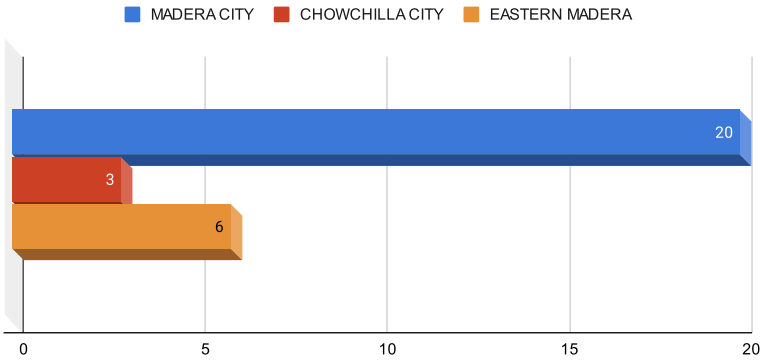
Spending Period July 1, 2023 through June 30, 2024

	Application Submitted	YTD Expenses	Budget Balance	Achievement
Funding	\$50,000	\$36,579.20	\$13,420.80	73%
Objective	Goal	YTD Achieved	Balance	% Achieved

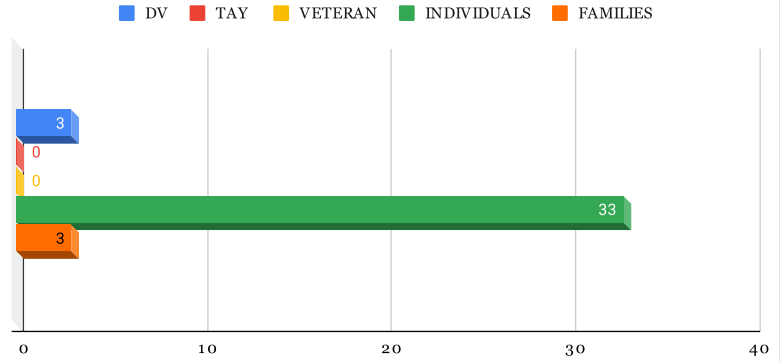


Homeless Engagement for Living Program (HELP Center) - January 2024 Services Report

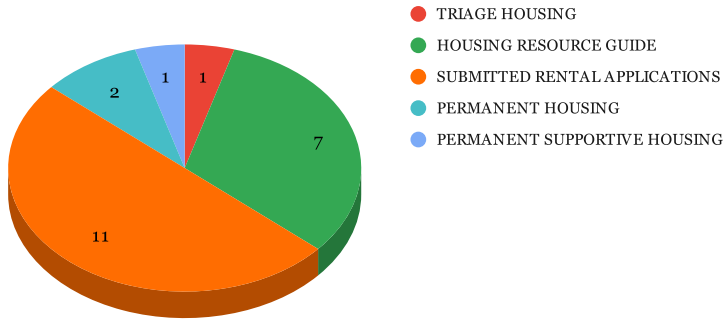
LOCATIONS



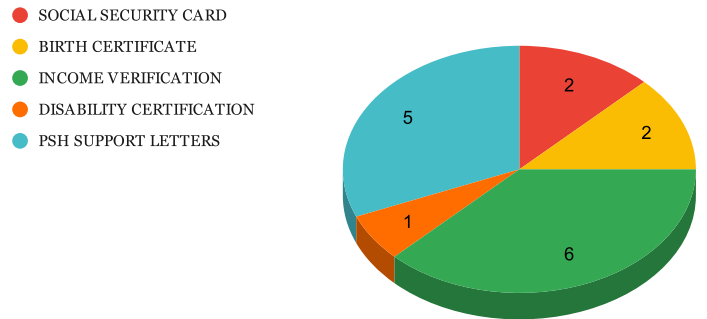
SUBGROUPS



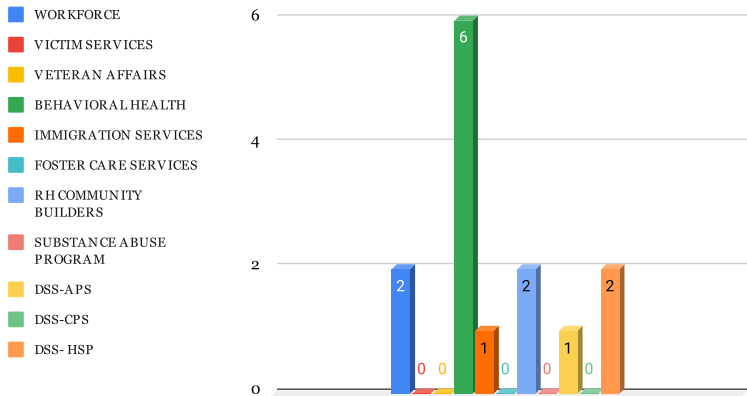
HOUSING SERVICES



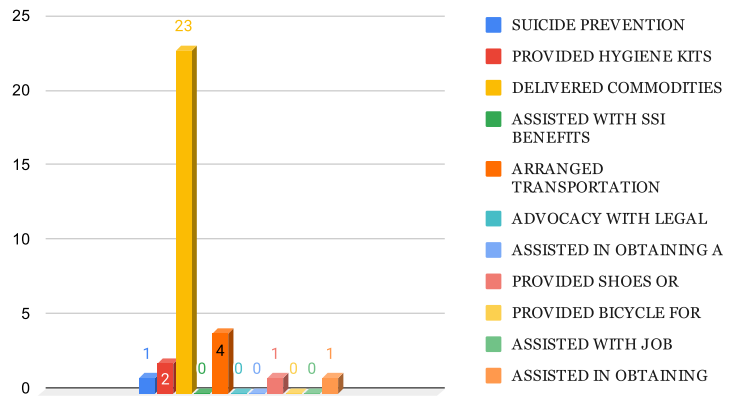
DOCUMENT COLLECTION



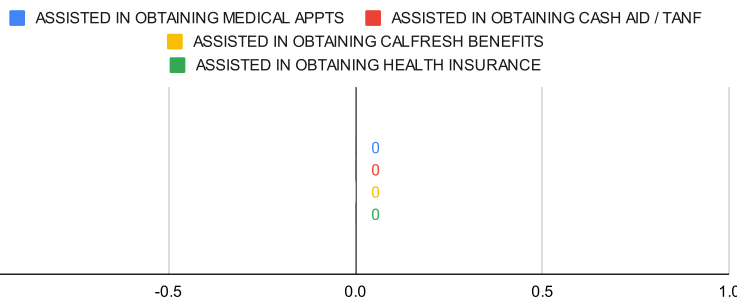
REFERRALS



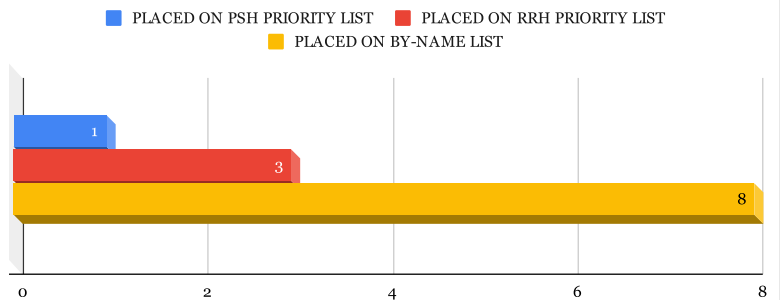
OTHER SERVICES



OTHER NON-CASH BENEFITS



COORDINATED ENTRY





Homeless Engagement for Living Program (HELP Center) Services Report - January 2024

Below are the number of services provided and contacts made in Madera County for the period of 01/01/2024 - 01/31/2024.

	Individuals	Families	DV	TAY	Veterans
Madera City	257	28	9	5	1
Chowchilla City	37	1	0	0	0
Eastern Madera	30	0	0	0	0
Total:	324	26	9	5	1

Outcomes-Services Offered		
HOUSING SERVICES	CURRENT MONTH	YEAR TO DATE
SHELTER	0	14
TRIAGE HOUSING	1	11
REUNIFICATION WITH FAMILY	0	4
HOUSING RESOURCE GUIDE	7	47
SUBMITTED RENTAL APPLICATIONS	11	89
PERMANENT HOUSING	2	34
PERMANENT SUPPORTIVE HOUSING	1	12
PROVIDED MOVE-IN COSTS	0	11
DOCUMENT COLLECTION	CURRENT MONTH	YEAR TO DATE
DMV VOUCHER FOR ID	0	25
SOCIAL SECURITY CARD	2	14
BIRTH CERTIFICATE	2	6
INCOME VERIFICATION	6	16
DISABILITY CERTIFICATION	1	14
PSH SUPPORT LETTERS	5	20
EMOTIONAL SUPPORT ANIMAL LETTER	0	3
REFERRALS	CURRENT MONTH	YEAR TO DATE
WORKFORCE	2	23
VICTIM SERVICES	0	6
VETERAN AFFAIRS	0	3
BEHAVIORAL HEALTH	6	87
IMMIGRATION SERVICES	1	1
FOSTER CARE SERVICES	0	0
RH COMMUNITY BUILDERS	2	36
SUBSTANCE ABUSE PROGRAM	0	3
DEPARTMENT OF SOCIAL SERVICES - APS	1	4
DEPARTMENT OF SOCIAL SERVICES - CPS	0	0
DEPARTMENT OF SOCIAL SERVICES - HOUSING	2	13
OTHER NON-CASH BENEFITS	CURRENT MONTH	YEAR TO DATE
ASSISTED IN OBTAINING MEDICAL APPTS	0	3
ASSISTED IN OBTAINING CASH AID / TANF	0	3
ASSISTED IN OBTAINING CALFRESH BENEFITS	0	2
ASSISTED IN OBTAINING HEALTH INSURANCE	0	4
OTHER SERVICES	CURRENT MONTH	YEAR TO DATE
SUICIDE PREVENTION	1	3
PROVIDED HYGIENE KITS	2	83
DELIVERED COMMODITIES	23	211
ASSISTED WITH SSI BENEFITS	0	1
ARRANGED TRANSPORTATION	4	71
ADVOCACY WITH LEGAL MATTER	0	6
ASSISTED IN OBTAINING A GOVT. PHONE	0	2
PROVIDED SHOES OR CLOTHES TO CLIENT	1	22
PROVIDED BICYCLE FOR TRANSPORTATION	0	0
ASSISTED WITH JOB INTERVIEW	0	1
ASSISTED IN OBTAINING INCOME	1	1
OTHER COORDINATED ENTRY	CURRENT MONTH	YEAR TO DATE
PLACED ON PSH PRIORITY LIST	1	7
PLACED ON RRH PRIORITY LIST	3	6
PLACED ON BY-NAME LIST	8	34



Report to the Board of Directors

Agenda Item Number: E-1

Board of Directors' Meeting for: February 8, 2024

Author: Donna Tooley, Consultant

DATE: January 29, 2024

TO: Board of Directors

FROM: Daniel Seeto, Chief Financial Officer

SUBJECT: Review and approve the filings of the Tax and Information Returns of Community Action Partnership of Madera County, Inc. (CAPMC) prepared by Brown Armstrong CPAs for the Year Ended June 30, 2023

I. RECOMMENDATION:

Review and consider approving the filings of the tax and information returns of Community Action Partnership of Madera County, Inc. prepared by Brown Armstrong CPAs.

II. SUMMARY:

The agency is required to file certain tax and information returns each year. Brown Armstrong CPAs prepared the returns from the financial statement information for the year ended June 30, 2023.

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 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, 2023.
- C. The returns are due by the extended deadline of May 15, 2024.
- 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. These are also attached for your review and reference.

IV. FINANCING:

Not Applicable



**BROWN
ARMSTRONG**
CERTIFIED PUBLIC ACCOUNTANTS

January 24, 2024

Community Action Partnership of
Madera County, Inc.
1225 Gill Avenue
Madera, CA 93637

Dear Mr. Seeto:

Your 2022 Federal Return of Organization Exempt from Income Tax will be electronically filed with the Internal Revenue Service upon receipt of a signed Form 8879-EO - IRS e-file Signature Authorization. No tax is payable with the filing of this return.

Your 2022 California Exempt Organization Annual Information Return will be electronically filed with the State of California upon receipt of a signed Form 8453-EO. No tax is payable with the filing of this return.

Enclosed is your California Registration/Renewal Fee Report to the Attorney General. The original should be signed at the bottom of page one. There is a fee due of \$800 payable by May 15, 2024. Make the check or money order payable to "Department of Justice" and mail your California report on or before May 15, 2024 to:

REGISTRY OF CHARITABLE TRUSTS
P.O. BOX 903447
SACRAMENTO, CA 94203-4470

The returns, as you know, were prepared from data made available to but not audited by us. Before executing the returns, you should review the information reported on them to determine that there are no omissions or misstatements of material facts.

We recommend mailing all tax filings via certified mail, return receipt requested, for substantiation that your documents were mailed by the required due dates.

Please be sure to call if you have any questions.

Sincerely,

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

By: Clint W. Baird

Enclosure(s)

FOR REVIEW

**IRS e-file Signature Authorization
for a Tax Exempt Entity**

For calendar year 2022, or fiscal year beginning 7/01, 2022, and ending 6/30, 202023

2022

Department of the Treasury
Internal Revenue Service

**Do not send to the IRS. Keep for your records.
Go to www.irs.gov/Form8879TE for the latest information.**

Name of filer **COMMUNITY ACTION PARTNERSHIP OF
MADERA COUNTY, INC.**

EIN or SSN
94-1612823

Name and title of officer or person subject to tax
DANIEL SEETO CFO

Part I Type of Return and Return Information

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line **1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a, or 10a** below, and the amount on that line for the return being filed with this form was blank, then leave line **1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b, or 10b**, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not** complete more than one line in Part I.

1a Form 990 check here <input checked="" type="checkbox"/>	b Total revenue , if any (Form 990, Part VIII, column (A), line 12)	1b	<u>32,956,367.</u>
2a Form 990-EZ check here <input type="checkbox"/>	b Total revenue , if any (Form 990-EZ, line 9)	2b	_____
3a Form 1120-POL check here <input type="checkbox"/>	b Total tax (Form 1120-POL, line 22)	3b	_____
4a Form 990-PF check here <input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part V, line 5)	4b	_____
5a Form 8868 check here <input type="checkbox"/>	b Balance due (Form 8868, line 3c)	5b	_____
6a Form 990-T check here <input type="checkbox"/>	b Total tax (Form 990-T, Part III, line 4)	6b	_____
7a Form 4720 check here <input type="checkbox"/>	b Total tax (Form 4720, Part III, line 1)	7b	_____
8a Form 5227 check here <input type="checkbox"/>	b FMV of assets at end of tax year (Form 5227, Item D)	8b	_____
9a Form 5330 check here <input type="checkbox"/>	b Tax due (Form 5330, Part II, line 19)	9b	_____
10a Form 8038-CP check here. <input type="checkbox"/>	b Amount of credit payment requested (Form 8038-CP, Part III, line 22)	10b	_____

Part II Declaration and Signature Authorization of Officer or Person Subject to Tax

Under penalties of perjury, I declare that I am an officer of the above entity or I am a person subject to tax with respect to (name of entity) _____ (EIN) _____ and that I have examined a copy of the 2022 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

PIN: check one box only

I authorize BROWN ARMSTRONG ACCOUNTANCY CORP to enter my PIN 17650 as my signature
ERO firm name Enter five numbers, but do not enter all zeros

on the tax year 2022 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2022 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax _____

Date _____

Part III Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

77508827800
Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2022 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163**, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature CLINT W. BAIRD

Date _____

**ERO Must Retain This Form – See Instructions
Do Not Submit This Form to the IRS Unless Requested To Do So**

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2022

Department of the Treasury
Internal Revenue Service

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.

Open to Public Inspection

A For the **2022** calendar year, or tax year beginning **7/01**, **2022**, and ending **6/30**, **20** **2023**

B Check if applicable:	C	D Employer identification number	
<input type="checkbox"/> Address change	COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC. 1225 GILL AVENUE MADERA, CA 93637	94-1612823	
<input type="checkbox"/> Name change		E Telephone number	(559) 673-9173
<input type="checkbox"/> Initial return			G Gross receipts \$ 32,956,367.
<input type="checkbox"/> Final return/terminated		F Name and address of principal officer:	H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<input type="checkbox"/> Amended return		SAME AS C ABOVE	H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>If "No," attach a list. See instructions.</small>
<input type="checkbox"/> Application pending		H(c) Group exemption number	
I Tax-exempt status:	<input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		
J Website:	WWW.MADERACAP.ORG		
K Form of organization:	<input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> 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: <u>HELPING PEOPLE, CHANGING LIVES AND MAKING OUR COMMUNITY A BETTER PLACE TO LIVE BY PROVIDING RESOURCES AND SERVICES THAT INSPIRE PERSONAL GROWTH AND INDEPENDENCE.</u>			
Activities & Governance	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.			
	3 Number of voting members of the governing body (Part VI, line 1a)	3		15
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4		15
	5 Total number of individuals employed in calendar year 2022 (Part V, line 2a)	5		358
	6 Total number of volunteers (estimate if necessary)	6		992
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a		0.
	b Net unrelated business taxable income from Form 990-T, Part I, line 11	7b		0.
Revenue	8 Contributions and grants (Part VIII, line 1h)		Prior Year	Current Year
	9 Program service revenue (Part VIII, line 2g)		31,327,392.	32,892,730.
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)		2,270.	3,250.
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		99,437.	60,387.
	12 Total revenue – add lines 8 through 11 (must equal Part VIII, column (A), line 12)		31,429,099.	32,956,367.
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)			
	14 Benefits paid to or for members (Part IX, column (A), line 4)			
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		17,270,426.	16,827,024.
	16a Professional fundraising fees (Part IX, column (A), line 11e)			
	b Total fundraising expenses (Part IX, column (D), line 25)		113,526.	
	17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)		14,120,662.	16,017,622.
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)		31,391,088.	32,844,646.	
19 Revenue less expenses. Subtract line 18 from line 12		38,011.	111,721.	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)		Beginning of Current Year	End of Year
	21 Total liabilities (Part X, line 26)		9,272,378.	15,736,586.
	22 Net assets or fund balances. Subtract line 21 from line 20		6,618,761.	12,820,181.
			2,653,617.	2,916,405.

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

May the IRS discuss this return with the preparer shown above? See instructions 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 \$ 10,117,582. including grants of \$) (Revenue \$)

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 831 CHILDREN AND FAMILIES.

4b (Code:) (Expenses \$ 9,550,070. including grants of \$) (Revenue \$ 1,031.)

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 741 CHILDREN WITH CHILD CARE, AND 134 CHILD CARE HOMES AND CENTERS WERE SERVED.

PROVIDED CHILDREN WITH 63,446 BREAKFASTS, 64,576 LUNCHES, AND 32,735 AFTERNOON SNACKS. STATE MIGRANT PROGRAM SERVED 92 CHILDREN AND THE CALIFORNIA STATE PRESCHOOL PROGRAM SERVED 136 CHILDREN.

4c (Code:) (Expenses \$ 5,802,011. including grants of \$) (Revenue \$)

SEE SCHEDULE O

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

(Expenses \$ 4,781,777. including grants of \$) (Revenue \$)

4e Total program service expenses 30,251,440.

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>	1	X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ? See instructions	2	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>	3		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>	4		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>	5		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>	6		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>	7		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>	8		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>	9		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>	10		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>	11a	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>	11b		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>	11c		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>	11d	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>	11e	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>	11f		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>	12a	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>	12b		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E.</i>	13		X
14a Did the organization maintain an office, employees, or agents outside of the United States?	14a		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>	14b		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>	15		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>	16		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.</i> See instructions.	17		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>	18		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>	19		X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H.</i>	20a		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b		
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>	21		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 a "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 the 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 line 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 on 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
1a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable.		
1b Enter the number of Forms W-2G included on 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	358		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b		X	
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? If "Yes," see the instructions and file Form 4720, Schedule N.	15			X
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16			X
17	Section 501(c)(21) organizations. Did the trust, or any disqualified or other person engage in any activities that would result in the imposition of an excise tax under section 4951, 4952, or 4953? If "Yes," complete Form 6069.	17			

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
1a	Enter the number of voting members of the governing body at the end of the tax year.		
	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.		
1b	Enter the number of voting members included on line 1a, above, who are independent.		
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
7a	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
7b	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:		
8a	a The governing body?	X	
8b	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
10a	Did the organization have local chapters, branches, or affiliates?		X
10b	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?		
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
11b	b Describe on Schedule O the process, if any, used by the organization to review this Form 990. SEE SCHEDULE O		
12a	Did the organization have a written conflict of interest policy? If "No," go to line 13.	X	
12b	b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
12c	c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on 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?		
15a	a The organization's CEO, Executive Director, or top management official.	X	
15b	b Other officers or key employees of the organization. SEE SCHEDULE O.	X	
	If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.		
16a	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
16b	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

1a 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 the 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, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) 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 the 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/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(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.	178,355.	74,236.	
(2) MARTIZA GOMEZ-ZARAGOSA MADERA DIRECTOR	40 0					X	126,738.	0.	13,597.	
(3) IRENE YANG HR DIRECTOR	40 0					X	129,240.	0.	7,085.	
(4) DANIEL SEETO CFO	40 0			X			110,241.	0.	12,772.	
(5) VICKI BANDY BOARD MEMBER	1 0	X					0.	0.	0.	
(6) DEBI BRAY BOARD MEMBER	1 0	X					0.	0.	0.	
(7) DEBORAH MARTINEZ BOARD MEMBER	1 0	X					0.	0.	0.	
(8) DAVID HERNANDEZ VICE CHAIR	1 0	X					0.	0.	0.	
(9) LETICIA GONZALEZ BOARD MEMBER	1 0	X					0.	0.	0.	
(10) DONALD HOLLEY BOARD MEMBER	1 0	X					0.	0.	0.	
(11) ERIC LICALSI CHAIRPERSON	1 0	X					0.	0.	0.	
(12) RICHARD GUTIERREZ BOARD MEMBER	1 0	X					0.	0.	0.	
(13) TYSON POGUE SEC/TREASURER	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/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(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) JEFF TROOST BOARD MEMBER	1 0	X					0.	0.	0.
(17) TRINICE LEE BOARD MEMBER	1 0	X					0.	0.	0.
(18) STEVE MONTES BOARD MEMBER	1 0	X					0.	0.	0.
(19) MARTHA GARCIA BOARD MEMBER	1 0	X					0.	0.	0.
(20)									
(21)									
(22)									
(23)									
(24)									
(25)									
1b Subtotal							366,219.	178,355.	107,690.
c Total from continuation sheets to Part VII, Section A							0.	0.	0.
d Total (add lines 1b and 1c)							366,219.	178,355.	107,690.
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	7								

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.	871,672.
DEANN GRISSOM 315 KINGS AVE CHOWCHILLA, CA 93610	CHILD CARE SERVICES	208,260.
KIDS KARE SCHOOLS, INC. 4697 N. BENDEL FRESNO, CA 93722	CHILD CARE SERVICES	1,126,660.
MADERA COUNTY AUDITOR CONTROLLER 200 WEST FOURTH STREET MADERA, CA 9	SALARY REIMBURSEMENT	276,020.
KC CONSTRUCTION COMPANY 635 BARSTOW AVE #21 CLOVIS, CA 93612	CONSTRUCTION	195,566.
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	19	

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	1a Federated campaigns	1a				
	b Membership dues	1b				
	c Fundraising events	1c				
	d Related organizations	1d				
	e Government grants (contributions)	1e 32,662,584.				
	f All other contributions, gifts, grants, and similar amounts not included above	1f 230,146.				
	g Noncash contributions included in lines 1a-1f	1g				
	h Total. Add lines 1a-1f		32,892,730.			
	Program Service Revenue	2a Business Code				
b -----						
c -----						
d -----						
e -----						
f All other program service revenue						
g Total. Add lines 2a-2f						
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)		3,250.		3,250.	
	4 Income from investment of tax-exempt bond proceeds					
	5 Royalties					
	6a Gross rents	(i) Real	6a 57,884.			
		(ii) Personal	6b			
		6c 57,884.				
	d Net rental income or (loss)		57,884.		57,884.	
	7a Gross amount from sales of assets other than inventory	(i) Securities	7a			
		(ii) Other	7b			
		7c				
	d Net gain or (loss)					
	8a Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18	8a				
		8b				
c Net income or (loss) from fundraising events						
9a Gross income from gaming activities. See Part IV, line 19	9a					
	9b					
	c Net income or (loss) from gaming activities					
10a Gross sales of inventory, less returns and allowances	10a					
	10b					
	c Net income or (loss) from sales of inventory					
Miscellaneous Revenue	11a OTHER INCOME		2,503.	2,503.		
	b -----					
	c -----					
	d All other revenue					
	e Total. Add lines 11a-11d		2,503.			
12 Total revenue. See instructions		32,956,367.	2,503.	0.	61,134.	

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	288,596.	178,355.	110,241.	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	13,143,686.	11,896,653.	1,165,031.	82,002.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	3,394,742.	3,075,348.	297,956.	21,438.
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.)	1,321,585.	1,111,814.	209,771.	
12 Advertising and promotion				
13 Office expenses	2,589,770.	2,381,975.	207,795.	
14 Information technology				
15 Royalties				
16 Occupancy	3,104,601.	2,782,318.	312,197.	10,086.
17 Travel	283,563.	226,886.	56,677.	
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	10,100.	10,100.		
23 Insurance	58,616.	10,708.	47,908.	
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>	6,676,690.	6,676,690.		
b <u>CAPITAL PURCHASES</u>	694,059.	694,059.		
c <u>TELEPHONE</u>	528,146.	511,594.	16,552.	
d <u>OTHER EXPENSES</u>	207,170.	184,445.	22,725.	
e All other expenses	543,322.	510,495.	32,827.	
25 Total functional expenses. Add lines 1 through 24e.	32,844,646.	30,251,440.	2,479,680.	113,526.
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	38,346.	1	273,935.
	2 Savings and temporary cash investments	3,721,778.	2	6,510,427.
	3 Pledges and grants receivable, net	3,469,586.	3	2,527,926.
	4 Accounts receivable, net	36,989.	4	13,171.
	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	29,501.	8	28,100.
	9 Prepaid expenses and deferred charges	57,776.	9	58,452.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 7,944,751.		
	b Less: accumulated depreciation	10b 6,025,387.	1,778,397.	10c 1,919,364.
	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	140,005.	15	4,405,211.
16 Total assets. Add lines 1 through 15 (must equal line 33).	9,272,378.	16	15,736,586.	
Liabilities	17 Accounts payable and accrued expenses	4,788,052.	17	4,057,783.
	18 Grants payable		18	
	19 Deferred revenue	1,785,313.	19	3,731,285.
	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		23	4,265,259.
	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	45,396.	25	765,854.
	26 Total liabilities. Add lines 17 through 25.	6,618,761.	26	12,820,181.
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here and complete lines 27, 28, 32, and 33. <input checked="" type="checkbox"/>			
	27 Net assets without donor restrictions	2,653,617.	27	2,916,405.
	28 Net assets with donor restrictions		28	
	Organizations that do not follow FASB ASC 958, check here and complete lines 29 through 33. <input type="checkbox"/>			
	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	2,653,617.	32	2,916,405.
33 Total liabilities and net assets/fund balances	9,272,378.	33	15,736,586.	

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	32,956,367.
2	Total expenses (must equal Part IX, column (A), line 25)	2	32,844,646.
3	Revenue less expenses. Subtract line 2 from line 1	3	111,721.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	2,653,617.
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	151,067.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	2,916,405.

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 on Schedule O.		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? 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		X
2b	Were the organization's financial statements audited by an independent accountant? 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	X	
2c	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? If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.	X	
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R Part 200, Subpart F?	X	
3b	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)

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

2022

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).)
- 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 on 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) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	26206306.	29069955.	30817241.	31327392.	32892730.	150313624.
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	26206306.	29069955.	30817241.	31327392.	32892730.	150313624.
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						150313624.

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
7 Amounts from line 4	26206306.	29069955.	30817241.	31327392.	32892730.	150313624.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	27,702.	23,889.	43,357.	51,232.	61,134.	207,314.
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				50,475.	2,503.	52,978.
11 Total support. Add lines 7 through 10						150573916.
12 Gross receipts from related activities, etc. (see instructions)					12	0.
13 First 5 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 2022 (line 6, column (f), divided by line 11, column (f))	14	99.83 %
15 Public support percentage from 2021 Schedule A, Part II, line 14	15	99.84 %

16a **33-1/3% support test—2022.** 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—2021.** 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—2022.** 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—2021.** 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) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(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) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(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 on 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 5 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 2022 (line 8, column (f), divided by line 13, column (f)).	15	%
16 Public support percentage from 2021 Schedule A, Part III, line 15.	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2022 (line 10c, column (f), divided by line 13, column (f)).	17	%
18 Investment income percentage from 2021 Schedule A, Part III, line 17.	18	%

19a 33-1/3% support tests—2022. 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—2021. 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 on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, 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? 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.		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer lines 3b and 3c below.		
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)? If "Yes," describe in Part VI when and how the organization made the determination.		
3c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in Part VI what controls the organization put in place to ensure such use.		
4a Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes" and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? 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.		
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)? 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.		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer lines 5b and 5c 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).		
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? If "Yes," provide detail in Part VI .		
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? If "Yes," complete Part I of Schedule L (Form 990).		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? If "Yes," complete Part I of Schedule L (Form 990).		
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))? If "Yes," provide detail in Part VI .		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in Part VI .		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in Part VI .		
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)? If "Yes," answer line 10b below.		
b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		

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 on lines 11b and 11c below, the governing body of a supported organization?	11a	
b A family member of a person described on line 11a above?	11b	
c A 35% controlled entity of a person described on line 11a or 11b above? If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI .	11c	

Section B. Type I Supporting Organizations

	Yes	No
1 Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, 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 officers, 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 on line 2, above, 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 governmental entity (see instructions).			
2 Activities Test. Answer lines 2a and 2b 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 on line 2a, above, 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 lines 3a and 3b 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? If "Yes" or "No," 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 0.015 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 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C – Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 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	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required – provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2022 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E – Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2022	(iii) Distributable Amount for 2022
1 Distributable amount for 2022 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2022 (reasonable cause required – explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2022			
a From 2017			
b From 2018			
c From 2019			
d From 2020			
e From 2021			
f Total of lines 3a through 3e			
g Applied to underdistributions of prior years			
h Applied to 2022 distributable amount			
i Carryover from 2017 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
4 Distributions for 2022 from Section D, line 7:			
a Applied to underdistributions of prior years			
b Applied to 2022 distributable amount			
c Remainder. Subtract lines 4a and 4b from line 4.			
5 Remaining underdistributions for years prior to 2022, 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 2022. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI . See instructions.			
7 Excess distributions carryover to 2023. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2018			
b Excess from 2019			
c Excess from 2020			
d Excess from 2021			
e Excess from 2022			

FOR REVIEW

BAA

Schedule A (Form 990) 2022

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>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
OTHER	\$ 2,503.	\$ 50,475.			
TOTAL	<u>\$ 2,503.</u>	<u>\$ 50,475.</u>	<u>\$ 0.</u>	<u>\$ 0.</u>	<u>\$ 0.</u>

FOR REVIEW

Schedule B (Form 990)

Department of the Treasury Internal Revenue Service

Schedule of Contributors

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

OMB No. 1545-0047

2022

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
[] 527 political organization
Form 990-PF [] 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 of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
[] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 exclusively for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.
[] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions exclusively for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an exclusively religious, charitable, etc., purpose. Don't complete any of the parts unless the General Rule applies to this organization because it received nonexclusively religious, charitable, etc., contributions totaling \$5,000 or more during the year. \$

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), 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).

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

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	\$ 5,204,668.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	STANISLAUS CO. OFFICE OF EDUCATION 1100 H STREET MODESTO, CA 95354	\$ 8,075,119.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	COMM. ACTION PARTNERSHIP OF SLO CO. 1030 SOUTHWOOD DRIVE SAN LUIS OBISPO, CA 93401	\$ 5,234,861.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4	CALIFORNIA DEPT. OF CSD 2389 GATEWAY OAKS DRIVE, #100 SACRAMENTO, CA 95833	\$ 1,923,075.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
5	CA GOVERNOR'S OFFICE OF EMER. SERV. 3650 SCHRIEVER AVENUE MATHER, CA 95655	\$ 1,676,470.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
6	CALIFORNIA DEPT OF SOCIAL SERVICES 1215 O STREET SACRAMENTO, CA 95814	\$ 7,431,943.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

Employer identification number

COMMUNITY ACTION PARTNERSHIP OF

94-1612823

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
 Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
	N/A		

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

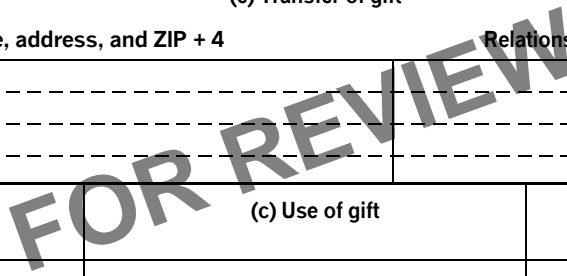
(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee



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

2022

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.

Table with 3 columns: Question number, (a) Donor advised funds, (b) Funds and other accounts. Rows 1-4: Total number at end of year, Aggregate value of contributions to (during year), Aggregate value of grants from (during year), 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?
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?

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).
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.

Table with 2 columns: Question number, Held at the End of the Tax Year. Rows 2a-2d: Total number of conservation easements, Total acreage restricted by conservation easements, Number of conservation easements on a certified historic structure included in (a), Number of conservation easements included in (c) acquired after July 25, 2006 and not on a historic structure listed in the National Register.

- 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?
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)?
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

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? 3b

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		4,021,500.	3,453,890.	567,610.
c Leasehold improvements		618,692.	330,040.	288,652.
d Equipment		3,245,554.	2,241,457.	1,004,097.
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				1,919,364.

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.
 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) DEPOSITS	139,952.
(2) RIGHT OF USE LEASE ASSET	4,265,259.
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 15.)	4,405,211.

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	36,680.
(3) DUE TO FUNDER	729,174.
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
(11)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 25.)	765,854.

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	35,811,971.
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	2,855,604.
	c Recoveries of prior year grants	2c	
	d Other (Describe in Part XIII.)	2d	
	e Add lines 2a through 2d	2e	2,855,604.
3	Subtract line 2e from line 1	3	32,956,367.
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	32,956,367.

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	35,700,250.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
	a Donated services and use of facilities	2a	2,855,604.
	b Prior year adjustments	2b	
	c Other losses	2c	
	d Other (Describe in Part XIII.)	2d	
	e Add lines 2a through 2d	2e	2,855,604.
3	Subtract line 2e from line 1	3	32,844,646.
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	32,844,646.

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)**

Department of the Treasury
Internal Revenue Service

Compensation Information

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

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.

OMB No. 1545-0047

2022

Open to Public
Inspection

Name of the organization

COMMUNITY ACTION PARTNERSHIP OF
MADERA COUNTY, INC.

Employer identification number

94-1612823

Part I Questions Regarding Compensation

1a 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? **4a**
- b** Participate in or receive payment from a supplemental nonqualified retirement plan? **4b**
- c** Participate in or receive payment from an equity-based compensation arrangement? **4c**
- 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? **5a**
- b** Any related organization? **5b**
- 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? **6a**
- b** Any related organization? **6b**
- 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

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

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

Yes No

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

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

Schedule J (Form 990) 2022

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 and/or 1099-NEC 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 1 EXECUTIVE DIR.	(i)	0.	0.	0.	0.	0.	0.	0.
	(ii)	178,355.	0.	0.	0.	0.	178,355.	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)**

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 Form 990-EZ.

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

OMB No. 1545-0047

2022

**Open to Public
Inspection**

COMMUNITY ACTION PARTNERSHIP OF
MADERA COUNTY, INC.

Employer identification number

94-1612823

FORM 990, PART III, LINE 4C - PROGRAM SERVICE ACCOMPLISHMENTS

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 MULTI-DISCIPLINARY TEAM TO CONDUCT INTERVIEW OF ALLEGED SEXUAL ABUSE WITH CHILDREN. PROVIDED 101 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. THERE WERE 50 INDIVIDUALS 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 24 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 4C - PROGRAM SERVICE ACCOMPLISHMENTS

*SENIOR NUTRITION PROGRAM: THIS PROGRAM SERVES MEALS TO SENIORS AND ASSISTS IN THEIR DAILY NUTRITIONAL NEEDS. THERE WERE APPROXIMATELY 65 SENIORS SERVED THROUGH HOMEBOUND DELIVERIES.

*HOUSING PROVIDED ON A NON-EMERGENCY BASIS: THERE WERE APPROXIMATELY 50 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 200 INDIVIDUALS WERE PROVIDED WITH RENTAL ASSISTANCE AND THERE WERE 374 OUTREACH SERVICES. THERE WERE 323 INDIVIDUALS PROVIDED FOOD AND 24 INDIVIDUALS WITH EMERGENCY SHELTER.

FOR REVIEW

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

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

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 321 CHILDREN AND FAMILIES.

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

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

Employer identification number
94-1612823

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

DEPRECIATION CHARGED AGAINST RESTRICTED NET ASSETS.....	\$	-471,577.
NET ADDITIONS TO RESTRICTED NET ASSETS.....		622,644.
OTHER NET ASSETS.....		
	TOTAL \$	<u>151,067.</u>

FOR REVIEW

2022

California Exempt Organization Annual Information Return

199

Calendar Year 2022 or fiscal year beginning (mm/dd/yyyy) 7/01/2022, and ending (mm/dd/yyyy) 6/30/2023.

Corporation/Organization name: COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC. California corporation number: 0500803. FEIN: 94-1612823. Street address: 1225 GILL AVENUE, MADERA, CA 93637.

A First return. B Amended return. C IRC Section 4947(a)(1) trust. D Final information return? E Check accounting method. F Federal return filed? G Is this a group filing? H Is this organization in a group exemption. I Did the organization have any changes to its guidelines not reported to the FTB? J If exempt under R&TC Section 23701d, has the organization engaged in political activities? K Is the organization exempt under R&TC Section 23701g? L Is the organization a limited liability company? M Did the organization file Form 100 or Form 109 to report taxable income? N Is the organization under audit by the IRS or has the IRS audited in a prior year? O Is federal Form 1023/1024 pending?

Part I Complete Part I unless not required to file this form. See General Information B and C.

Table with 2 columns: Description and Amount. Rows 1-8: Receipts and Revenues. Row 1: Gross sales or receipts from other sources. Row 2: Gross dues and assessments from members and affiliates. Row 3: Gross contributions, gifts, grants, and similar amounts received. Row 4: Total gross receipts for filing requirement test. Row 5: Cost of goods sold. Row 6: Cost or other basis, and sales expenses of assets sold. Row 7: Total costs. Row 8: Total gross income.

Table with 2 columns: Description and Amount. Rows 9-10: Expenses. Row 9: Total expenses and disbursements. Row 10: Excess of receipts over expenses and disbursements.

Table with 2 columns: Description and Amount. Rows 11-16: Filing Fee. Row 11: Total payments. Row 12: Use tax. Row 13: Payments balance. Row 14: Use tax balance. Row 15: Penalties and interest. Row 16: Balance due.

Sign Here: 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 taxpayer) is based on all information of which preparer has any knowledge. Signature of officer: CFO. Title: CFO. Date: [blank]. Telephone: (559) 673-9173.

Paid Preparer's Use Only: Preparer's signature: CLINT W. BAIRD. Firm's name: BROWN ARMSTRONG ACCOUNTANCY CORP. Address: 4200 TRUXTUN AVE STE 300, BAKERSFIELD, CA 93309. Telephone: (661) 324-4971. Check if self-employed: [blank]. PTIN: P01318969. Firm's FEIN: 95-3109182.

May the FTB discuss this return with the preparer shown above? See instructions. [X] Yes [] No

Part II Organizations with gross receipts of more than \$50,000 and private foundations regardless of amount of gross receipts – complete Part II or furnish substitute information.

Receipts from Other Sources	1	Gross sales or receipts from all business activities. See instructions.	1	
	2	Interest	2	
	3	Dividends	3	
	4	Gross rents	4	57,884.
	5	Gross royalties	5	
	6	Gross amount received from sale of assets (See instructions)	6	
	7	Other income. Attach schedule. SEE STATEMENT 1	7	5,753.
	8	Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1.	8	63,637.
Expenses and Disbursements	9	Contributions, gifts, grants, and similar amounts paid. Attach schedule.	9	
	10	Disbursements to or for members	10	
	11	Compensation of officers, directors, and trustees. Attach schedule	11	288,596.
	12	Other salaries and wages	12	13,143,686.
	13	Interest	13	
	14	Taxes	14	
	15	Rents	15	3,104,601.
	16	Depreciation and depletion (See instructions)	16	10,100.
	17	Other expenses and disbursements. Attach schedule. SEE STATEMENT 2	17	16,297,663.
	18	Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9.	18	32,844,646.

Schedule L Balance Sheet		Beginning of taxable year		End of taxable year	
		(a)	(b)	(c)	(d)
Assets					
1	Cash		3,760,124.		6,784,362.
2	Net accounts receivable		3,506,575.		2,541,097.
3	Net notes receivable				
4	Inventories		29,501.		28,100.
5	Federal and state government obligations				
6	Investments in other bonds				
7	Investments in stock				
8	Mortgage loans				
9	Other investments. Attach schedule				
10 a	Depreciable assets	7,617,388.		7,885,746.	
b	Less accumulated depreciation	5,897,996.	1,719,392.	6,025,387.	1,860,359.
11	Land		59,005.		59,005.
12	Other assets. Attach schedule. STM 3		197,781.		4,463,663.
13	Total assets		9,272,378.		15,736,586.
Liabilities and net worth					
14	Accounts payable		4,788,052.		4,057,783.
15	Contributions, gifts, or grants payable				
16	Bonds and notes payable				
17	Mortgages payable				4,265,259.
18	Other liabilities. Attach schedule. STM 4		1,830,709.		4,497,139.
19	Capital stock or principal fund		2,653,617.		2,916,405.
20	Paid-in or capital surplus. Attach reconciliation				
21	Retained earnings or income fund				
22	Total liabilities and net worth		9,272,378.		15,736,586.

Schedule M-1 Reconciliation of income per books with income per return				
Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000.				
1	Net income per books	111,721.	7	Income recorded on books this year not included in this return. Attach schedule
2	Federal income tax		8	Deductions in this return not charged against book income this year. Attach schedule
3	Excess of capital losses over capital gains		9	Total. Add line 7 and line 8
4	Income not recorded on books this year. Attach schedule		10	Net income per return. Subtract line 9 from line 6
5	Expenses recorded on books this year not deducted in this return. Attach schedule			
6	Total. Add line 1 through line 5	111,721.		111,721.

Schedule B (Form 990)

Department of the Treasury Internal Revenue Service

CALIFORNIA COPY Schedule of Contributors

OMB No. 1545-0047

2022

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

Table with 2 columns: Name of the organization (COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.) and 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; [] 527 political organization
Form 990-PF: [] 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

- [X] 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

- [] 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), 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).

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

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	\$ 5,204,668.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	STANISLAUS CO. OFFICE OF EDUCATION 1100 H STREET MODESTO, CA 95354	\$ 8,075,119.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	COMM. ACTION PARTNERSHIP OF SLO CO. 1030 SOUTHWOOD DRIVE SAN LUIS OBISPO, CA 93401	\$ 5,234,861.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4	CALIFORNIA DEPT. OF CSD 2389 GATEWAY OAKS DRIVE, #100 SACRAMENTO, CA 95833	\$ 1,923,075.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
5	CA GOVERNOR'S OFFICE OF EMER. SERV. 3650 SCHRIEVER AVENUE MATHER, CA 95655	\$ 1,676,470.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
6	CALIFORNIA DEPT OF SOCIAL SERVICES 1215 O STREET SACRAMENTO, CA 95814	\$ 7,431,943.	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
---	--

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*
 Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
	N/A		

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

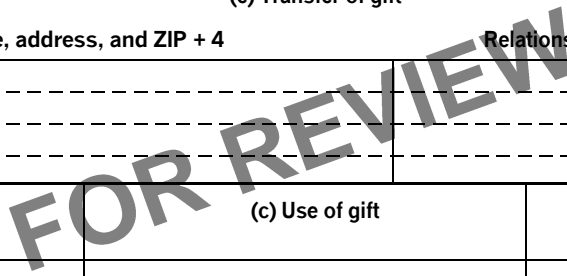
(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee



STATEMENT 1
FORM 199, PART II, LINE 7
OTHER INCOME

OTHER INCOME.....	\$	2,503.
OTHER INVESTMENT INCOME.....		<u>3,250.</u>
TOTAL	\$	<u><u>5,753.</u></u>

STATEMENT 2
FORM 199, PART II, LINE 17
OTHER EXPENSES

CAPITAL PURCHASES.....	\$	694,059.
DIRECT ASSISTANCE.....	\$	6,676,690.
INSURANCE.....		58,616.
MEDICAL EXPENSES.....		8,795.
OFFICE EXPENSES.....		2,589,770.
OTHER EMPLOYEE BENEFIT.....		3,394,742.
OTHER EXPENSES.....		207,170.
OTHER FEES.....		1,321,585.
POSTAGE AND SHIPPING.....		79,513.
RENTALS.....		165,155.
REPAIRS AND MAINTENANCE.....		90,584.
TELEPHONE.....		528,146.
TRAVEL.....		283,563.
VEHICLE EXPENSES.....		199,275.
TOTAL	\$	<u><u>\$16,297,663.</u></u>

STATEMENT 3
FORM 199, SCHEDULE L, LINE 12
OTHER ASSETS

DEPOSITS.....	139,952.
PREPAID EXPENSES AND DEFERRED CHARGES.....	58,452.
RIGHT OF USE LEASE ASSET.....	<u>4,265,259.</u>
TOTAL	\$ <u><u>4,463,663.</u></u>

STATEMENT 4
FORM 199, SCHEDULE L, LINE 18
OTHER LIABILITIES

CDE RESERVE.....	36,680.
DEFERRED REVENUE.....	3,731,285.
DUE TO FUNDER.....	<u>729,174.</u>
TOTAL	\$ <u><u>4,497,139.</u></u>

MAIL TO:
Registry of Charitable Trusts
P.O. Box 903447
Sacramento, CA 94203-4470STREET ADDRESS:
1300 I Street
Sacramento, CA 95814
(916) 210-6400WEBSITE ADDRESS:
www.oag.ca.gov/charities

(For Registry Use Only)

**ANNUAL REGISTRATION RENEWAL FEE REPORT
TO ATTORNEY GENERAL OF CALIFORNIA****Sections 12586 and 12587, California Government Code
11 Cal. Code Regs. sections 301-306, 309, 311, and 312**

Failure to submit this report annually no later than four months and fifteen days after the end of the organization's accounting period may result in the loss of tax exemption and the assessment of a minimum tax of \$800, plus interest, and/or fines or filing penalties. Revenue & Taxation Code section 23703; Government Code section 12586.1. IRS extensions will be honored.

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC. Name of Organization		Check if: <input type="checkbox"/> Change of address <input type="checkbox"/> Amended report	
List all DBAs and names the organization uses or has used 1225 GILL AVENUE Address (Number and Street)		State Charity Registration Number CT-46385	
MADERA, CA 93637 City or Town, State, and ZIP Code		Corporation or Organization No. 0500803	
(559) 673-9173 Telephone Number		DSEETO@MADERACAP.ORG E-mail Address	
		Federal Employer ID No. 94-1612823	

**ANNUAL REGISTRATION RENEWAL FEE SCHEDULE (11 Cal. Code Regs. sections 301-307, 311, and 312)
Make Check Payable to Department of Justice**

Total Revenue	Fee	Total Revenue	Fee	Total Revenue	Fee
Less than \$50,000	\$25	Between \$250,001 and \$1 million	\$100	Between \$20,000,001 and \$100 million	\$800
Between \$50,000 and \$100,000	\$50	Between \$1,000,001 and \$5 million	\$200	Between \$100,000,001 and \$500 million	\$1,000
Between \$100,001 and \$250,000	\$75	Between \$5,000,001 and \$20 million	\$400	Greater than \$500 million	\$1,200

PART A – ACTIVITIESFor your most recent full accounting period (beginning 7/01/22 ending 6/30/23) list:

Total Revenue \$ 32,956,367. (including noncash contributions)
 Noncash Contributions \$ 0. Total Assets \$ 15,736,586.
 Program Expenses \$ 30,251,440. Total Expenses \$ 32,844,646.

PART B – STATEMENTS REGARDING ORGANIZATION DURING THE PERIOD OF THIS REPORT**Note: All questions must be answered. If you answer "yes" to any of the questions below, you must attach a separate page providing an explanation and details for each "yes" response. Please review RRF-1 instructions for information required.**

	Yes	No
1 During this reporting period, were there any contracts, loans, leases or other financial transactions between the organization and any officer, director or trustee thereof, either directly or with an entity in which any such officer, director or trustee had any financial interest?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2 During this reporting period, was there any theft, embezzlement, diversion or misuse of the organization's charitable property or funds?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 During this reporting period, were any organization funds used to pay any penalty, fine or judgment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4 During this reporting period, were the services of a commercial fundraiser, fundraising counsel for charitable purposes, or commercial coventurer used?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5 During this reporting period, did the organization receive any governmental funding? SEE STATEMENT 1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6 During this reporting period, did the organization hold a raffle for charitable purposes?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7 Does the organization conduct a vehicle donation program?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8 Did the organization conduct an independent audit and prepare audited financial statements in accordance with generally accepted accounting principles for this reporting period?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9 At the end of this reporting period, did the organization hold restricted net assets, while reporting negative unrestricted net assets?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

I declare under penalty of perjury that I have examined this report, including accompanying documents, and to the best of my knowledge and belief, the content is true, correct and complete, and I am authorized to sign.

Signature of Authorized Agent	DANIEL SEETO Printed Name	CFO Title	Date
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**STATEMENT 1
FORM RRF-1, PART B, LINE 5
GOVERNMENT AGENCY THAT PROVIDED FUNDING**

U.S. DEPT. OF HEALTH & HUMAN SERVICES
330 C STREET, SW
WASHINGTON, D.C., 20201

CALIFORNIA DEPT. OF EDUCATION
1430 N STREET
SACRAMENTO, CA 95814

STANISLAUS CO. OFFICE OF EDUCATION
1100 H STREET
MODESTO, CA 95354

COUNTY OF MADERA
200 W. FOURTH STREET
MADERA, CA 93637

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
3650 SCHRIEVER AVENUE
MATHER, CA 95655

DEPT. OF HOUSING & URBAN DEVELOPMENT
451 7TH STREET, SW
WASHNINTON, D.C. 20410

CA DEPT. OF COMMUNITY SERVICES AND DEVELOPMENT
2389 GATEWAY OAKS DRIVE, SUITE 100
SACRAMENTO, CA 95833

CITY OF MADERA
205 WEST FOURTH STREET
MADERA, CA 93637

FOR REVIEW

Date Accepted _____

DO NOT MAIL THIS FORM TO THE FTB

TAXABLE YEAR

California e-file Return Authorization for Exempt Organizations

FORM

2022

8453-EO

Exempt Organization name COMMUNITY ACTION PARTNERSHIP OF	Identifying number 94-1612823
--	---

Part I Electronic Return Information (whole dollars only)

1 Total gross receipts (Form 199, line 4)	1	32,956,367.
2 Total gross income (Form 199, line 8)	2	32,956,367.
3 Total expenses and disbursements (Form 199, line 9)	3	32,844,646.

Part II Settle Your Account Electronically for Taxable Year 2022

4 Electronic funds withdrawal 4a Amount _____ 4b Withdrawal date (mm/dd/yyyy) _____

Part III Banking Information (Have you verified the exempt organization's banking information?)

5 Routing number _____
 6 Account number _____ 7 Type of account: Checking Savings

Part IV Declaration of Officer

I authorize the exempt organization's account to be settled as designated in Part II. If I check Part II, box 4, I authorize an electronic funds withdrawal for the amount listed on line 4a.

Under penalties of perjury, I declare that I am an officer of the above exempt organization and that the information I provided to my electronic return originator (ERO), transmitter, or intermediate service provider and the amounts in Part I above agree with the amounts on the corresponding lines of the exempt organization's 2022 California electronic return. To the best of my knowledge and belief, the exempt organization's return is true, correct, and complete. If the exempt organization is filing a balance due return, I understand that if the Franchise Tax Board (FTB) does not receive full and timely payment of the exempt organization's fee liability, the exempt organization will remain liable for the fee liability and all applicable interest and penalties. I authorize the exempt organization return and accompanying schedules and statements be transmitted to the FTB by the ERO, transmitter, or intermediate service provider. **If the processing of the exempt organization's return or refund is delayed, I authorize the FTB to disclose to the ERO or intermediate service provider the reason(s) for the delay.**

Sign Here Signature of officer _____ Date _____ Title **CFO**

Part V Declaration of Electronic Return Originator (ERO) and Paid Preparer. See instructions.

I declare that I have reviewed the above exempt organization's return and that the entries on form FTB 8453-EO are complete and correct to the best of my knowledge. (If I am only an intermediate service provider, I understand that I am not responsible for reviewing the exempt organization's return. I declare, however, that form FTB 8453-EO accurately reflects the data on the return.) I have obtained the organization officer's signature on form FTB 8453-EO before transmitting this return to the FTB; I have provided the organization officer with a copy of all forms and information that I will file with the FTB, and I have followed all other requirements described in FTB Pub. 1345, 2022 Handbook for Authorized e-file Providers. I will keep form FTB 8453-EO on file for **four** years from the due date of the return or **four** years from the date the exempt organization return is filed, whichever is later, and I will make a copy available to the FTB upon request. If I am also the paid preparer, under penalties of perjury, I declare that I have examined the above exempt organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

ERO Must Sign	ERO's signature ▶ CLINT W. BAIRD	Date	Check if also paid preparer <input checked="" type="checkbox"/>	Check if self-employed <input type="checkbox"/>	ERO's PTIN P01318969
	Firm's name (or yours if self-employed) and address ▶ BROWN ARMSTRONG ACCOUNTANCY CORP				Firm's FEIN 95-3109182
	4200 TRUXTUN AVE STE 300 BAKERSFIELD CA				ZIP code 93309

Under penalties of perjury, I declare that I have examined the above organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

Paid Preparer Must Sign	Paid preparer's signature ▶ _____	Date	Check if self-employed <input type="checkbox"/>	Paid preparer's PTIN
	Firm's name (or yours if self-employed) and address ▶ _____			
				ZIP code



Report to the Board of Directors

Agenda Item Number: E-2

Board of Directors Meeting for: February 8, 2024

Author: Maritza Gomez-Zaragoza

DATE: January 17, 2024

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: Slot Reduction and Conversion of Head Start Slots to Early Head Start Slots for the 2024-2025 Program Year

I. RECOMMENDATION:

Review and consider approving a slot reduction and conversion of Head Start slots to Early Head Start slots beginning this 2024-2025 program year.

II. SUMMARY:

In order to ensure the program stays compliant in meeting its funded enrollment, staff is proposing for the Board and Policy Council a slot reduction and conversion of Head Start slots to Early Head Start slots. On June 8, 2023 CAPMC-Head Start received an "Underenrollment" letter from Office of Head Start. The information was presented to the board on August 10, 2023. CAPMC-Head Start developed a plan to ensure full enrollment.

Enrollment has been monitored since August through December, it has been determined that the best option to ensure the program remains compliant and thus ensure continuation of funding, is to reduce funded slots by 32.

III. DISCUSSION:

- A. Since 2020, at the start of the pandemic, the program has had difficulty hiring staff. The mountain sites, North Fork, Oakhurst, and Mariposa have had more difficulty in hiring qualified candidates – Teacher with an AA/AS, Advocate with an AA or BA, and Food Service Cook with a minimum of a High School Diploma; and/or candidates that are able to pass background and health requirements. Staffing has caused these centers to be under enrolled in the last three years.
- B. **Enrollment:** One of the strategies included on the "underenrollment plan" was to monitor enrollment and determine if a slot reduction would be necessary in order to maintain and/or reach full enrollment.

In monitoring enrollment since returning to regular program services (August of 2024), it has been noted that the Mariposa center has continuously struggled in meeting the funded enrollment. This center is funded to serve 30 children in a double session option – 15 children attend in the morning and 15 children attend in the afternoon for 3.5 hours. This option was established due to the demand for Head Start services. However, with the implementation of TK programs and local

preschool services (see graph below) the demand for services has significantly decreased. The table below provides the enrollment data for the last three years and current school year.

<i>Program Year</i>	<i>Enrollment</i>
2020-2021 Class A Class B	11 11
2021-2022 Class A Class B	9 8
2022-2023 Class A Class B	12 Closed
2023-2024 Class A Class B	9 Closed

- C. **Preschool Services**: Mariposa County has other preschool services being provided in the community that are serving children in the area.

The following preschool/childcare services have been identified:

- a. Two Preschool Program through Mariposa County First 5
Capacity: 16/16 Ages Served: 3-5
- b. Transitional Kindergarten through Mariposa USD
Capacity: 20-24 Ages Served: 4 - 5
- c. Champions School Daycare
Capacity: 20 Ages Served: Preschool to School age
- d. Mariposa Preschool Co-op
Capacity: 8 Ages Served: 3-4
- e. Little Adventures Daycare
Capacity: 8 Ages Served: 2- 5
- f. Where the Wild Things Play (New providers – opened 2023)
Capacity:20-24 Ages Served 6 weeks to 5 years

In analyzing the enrollment concern and the availability of preschool and child care services available for the Mariposa community, staff is proposing to close the center. There are 2 staff members that are currently employed and providing services. The 2 staff members will be offered open/vacant positions in order to continue their employment with CAPMC.

- D. **Staffing:** the hiring of qualified staff has also proven to be of great difficulty for CAPMC. There have been candidates that have applied but they either do not attend interviews, declined to interview, decline the job offer due to compensation, or do not pass background checks. Currently, there are only 2 staff members that are providing services. The Teacher, Advocate, and Food Service Cook positions are currently vacant with no prospects. Staff have been continuously posting job announcements and reaching out to local agencies to share the job announcements with no results. Below is staffing and length of time the positions have been vacant:

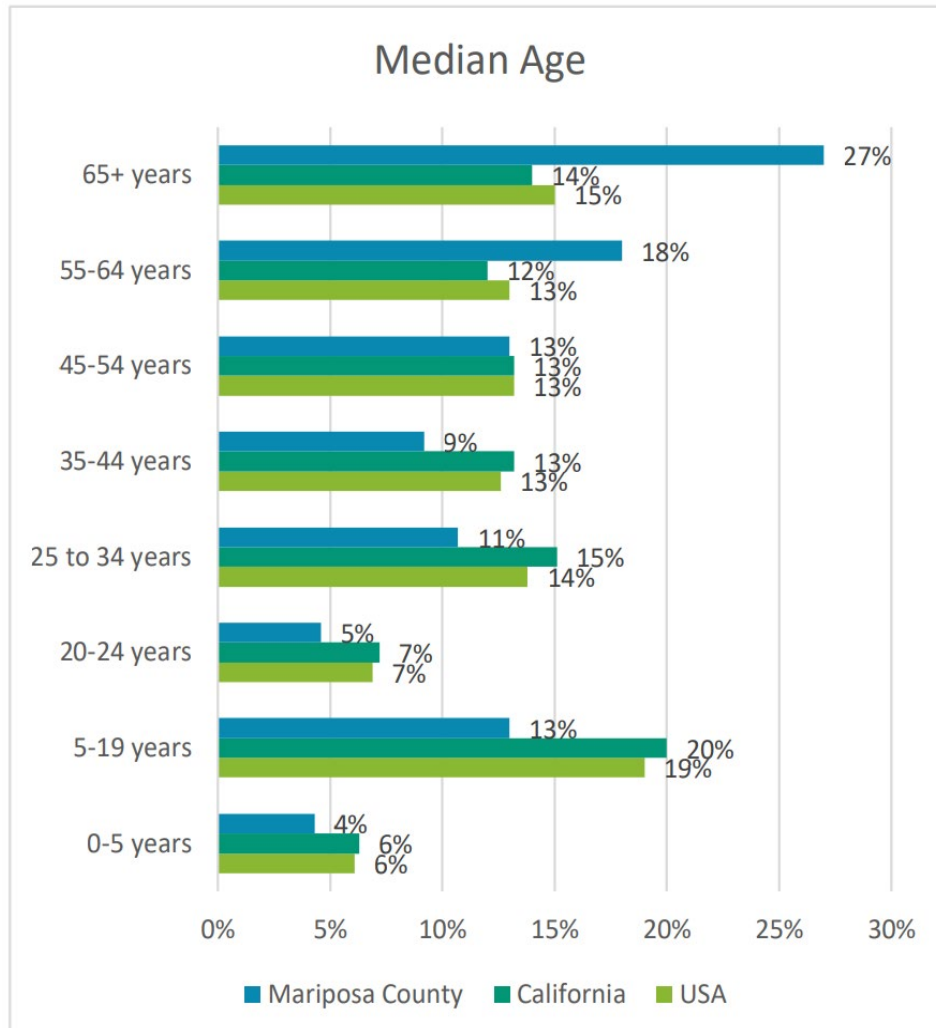
Staffing:

Site Supervisor/Teacher	
Teacher	
Instructional Aide	Vacant since 11/21/22
Advocate	Vacant since 7/4/22
Food Service Cook*	Vacant since 7/13/23

*Staff reached out to Mariposa USD, Hospital, and local food vendor to consider contracting for food services, but all declined to contract with CAPMC.

Community Data: Upon reviewing and analyzing the data collected on the Community Assessment, it was noted that the population of children 0-5 has decreased in the last three years. Additionally, of the total Mariposa County population of 17,020 only 2,173 live in the town of Mariposa where the center is located.

The age demographics for Mariposa County were also considered. According to information obtained from a Community Survey conducted by the Mariposa Department of Public Health, the medium age for Mariposa County is 51.8 years in comparison to the State of California which is 36.12. "Given the fact that Mariposa County's population is older than the California average, fewer Mariposa County households include children under the age of 18)"



Source: 2022 Mariposa County Community Health Assessment

This finding correlates with the enrollment data and decline in the number of children/families seeking Head Start services. The decrease in population on the number of children 0-5 years, specifically 3-5 years which is the age range that Head Start serves, has been evident by the consistent decline in enrollment for Mariposa as shown on the enrollment table above.

- E. **Reduction & Conversion:** In order to remedy the programs under enrollment, staff are proposing to reduce and convert 32 of slots that were designated to Mariposa (30) and North Fork (2). Based on the difficulties in being able to fill the centers with all the efforts from staff with recruitment of children and staffing; the proposal is to move forward with the reduction and conversion of slots.

8 of the 32 slots will be converted to Early Head Start slots. This will increase the slots from 42 to 50 Early Head Start slots to serve Madera County. The program provides as a home base option and provides services year-round – June to May of each year. The additional slots will require CAPMC to hire an additional EHS Family Facilitator which will be open as soon as this proposal is approved by all applicable parties.

CAPMC will be requesting to retain its funding intact in order to do the conversion of slots and also, CAPMC is proposing to utilize funds to implement a 5% salary increase for all staff in order to continue to bring salaries to parity with local agencies/programs /businesses that have similar or like positions as CAPMC.

If the proposal is accepted by the Policy Council, Board, and Region IX, this will mean that Mariposa County will no longer have Head Start services through CAPMC. All CAPMC Head Start slots will then be focused on Madera County including Early Head Start.

F. **Budget:** By removing all expenses related to the Mariposa Head Start site, there will be \$303,224 of unallocated funds. The following is being proposed for the use of the funds:

- Conversion of Head Start slots to Early Head Start will require \$129,224 (cost per child for Early Head Start is \$16,153). The Early Head Start budget will increase by the mentioned amount to support the hire of another staff member and will also support the 5% salary increase for the EHS Facilitators.
- A proposed 5% salary increase across the board to Head Start will require \$110,714
- The remaining \$63,286 will be used to support the purchase of a playground structure for the Chowchilla center.

It is imperative that a decision or plan be established in order to ensure the program is able to comply with the under-enrollment requirements of being at full enrollment. Failure to meet requirements could put the entire program in jeopardy of losing funding. Staff is strongly recommending the reduction and conversion option as the Early Head Start program has maintained its funded enrollment from its initiation.

IV. FINANCING:

	Current	Post-Slot Reduction/Conversion
Head Start Budget	\$4,522,453	\$4,393,229
Early Head Start Budget	\$678,411	\$807,635

More detail budgets will be provided on the agenda item that will include the applicable budgets for each program. The budgets will reflect the changes stated on this agenda item.

MADERA/MARIPOSA REGIONAL HEAD START ENROLLMENT PRESCHOOL COMPARISON

SITE	CLASS	ENROLLMENT 2023-2024	PROPOSAL 2024-2025	CHANGES
RUTH GONZALES		17	17	
CHOWCHILLA	Class - A	17	17	
	Class - B	17	17	
EASTSIDE		17	17	
VERDEL MCKELVEY		17	17	
COTTONWOOD	AM	17	17	
FAIRMEAD	AM	17	17	
MIS TESOROS	AM	17	17	
MARIPOSA				Close site due to low enrollment
	AM	15		
	PM	15	0	
NORTH FORK	AM	17	15	Reduce slots by 2 due to increase of children with disabilities and allow for proper supports
OAKHURST	PM	15	15	
VALLEY WEST	AM	15	15	
	PM	15	15	
TOTAL		228	196	Reduction of 32 Preschool children

EARLY HEAD START

Funded Enrollment 42	Proposed Increase 8	Change: The Early Head Start Program will increase by 8 with a total of 50 EHS slots.
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Reduction/Conversion Budget Comparison
June 1, 2024 - May 30, 2025

Regional Basic

Budget Comparable

	Difference in removing Mariposa			Difference iadding 5% and slot reduction		
	#1	#2	Variance	#2	#3	Variance
	Original Budget	Original Budget without Mariposa		Original Budget without Mariposa	Orig Bgt w/o Mariposa w5% payroll Increase	
SALARIES	2,139,266.00	1,930,446.00	(208,820.00)	1,930,446.00	2,075,678.00	145,232.00
FRINGE BENEFITS	736,938.00	683,130.00	(53,808.00)	683,130.00	706,082.00	22,952.00
	\$ 2,876,204.00	\$ 2,613,576.00	\$ (262,628.00)	2,613,576.00	\$ 2,781,760.00	\$ 168,184.00
TRAVEL	\$ 16,580.00	\$16,580.00	-	16,580.00	\$16,580.00	-
EQUIPMENT	\$ 95,000.00	\$ 95,000.00	-	95,000.00	\$ 185,000.00	90,000.00
SUPPLIES						
OFFICE SUPPLIES	20,000.00	18,900.00	(1,100.00)	18,900.00	18,900.00	-
DATA SUPPLIES	65,000.00	61,800.00	(3,200.00)	61,800.00	61,800.00	-
FOOD SUPPLIES	10,000.00	10,000.00	-	10,000.00	10,000.00	-
PROGRAM SUPPLIES	75,000.00	74,000.00	(1,000.00)	74,000.00	74,000.00	-
INSTRUCTIONAL SUPPLIES	20,000.00	19,500.00	(500.00)	19,500.00	19,500.00	-
CUSTODIAL SUPPLIES	25,000.00	24,000.00	(1,000.00)	24,000.00	24,000.00	-
MEDICAL & DENTAL SUPPLIES	500.00	500.00	-	500.00	500.00	-
POSTAGE	600.00	600.00	-	600.00	600.00	-
	\$ 216,100.00	\$ 209,300.00	\$ (6,800.00)	\$ 209,300.00	\$ 209,300.00	\$ -
CONTRACTUAL	\$ 49,000.00	\$ 49,000.00	-	\$ 49,000.00	\$ 49,000.00	-
OTHER						
Linen/Laundry Costs	140.00	140.00	-	140.00	140.00	-
Uniform Purchases:	450.00	450.00	-	450.00	450.00	-
Rental, Leases & Repair	26,712.00	25,956.00	(756.00)	25,956.00	25,956.00	-
Equipment Maintanance & Repair	20,580.00	20,580.00	-	20,580.00	20,580.00	-
Publications / Advertising / Printing	15,200.00	15,200.00	-	15,200.00	15,200.00	-
Telephone/Internet -Mobile Communications	235,000.00	212,682.00	(22,318.00)	212,682.00	165,828.00	(46,854.00)
Annual Rent	190,634.00	190,633.00	(1.00)	190,633.00	190,633.00	-
Utilities - Electricity, Water, & Disposal	112,428.00	107,436.00	(4,992.00)	107,436.00	107,436.00	-
Building Maintenance/Repair and Other Occupancy	104,123.00	103,151.00	(972.00)	103,151.00	92,031.00	(11,120.00)
Building and Liability Insurance	38,000.00	35,335.00	(2,665.00)	35,335.00	35,335.00	-
Consultants	5,000.00	5,000.00	-	5,000.00	5,000.00	-
Consultant Expenses	-	-	-	-	-	-
Child Service Consultants	-	-	-	-	-	-
Human Resource & Personnel Fees	37,542.00	36,600.00	(942.00)	36,600.00	36,600.00	-
Transportation	48,000.00	48,000.00	-	48,000.00	48,000.00	-
Local Travel	7,500.00	6,500.00	(1,000.00)	6,500.00	6,500.00	-
Parent Services	3,250.00	3,100.00	(150.00)	3,100.00	3,100.00	-
Training or Staff Development	47,500.00	47,500.00	-	47,500.00	47,500.00	-
Property Taxes	293.00	293.00	-	293.00	293.00	-
	\$ 892,352.00	\$ 858,556.00	\$ (33,796.00)	\$ 858,556.00	\$ 800,582.00	\$ (57,974.00)
Indirect Cost	\$ 377,217.00	\$ 377,217.00	-	377,217.00	351,007.00	(26,210.00)
Total	\$ 4,522,453.00	\$ 4,219,229.00	\$ (303,224.00)	\$ 4,219,229.00	\$ 4,393,229.00	\$ 174,000.00
Contract	\$ 4,522,453.00	\$ 4,522,453.00	-	4,522,453.00	4,393,229.00	(129,224.00)
Variance	-	(303,224.00)	\$ -	(303,224.00)	-	\$ 303,224.00
Children	228			Children	196	
Cost per Child	\$ 19,835			Cost per Child	\$ 22,414	

Conversion Budget Comparison
June 1, 2024 - May 30, 2025

Early Head Start

Budget Comparable

	#2 Original Budget	#3 Original Budget w/Budget Increase	Variance
6a. <u>SALARIES</u>	374,006.00	462,551.00	88,545.00
6b. <u>FRINGE BENEFITS</u>	98,891.00	120,285.00	21,394.00
	<u>\$ 472,897.00</u>	<u>\$ 582,836.00</u>	<u>\$ 109,939.00</u>
6c. <u>TRAVEL</u>			-
6d. <u>EQUIPMENT</u>			-
6e. <u>SUPPLIES</u>			
1 OFFICE SUPPLIES	4,800.00	4,800.00	-
2 DATA SUPPLIES	4,020.00	4,020.00	-
3 FOOD SUPPLIES	1,080.00	1,080.00	-
4 PROGRAM SUPPLIES	5,384.00	5,384.00	-
5 INSTRUCTIONAL SUPPLIES	504.00	504.00	-
6 CUSTODIAL SUPPLIES	300.00	300.00	-
7 MEDICAL & DENTAL SUPPLIES	500.00	500.00	-
8 POSTAGE	60.00	60.00	-
	<u>\$ 16,648.00</u>	<u>\$ 16,648.00</u>	<u>\$ -</u>
6f. <u>CONTRACTUAL</u>			-
6h. <u>OTHER</u>			
1 Linen/Laundry Costs			-
2 Uniform Purchases:			-
3 Rental, Leases & Repair	7,296.00	7,296.00	-
4 Equipment Maintenance & Repair	180.00	180.00	-
5 Publications / Advertising / Printing	2,000.00	2,000.00	-
6 Telephone/Internet -Mobile Communications	19,800.00	19,800.00	-
7 Annual Rent	65,800.00	74,306.00	8,506.00
8 Utilities - Electricity, Water, & Disposal	13,992.00	13,992.00	-
9 Building Maintenance/Repair and Other Occupancy	6,348.00	6,348.00	-
10 Building and Liability Insurance	3,600.00	3,600.00	-
11 Consultants	1,500.00	1,500.00	-
12 Consultant Expenses			-
13 Child Service Consultants			-
14 Human Resource & Personnel Fees			-
15 Transportation	6,900.00	6,900.00	-
16 Local Travel			-
17 Parent Services	984.00	984.00	-
18 Training or Staff Development	3,840.00	3,840.00	-
19 Property Taxes	40.00	40.00	-
	<u>\$ 132,280.00</u>	<u>\$ 140,786.00</u>	<u>\$ 8,506.00</u>
Indirect Cost	<u>\$ 56,586.00</u>	<u>\$ 67,365.00</u>	<u>10,779.00</u>
Total	<u>\$ 678,411.00</u>	<u>\$ 807,635.00</u>	<u>\$ 129,224.00</u>
Contract	<u>\$ 678,411.00</u>	<u>\$ 807,635.00</u>	<u>129,224.00</u>
Variance			-
Children	42	50	
Cost per Child	\$ 16,153	\$ 16,153	



Report to the Board of Directors

Agenda Item Number: E-2

Board of Directors Meeting for: February 8, 2024

Author: Maritza Gomez-Zaragoza

DATE: January 24, 2024

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Program Director

SUBJECT: 2024-2025 Madera/Mariposa Regional and Early Head Start Refunding Application
– Year 5 of the 5-year cycle

I. RECOMMENDATIONS:

Review and consider approving the submission of the 2024-2025 (June 1, 2024 – May 31, 2025) Madera/Mariposa Regional & Early Head Start Refunding Application.

- ✓ Approve/Disapprove 2024-2025 Basic Budget
- ✓ Approve/Disapprove 2024-2025 Administrative Budget
- ✓ Approve/Disapprove 2024-2025 Training and Technical Assistance Budget
- ✓ Approve/Disapprove 2024-2025 Non-Federal Share (In-Kind) Budget

II. SUMMARY:

CAPMC received notice from the Office of Head Start to submit its refunding application. There are four sections within this overall action that the Policy Council will need to review, discuss, and approve/disapprove the recommendations set forth. Staff will review each section in detail. The items are presented in chronological order to complete our application process.

III. DISCUSSION:

- A. **Step One:** Approve the Basic Budget including indirect cost for the grant year ending May 31, 2025. See Attachments for the respective budgets.

CAPMC received its annual funding guidance letter from ACF Region IX for a total amount of \$5,260,262. The funds were allocated as follows:

1. \$4,522,453 for Head Start Basic Operating Cost
2. \$678,411 for Early Head Start Basic Operating Cost
3. \$46,025 for Head Start Training and Technical Assistance
4. \$13,373 for Early Head Start Training and Technical Assistance
5. CAPMC must also submit a combined Non-Federal Share budget of \$1,315,065 for In-Kind to be generated by the program.

B. Upon receipt of the funding guidance, staff developed a preliminary budget based on the following items:

1. Review 2022-2023 and 2023-2024 Program Expenditures – YTD
2. Review 2022-2023 and 2023-2024 Program Operations – number of centers, days and hours of operation, and enrollment reports.
3. Review of new Workers' Compensation Rates.
4. Review increase of cost of Health Insurance coverage.
5. Review all Health/Safety Monitoring Reports for all centers
6. Review rent cost for each site and central office.
7. Review projected salary increases for staff based on performance (merit increases), an unfunded liability.
8. Review staffing patterns for all sites and central office.

C. **Proposed changes for the 2024-2025 program year:** The budget being presented is based on the proposed changes for a slot reduction and conversion. The applicable changes have been made to the budgets and therefore, the amount for each budget will be different and will be noted under the "Financial" section:

1. CAPMC is proposing to reduce its funded enrollment by 32 slots. The current enrollment is 228 preschool slots. The funded enrollment, if the reduction is approved, will be 196 preschool slots. CAPMC will be requesting to maintain full funding in order to support a slot conversion and salary increase for staff. The reduction is being proposed due to the program's inability to reach full enrollment, specifically at the Mariposa Head Start Center. Thirty of the 32 slots were assigned to Mariposa. Two of the slots is a reduction to the North Fork slots. The center will change from 17 to 15 slots. The reduction for this site will allow for better support to children enrolling and ensure full enrollment for the site.
2. The removal of all expenses for the Mariposa center will allow for the program to implement a 5% salary increase for all Head Start staff (Head Start Program Director position has been excluded). The increase will continue to support CAPMC's goal of providing competitive salaries for employees.
3. The last phase of this proposal is to convert Head Start slots to Early Head Start. At this time, staff are proposing to convert 8 slots. This will increase enrollment for Early Head Start from 42 to 50 slots. An additional EHS Facilitator will be hired to support the increase in enrollment. The cost/expense has been allocated to the budget.
4. The budget being presented represents all the changes listed above thus the total funding amounts will not match the refunding letter from OHS. The breakdown is noted on each of the program's budgets which are attached for review and consideration. The changes will be effective, if approved by Region IX, on June 1, 2024.

D. **Step Two:** Approve the Administrative Budget and the components of the indirect cost pool for the grant application for the year ending May 31, 2025.

As a part of the grant application, certain costs are identified as administrative costs. The agency cannot exceed a 15% limitation on administrative costs. Staff recommends that the Policy Council and the Board of Directors approve the

administrative costs and the components of the indirect cost pool as attached.

Support for Recommendation:

The Head Start Bureau designates certain percentages of items of the budget as administrative.

The Policy Council and Board of Directors must approve the components of the indirect cost pool. The agency has an approved rate of 9.1% indirect cost in place for the year ending June 30, 2024. This indirect cost rate proposal is submitted on an annual basis to the Office of Head Start, Division of Cost Allocation and must be approved by the Office of Head Start Region IX Division.

Indirect costs are those costs that cannot be readily and specifically identified with a particular project or activity but are necessary to the operation of the organization. Indirect costs such as administration, fiscal, and human resources are charged to a central administrative cost center. This covers the salaries and related fringe benefits of the following positions:

Executive Director	Program Assistant/Typist Clerk II
Assistant to the Executive Director	Facilities Manager
Chief Financial Officer	Human Resources Director
Human Resources Assistants	Receptionist
Accounting Technicians	Network Administrator
Accountant Services Program Manager	

Other costs paid out of the indirect cost center include rent, utilities, building repairs and maintenance, property insurance, and custodial services based on the square footage occupied by the administrative staff. Other expenses which originate for the indirect cost pool and are for the benefit of all programs are:

Office Supplies	Data Processing Supplies
Liability Insurance	Program Supplies
Printing and Publication	Telephone
Postage and Shipping	Audit
Consultants	Legal
Staff Travel – Local and Out of Area	Training
Equipment Rental	Fees & Licenses
Vehicle Insurance, Repair & Maintenance	

Financial Impact

No impact; the Administrative Budget is a component of the Basic and T&TA budgets. It does not increase or decrease the total amount of the funding application.

Step Three: Review and approve the Madera/Mariposa Regional & Early Head Start Training & Technical Assistance Budget. Head Start receives funds to provide ongoing technical assistance to staff, Policy Council and Board Members. The training plan was developed using the process below:

- Program Data: Results from the Self-Assessment, Community Assessment, ongoing monitoring report, outcomes and PIR data were reviewed to identify

emerging trends and training needs. Most of the T&TA funds will be used to support teaching staff in preparation for the upcoming CLASS monitoring event scheduled by Office of Head Start.

The training plan is based on all the needs identified above.

Total Financial Impact: \$59,398

Step Four: Review and approve the Madera/Mariposa Regional Head Start In-Kind Budget. Performance Standards require a 20% In-Kind match for Head Start funds.

Financial Impact: For every \$1.00 received from the Head Start Bureau, the agency is required to provide a 0.25¢ match. This is becoming increasingly difficult to meet.

- The 2024-2025 Madera/Mariposa Regional and Early Head Start Refunding Application will be presented to the Policy Council for approval on February 1, 2024.

IV. **FINANCIAL IMPACT:** Significant – Amounts are based on changes stated above:

	Original Award	Proposed Budget
Head Start – Basic Budget:	\$4,522,453	\$4,393,229
Early Head Start – Basic Budget	\$ 678,411	\$ 807,635
Administrative Budget:	N/A	\$ 688,602
Head Start T&TA Award:	N/A	\$ 46,025
Early Head Start T&TA Award	N/A	\$ 13,373
In-Kind Budget (RHS & EHS):	N/A	\$1,315,065
CSPF Funding*		\$1,091,316

*Funding is blended with Head Start funds. Refunding application will be presented at a later date.

2024-2025 MADERA/MARIPOSA REGIONAL HEAD START

Days of Operation

PART- DAY SESSION

Jun-24						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Mth	20	Exp	22
Child Days			0
Staff w/o Children			0
Holidays			0
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	20		
			20

Jul-24						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Mth	23	Exp	15
Child Days			0
Staff w/o Children			0
Holidays			0
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	23		
			23

Aug-24						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Mth	22	Exp	29
Child Days			17
Staff w/o Children			5
Holidays			0
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	22		
			22

Mth	65	Exp	66
Child Days			17
Staff w/o Children			5
Holidays			0
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	43		
			43

Sep-24						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Mth	21	Exp	21
Child Days			18
Staff w/o Children			2
Holidays			1
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	21		
			21

Oct-24						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Mth	23	Exp	20
Child Days			20
Staff w/o Children			2
Holidays			1
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	23		
			23

Nov-24						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Mth	21	Exp	20
Child Days			15
Staff w/o Children			3
Holidays			3
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	21		
			21

Mth	65	Exp	61
Child Days			53
Staff w/o Children			7
Holidays			5
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	61		
			61

Dec-24						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Mth	22	Exp	20
Child Days			14
Staff w/o Children			1
Holidays			1
Winter/Spring Break			6
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	22		
			22

Jan-25						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Mth	23	Exp	20
Child Days			18
Staff w/o Children			1
Holidays			2
Winter/Spring Break			2
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	23		
			23

Feb-25						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Mth	20	Exp	29
Child Days			17
Staff w/o Children			2
Holidays			1
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	20		
			20

Mth	65	Exp	69
Child Days			49
Staff w/o Children			4
Holidays			4
Winter/Spring Break			8
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	69		
			69

Mar-25						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Mth	21	Exp	21
Child Days			19
Staff w/o Children			2
Holidays			0
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	21		
			21

Apr-25						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Mth	22	Exp	20
Child Days			16
Staff w/o Children			1
Holidays			1
Winter/Spring Break			4
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	22		
			22

May-25						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Mth	22	Exp	25
Child Days			16
Staff w/o Children			3
Holidays			1
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	22		
			22

Mth	260	Exp	262
Child Days			170
Staff w/o Children			22
Holidays			11
Winter/Spring Break			12
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days	45		
			45

Starting	Start Date
Advocates	Start Date
Site Supervisors	Start Date
All Staff	Start Date
Training/Setup Days	Start Date
Childrens first day	Start Date
Winter Break	Start Date
Spring Break	Start Date

Total Child Days	170
Staff Days w/o Children:	22
Holidays:	11
Winter/Spring Break	12
Non-Paid-Partial Staff	0
Non-Paid All Staff	

2024-2025 MADERA/MARIPOSA REGIONAL HEAD START

Days of Operation

EARLY HEAD START

Jun-24						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Mth	20	Exp	22
Child Days			19
Staff w/o Children			0
Holidays			1
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			20

Jul-24						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Mth	23	Exp	15
Child Days			22
Staff w/o Children			0
Holidays			1
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			23

Aug-24						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Mth	22	Exp	29
Child Days			21
Staff w/o Children			1
Holidays			2
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			22

Mth	65	Exp	66
Child Days			62
Staff w/o Children			1
Holidays			2
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0

Sep-24						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Mth	21	Exp	21
Child Days			20
Staff w/o Children			0
Holidays			1
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			21

Oct-24						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Mth	23	Exp	20
Child Days			22
Staff w/o Children			0
Holidays			1
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			23

Nov-24						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Mth	21	Exp	20
Child Days			18
Staff w/o Children			3
Holidays			0
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			21

Mth	65	Exp	61
Child Days			60
Staff w/o Children			0
Holidays			5
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0

Dec-24						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Mth	22	Exp	20
Child Days			15
Staff w/o Children			0
Holidays			1
Winter/Spring Break			6
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			22

Jan-25						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Mth	23	Exp	20
Child Days			19
Staff w/o Children			0
Holidays			2
Winter/Spring Break			2
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			23

Feb-25						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Mth	20	Exp	29
Child Days			19
Staff w/o Children			0
Holidays			1
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			20

Mth	65	Exp	69
Child Days			53
Staff w/o Children			0
Holidays			4
Winter/Spring Break			8
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0

Mar-25						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Mth	21	Exp	21
Child Days			21
Staff w/o Children			0
Holidays			0
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			21

Apr-25						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Mth	22	Exp	20
Child Days			17
Staff w/o Children			0
Holidays			1
Winter/Spring Break			4
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			22

May-25						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Mth	22	Exp	25
Child Days			21
Staff w/o Children			0
Holidays			1
Winter/Spring Break			0
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			22

Mth	65	Exp	66
Child Days			59
Staff w/o Children			0
Holidays			2
Winter/Spring Break			4
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0

Total Child Days	234
Staff Days w/o Children:	1
Holidays:	13
Winter/Spring Break	12
Non-Paid-Partial Staff	0
Non-Paid All Staff	0
Non-Op Days	0
	260

Mth	260	Exp	262
Child Days			234
Staff w/o Children			1
Holidays			13
Winter/Spring Break			12
Non-Paid-Partial Staff			0
Non-Paid All Staff			0
Non-Op Days			0
			260

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA REGIONAL/MARIPOSA HEAD START
BASIC BUDGET JUSTIFICATION
JUNE 1, 2024 - MAY 31, 2025

Cost of agency forms, letterhead
recruitment materials, menus and
training materials

b. Advertising and Publication	\$ 40	x	5	Mths	\$ 200		
Personnel recruitment advertising, Bid notification							
6 Telephone/Internet -Mobile Communications							
a. Head Start Centers and Office:							
Central Head Start Office:	\$ 1,267.25	x		12 Mths	\$ 15,207		\$ 165,828
Head Start Sites:	\$ 12,551.75	x		12 Sites	\$ 150,621		
7 Annual Rent							
Central Head Start Office	\$ 10,736.00	x		12 Mths	\$ 128,832		\$ 190,633
Head Start Sites:	\$ 5,351.00	x		10 Mths	\$ 61,801		
8 Utilities - Electricity, Water, & Disposal							
Central Head Start Office	\$ 1,248.00	x		12 Mths	\$ 14,976		\$ 107,436
Head Start Sites:	\$ 7,705.00	x		12 Mths	\$ 92,460		
9 Building Maintenance/Repair and Other Occupancy							
a. Building Repairs & Maintenance	\$ 3,240.00	x		12 Mths	\$ 38,880		
b. Grounds Maintenance	\$ 2,601.00	x		12 Mths	\$ 31,212		
c. Pest Control	\$ 599.00	x		12 Mths	\$ 7,188		
d. Burglar and Fire Alarm	\$ 326.25	x		12 Mths	\$ 3,915		
e. Custodial Services	\$ 903.00	x		12 Mths	\$ 10,836		
10 Building and Liability Insurance							
a. Property Insurance	\$ 2,742.92	x		12 Mths	\$ 32,915		\$ 35,335
b. Student Insurance	\$ 231.56	x		9 Mths	\$ 2,084		
c. Liability Insurance	\$ 28.00	x		12 Mths	\$ 336		
d. Legal fees and Union Negotiation					\$ 5,000		\$ 5,000
11 Human Resource & Personnel Fees							
a. Medical Screening/Drug Testing	\$ 120.00	x	20	Emp	\$ 2,400		\$ 36,600
b. Fingerprinting Clearance Fees	\$ 160.00	x	20	Emp	\$ 3,200		
c. Center Licensing Fees	\$ 2,583.33	x	12	Mths	\$ 31,000		
12 Transportation							
a. Vehicle Operating Expenses: Gas & Oil	\$ 1,000.00	x		12 Mths	\$ 12,000		\$ 48,000
b. Vehicle Insurance	\$ 2,250.00	x		12 Mths	\$ 27,000		
c. Vehicle Maintenance	\$ 750.00	x		12 Mths	\$ 9,000		
d. Depreciation Expense	\$ -	x		12 Mths	\$ -		
13 Local Travel							
	Miles						\$ 6,500
a. Local in-county travel for office/center staff	9,700	x	0.670			\$ 6,500	\$ 6,500
14 Parent Services							
a. Parent/PC mileage reimbursement	\$ 50.00	x	10	Mths	\$ 500		\$ 3,100
b. Parent Involvement							
Head Start Sites:	\$ 140.00	x	10	Mths	\$ 1,400		
c. Policy Council Meeting Allowance	\$ 34.29	x	12 Mtg x 12 members		\$ 1,200		
18 Training or Staff Development							
a. Employee Health and Safety	\$ 250.00	x	80	Emp	\$ 20,000		\$ 47,500
b. Registration Fees - Local Training	\$ 150.00	x	80	Emp	\$ 12,000		
c. Per Diem - Staff	\$ -	x	5	Emp			
d. Staff Wellness					\$ 5,000		
e. Education Reimbursement	\$ 3,500.00	x	3	Emp	\$ 10,500		
Interest Expense	\$ -	x		12 Mths		\$ -	
19 Property Taxes	\$ 293.00	x		1 Mths		\$ 293	
TOTAL OPERATIONAL COST					\$ -	BASIC	\$ 1,260,462
TOTAL PAYROLL COST							\$ 2,781,760
							\$ 4,042,222
6i. INDIRECT COSTS							
Indirect Costs 9.1% Of Total Direct Charges							\$ 351,007
TOTAL PA 22 HEAD START BUDGET							\$ 4,393,229

Children	196
Cost per Child	\$ 22,414
Inkind	\$ 1,109,813.00

Community Action Partnership of Madera County
Regional/Mariposa Head Start
Payroll Budget Detail and Justification
June 1, 2024 - May 31,2025

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Title	DAYS OF OPERATION							Total Work Days	Total YTD Wages	Federal Amount
	Pre-Start	Child Days	Duration	Staff w/o Child	Holidays	N/P Partial Staff	Winter/Sprg Brks			
MADERA REGIONAL 001 - Verdell McKelvey										
Full Day	Full Day									
SITE SUPERVISOR/TEACHER II	1	174		20	11		12	0	42	206
ADVOCATE III	13	174		20	11		12	0	30	218
TEACHER II		174		20	11		12	0	43	205
INSTRUCTIONAL AIDE III		174		20	11		12	0	43	205
FOOD SERVICE/HEAD COOK(40+MEALS)		174		20	11		12	0	43	205
FOOD SERVICES WORKER I		174		20	11		12	0	43	205
										\$ 156,034.06
										\$ 221,951.56
MADERA REGIONAL 002 - Chowchilla										
Full Day	Full Day									
SITE SUPERVISOR/TEACHER I	1	174		20	11		12	0	42	206
ADVOCATE III	13	174		20	11		12	0	30	218
TEACHER II		174		20	11		12	0	43	205
TEACHER III		174		20	11		12	0	43	205
ASSOCIATE TEACHER		174		20	11		12	0	43	205
ASSOCIATE TEACHER		174		20	11		12	0	43	205
INSTRUCTIONAL AIDE II/JANITOR		174		20	11		12	0	43	205
INSTRUCTIONAL AIDE I/JANITOR		174		20	11		12	0	43	205
FOOD SERVICE/HEAD COOK(40+MEALS)		174		20	11		12	0	43	205
FOOD SERVICE WORKER I		174		20	11		12	0	43	205
										\$ 227,746.84
										\$ 319,970.64
MADERA REGIONAL 004 - Eastside										
Full Day	Full Day									
CENTER DIRECTOR II	1	174		20	11		12	0	42	206
ADVOCATE III	13	174		20	11		12	0	30	218
TEACHER II		174		20	11		12	0	43	205
INSTRUCTIONAL AIDE II/JANITOR		174		20	11		12	0	43	205
FOOD SERVICE WORKER I		174		20	11		12	0	43	205
										\$ 124,643.48
										\$ 170,381.75
MADERA REGIONAL 005 - Fairmead										
Full Day	Full Day									
SITE SUPERVISOR/TEACHER I	1	174		20	11		12	0	42	206
ADVOCATE III	13	174		20	11		12	0	30	218
TEACHER II		174		20	11		12	0	43	205
INSTRUCTIONAL AIDE II/JANITOR		174		20	11		12	0	43	205
FOOD SERVICE WORKER I		174		20	11		12	0	43	205
										\$ 110,866.78
										\$ 144,076.33
MADERA REGIONAL 006 - Cottonwood										
Full Day	Full Day									
SITE SUPERVISOR/TEACHER II	1	174		20	11		12	0	42	206
ADVOCATE III	13	174		20	11		12	0	30	218
ASSOCIATE TEACHER		174		20	11		12	0	43	205
INSTRUCTIONAL AIDE I/JANITOR		174		20	11		12	0	43	205
FOOD SERVICES WORKER I		174		20	11		12	0	43	205
										\$ 112,479.23
										\$ 170,799.73
MADERA REGIONAL 007 - North Fork										
Full Day	Full Day									
AREA MANAGER	1	174		20	11		12	0	42	206
ADVOCATE III	13	174		20	11		12	0	30	218
ASSOCIATE TEACHER		174		20	11		12	0	43	205
INSTRUCTIONAL AIDE I/JANITOR		174		20	11		12	0	43	205
INSTRUCTIONAL AIDE I/JANITOR		174		20	11		12	0	43	205
										\$ 207,406.74
										\$ 261,815.84
MADERA REGIONAL 008 - Oakhurst										
PART DAY	PART DAY									
SITE SUPERVISOR/TEACHER II	1	170		22	11		12	0	44	204
ADVOCATE III	13	170		22	11		12	0	32	216
ASSOCIATE TEACHER		170		22	11		12	0	45	203
INSTRUCTIONAL AIDE I/JANITOR		170		22	11		12	0	45	203
										\$ 118,653.96
										\$ 163,552.36
MADERA REGIONAL 009 - Vallev West										
PART DAY	PART DAY									
SITE SUPERVISOR/TEACHER II	1	170		22	11		12	0	44	204
ADVOCATE III	13	170		22	11		12	0	32	216
TEACHER II		170		22	11		12	0	45	203
INSTRUCTIONAL AIDE I/JANITOR		170		22	11		12	0	45	203
INSTRUCTIONAL AIDE II/JANITOR		170		22	11		12	0	45	203
FOOD SERVICE WORKER I		170		22	11		12	0	45	203

Community Action Partnership of Madera County
Regional/Mariposa Head Start
Payroll Budget Detail and Justification
June 1, 2024 - May 31,2025

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							\$	228,634.40	\$	277,744.20
MADERA REGIONAL 014 - Ruth Gonzales										
FULL Full Day										
SITE SUPERVISOR/TEACHER I	1	174	20	11	12	0	42	206		
ADVOCATE III	13	174	20	11	12	0	30	218		
TEACHER III		174	20	11	12	0	43	205		
INSTRUCTIONAL AIDE II/JANITOR		174	20	11	12	0	43	205		
FOOD SERVICE WORKER I		174	20	11	12	0	43	205		
							\$	132,717.87	\$	182,178.97
MADERA REGIONAL 016 - Mis Tesoros										
FULL Full Day										
SITE SUPERVISOR/TEACHER I	1	174	20	11	12	0	42	206		
ADVOCATE III	13	174	20	11	12	0	30	218		
TEACHER II		174	20	11	12	0	43	205		
INSTRUCTIONAL AIDE II/JANITOR		174	20	11	12	0	43	205		
FOOD SERVICE WORKER I		174	20	11	12	0	43	205		
							\$	122,137.53	\$	160,817.73
Madera Office Support Staff										
DEPUTY HEAD START DIRECTOR - DIRECT SERVICES		247		13				260		
DEPUTY HEAD START DIRECTOR- CHILD DEVELOPMENT AND FACILITIES		247		13				260		
DISABILITIES/MENTAL HEALTH SERVICES CONTENT SPECIALIST		247		13				260		
HEALTH SERVICES CONTENT SPECIALIST		247		13				260		
NUTRITION SERVICES CONTENT SPECIALIST		247		13				260		
ERSEA SPECIALIST		247		13				260		
HEAD START PROFESSIONAL DEVELOPMENT COACH		247		13				260		
AREA MANAGER		247		13				260		
AREA MANAGER		247		13				260		
DATA TECHNICIAN		247		13				260		
PROGRAM TECHNICIAN		247		13				260		
PROGRAM TECHNICIAN		247		13				260		
FACILITIES SUPERVISOR		247		13				260		
MAINTENANCE WORKER I		247		13				260		
MAINTENANCE WORKER I		247		13				260		
MAINTENANCE WORKER II		247		13				260		
MAINTENANCE WORKER I		247		13				260		
MAINTENANCE WORKER I		247		13				260		
INFORMATION TECHNOLOGY HELP DESK TECHNICIAN		247		13				260		
PARENT AND GOVERNANCE SPECIALIST		247		13				260		
PROGRAM TECHNICIAN		247		13				260		
							\$	453,237.26	\$	605,595
Admin Staff										
HEAD START DIRECTOR		247		13				260		
EXECUTIVE ADMINISTRATIVE AIDE		247		13				260		
HUMAN RESOURCES ASSISTANT II		247		13				260		
							\$	81,120.27	\$	102,876.88
							\$	2,075,678.42	\$	2,781,760.76

6A Total Salaries	2,897,136.54
Accrued Vacation	150,791.09
Merit	28,040.43
CSPP	\$ (1,000,289.64)
	2,075,678.42
Taxes	
SUI	34,778.00
FICA	165,629.00
	200,407.00
Workers Comp	64,344.00
6B Fringe Benefits	
Medical Insurance	268,658.90
Dental Insurance	64,803.59
Retirement Insurance Declin	9,898.00
Retirement Insurance 4%	97,970.81
	441,331.30
Total Employee Benefits	706,082.30
Grand Total	\$ 2,781,760.72

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA REGIONAL/MARIPOSA HEAD START
EHS BUDDGET DETAIL JUSTIFICATION
JUNE 1, 2024 - MAY 31, 2025

7 Building Maintenance/Repair and Other Occupancy						\$ 6,348
a. Building Repairs & Maintenance	\$ 500.00	\$ 50.00	x	12 Mths	\$ 600	
b. Grounds Maintenance	\$ -	\$ -	x	12 Mths		
c. Pest control	\$ 900.00	\$ 79.00	x	12 Mths	\$ 948	
d. Burglar & Fire Alarm Services	\$ 4,600.00	\$ 400.00	x	12 Mths	\$ 4,800	
8 Building and Liability Insurance						\$ 3,600
a. Property Insurance	\$ 2,700.00	\$ 250.00	x	12 Mths	\$ 3,000	
b. Student Insurance	\$ 455.00	\$ 50.00	x	12 Mths	\$ 600	
c. Liability Insurance		\$ -	x	12 Mths	\$ -	
9 Other Consultants and Consultant Expenses						\$ 1,500
Legal fees and Union Negotiation	\$ 1,500.00				\$ 1,500	
10 Transportation						\$ 6,900
a. Vehicle Gas & Oil	\$ 550.00	\$ 35.00	x	12 Mths	\$ 600	
b. Vehicle Insurance	\$ 2,300.00	\$ 200.00	x	12 Mths	\$ 2,400	
c. Vehicle Maintenance	\$ 3,300.00	\$ 325.00	x	12 Mths	\$ 3,900	
d. Depreciation Expense		\$ -	x	12 Mths		
11 Parent Services						\$ 984
a. Parent Mileage		100	x	0.65	\$ -	
b. Parent Center Committee Activities: 012 Early Head Start	\$ 350.00	\$ 21.00	x	24 Socials	\$ 504	
c. Policy Council Meeting Allowance	\$ 150.00	\$20 /Mtg x 12 x2			\$ 480	
d. PC Food Allowance		\$ -			\$ -	
12 Training or Staff Development						\$ 3,840
a. Employee Health and Safety	\$ 350.00	\$ 85.00	x	4 Emp	\$ 340	
b. Fees and Licenses	\$ 2,636.00	\$ 875.00	x	4 Mths	\$ 3,500	
13 Property Taxes						\$ 40
		\$ 20.00	x	2 Mths		
TOTAL OPERATIONAL COST						21.27% \$ 157,434
TOTAL PAYROLL COST						78.73% \$ 582,836
Sub-Total						\$ 740,270
6i. INDIRECT COSTS						
Indirect Costs of Total Direct Charges		9.10%	\$	740,270		\$ 67,365
TOTAL PA 22 HEAD START BUDGET						Grand Total \$ 807,635.00
Children						\$ 42
Cost per Child						\$ 19,229
						\$ 172,946

Community Action Partnership of Madera County
 Early Head Start
 Payroll Budget Detail and Justification
 June 1, 2024 - May 31,2025

2/2/2024
 3:23 PM

DAYS OF OPERATION

Title	Pre-Start	Child Days	Duration	Staff w/o Child	Holidays	N/P Partial Staff	Winter/Sprg Brks	N/P All Staff	N/P All Staff	Benefit %	Total YTD Wages
EARLY HEAD START FAMILY FACILITATOR		234		1	13		12	0	0	100.0%	
EARLY HEAD START FAMILY FACILITATOR		234		1	13		12	0	0	100.0%	
EARLY HEAD START FAMILY FACILITATOR		234		1	13		12	0	0	100.0%	
EARLY HEAD START FAMILY FACILITATOR		234		1	13		12	0	0	100.0%	
EARLY HEAD START FAMILY FACILITATOR		234		1	13		12	0	0	100.0%	
											\$ 350,902.40
Madera Office Support Staff											
DEPUTY HEAD START DIRECTOR - DIRECT SERVICES		247			13					4.0%	\$ 4,502.73
DEPUTY HEAD START DIRECTOR- CHILD DEVELOPMENT AND FACILITIES		247			13					14.0%	\$ 15,103.93
DISABILITIES/MENTAL HEALTH SERVICES CONTENT SPECIALIST		247			13					9.0%	\$ 7,747.51
HEALTH SERVICES CONTENT SPECIALIST		247			13					4.0%	\$ 2,824.02
NUTRITION SERVICES CONTENT SPECIALIST		247			13					4.0%	\$ 3,605.86
ERSEA SPECIALIST		247			13					6.0%	\$ 4,020.92
HEAD START PROFESSIONAL DEVELOPMENT COACH		247			13					21.0%	\$ 16,511.79
AREA MANAGER		247			13					35.0%	\$ 29,922.53
DATA TECHNICIAN		247			13					10.0%	\$ 5,388.89
PROGRAM TECHNICIAN		247			13					18.0%	\$ 8,043.22
PROGRAM TECHNICIAN		247			13					8.0%	\$ 3,525.67
PARENT AND GOVERNANCE SPECIALIST		247			13					5.0%	\$ 3,641.25
											\$ 104,838.32
Admin Staff											
HEAD START DIRECTOR		247			13					2.0%	\$ 2,949.78
EXECUTIVE ADMINISTRATIVE AIDE		247			13					3.0%	\$ 1,694.25
HUMAN RESOURCES ASSISTANT II		247			13					4.0%	\$ 2,165.98
											\$ 6,809.91
											\$ 462,550.63
											438,588.62
											23,826.98
											135.02
											\$ -
											<u>462,550.62</u>
											3,226.00
											<u>35,569.00</u>
											<u>38,795.00</u>

**Community Action Partnership of Madera County
Madera Regional/Mariposa Head Start
Basic Administrative Budget
June 1, 2024 - May 31, 2025**

6A PERSONNEL	Hrs./ Day	# Days	% Time	BASIC FEDERAL SHARE
Position				
HEAD START DIRECTOR	2.80	260	35.0%	\$ 52,660.09
EXECUTIVE ADMINISTRATIVE AIDE	2.64	260	33.0%	\$ 19,022.55
HUMAN RESOURCES ASSISTANT II	2.32	260	29.0%	\$ 16,243.46
TOTAL SALARIES				<u>\$ 87,926.10</u>
 6B FRINGE BENEFITS				
Payroll Taxes:				
FICA				7,012.00
SUI				394.00
Workers' Compensation				2,580.00
Health/Dental/Vision/Life Insurance				9,544.26
Retirement				4,152.00
TOTAL FRINGE BENEFITS				<u>23,682.26</u>
TOTAL PERSONNEL COSTS				<u>111,608.36</u>
 6C TRAVEL (OUT OF AREA)				
1. National Head Start Association Conference	\$ 11,250	x	50%	5,625
2. CHSA Annual Education Conference	\$ 3,020	x	50%	1,510
3. CHSA Health Institute	\$ 2,454	x	50%	1,227
4. CACFP Annual Conference	\$ 1,103	x	50%	552
5. Zero to Three Conference	\$ 3,820	x	50%	
TOTAL TRAVEL (OUT OF AREA)	<u>\$ 21,647</u>			<u>8,914</u>
 6D EQUIPMENT (EXCESS \$5,000/UNIT)				
1. Playground Replacement - Chowchilla HS	185,000			<u>185,000</u>
 6E SUPPLIES				
Office Supplies	\$6,000 per yr.	x	10.0%	600
Data Supplies	\$23,830 per yr.	x	10.0%	2,383
Custodial Supplies	\$2,700 per yr.	x	5.0%	135
Postage	\$600 per yr.	x	100.0%	600
Printing & Publications	\$17,200 per yr.	x	0.0%	-
TOTAL SUPPLIES				<u>3,718</u>
 6F CONTRACTS				
				-
 6G RENOVATION				
				-
 6H OTHER				
Telephone	\$ 39,640.00 per yr.	x	2.00%	793
Rent	\$ 129,832.00 per yr.	x	5.00%	6,492
Utilities and Disposal	\$ 28,968.00 per yr.	x	4.00%	1,159
Property Insurance	\$ 20,219.00 per yr.	x	2.00%	404
Liability Insurance	\$ 336.00 per yr.	x	5.00%	17
Fees & Licenses	\$ 31,000.00 per yr.	x	1.00%	310
Legal	\$ 5,000.00 per yr.	x	100.00%	5,000
TOTAL OTHER				<u>9,175</u>
 6I TOTAL DIRECT COSTS				
				<u>318,415</u>
 6J INDIRECT COSTS				
	Approved Indirect Rate (9.1%)			<u>418,372</u>
TOTAL BUDGET				<u>736,787</u>
Administrative Percentage				<u>11.26%</u>

Administrative Rate Calculation	
Basic (Regional and EHS)	\$ 5,200,864
T&TA (Regional and EHS)	\$ 59,398
	<u>\$ 5,260,262</u>
Non-Federal (Regional and EHS)	\$ 1,282,759
Grand Total	<u>\$ 6,543,021</u>
 MAX ADMIN % ALLOWED = 15%	 \$ 981,453
 ADMIN BUDGET TOTAL	 \$ 736,787
DIVIDED BY TOTAL FUNDING	\$ 6,543,021
ADMIN %	11.26%

6a.	SALARIES			\$0
6b.	FRINGE BENEFITS			\$0
	TOTAL SALARIES & FRINGE BENEFITS			\$0
OPERATIONAL EXPENSES				
6c.	TRAVEL			\$ 13,577
	<u>1. National Head Start Association Conference</u>		\$ 7,000	
	Registration fees (\$500/person x 3 staff)	\$ 1,500		
	Lodging (\$250/night x 5 nights x 2 room, including pa	\$ 2,500		
	Per diem (\$50/day x 6 days x 3 staff)	\$ 900		
	Airfare	\$ 2,100		
	<u>2. CHSA Annual Education Conference</u>		\$3,020	
	Registration for 3 staff (\$450/day x 3 staff)	\$1,350		
	Lodging (150/night x 4 nights x 2 rooms, including pa	\$1,040		
	Per diem (\$42/day x 5 days x 3 staff)	\$630		
	<u>3. CHSA Health Institute</u>		\$2,454	
	Registration fees (\$350 x 3 staff)	\$1,050		
	Lodging (\$150/night x 3 nights x 2 room, including pa	\$900		
	Per diem (\$42/day x 4 days x 3 staff)	\$504		
	<u>4. CACFP Annual Conference</u>		\$1,103	
	Registration fees (\$275 x 1 staff)	\$275		
	Lodging (\$149/night x 4 nights x 1 room, including pa	\$660		
	Per diem (\$42/day x 4 days x 1 staff)	\$168		
6d.	EQUIPMENT			\$0
6e.	SUPPLIES			\$3,160
	<u>1. Office/Program Supplies</u>		\$3,160	
	Resource materials for staff and parents training and meetings			
6f.	CONTRACTUAL			\$0
6g.	CONSTRUCTION			\$0
6h.	OTHER			\$25,449
	<u>1. Consultants and Consultant Expenses</u>		\$25,449	
	a. Policy Council Training with Agency Attorney	\$1,500		
	*Brown Act			
	*By-Laws			
	*Program Governance			
	*Role & Responsibilities			
	b. Area Managers, Teaching staff, 15 hour In-service	\$13,800		
	*Creative Curriculum - Implementation			
	*Creative Curriculum - Virtual Curriculum			
	*CLASS			
	*My Teachstone			
	*Teaching Pyramid - Level 1			
	*Dual Language Learners			
	*DRDP			
	d. Advocate Child & Family Partners Certificate	\$2,250		
	*\$750/per person x 3 staff			
	f. Health & Safety Trainings	\$6,750		
	*Child Abuse & Mandated Reporter			
	*Active Supervision/Standards of Conduct			
	*Bloodborne Pathogens			
	*Illness, Injury Prevention Plan			
	*Medication Procedure			
	*CACFP/Nutrition			
	*Outcome Reports/Data Review			
	*Autism, Inclusion, Behavior Management			
	*Staff Wellness Training/Activities			
	*CPR/First Aid Certification			
	g. Food Handler and Food Manager Certification	\$245		
	*\$15/per person x 13 staff - handler			
	h. Teach Stone - CLASS Certification	\$375		
	(\$150/Person x 4 Staff)			
	i. Virtual CACFP Conference	\$529		
	(\$529/Person x 1 Staff)			
	<u>2. Printing and Publications - Training Materials</u>			
	TOTAL DIRECT CHARGES			\$42,187
6i.	INDIRECT COSTS	\$42,187	X	9.10%
	TOTAL PA 20 HEAD START T & TA BUDGET			\$46,026

EHS Training and Technical Assistance - PA20
 Budget Detail Justification
 June 1, 2024 - May 31, 2025

6a.	SALARIES		\$0
6b.	FRINGE BENEFITS		\$0
TOTAL SALARIES & FRINGE BENEFITS			\$0
OPERATIONAL EXPENSES			
6c.	TRAVEL		\$8,070
	<u>1. Zero to Three Conference</u>	\$ 3,820	
	Registration (\$500 x 2 staff)	\$1,000	
	Lodging (\$250/night x 4 nights x 1 room, including pa	\$1,000	
	Per diem (\$42/day x 5 days x 2 staff)	\$420	
	Airfare	\$1,400	
	<u>1. National Head Start Association Conference</u>		
	Registration fees (\$500/person x 2 staff)	\$ 1,000	\$4,250
	Lodging (\$250/night x 5 nights x 1 room, including pa	\$ 1,250	
	Per diem (\$50/day x 6 days x 2 staff)	\$ 600	
	Airfare	\$ 1,400	
6d.	EQUIPMENT		\$0
6e.	SUPPLIES		\$350
	<u>1. Office/Program Supplies</u>		
	Resource materials for staff and parents training and meetings	\$350	
6f.	CONTRACTUAL		\$0
6g.	CONSTRUCTION		\$0
6h.	OTHER SUPPLIES		\$3,838
			\$0
	<u>2. Consultants and Consultant Expenses</u>		\$3,838
	<u>a. Health & Safety Trainings</u>	\$150	
	*CPR/First Aid		
	*Child Abuse & Mandated Reporter		
	*Active Supervision/Standards of Conduct		
	*Bloodborne Pathogens		
	Illness, Injury Prevention Plan		
	*Medication Procedure		
	*CACFP/Nutrition		
	*Outcome Reports/Data Review		
	<u>b. Early Head Start Family Facilitator Training</u>	\$3,628	
	HOVRS - Best Practice		
	PITC		
	Developmental Parenting		
	DRDP - Learning Genie		
	* Partners for Health Babies Curriculum		
	<u>c. Food Handler Certification</u>	\$60	
	\$15 x 4 Staff		
	<u>4. Printing and Publications - Training Materials</u>	\$0	
	TOTAL DIRECT CHARGES		\$12,258
6i.	INDIRECT COSTS	\$12,258	\$1,115
	TOTAL PA 20 HEAD START T & TA BUDGET		<u>\$13,373</u>

**Community Action Partnership of Madera County
Madera Head Start
Basic Non-Federal Share (In-Kind Cash)
Budget Detail Justification PA20/PA22
June 1, 2024 - May 31, 2025**

6a. SALARIES								0
6b. FRINGE BENEFITS								0
6c. TRAVEL (OUT OF AREA)								0
6d. EQUIPMENT								0
6e. SUPPLIES								0
1 Donated Materials	\$ 45.45	x	11	Sites		\$	500.00	0
Doantions provided by local merchants								
2 Supplies Purchased	\$ 150.00	x	12	Months		\$	506.00	0
with Program Income								
6f. CONTRACTUAL								0
6g. CONSTRUCTION								0
6h. OTHER								0
	Appraised		Annual Rent Paid				Inkind Value	<u>\$318,251</u>
000 Office (Only)	-		128,832.00				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		8,400.00				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		-				N/A	
	<u>452,544.00</u>		<u>190,633.00</u>				<u>\$318,251</u>	
3 <u>Volunteers</u>								<u>\$66,471</u>
PC Board	14 Membrs	0.25	Hrs	12	Mtgs	\$62.14	Hr	\$2,610
000 Office	0 Parents	-	Hrs	10	Mtgs	\$25.96	Hr	\$0
001 Vedell Mckelvey	30 Parents	1.00	Hrs	10	Mtgs	\$25.96	Hr	\$7,788
002 Chowchilla	40 Parents	1.00	Hrs	10	Mtgs	\$25.96	Hr	\$10,384
004 Eastside	20 Parents	1.00	Hrs	10	Mtgs	\$25.96	Hr	\$5,192
005 Fairmead	17 Parents	1.00	Hrs	10	Mtgs	\$25.96	Hr	\$4,413
006 Cottonwood	20 Parents	1.00	Hrs	10	Mtgs	\$25.96	Hr	\$5,192
007 North Fork	17 Parents	1.00	Hrs	10	Mtgs	\$25.96	Hr	\$4,413
008 Oakhurst	15 Parents	1.00	Hrs	10	Mtgs	\$25.96	Hr	\$3,894
009 Valley West	30 Parents	1.00	Hrs	10	Mtgs	\$25.96	Hr	\$7,788
014 Ruth Gonzales	20 Parents	1.00	Hrs	10	Mtgs	\$25.96	Hr	\$5,192
016 Mis Tesoras	17 Parents	1.00	Hrs	10	Mtgs	\$25.96	Hr	\$4,413
351 Mariposa	20 Parents	1.00	Hrs	10	Mtgs	\$25.96	Hr	\$5,192
	246							
4 <u>State Inkind Collaboration</u>					Contract		Contribution	
					\$ 1,091,316.00		69.31%	<u>\$756,391</u>
<u>Total Non-Federal Share</u>								<u>\$1,142,119.00</u>

TOTAL NON-FEDERAL SHARE BUDGET



Report to the Board of Directors

Agenda Item Number: E-4

Board of Directors Meeting for: February 8, 2024

Author: Sandra Ramirez

DATE: January 30, 2024

TO: Board of Directors

FROM: Sandra Ramirez, Accountant Program Manager

SUBJECT: 2023-2024 One-Time Only Funds for Prior Year Carry Over funds for Madera Migrant Head Start.

I. RECOMMENDATION:

Review and consider approving the 2023-2024 Madera Migrant Head Start Comparison Budget Amendment #3 One-time Only funds to Stanislaus County Office of Education.

II. SUMMARY:

We have prepared a comparison budget based on the agency's funding allocations for the 2023-2024 guidance and amounts received from Stanislaus County Office of Education.

III. DISCUSSION:

Madera Migrant Head Start Grant received amendment #3 for One-time Only funds from prior year carry over from Stanislaus County Office of Education for repairs and maintenance for the centers.

- A. One-time Only funds to be reported and tracked separately for repairs and maintenance at the centers.
- B. Stanislaus County Office of Education to extend completion of obligation up to 12 months.
- C. Replace preschool age play structure including resurfacing ground at Sierra Vista center.
- D. Varies maintenance projects include two AC units at Sierra Vista, replacement siding at Eastin Arcola, and exterior painting Los Ninos center. Including roofing at two centers.

E. FINANCING: increase \$619,968

**STANISLAUS COUNTY OFFICE OF EDUCATION
MIGRANT HEAD START
BLENDED BUDGET COMPARISON REVISION
March 1, 2023 - February 29, 2024**

Delegate Agency: COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

MHS-Carry Over Funds		Approved Budget	Amendment #3 Additional Funds	Revised Budget
6a	Personnel	-	-	-
6b	Fringe	-	-	-
6c	Travel	-	-	-
6d	Equip >5,000	-	178,013	178,013
6e	Equip <5,000	-	-	-
6e	Supplies	-	-	-
6f	Contracts	-	-	-
6g	Renovations	-	-	-
6h	Other	-	405,092	405,092
	Total Direct	-	583,105	583,105
6i	Indirect	-	36,863	36,863
	Total	-	619,968	619,968

Explanation of requested variance/changes:		Changes
6a	No Change	-
6b	No Change	-
6c	No Change	-
6d	Net Increase: Increase from Amendment #3 for prior year carry over funds from grantee. To purchase playground structure and surfacing at Sierra Vista	178,013
6e	No Change	-
6e	No Change	-
6f	No Change	-
6g	No Change	-
6h	Net Increase: Increase for maintenance project. Including 2 AC units at Sierra Vista, floor replacement at Mis Angelitos, replace siding at Eastin Arcola, and Painting at Los Ninos. Estimating costs for other future maintenance projects like roofing at the centers. Grantee to extend completion of maintenance projected upto 12 months.	405,092
6i	Net Increase: Increase indirect for costs related to 6h category.	36,863
Total		619,968

Approval Section	
Delegate Director:	Date:
Agency Executive Director:	Date:
Policy Committee Approval:	Date:
Board Approval:	Date:
Grantee Director:	Date:

January 18, 2024

Mattie Mendez, Executive Director
Community Action Partnership of Madera County
1225 Gill Avenue
Madera, CA 93637

Dear Mattie,

Attached is the fully executed amendment to the 2023-2024 Agreement for Delegation of Activities under Head Start Grant # 90-CM-9830/05 during the period of March 1, 2023, through February 29, 2024. This amendment reflects **the Awarding of prior year carry over.**

Should you have any questions, please feel free to contact me at 209-238-6300.

Sincerely,

Steven Larson

Steven Larson
Senior Financial Services Manager
Child & Family Services

SL/ev
Attachment



5-MME-D20-03

**2023-2024 AGREEMENT FOR DELEGATION OF ACTIVITIES
UNDER HEAD START GRANT NO. 90-CM-9830/05**

Agency: Community Action Partnership of Madera County

AMENDMENT #3

This is an amendment to the 2023-2024 Agreement for Delegation of Activities under Head Start Grant # 90-CM-9830/05 during the period of March 1, 2023, through February 29, 2024. This amendment reflects **the Awarding of prior year carry over**. All contract funds must be obligated for their designated usage by the end of the contract period. Any funds not used for the specified purposes by the end of the contract period will be returned to ACF.

1.0 Grant Amount

The maximum contract sum to be paid to SUBRECIPIENT from ACF funds shall be amended by deleting reference to **\$6,190,342** and inserting **\$6,810,310** in place thereof.

- \$619,968*
- a. Migrant Head Start Basic funds shall be amended by deleting reference to **\$6,158,497** and inserting **\$6,778,465** in place thereof.
 - b. Migrant Head Start T&TA funds shall not change, remaining at **\$31,845**.
 - c. The minimum non-federal share shall be amended by deleting reference to **\$1,416,197** and inserting **\$1,571,189** in place thereof.
 - d. The maximum administrative cost rate shall not change, remaining at **9.5%**.

2.0 Service Requirements

The total minimum number of children shall not change, remaining **479**.

- a. The minimum number of MSHS Migrant children shall not change, remaining at **259** place thereof.
- b. The maximum number of MSHS Seasonal children shall not change, remaining at **220**.

3.0 The advance payment schedule shall not change, remaining Attachment C from the Cola Quality Amendment.

In witness whereof, OFFICE and SUBRECIPIENT have executed this agreement on this 11th day of December 2023.

Mattie Mendez
Executive Director
Community Action Partnership of
Madera County

Scott Kuykendall
Stanislaus County Superintendent of Schools
By: Julie A. Betschart, Deputy Superintendent

Mattie Mendez

Jason Maggard Digitally signed by Jason Maggard
Date: 2024.01.18 08:59:07 -08'00'

Signature 1/16/2024

Signature

Date

Date

06-5230-4-5829-0001-1000-000-7020-XX = +/- \$0
06-5230-4-5129-0001-1000-000-7020-XX = + \$619,968
06-5230-4-5129-0001-1000-000-7120-XX = +/- \$0

Marissa Duran Digitally signed by Marissa
Duran
Date: 2024.01.04 15:02:33
-08'00'

Account No.

Department Approval

Ramona Trejo Digitally signed by Ramona Trejo
Date: 2024.01.05 13:35:05 -08'00'

Anthony Jordan Digitally signed by Anthony
Jordan
Date: 2024.01.05 16:16:49
-08'00'

Budget Office Approval

Division Approval



Report to the Board of Directors

Agenda Item Number: E-5

Board of Directors Meeting for: February 8, 2024

Author: Sandra Ramirez

DATE: January 30, 2024
TO: Board of Directors
FROM: Sandra Ramirez, Accountant Program Manager
SUBJECT: 2023-2024 Basic and Blended Grant Budget Revisions

I. RECOMMENDATION:

Review and consider approving the 2023-2024 Basic and Blended Comparison Budget Revisions to Stanislaus County Office of Education.

II. SUMMARY:

We have prepared comparison budget revisions based on agency's funding allocations for the 2023-2024 guidance and amounts received from Stanislaus County Office of Education.

III. DISCUSSION:

Basic and Blended Grant in need of multiple categories changes and transfer of funds between program budgets to purchase supplies, equipment, and repairs at the centers.

A. Blended

- a. Transfer net savings of \$25,661 to Basic budget.
- b. Savings in Personne-6a and Fringe-6b from vacancies.
- c. Equipment-6d; Including two food transport vehicles. Cost to be shared 75% Basic and 25% Blended based on total prepared meals allocation.
- d. Supplies-6e; To purchase books, instructional and other supplies for Sierra Vista center.
- e. Other-6h; Slightly under budget in category for maintenance project to replace asphalt at Sierra Vista Cost to be shared 75% Blended and 25% Basic.
- f. Indirect-6i; decrease due equipment purchases and transfer of funds to Basic budget.

B. Basic

- a. Savings in Personnel-6a and Fringe-6b from vacancies.

- b. Equipment-6d; to purchase maintenance truck, infant play structure for Los Ninos, and several storage sheds for each center. Including two food transport vehicles. Cost of be shared 75% Basic and 25% Blended based on total meals allocation.
- c. Supplies-6e; to purchase books and instructional supplies for the centers.
- d. Other-6h; to replace asphalt at Sierra Vista. Cost to be shared 25% Basic and 75% Blended.
- e. Indirect-6i; increase from transfer of funds from Blended to Basic budgets.

C. **FINANCING**: None

**STANISLAUS COUNTY OFFICE OF EDUCATION
MIGRANT HEAD START
BASIC BUDGET COMPARISON REVISION
March 1, 2023 - February 29, 2024**

Delegate Agency: **COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.**

321 BASIC		Approved Budget	Modification Changes	Revised Budget
6a	Personnel	3,213,707	(258,050)	2,955,657
6b	Fringe	866,636	(81,150)	785,486
6c	Travel	-	-	-
6d	Equip >5,000	36,000	198,471	234,471
6e	Equip <5,000	-	-	-
6e	Supplies	208,203	154,460	362,663
6f	Contracts	-	-	-
6g	Renovations	-	-	-
6h	Other	694,914	26,344	721,258
	Total Direct	5,019,460	40,075	5,059,535
6i	Indirect	453,496	(14,414)	439,082
	Total	5,472,956	25,661	5,498,617

Explanation of requested variance/changes:

Changes

6a	Net Decrease:	Decrease due to vacancies. Transfer savings from 6a-Personnel to 6d-Equipment and 6c-Supplies categories.	(258,050)
6b	Net Decrease:	Decrease due to vacancies. Transfer savings from 6b-Fringe to 6c-Supplies and 6h Other categories.	(81,150)
6c	No Change		-
6d	Net Increase:	Increase to purchase 2 food transport vehicles, truck, playground storage sheds for each center and playground structure for Los Ninos center. Total costs for 2 food transport vehicles to be shared 75% Basic and 25% Blended programs. Transfer in from 6a-Personnel.	198,471
6e	No Change		-
6e	Net Increase:	Increase to purchase books, instructional and other supplies for the centers. Transfer in from 6b Fringe and 6i Indirect.	154,460
6f	No Change		-
6g	No Change		-
6h	Net Increase:	Increase funds for maintenance project. Asphalt replacement at Sierra Vista to shared costs between Blended 75% and Basic 25% programs. Transfer from 6i Indirect and transfer funds from Blended to Basic.	26,344
6i	Net Decrease:	Increase from the transfer in from Blended program funds.	(14,414)

Total

25,661

Approval Section

Delegate Director:	Date:
Agency Executive Director:	Date:
Policy Committee Approval:	Date:
Board Approval:	Date:
Grantee Director:	Date:

**STANISLAUS COUNTY OFFICE OF EDUCATION
MIGRANT HEAD START
BLENDED BUDGET COMPARISON REVISION
March 1, 2023 - February 29, 2024**

Delegate Agency: COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

362 BLENDED		Approved Budget	Modification Changes	Revised Budget
6a	Personnel	322,629	(73,000)	249,629
6b	Fringe	88,991	(20,000)	68,991
6c	Travel	-	-	-
6d	Equip >5,000	-	17,354	17,354
6e	Equip <5,000	-	-	-
6e	Supplies	54,476	50,500	104,976
6f	Contracts	-	-	-
6g	Renovations	-	-	-
6h	Other	162,265	3,073	165,338
	Total Direct	628,361	(22,073)	606,288
6i	Indirect	57,180	(3,588)	53,592
	Total	685,541	(25,661)	659,880

Explanation of requested variance/changes:

Changes

6a	Net Decrease:	Decrease due to vacancies. Transfer \$25,661 to Basic. Remaining savings transfer to 6d-Equipment and 6c-Supplies categories.	(73,000)
6b	Net Decrease:	Decrease due to vacancies. Transfer savings from 6b-Fringe to 6c-Supplies.	(20,000)
6c	No Change		-
6d	Net Increase:	Increase to purchase 2 food transport vehicles, Total costs for 2 food transport vehicles to be shared 75% Basic and 25% Blended programs. Transfer in from 6a-Personnel.	17,354
6e	No Change		-
6e	Net Increase:	Increase to purchase books, instructional and other supplies for Sierra Vista HS Center. Transfer in from 6b Fringe and 6i Indirect.	50,500
6f	No Change		-
6g	No Change		-
6h	Net Increase:	Increase funds for maintenance project. Other category was slightly under budget. Transfer funds from savings in 6i Indirect. Maintenance project includes Asphalt replacement at Sierra Vista to shared costs between Blended 75% and Basic 25% programs.	3,073
6i	Net Decrease:	Decrease from equipment purchases and transfer of funds to Basic budget.	(3,588)
Total			(25,661)

Approval Section	
Delegate Director:	Date:
Agency Executive Director:	Date:
Policy Committee Approval:	Date:
Board Approval:	Date:
Grantee Director:	Date:

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
 FISCAL EXPENDITURE REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2024

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL% YTD	PROGRAM DESCRIPTION
CSBG 01/01/2024 - 12/31/2024 218	318,202.00	8,852.19	8.33%	2.78%	Provide social service programs and administrative expenses
CSBG DISCRETIONARY 01/01/2024 - 12/31/2024 217	0.00	0.89	#DIV/0!	#DIV/0!	Provide social service programs and administrative expenses
HEAD START & CHILD DEVELOPMENT					
HEAD START REGIONAL 06/1/23 - 05/31/24 311/380	4,522,453.00	2,576,249.32	66.67%	56.97%	Provide HS services to low income preschool children and families
HEAD START T/TA 06/01/23 - 05/31/24 310	46,025.00	27,970.59	66.67%	60.77%	Provide training for staff and parents
EARLY HEAD START REGIONAL 06/01/23 - 05/31/24 312	678,411.00	397,593.21	66.67%	58.61%	Provide early HS services to 42 low income infant, toddlers and pregnant women
EARLY HEAD START T/TA 06/01/23 - 05/31/24 309	13,373.00	10,321.35	66.67%	77.18%	Provide training for staff and parents
MADERA STATE CSPP/RHS LAYERED 07/01/23 - 06/30/24 319	1,091,317.00	533,115.00	58.33%	48.85%	Provide child care services to HS preschool children and families
CHILD & ADULT CARE FOOD PROGRAM 10/01/23 - 09/30/24 390	589,855.00	15,055.73	33.33%	2.55%	Provide funds to serve hot meals to HS & state childcare children
MADERA MIGRANT HEAD START 03/01/23 - 02/29/24 321/362	5,632,943.00	4,764,175.86	91.67%	84.58%	Provide HS services to 579 migrant and seasonal children and families
MADERA MIGRANT HS TRAINING 03/01/23 - 02/28/24 320	31,845.00	26,304.60	91.67%	82.60%	Provide training for staff and parents
MADERA MIGRANT CHILD CARE - PART YEAR 07/01/23 - 06/30/24 322/324	970,788.00	547,338.93	58.33%	56.38%	Provide child care services to migrant eligible infant and toddlers
MADERA MIGRANT CHILD CARE SPECIALIZED SERVICES 07/01/23 - 06/30/24 325	137,096.00	79,250.92	58.33%	57.81%	Provide start up funding for supplies and staff to provide services to migrant eligible infant and toddlers
REGIONAL MADERA COE QUALITY COUNTS 06/01/2021 - 06/30/2024 356	93,112.00	0.00	86.49%	0.00%	Provide low-income children high quality preschool programs with focus on child development, teaching, and program/environment quality

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
 FISCAL EXPENDITURE REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2024

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL% YTD	PROGRAM DESCRIPTION
FRESNO MIGRANT HEAD START 09/01/23 - 08/31/24 331	5,789,431.00	2,323,809.75	41.67%	40.14%	Provide HS services to to 469 migrant children and families
FRESNO MIGRANT HS -TRAINING 09/01/23 - 08/31/24 330	82,690.00	10,238.38	41.67%	12.38%	Provide training for staff and parents
FRESNO MIGRANT FRESNO COE QUALITY COUNTS 09/01/2020 - 06/30/2024 351	425,811.00	27,192.07	89.13%	6.39%	Provide low-income children high quality preschool programs with focus on child development, teaching, and program/environment quality
DSS STRENGTHENING FAMILIES 07/01/2023 - 06/30/2024 371	277,136.00	144,712.28	58.33%	52.22%	Provides training and education to parentx to strengthen family relationships

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
 FISCAL EXPENDITURE REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2024

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL% YTD	PROGRAM DESCRIPTION
RESOURCE & REFERRAL:					
CCDF-HEALTH & SAFETY 07/01/23 - 06/30/24 411	4,702.00	0.00	58.33%	0.00%	Training and supplies for child care providers
R & R GENERAL 07/01/23 - 06/30/24 401	215,057.00	138,205.99	58.33%	64.26%	Provide resources and referrals regarding child care and related issues
EMERGENCY CHILD CARE BRIDGE PROGRAM 07/01/23 - 06/30/24 407	177,138.00	131,824.96	58.33%	74.42%	Provide subsidized child care for eligible foster children
CHILD CARE INITIATIVE PROJECT 07/01/23 - 06/30/24 424	28,503.00	17,374.44	58.33%	60.96%	Recruiting and training child care providers for infants and toddlers
ALTERNATIVE PAYMENT 07/01/22 - 06/30/24 426/432	7,810,104.00	6,298,570.23	79.17%	80.65%	Provide subsidized child care for eligible families
**Note: This will start being used once the rollover is fully expended					
ALTERNATIVE PAYMENT 07/01/23 - 06/30/24 429	7,231,224.00	0.00	58.33%	0.00%	Provide subsidized child care for eligible families
**Note: Because of overlapping contract periods Fund 429 was predominantly used to account for this grant temporarily.					
ALTERNATIVE PAYMENT STAGE 2 07/01/23 - 06/30/24 427	1,103,944.00	703,112.41	58.33%	63.69%	Provide subsidized child care for eligible families
ALTERNATIVE PAYMENT STAGE 3 07/01/23 - 06/30/24 428	1,236,710.00	632,660.07	58.33%	51.16%	Provide subsidized child care for eligible families

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED JANUARY 31, 2024**

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL% YTD	PROGRAM DESCRIPTION
VICTIM SERVICES:					
RSVP/CALOES (10/01/23 - 09/30/24) 500	358,165.00	104,313.00	33.33%	29.12%	Assist victims of sexual assault
VICTIM WITNESS/CALOES (10/01/23 - 09/30/24) 501	418,989.00	112,108.20	33.33%	26.76%	Assist victims of crime
SHELTER-BASED DOMESTIC VIOLENCE (10/01/23 - 09/30/24) 533	537,587.00	180,361.96	33.33%	33.55%	Provide shelter services for domestic violence victims
DOM. VIO. MARRIAGE LICENSE (07/01/23 - 06/30/24) 502	22,000.00	0.00	58.33%	0.00%	Provides shelter and services to domestic violence victims
DOMESTIC VIOLENCE RESTITUTION (07/01/23 - 06/30/24) 504	4,000.00	0.00	58.33%	0.00%	Provides shelter and services to domestic violence victims
VSC DOMESTIC VIOLENCE GENERAL FUND (07/01/23 - 06/30/24) DONATIONS ONLY 507/525	2,000.00	132.08	58.33%	6.60%	Assist victims of domestic violence
VICTIM SERVICES CENTER FUND (07/01/23 - 06/30/24) DONATIONS ONLY 510	5,000.00	6.68	58.33%	0.13%	Assist with program operations for all Victim Services clients
UNSERVED/UNDERSERVED VICTIM ADVOCACY & OUTREACH (01/01/24 - 12/31/24) 508	163,177.00	12,570.17	8.33%	7.70%	Assist unserved/underserved, primarily Hispanic, victims of crime
TRANSITIONAL HOUSING (01/01/24 - 12/31/24) 531	126,807.00	11,620.18	8.33%	9.16%	Provide long-term shelter services for domestic violence and human trafficking victims
YOUTH AND SPECIALIZED SERVICES:					
CHILD ADVOCACY CENTER (07/01/23 - 06/30/24) 516	2,500.00	1,211.25	58.33%	48.45%	Provide child sexual assault interviews
CHILD ADVOCACY CENTER (KC) PROGRAM CALOES 04/01/2023 -03/31/2024 535	200,000.00	187,678.00	83.33%	93.84%	Provide funding to operate child advocacy center and provide child sexual assault interviews

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
 FISCAL EXPENDITURE REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2024

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL% YTD	PROGRAM DESCRIPTION
COMMUNITY SERVICES - EMERGENCY & OTHER SERVICES:					
E.C.I.P./LIHEAP (11/01/22 - 06/30/24) 203	1,045,256.00	952,942.56	75.00%	91.17%	Assistance for low income clients for energy bills and weatherization services
FEMA 01/01/24 - 12/31/24 205	0.00	0.00	#DIV/0!	#DIV/0!	Administration of the FEMA program
MADERA MENTAL HEALTH PROPERTY MGMT (07/01/23 - 06/30/24) 216	50,000.00	23,401.45	58.33%	46.80%	Provides property management services for the County of Madera Behavioral Health

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
 FISCAL EXPENDITURE REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2024

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL% YTD	PROGRAM DESCRIPTION
COMMUNITY SERVICES - HOMELESS PROGRAMS:					
HEFFERNAN FOUNDATION (07/01/23 - 06/30/24) 221	2,946.88	1,563.34	58.33%	53.05%	Provides funding for homeless support and emergency services
HEFFERNAN FOUNDATION (07/01/23 - 06/30/24) 223	560.00	535.71	58.33%	95.66%	Provides funding for homeless support and emergency services
SHUNAMMITE PLACE (11/01/23 - 10/31/24) 224	604,468.00	134,858.19	25.00%	22.31%	Provides permanent supportive housing for homeless people with disabilities
ONE-TIME FUNDING HOMELESSNESS (07/01/23 - 06/30/24) 226	10,423.00	198.53	58.33%	1.90%	Provides funding for homeless support and emergency services
CITY OF MADERA - CDBG (07/01/23 - 06/30/24) 231	20,000.00	4,558.14	58.33%	22.79%	Provides funding for Fresno-Madera Continuum of Care and homeless support
HOMELESS HOUSING, ASSISTANCE & PREVENTION (HHAP) BEHAVIORAL HEALTH (06/01/20 - 6/30/25) 246	411,434.00	411,434.26	72.13%	100.00%	Provides rental assistance and rapid rehousing, outreach and coordination, prevention and shelter diversion to permanent housing
HOMELESS HOUSING, ASSISTANCE & PREVENTION (HHAP-3) BEHAVIORAL HEALTH (07/01/23 - 06/30/26) 278	421,308.69	177,796.38	19.44%	42.20%	Provides rental assistance and rapid rehousing, outreach and coordination, prevention and shelter diversion to permanent housing
HOUSING & HOMELESSNESS INCENTIVE PROGRAM (HHIP) (04/01/23 - 03/31/24) 281	250,000.00	122,278.78	83.33%	48.91%	Improves health outcomes and access to whole person care services by addressing housing insecurity and instability
HUD COORDINATED ENTRY SUPPORTIVE SERVICES HELP CENTER (11/01/23 - 10/31/24) 284	208,820.00	25,586.79	25.00%	12.25%	Provides coordinated entry supportive housing for homeless people within the FMCoC area

Community Action Partnership of Madera County, Inc.
Consolidated Balance Sheet by Object
December 31, 2023

F-4A

	<u>This Year</u>
Assets	
1113- CASH IN WESTAMERICA PAYROLL CK	5,390.93
1116- CASH IN WESTAMERICA HEAD START MONEY MARKET	2,516.25
1117- CASH IN WESTAMERICA ACCTS PAYABLE CHECKING	388,248.76
1122- SAVINGS - WESTAMERICA	8,500,779.34
1130- PETTY CASH	550.00
1310- GRANTS RECEIVABLE	3,202,174.25
1320- ACCOUNTS RECEIVABLE	250.00
1322- A/R INTERSTATE ASSOC. - CHURCH OF GOD	0.00
1323- A/R IGNITE MY CITY CHURCH	155.12
1328- EMPLOYEE & TRAVEL ADVANCES	1,513.26
1329- ADVANCE CLEARING	8,215.13
1410- PREPAID EXPENSES	112,459.83
1420- SECURITY DEPOSITS	49,286.04
1421- WORKERS' COMP DEPOSIT	71,461.25
1450- INVENTORY	28,660.58
1512- EQUIPMENT	1,789,438.11
1513- VEHICLES	1,456,116.88
1514- BUILDINGS	4,021,500.45
1515- LAND IMPROVEMENTS	190,835.13
1516- BUILDING IMPROVEMENTS	427,857.12
1519- LAND	59,005.00
1522- ACC DEPR - EQUIPMENT	(1,261,781.01)
1523- ACC DEPR - VEHICLES	(979,676.53)
1524- ACC DEPR - BUILDINGS	(3,453,889.91)
1525- ACC DEPR - LAND IMPROVE.	(171,194.44)
1526- ACC DEPR - BUILDING IMPROVE.	(158,846.74)
1590- ROU ASSETS - OPERATING LEASES	4,265,259.00
	<u>18,556,283.80</u>
Total Assets	18,556,283.80
 Liabilities and Net Assets	
2101- ACCOUNTS PAYABLE	948,816.87
2111- ACCOUNTS PAYABLE - MANUAL	2,619.03
2112- ACCOUNTS PAY-FUNDING SOURCE	851,411.91
2115- A/P OTHERS	5,374.23
2121- ACCRUED PAYROLL	7,843.28
2122- ACCRUED VACATION	1,267,605.42
2123- ACCRUED PAYROLL - MANUAL	849.40
2211- FICA PAYABLE	68,541.76
2212- FICA-MED PAYABLE	16,030.30
2213- FIT PAYABLE	38,501.00

2215- SIT PAYABLE	17,718.34
2216- SDI PAYABLE	4,994.32
2217- SUI PAYABLE	858.86
2220- WORKER'S COMP PAYABLE	15,075.23
2231- RETIREMENT PAYABLE-ER CONTRIB	594,450.26
2232- W/H RETIREMENT	(1,670.00)
2233- W/H RETIREMENT-ER403B BENEFIT	200.00
2244- KAISER MID20	(672.83)
2245- KAISER HIGH15	(16,838.96)
2248- KAISER LOW30	(3,596.52)
2249- KAISER DHMO40	1,697.64
2252- SELF INSURANCE - LIFE & ADD	5,675.85
2253- VISION INSURANCE PAYABLE	(432.52)
2254- SELF INSURANCE - DENTAL	58,870.82
2258- TELEMEDICINE	(76.00)
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	5,965.69
2410- DEFERRED GRANT REVENUE	7,083,056.07
2415- RESERVE ACCOUNT	51,898.00
2420- OTHER DEFERRED REVENUE	(11,868.49)
2600- INVESTMENT IN FIXED ASSETS	0.00
2690- OPERATING LEASE LIABILITY	4,265,259.00
	<hr/>
Total Liabilities	15,282,758.78
3000- NET ASSETS W/O DONOR RESTRICTIONS	549,731.79
3050- NET ASSETS - BOARD DESIGNATED	560,000.00
3100- NET ASSETS - RESTRICTED FIXED ASSETS	1,806,675.82
Change in Net Assets	357,117.41
	<hr/>
Total Net Assets	3,273,525.02
	<hr/>
Total Liabilities and Net Assets	18,556,283.80
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Community Action Partnership of Madera County, Inc.
Consolidated Revenue and Expense
December 31, 2023

F-4B

	<u>Year-To-Date</u>
	<u>Actual</u>
<u>Revenues</u>	
4110- GRANT INCOME-FEDERAL	14,238,825.40
4120- GRANT INCOME-STATE	4,443,703.98
4130- GRANT INCOME-AREA	195,283.07
4210- DONATIONS	14,990.22
4220- IN KIND CONTRIBUTIONS	1,436,313.94
4315- CHILD CRE REVENUE-STATE	1,653.90
4320- INTEREST INCOME	1,517.90
4330- SALE OF ASSETS	8,000.00
4350- RENTAL INCOME	32,445.93
4360- MEMBERSHIP	23.60
4390- MISCELLANEOUS INCOME	2,372.88
4900- INDIRECT COST REIMBURSEMENT	1,452,409.19
Total Revenues	21,827,540.01
<u>Expenses</u>	
5010- SALARIES & WAGES	7,627,053.04
5012- DIRECTOR'S SALARY	79,991.14
5020- ACCRUED VACATION PAY	468,610.87
5112- HEALTH INSURANCE	660,495.94
5114- WORKER'S COMPENSATION	222,891.54
5116- PENSION	397,399.34
5122- FICA	598,375.37
5124- SUI	18,094.33
5125- DIRECTOR'S FRINGE	45,261.83
5130- ACCRUED VACATION FRINGE	29,851.01
6110- OFFICE SUPPLIES	49,637.80
6112- DATA PROCESSING SUPPLIES	193,107.88
6121- FOOD	285,190.44
6122- KITCHEN SUPPLIES	46,357.73
6130- PROGRAM SUPPLIES	1,838,374.64
6132- MEDICAL & DENTAL SUPPLIES	20,579.22
6134- INSTRUCTIONAL SUPPLIES	21,001.55
6140- CUSTODIAL SUPPLIES	51,656.43
6143- FURNISHINGS	23,986.95
6150- UNIFORM RENTAL/PURCHASE	150.00
6170- POSTAGE & SHIPPING	14,924.29
6180- EQUIPMENT RENTAL	86,300.86
6181- EQUIPMENT MAINTENANCE	36,810.42
6221- EQUIPMENT OVER > \$5000	137,095.99
6310- PRINTING & PUBLICATIONS	16,745.25
6312- ADVERTISING & PROMOTION	2,052.06

6320- TELEPHONE	267,175.48
6410- RENT	724,720.06
6420- UTILITIES/ DISPOSAL	273,593.16
6432- BUILDING REPAIRS/ MAINTENANCE	97,007.94
6433- GROUNDS MAINTENANCE	54,193.72
6436- PEST CONTROL	15,888.14
6437- BURGLAR & FIRE ALARM	11,882.81
6440- PROPERTY INSURANCE	48,693.40
6510- AUDIT	61,000.00
6520- CONSULTANTS	94,793.60
6522- CONSULTANT EXPENSES	3,854.05
6524- CONTRACTS	147,159.59
6530- LEGAL	48,254.45
6540- CUSTODIAL SERVICES	76,130.00
6555- MEDICAL SCREENING/DEAT/STAFF	10,235.00
6610- GAS & OIL	29,656.75
6620- VEHICLE INSURANCE	54,627.18
6640- VEHICLE REPAIR & MAINTENANCE	27,689.86
6712- STAFF TRAVEL-LOCAL	11,847.61
6714- STAFF TRAVEL-OUT OF AREA	30,587.34
6722- PER DIEM - STAFF	2,497.00
6730- VOLUNTEER TRAVEL	6,856.51
6742- TRAINING - STAFF	44,736.48
6744- TRAINING - VOLUNTEER	7,227.00
6750- FIELD TRIPS	260.00
6810- BANK CHARGES	2,895.01
6832- LIABILITY INSURANCE	5,152.50
6834- STUDENT ACTIVITY INSURANCE	3,898.56
6840- PROPERTY TAXES	9,517.91
6850- FEES & LICENSES	70,101.24
6852- FINGERPRINT	2,749.00
6875- EMPLOYEE HEALTH & WELFARE	13,172.27
7110- PARENT ACTIVITIES	265.83
7111- PARENT MILEAGE	236.68
7112- PARENT INVOLVEMENT	2,881.39
7114- PC ALLOWANCE	2,430.00
7116- POLICY COUNCIL FOOD ALLOWANCE	576.94
7210- TRANSPORTATION VOUCHERS	529.98
7224- CLIENT RENT	79,297.21
7226- CLIENT LODGING/SHELTER	73,421.00
7230- CLIENT FOOD	460.68
7240- DIRECT BENEFITS	3,189,896.32
7245- DIRECT BENEFITS - STATE	1,653.90
8110- IN KIND SALARIES	1,209,224.55
8120- IN KIND RENT	224,289.39
8130- IN KIND - OTHER	2,800.00
9010- INDIRECT COST ALLOCATION	1,452,409.19
Total Expenses	<u>21,470,422.60</u>
Excess Revenue Over (Under) Expenditures	<u><u>357,117.41</u></u>

Madera Migrant Head Start
Budget to Actual

		For the Period Ending 12/31/2023						Start Date	3/1/2023	
		Current		Current	Previous			Current Mnth	10.00	
Account	Description	Budget	PTD	Actual YTD	Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
										84%
REVENUES										
4110	GRANT INCOME-	6,158,497	452,951.20	4,359,609.10	3,906,657.90	51,731,373	71%	142,364.70	4,501,973.80	1,656,523.20
4220	IN KIND CONTRIBUTIONS	409,729	35,072.07	621,828.89	586,756.82	3,441,724	152%	-	621,828.89	(212,099.89)
4390	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
TOTAL REVENUES		6,568,226	488,023.27	4,981,437.99	4,493,414.72	55,173,097	76%	142,364.70	5,123,802.69	1,444,423.31
EXPENDITURES										
5010	Salaries & Wages	3,326,783	247,237.01	2,398,545.48	2,151,308.47	27,944,977	72%	-	2,398,545.48	928,237.52
5020	Accrued Vacation Pay	209,553	15,164.08	140,818.42	125,654.34	1,760,245	67%	-	140,818.42	68,734.58
5112	Health Insurance	370,958	28,582.56	245,231.65	216,649.09	3,116,047	66%	-	245,231.65	125,726.35
5114	Worker's Compensation	98,177	8,555.97	65,005.57	56,449.60	824,687	66%	-	65,005.57	33,171.43
5116	Pension	172,369	12,578.96	122,515.92	109,936.96	1,447,900	71%	-	122,515.92	49,853.08
5122	FICA	264,028	19,133.57	184,015.83	164,882.26	2,217,835	70%	-	184,015.83	80,012.17
5124	SUI	34,745	457.11	5,953.83	5,496.72	291,858	17%	-	5,953.83	28,791.17
5130	Accrued Vacation Fringe	15,350	1,168.06	10,754.48	9,586.42	128,940	70%	-	10,754.48	4,595.52
6110	Office supplies	17,800	258.72	7,171.41	6,912.69	149,520	40%	1,320.80	8,492.21	9,307.79
6112	Data Processing Supplies	44,319	6,236.10	87,822.33	81,586.23	372,280	198%	420.04	88,242.37	(43,923.37)
6121	Food	7,500	165.42	9,351.08	9,185.66	63,000	125%	-	9,351.08	(1,851.08)
6122	Kitchen Supplies	2,251	454.11	2,158.59	1,704.48	18,908	96%	379.70	2,538.29	(287.29)
6130	Program Supplies	116,240	1,552.92	19,679.60	18,126.68	976,416	17%	30,317.97	49,997.57	66,242.43
6132	Medical & Dental Supplies	24,000	408.55	14,548.42	14,139.87	201,600	61%	2,259.48	16,807.90	7,192.10
6134	Instructional Supplies	23,375	-	4,149.75	4,149.75	196,350	18%	28,570.75	32,720.50	(9,345.50)
6140	Custodial Supplies	24,188	247.58	22,362.11	22,114.53	203,179	92%	-	22,362.11	1,825.89
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	2,250	4,736.09	5,118.60	382.51	18,900	227%	52,570.54	57,689.14	(55,439.14)
6150	Uniform Rental / Purchases	156	-	150.00	150.00	1,310	96%	-	150.00	6.00
6170	Postage & Shipping	600	2.30	569.97	567.67	5,040	95%	-	569.97	30.03
6221	Equipment Over > \$5,000	36,000	-	34,407.81	34,407.81	302,400	-	-	34,407.81	1,592.19
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	24,000	2,074.33	18,386.87	16,312.54	201,600	77%	-	18,386.87	5,613.13
6181	Equipment Maintenance	15,400	2,464.82	12,692.59	10,227.77	129,360	82%	400.00	13,092.59	2,307.41
6310	Printing & Publications	6,100	-	5,023.69	5,023.69	51,240	82%	-	5,023.69	1,076.31
6312	Advertising & Promotion	-	-	-	-	-	-	-	-	-
6320	Telephone	86,400	10,973.70	51,521.40	40,547.70	725,760	60%	-	51,521.40	34,878.60
6410	Rent	212,810	17,347.94	174,473.40	157,125.46	1,787,604	82%	-	174,473.40	38,336.60
6420	Utilities / Disposal	144,300	13,568.38	109,148.94	95,580.56	1,212,120	76%	-	109,148.94	35,151.06
6432	Building Repairs / Maintenan	105,494	6,558.34	47,488.61	40,930.27	886,150	45%	800.00	48,288.61	57,205.39
6433	Grounds Maintenance	22,300	1,200.94	18,186.98	16,986.04	187,320	82%	760.00	18,946.98	3,353.02
6436	Pest Control	5,048	2,975.07	6,462.32	3,487.25	42,403	128%	-	6,462.32	(1,414.32)
6437	Burglar & Fire Alarm	5,100	73.62	3,513.75	3,440.13	42,840	69%	-	3,513.75	1,586.25
6440	Property Insurance	23,480	-	13,266.88	13,266.88	197,232	57%	-	13,266.88	10,213.12
6520	Consultants	25,500	230.88	6,011.34	5,780.46	214,200	24%	8,982.03	14,993.37	10,506.63
6522	Consultants Expense	301	-	137.16	137.16	2,528	46%	-	137.16	163.84
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	5,300	1,031.25	10,079.38	9,048.13	44,520	190%	-	10,079.38	(4,779.38)
6540	Custodial Services	53,655	4,484.00	74,317.65	69,833.65	450,702	139%	-	74,317.65	(20,662.65)
6555	Medical Screening / DEAT / Staff	6,475	-	4,710.00	4,710.00	54,390	73%	-	4,710.00	1,765.00
6562	Medical Exam	-	-	-	-	-	-	-	-	-
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-
6566	Dental Exam	-	-	-	-	-	-	-	-	-
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-

Account	Description	Budget	Current	Current	Previous	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
			PTD	Actual YTD	Actual YTD					
6610	Gas & Oil	11,600	519.03	9,908.12	9,389.09	97,440	85%	-	9,908.12	1,691.88
6620	Vehicle Insurance	23,400	-	13,323.01	13,323.01	196,560	57%	-	13,323.01	10,076.99
6630	Vehicle License & Fees	-	-	-	-	-	-	-	-	-
6640	Vehicle Repair & Maintenanc	8,400	43.70	7,410.13	7,366.43	70,560	88%	-	7,410.13	989.87
6712	Staff Travel-Local	750	51.09	367.45	316.36	6,300	49%	-	367.45	382.55
6714	Staff Travel-Out of Area	-	-	610.51	610.51	-	-	-	610.51	(610.51)
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-
6742	Training - Staff	13,500	-	120.00	120.00	113,400	1%	-	120.00	13,380.00
6746	Training - Parent	1,500	-	1,687.50	1,687.50	12,600	-	-	1,687.50	(187.50)
6748	Education Reimbursement	15,000	-	-	-	126,000	-	-	-	15,000.00
6750	Field Trips	-	-	260.00	260.00	-	-	-	260.00	(260.00)
6810	Bank Charges	-	-	-	-	-	-	-	-	-
6820	Interest Expense	-	-	-	-	-	-	-	-	-
6832	Liability Insurance	480	40.69	399.51	358.82	4,032	83%	-	399.51	80.49
6834	Student Activity Insurance	2,840	188.88	1,821.11	1,632.23	23,856	64%	-	1,821.11	1,018.89
6840	Property Taxes	-	-	-	-	-	#DIV/0!	-	-	-
6850	Fees & Licenses	10,390	3,511.00	15,018.06	11,507.06	87,276	145%	-	15,018.06	(4,628.06)
6852	Finger Printing	4,000	150.25	2,753.50	2,603.25	33,600	69%	-	2,753.50	1,246.50
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-
6875	Employee Health & Welfare	16,336	131.76	3,924.27	3,792.51	137,222	24%	3,708.79	7,633.06	8,702.94
7110	Parent Activities	1,100	-	-	-	9,240	0%	-	-	1,100.00
7111	Parent Mileage	520	-	322.88	322.88	4,368	62%	-	322.88	197.12
7112	Parent Involvement	1,100	521.83	1,925.21	1,403.38	9,240	175%	-	1,925.21	(825.21)
7114	PPC Allowance	2,900	-	1,950.00	1,950.00	24,360	67%	-	1,950.00	950.00
7116	PPC Food Allowance	1,700	90.06	1,292.22	1,202.16	14,280	76%	-	1,292.22	407.78
8110	In-Kind Salaries	297,519	25,721.07	528,918.89	503,197.82	2,499,160	178%	-	528,918.89	(231,399.89)
8120	In-Kind Rent	112,210	9,251.00	92,510.00	83,259.00	942,564	82%	-	92,510.00	19,700.00
8130	In-Kind Other	-	100.00	400.00	300.00	-	-	-	400.00	(400.00)
9010	In-Direct Cost Allocation	510,676	37,780.53	360,763.81	322,983.28	4,289,678	71%	11,874.60	372,638.41	138,037.59
Total Expenses		6,568,226	488,023.27	4,981,437.99	4,493,414.72	55,173,097	76%	142,364.70	5,123,802.69	1,444,423.31
Excess Revenue Over		-	-	-	-	-	-	-	-	-
Total Expenses		6,568,226	488,023.27	4,981,437.99						
In-Kind		(409,729)	(35,072.07)	(621,828.89)						
Total Expenses w/o In Kind		6,158,497	452,951.20	4,359,609.10	3,906,657.90				4,501,973.80	1,656,523.20
									73.10%	

ADMINISTRATION BUDGET LIMIT	\$722,621
YEAR-TO DATE ADMIN EXP.	\$522,477
PERCENT OF TOTAL EXPENSES	6.87%
ADMINISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%	
360,763.81	
360,763.81	

**Madera Migrant Head Start
Budget to Actual**

		For the Period Ending 11/30/2023						Start Date	3/1/2023	
								Current Mnth	9.00	
										76%
Account	Description	Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4110	GRANT INCOME-	6,158,497	432,627.84	3,906,657.90	3,474,030.06	42,124,123	63%	34,396.89	3,941,054.79	2,217,442.21
4220	IN KIND CONTRIBUTIONS	409,729	106,291.12	586,756.82	480,465.70	2,802,546	143%	-	586,756.82	(177,027.82)
4390	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
TOTAL REVENUES		6,568,226	538,918.96	4,493,414.72	3,954,495.76	44,926,669	68%	34,396.89	4,527,811.61	2,040,414.39
EXPENDITURES										
5010	Salaries & Wages	3,326,783	241,079.36	2,151,308.47	1,910,229.11	22,755,196	65%	-	2,151,308.47	1,175,474.53
5020	Accrued Vacation Pay	209,553	14,249.77	125,654.34	111,404.57	1,433,343	60%	-	125,654.34	83,898.66
5112	Health Insurance	370,958	29,941.49	216,649.09	186,707.60	2,537,353	58%	-	216,649.09	154,308.91
5114	Worker's Compensation	98,177	8,441.88	56,449.60	48,007.72	671,531	58%	-	56,449.60	41,727.40
5116	Pension	172,369	12,685.34	109,936.96	97,251.62	1,179,004	64%	-	109,936.96	62,432.04
5122	FICA	264,028	18,887.07	164,882.26	145,995.19	1,805,952	62%	-	164,882.26	99,145.74
5124	SUI	34,745	254.70	5,496.72	5,242.02	237,656	16%	-	5,496.72	29,248.28
5130	Accrued Vacation Fringe	15,350	1,090.25	9,586.42	8,496.17	104,994	62%	-	9,586.42	5,763.58
6110	Office supplies	17,800	1,018.03	6,912.69	5,894.66	121,752	39%	455.67	7,368.36	10,431.64
6112	Data Processing Supplies	44,319	8,041.68	81,586.23	73,544.55	303,142	184%	-	81,586.23	(37,267.23)
6121	Food	7,500	1,875.30	9,185.66	7,310.36	51,300	122%	-	9,185.66	(1,685.66)
6122	Kitchen Supplies	2,251	23.70	1,704.48	1,680.78	15,397	76%	-	1,704.48	546.52
6130	Program Supplies	116,240	3,527.25	18,126.68	14,599.43	795,082	16%	356.83	18,483.51	97,756.49
6132	Medical & Dental Supplies	24,000	771.12	14,139.87	13,368.75	164,160	59%	808.41	14,948.28	9,051.72
6134	Instructional Supplies	23,375	138.22	4,149.75	4,011.53	159,885	18%	-	4,149.75	19,225.25
6140	Custodial Supplies	24,188	1,312.25	22,114.53	20,802.28	165,446	91%	-	22,114.53	2,073.47
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	2,250	-	382.51	382.51	15,390	17%	5,903.03	6,285.54	(4,035.54)
6150	Uniform Rental / Purchases	156	-	150.00	150.00	1,067	96%	-	150.00	6.00
6170	Postage & Shipping	600	22.95	567.67	544.72	4,104	95%	-	567.67	32.33
6221	Equipment Over > \$5,000	36,000	-	34,407.81	34,407.81	246,240	-	-	34,407.81	1,592.19
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	22,875	1,050.40	16,312.54	15,262.14	156,465	71%	-	16,312.54	6,562.46
6181	Equipment Maintenance	16,025	66.69	10,227.77	10,161.08	109,611	64%	900.00	11,127.77	4,897.23
6310	Printing & Publications	6,100	-	5,023.69	5,023.69	41,724	82%	-	5,023.69	1,076.31
6312	Advertising & Promotion	-	-	-	-	-	-	-	-	-
6320	Telephone	86,400	10,186.53	40,547.70	30,361.17	590,976	47%	-	40,547.70	45,852.30
6410	Rent	212,810	17,273.34	157,125.46	139,852.12	1,455,620	74%	-	157,125.46	55,684.54
6420	Utilities / Disposal	144,300	2,533.71	95,580.56	93,046.85	987,012	66%	-	95,580.56	48,719.44
6432	Building Repairs / Maintenan	105,494	7,751.39	40,930.27	33,178.88	721,579	39%	4,944.98	45,875.25	59,618.75
6433	Grounds Maintenance	22,970	1,567.33	16,986.04	15,418.71	157,115	74%	-	16,986.04	5,983.96
6436	Pest Control	7,348	422.06	3,487.25	3,065.19	50,260	47%	2,600.00	6,087.25	1,260.75
6437	Burglar & Fire Alarm	4,940	73.62	3,440.13	3,366.51	33,790	70%	-	3,440.13	1,499.87
6440	Property Insurance	23,480	-	13,266.88	13,266.88	160,603	57%	-	13,266.88	10,213.12
6520	Consultants	25,500	568.10	5,780.46	5,212.36	174,420	23%	15,528.94	21,309.40	4,190.60
6522	Consultants Expense	226	-	137.16	137.16	1,546	61%	-	137.16	88.84
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	5,300	93.75	9,048.13	8,954.38	36,252	171%	-	9,048.13	(3,748.13)
6540	Custodial Services	53,655	6,629.90	69,833.65	63,203.75	367,000	130%	-	69,833.65	(16,178.65)
6555	Medical Screening / DEAT / Staff	7,415	-	4,710.00	4,710.00	50,719	64%	-	4,710.00	2,705.00
6562	Medical Exam	-	-	-	-	-	-	-	-	-
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-
6566	Dental Exam	-	-	-	-	-	-	-	-	-
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-

Account	Description	Budget	Current	Current	Previous	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
			PTD	Actual YTD	Actual YTD					
6610	Gas & Oil	12,068	997.88	9,389.09	8,391.21	82,545	78%	-	9,389.09	2,678.91
6620	Vehicle Insurance	23,400	-	13,323.01	13,323.01	160,056	57%	-	13,323.01	10,076.99
6630	Vehicle License & Fees	-	-	-	-	-	-	-	-	-
6640	Vehicle Repair & Maintenanc	9,221	1,338.08	7,366.43	6,028.35	63,072	80%	-	7,366.43	1,854.57
6712	Staff Travel-Local	550	18.34	316.36	298.02	3,762	58%	-	316.36	233.64
6714	Staff Travel-Out of Area	-	610.51	610.51	-	-	-	-	610.51	(610.51)
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-
6742	Training - Staff	7,500	15.00	120.00	105.00	51,300	2%	30.00	150.00	7,350.00
6746	Training - Parent	1,500	-	1,687.50	1,687.50	10,260	-	-	1,687.50	(187.50)
6748	Education Reimbursement	15,000	-	-	-	102,600	-	-	-	15,000.00
6750	Field Trips	100	-	260.00	260.00	684	-	-	260.00	(160.00)
6810	Bank Charges	-	-	-	-	-	-	-	-	-
6820	Interest Expense	-	-	-	-	-	-	-	-	-
6832	Liability Insurance	536	40.69	358.82	318.13	3,666	67%	-	358.82	177.18
6834	Student Activity Insurance	2,620	223.57	1,632.23	1,408.66	17,921	62%	-	1,632.23	987.77
6840	Property Taxes	-	-	-	-	-	-	-	-	-
6850	Fees & Licenses	12,190	8.00	11,507.06	11,499.06	83,380	94%	-	11,507.06	682.94
6852	Finger Printing	4,000	370.00	2,603.25	2,233.25	27,360	65%	-	2,603.25	1,396.75
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-
6875	Employee Health & Welfare	16,336	485.81	3,792.51	3,306.70	111,738	23%	-	3,792.51	12,543.49
7110	Parent Activities	1,100	-	-	-	7,524	0%	-	-	1,100.00
7111	Parent Mileage	520	26.99	322.88	295.89	3,557	62%	-	322.88	197.12
7112	Parent Involvement	1,100	551.15	1,403.38	852.23	7,524	128%	-	1,403.38	(303.38)
7114	PPC Allowance	2,900	180.00	1,950.00	1,770.00	19,836	67%	-	1,950.00	950.00
7116	PPC Food Allowance	1,700	99.27	1,202.16	1,102.89	11,628	71%	-	1,202.16	497.84
8110	In-Kind Salaries	297,519	97,040.12	503,197.82	406,157.70	2,035,030	169%	-	503,197.82	(205,678.82)
8120	In-Kind Rent	112,210	9,251.00	83,259.00	74,008.00	767,516	74%	-	83,259.00	28,951.00
8130	In-Kind Other	-	-	300.00	300.00	-	-	-	300.00	(300.00)
9010	In-Direct Cost Allocation	510,676	36,085.37	322,983.28	286,897.91	3,493,024	63%	2,869.03	325,852.31	184,823.69
Total Expenses		6,568,226	538,918.96	4,493,414.72	3,954,495.76	44,926,669	68%	34,396.89	4,527,811.61	2,040,414.39
Excess Revenue Over		-	-	-	-	-	-	-	-	-
Total Expenses		6,568,226	538,918.96	4,493,414.72						
In-Kind		(409,729)	(106,291.12)	(586,756.82)						
Total Expenses w/o In Kind		6,158,497	432,627.84	3,906,657.90	3,474,030.06				3,941,054.79	2,217,442.21
									63.99%	

ADMINISTRATION BUDGET LIMIT	\$722,621
YEAR-TO DATE ADMIN EXP.	\$470,874
PERCENT OF TOTAL EXPENSES	6.19%
ADMINISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%	322,983.28
	322,983.28

Madera Migrant Head Start
Budget to Actual

For the Period Ending 10/31/2023

Start Date 3/1/2023
Current Mnth 8.00
68%

Account	Description	Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4110	GRANT INCOME-	6,158,497	645,564.83	3,474,030.06	2,828,465.23	33,502,222	56%	34,489.46	3,508,519.52	2,649,977.48
4220	IN KIND CONTRIBUTIONS	409,729	66,191.41	480,465.70	414,274.29	2,228,926	117%	-	480,465.70	(70,736.70)
4390	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
	TOTAL REVENUES	6,568,226	711,756.24	3,954,495.76	3,242,739.52	35,731,148	60%	34,489.46	3,988,985.22	2,579,240.78
EXPENDITURES										
5010	Salaries & Wages	3,326,783	387,387.52	1,910,229.11	1,522,841.59	18,097,700	57%	-	1,910,229.11	1,416,553.89
5020	Accrued Vacation Pay	209,553	16,160.85	111,404.57	95,243.72	1,139,968	53%	-	111,404.57	98,148.43
5112	Health Insurance	370,958	31,967.26	186,707.60	154,740.34	2,018,012	50%	-	186,707.60	184,250.40
5114	Worker's Compensation	98,177	13,021.30	48,007.72	34,986.42	534,083	49%	-	48,007.72	50,169.28
5116	Pension	172,369	18,724.94	97,251.62	78,526.68	937,687	56%	-	97,251.62	75,117.38
5122	FICA	264,028	29,449.58	145,995.19	116,545.61	1,436,312	55%	-	145,995.19	118,032.81
5124	SUI	34,745	616.69	5,242.02	4,625.33	189,013	15%	-	5,242.02	29,502.98
5130	Accrued Vacation Fringe	15,350	1,234.81	8,496.17	7,261.36	83,504	55%	-	8,496.17	6,853.83
6110	Office supplies	17,800	128.21	5,894.66	5,766.45	96,832	33%	969.64	6,864.30	10,935.70
6112	Data Processing Supplies	44,319	3,375.26	73,544.55	70,169.29	241,095	166%	5,010.85	78,555.40	(34,236.40)
6121	Food	7,500	796.77	7,310.36	6,513.59	40,800	97%	-	7,310.36	189.64
6122	Kitchen Supplies	2,251	-	1,680.78	1,680.78	12,245	75%	-	1,680.78	570.22
6130	Program Supplies	116,240	4,206.38	14,599.43	10,393.05	632,346	13%	2,169.86	16,769.29	99,470.71
6132	Medical & Dental Supplies	24,000	3,765.15	13,368.75	9,603.60	130,560	56%	886.37	14,255.12	9,744.88
6134	Instructional Supplies	23,375	1,460.38	4,011.53	2,551.15	127,160	17%	-	4,011.53	19,363.47
6140	Custodial Supplies	24,188	3,659.71	20,802.28	17,142.57	131,583	86%	-	20,802.28	3,385.72
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	2,250	-	382.51	382.51	12,240	17%	4,966.89	5,349.40	(3,099.40)
6150	Uniform Rental / Purchases	156	-	150.00	150.00	849	96%	-	150.00	6.00
6170	Postage & Shipping	600	156.07	544.72	388.65	3,264	91%	-	544.72	55.28
6221	Equipment Over > \$5,000	36,000	6,967.48	34,407.81	27,440.33	195,840	-	-	34,407.81	1,592.19
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	24,000	1,879.77	15,262.14	13,382.37	130,560	64%	-	15,262.14	8,737.86
6181	Equipment Maintenance	15,400	1,135.38	10,161.08	9,025.70	83,776	66%	900.00	11,061.08	4,338.92
6310	Printing & Publications	6,100	-	5,023.69	5,023.69	33,184	82%	-	5,023.69	1,076.31
6312	Advertising & Promotion	-	-	-	-	-	-	-	-	-
6320	Telephone	86,400	6,095.08	30,361.17	24,266.09	470,016	35%	-	30,361.17	56,038.83
6410	Rent	212,810	17,275.34	139,852.12	122,576.78	1,157,686	66%	-	139,852.12	72,957.88
6420	Utilities / Disposal	144,300	8,040.72	93,046.85	85,006.13	784,992	64%	-	93,046.85	51,253.15
6432	Building Repairs / Maintenan	105,494	5,699.99	33,178.88	27,478.89	573,887	31%	2,094.18	35,273.06	70,220.94
6433	Grounds Maintenance	22,300	1,515.66	15,418.71	13,903.05	121,312	69%	-	15,418.71	6,881.29
6436	Pest Control	5,048	375.07	3,065.19	2,690.12	27,461	61%	-	3,065.19	1,982.81
6437	Burglar & Fire Alarm	5,100	73.62	3,366.51	3,292.89	27,744	66%	-	3,366.51	1,733.49
6440	Property Insurance	23,480	1,897.30	13,266.88	11,369.58	127,731	57%	-	13,266.88	10,213.12
6520	Consultants	25,500	561.34	5,212.36	4,651.02	138,720	20%	14,584.92	19,797.28	5,702.72
6522	Consultants Expense	301	-	137.16	137.16	1,637	46%	-	137.16	163.84
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	5,300	7,173.13	8,954.38	1,781.25	28,832	169%	-	8,954.38	(3,654.38)
6540	Custodial Services	53,655	9,432.78	63,203.75	53,770.97	291,883	118%	-	63,203.75	(9,548.75)
6555	Medical Screening / DEAT / Staff	6,475	1,465.00	4,710.00	3,245.00	35,224	73%	-	4,710.00	1,765.00
6562	Medical Exam	-	-	-	-	-	-	-	-	-
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-
6566	Dental Exam	-	-	-	-	-	-	-	-	-
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-

Account	Description	Budget	Current	Current	Previous	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
			PTD	Actual YTD	Actual YTD					
6610	Gas & Oil	11,600	1,370.55	8,391.21	7,020.66	63,104	72%	-	8,391.21	3,208.79
6620	Vehicle Insurance	23,400	-	13,323.01	13,323.01	127,296	57%	-	13,323.01	10,076.99
6630	Vehicle License & Fees	-	-	-	-	-	-	-	-	-
6640	Vehicle Repair & Maintenanc	8,400	1,124.73	6,028.35	4,903.62	45,696	72%	-	6,028.35	2,371.65
6712	Staff Travel-Local	750	-	298.02	298.02	4,080	40%	-	298.02	451.98
6714	Staff Travel-Out of Area	-	-	-	-	-	-	-	-	-
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-
6742	Training - Staff	13,500	-	105.00	105.00	73,440	1%	30.00	135.00	13,365.00
6746	Training - Parent	1,500	-	1,687.50	1,687.50	8,160	-	-	1,687.50	(187.50)
6748	Education Reimbursement	15,000	-	-	-	81,600	-	-	-	15,000.00
6750	Field Trips	-	-	260.00	260.00	-	-	-	260.00	(260.00)
6810	Bank Charges	-	-	-	-	-	-	-	-	-
6820	Interest Expense	-	-	-	-	-	-	-	-	-
6832	Liability Insurance	480	40.69	318.13	277.44	2,611	66%	-	318.13	161.87
6834	Student Activity Insurance	2,840	223.57	1,408.66	1,185.09	15,450	50%	-	1,408.66	1,431.34
6840	Property Taxes	-	-	-	-	-	#DIV/0!	-	-	-
6850	Fees & Licenses	10,390	2,808.43	11,499.06	8,690.63	56,522	111%	-	11,499.06	(1,109.06)
6852	Finger Printing	4,000	3.75	2,233.25	2,229.50	21,760	56%	-	2,233.25	1,766.75
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-
6875	Employee Health & Welfare	16,336	63.28	3,306.70	3,243.42	88,868	20%	-	3,306.70	13,029.30
7110	Parent Activities	1,100	-	-	-	5,984	0%	-	-	1,100.00
7111	Parent Mileage	520	29.61	295.89	266.28	2,829	57%	-	295.89	224.11
7112	Parent Involvement	1,100	637.06	852.23	215.17	5,984	77%	-	852.23	247.77
7114	PPC Allowance	2,900	180.00	1,770.00	1,590.00	15,776	61%	-	1,770.00	1,130.00
7116	PPC Food Allowance	1,700	119.40	1,102.89	983.49	9,248	65%	-	1,102.89	597.11
8110	In-Kind Salaries	297,519	56,940.41	406,157.70	349,217.29	1,618,503	137%	-	406,157.70	(108,638.70)
8120	In-Kind Rent	112,210	9,251.00	74,008.00	64,757.00	610,422	66%	-	74,008.00	38,202.00
8130	In-Kind Other	-	-	300.00	300.00	-	-	-	300.00	(300.00)
9010	In-Direct Cost Allocation	510,676	53,265.22	286,897.91	233,632.69	2,778,077	56%	2,876.75	289,774.66	220,901.34
Total Expenses		6,568,226	711,756.24	3,954,495.76	3,242,739.52	35,731,148	60%	34,489.46	3,988,985.22	2,579,240.78
Excess Revenue Over		-	-	-	-	-	-	-	-	-
Total Expenses		6,568,226	711,756.24	3,954,495.76						
In-Kind		(409,729)	(66,191.41)	(480,465.70)						
Total Expenses w/o In Kind		6,158,497	645,564.83	3,474,030.06	2,828,465.23				3,508,519.52	2,649,977.48
									56.97%	

ADMINISTRATION BUDGET LIMIT	\$722,621
YEAR-TO DATE ADMIN EXP.	\$422,580
PERCENT OF TOTAL EXPENSES	5.56%
ADMINISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%	
286,897.91	
286,897.91	

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
December 31, 2023**

<u>224 0 HUD SHUNAMMITE PLACE</u>	<u>Grant</u>	<u>Current</u>	<u>YTD Actual</u>	<u>YTD</u>	<u>% Spent</u>	<u>YTD</u>	<u>Actual Plus</u>	<u>Budget</u>
	<u>Budget</u>	<u>Month</u>	<u>December</u>	<u>Budget</u>		<u>Encumbran</u>	<u>Encumbran</u>	<u>Balance</u>
		<u>Actual</u>	<u>31, 2023</u>	<u>December</u>		<u>ce</u>	<u>ce</u>	
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	\$604,468.00	\$38,838.26	\$88,114.22	\$0.00	(0.15)	\$0.00	\$88,114.22	\$516,353.78
4350- RENTAL INCOME	0.00	10,235.26	10,235.26	0.00	0.00	0.00	10,235.26	(10,235.26)
Total Revenues	<u>\$604,468.00</u>	<u>\$49,073.52</u>	<u>\$98,349.48</u>	<u>\$0.00</u>	<u>(0.16)</u>	<u>\$0.00</u>	<u>\$98,349.48</u>	<u>\$506,118.52</u>
<u>Expenses</u>								
5010- SALARIES & WAGES	174,802.00	17,387.58	31,537.54	0.00	0.18	0.00	31,537.54	143,264.46
5020- ACCRUED VACATION PAY	0.00	892.11	1,625.81	0.00	0.00	0.00	1,625.81	(1,625.81)
5112- HEALTH INSURANCE	23,870.00	2,094.07	4,086.81	0.00	0.17	0.00	4,086.81	19,783.19
5114- WORKER'S COMPENSATION	6,343.00	660.47	1,213.19	0.00	0.19	0.00	1,213.19	5,129.81
5116- PENSION	6,992.00	535.23	965.44	0.00	0.14	0.00	965.44	6,026.56
5122- FICA	13,372.00	1,357.26	2,473.36	0.00	0.18	0.00	2,473.36	10,898.64
5124- SUI	1,550.00	18.80	18.80	0.00	0.01	0.00	18.80	1,531.20
5130- ACCRUED VACATION FICA	0.00	19.02	17.82	0.00	0.00	0.00	17.82	(17.82)
6110- OFFICE SUPPLIES	897.00	0.00	14.81	0.00	0.02	314.51	329.32	567.68
6112- DATA PROCESSING SUPPLIES	6,250.00	146.85	157.89	0.00	0.03	0.00	157.89	6,092.11
6130- PROGRAM SUPPLIES	7,500.00	104.76	657.86	0.00	0.09	287.61	945.47	6,554.53
6132- MEDICAL & DENTAL SUPPLIES	450.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00
6140- CUSTODIAL SUPPLIES	1,500.00	0.00	0.00	0.00	0.00	849.79	849.79	650.21
6143- FURNISHINGS	20,000.00	0.00	2,386.75	0.00	0.12	1,719.51	4,106.26	15,893.74
6170- POSTAGE & SHIPPING	115.00	0.00	0.00	0.00	0.00	0.00	0.00	115.00
6180- EQUIPMENT RENTAL	770.00	59.33	118.92	0.00	0.15	0.00	118.92	651.08
6181- EQUIPMENT MAINTENANCE	2,310.00	177.30	330.55	0.00	0.14	0.00	330.55	1,979.45
6310- PRINTING & PUBLICATIONS	165.00	0.00	0.00	0.00	0.00	0.00	0.00	165.00
6320- TELEPHONE	6,450.00	862.20	1,588.59	0.00	0.25	0.00	1,588.59	4,861.41
6410- RENT	235,481.00	20,151.35	41,480.57	0.00	0.18	0.00	41,480.57	194,000.43
6420- UTILITIES/ DISPOSAL	29,370.00	1,820.52	3,630.86	0.00	0.12	0.00	3,630.86	25,739.14
6432- BUILDING REPAIRS/ MAINTENANCE	7,440.00	0.00	2,781.86	0.00	0.37	0.00	2,781.86	4,658.14
6433- GROUNDS MAINTENANCE	2,400.00	40.00	180.00	0.00	0.08	0.00	180.00	2,220.00
6440- PROPERTY INSURANCE	2,520.00	241.11	482.22	0.00	0.19	0.00	482.22	2,037.78
6530- LEGAL	7,000.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00
6540- CUSTODIAL SERVICES	5,580.00	0.00	0.00	0.00	0.00	0.00	0.00	5,580.00
6562- MEDICAL EXAM	750.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00
6564- MEDICAL FOLLOW-UP	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
December 31, 2023**

	<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>December</u>	<u>Budget</u>	<u>% Spent</u>	<u>Encumbran</u>	<u>Encumbran</u>	<u>Balance</u>
		<u>Actual</u>	<u>31, 2023</u>	<u>December</u>		<u>ce</u>	<u>ce</u>	
<u>224 0 HUD SHUNAMMITE PLACE</u>				<u>31, 2023</u>				
6566- DENTAL EXAM	750.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00
6568- DENTAL FOLLOW-UP	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
6610- GAS & OIL	1,365.00	180.47	476.17	0.00	0.35	0.00	476.17	888.83
6620- VEHICLE INSURANCE	1,800.00	514.91	1,029.82	0.00	0.57	0.00	1,029.82	770.18
6630- VEHICLE LICENSE & FEES	150.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00
6640- VEHICLE REPAIR & MAINTENANCE	320.00	23.00	97.00	0.00	0.30	0.00	97.00	223.00
6712- STAFF TRAVEL-LOCAL	735.00	52.40	94.32	0.00	0.13	0.00	94.32	640.68
6742- TRAINING - STAFF	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00
6745- TRAINING - PARTICIPANT/CLIENTS	400.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00
6832- LIABILITY INSURANCE	25.00	1.40	2.52	0.00	0.10	0.00	2.52	22.48
6850- FEES & LICENSES	704.00	900.00	900.00	0.00	1.28	0.00	900.00	(196.00)
6875- EMPLOYEE HEALTH & WELFARE	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
7210- TRANSPORTATION VOUCHERS	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
7230- CLIENT FOOD	400.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00
9010- INDIRECT COST ALLOCATION	28,342.00	0.00	0.00	0.00	0.00	0.00	0.00	28,342.00
Total Expenses	<u>\$604,468.00</u>	<u>\$48,240.14</u>	<u>\$98,349.48</u>	<u>\$0.00</u>	<u>0.16</u>	<u>\$3,171.42</u>	<u>\$101,520.90</u>	<u>\$502,947.10</u>
Excess Revenue Over (Under) Expenditures	\$0.00	\$833.38	\$0.00	\$0.00	0.00	(\$3,171.42)	(\$3,171.42)	\$3,171.42
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>\$833.38</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00</u>	<u>(\$3,171.42)</u>	<u>(\$3,171.42)</u>	<u>\$3,171.42</u>

Year to Date Expenses

HHAP - 278

	-000-74 Rapid Rehousing	-077-74 Rapid Rehousing YSA	-000-75 Operating Subsidies	-077-75 Operating Subsidies YSA	-000-18 Street Outreach	-077-18 Street Outreach YSA	-000-90 Administration	Total
4350/4 Rental/Misc. Income								0.00
5010 Salaries & Wages	26,556.24	59.78			44,988.88	28.92	6,169.01	77,802.83
5020 Accrued Vacation Pay	1,185.48	2.66			2,206.61	1.51	256.97	3,653.23
5112 Health Insurance	2,406.53				6,208.79	0.76	74.53	8,690.61
5114 Workers' Compensation	1,251.05	2.80			2,137.13	1.77	292.80	3,685.55
5116 Pension	378.80				851.49	4.88	509.99	1,745.16
5122 FICA	2,043.09	4.57			3,490.31	2.95	489.80	6,030.72
5124 SUI	102.02				92.32			194.34
5130 Accrued Vacation FICA	56.93	0.20			60.65	-0.36	15.97	133.39
6110 Office Supplies								0.00
6112 Data Processing Supplies								0.00
6130 Program Supplies								0.00
6132 Medical & Dental Supplies								0.00
6140 Custodial Supplies								0.00
6143 Furnishings								0.00
6170 Postage & Shipping								0.00
6180 Equipment Rental								0.00
6181 Equipment Maintenance								0.00
6310 Printing & Publications								0.00
6320 Telephone	618.01	1.13			808.22	0.44	98.46	1,526.26
6410 Rent	1,816.65	3.62			3,085.20	1.38	298.63	5,205.48
6420 Utilities	371.08	1.06			662.43	0.40	53.96	1,088.93
6432 Building R & M								0.00
6433 Grounds Maintenance								0.00
6440 Property Insurance								0.00
6510 Audit								0.00
6520 Consultants								0.00
6530 Legal								0.00
6562 Medical Exam								0.00
6564 Medical Follow-Up								0.00
6566 Dental Exam								0.00
6568 Dental Follow-Up								0.00
6610 Gas & Oil	217.15				74.15			291.30
6640 Vehicle Repair & Maintenance					21.00			21.00
6712 Staff Travel Local	274.45				136.27			410.72
6742 Training - Staff								0.00
6820 Interest Expense								0.00
6832 Liability Insurance								0.00
6850 Fees & Licenses	303.00							303.00
6860 Depreciation Expense								0.00
6875 Employee Health & Welfare								0.00
7210 Transportation Vouchers								0.00
7222 Motel Vouchers								0.00
7224 Client Rent	26,443.84							26,443.84
7226 Client Lodging/ Shelter								0.00
7232 Food Vouchers								0.00
7240 Direct Benefits								0.00
9010 Indirect	5,826.21	6.90	-	-	5,898.93	3.88	751.67	12,487.59
Subtotal - HUD Funding	69,850.53	82.72	0.00	0.00	70,722.38	46.53	9,011.79	149,713.95

	-000-74 Rapid Rehousing	-077-74 Rapid Rehousing YSA	-000-75 Operating Subsidies	-077-75 Operating Subsidies YSA	-000-18 Street Outreach	-077-18 Street Outreach YSA	-000-90 Administration	
Budget:	112,605.46	13,165.89	124,445.47	17,554.53	200,056.83	21,943.17	36,864.51	526,635.86
Direct Budget:	103,213.07	12,067.73	114,065.51	16,090.31	183,370.15	20,112.90	33,789.65	482,709.32
Remaining balance for total funding:	42,754.93	13,083.17	124,445.47	17,554.53	129,334.45	21,896.64	27,852.72	376,921.91
Remaining direct cost:	39,188.75	11,991.91	114,065.51	16,090.31	118,546.70	20,070.25	25,529.53	345,482.96

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2023 to 11/30/2023

311 0 HEAD START-MADERA REGIONAL	Grant Budget	Current Month Actual	YTD Actual November 30, 2023	YTD Budget November 30, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	4,522,453.00	356,431.07	1,808,293.39	2,117,302.47	(0.40)	0.00	1,808,293.39	2,714,159.61
4220- IN KIND CONTRIBUTIONS	<u>1,065,680.00</u>	<u>0.00</u>	<u>236,364.76</u>	<u>498,923.00</u>	<u>(0.22)</u>	<u>0.00</u>	<u>236,364.76</u>	<u>829,315.24</u>
Total Revenues	<u>5,588,133.00</u>	<u>356,431.07</u>	<u>2,044,658.15</u>	<u>2,616,225.47</u>	<u>(0.37)</u>	<u>0.00</u>	<u>2,044,658.15</u>	<u>3,543,474.85</u>
Expenses								
5010- SALARIES & WAGES	1,881,821.38	189,896.34	892,028.53	828,008.76	0.47	0.00	892,028.53	989,792.85
5020- ACCRUED VACATION PAY	165,044.28	11,245.89	47,689.46	70,418.10	0.29	0.00	47,689.46	117,354.82
5112- HEALTH INSURANCE	243,589.90	16,781.55	69,388.51	102,468.00	0.28	0.00	69,388.51	174,201.39
5114- WORKER'S COMPENSATION	60,743.00	6,335.59	17,167.97	26,661.76	0.28	0.00	17,167.97	43,575.03
5116- PENSION	116,609.00	8,475.35	39,361.14	51,083.34	0.34	0.00	39,361.14	77,247.86
5122- FICA	145,245.00	15,047.19	68,845.61	63,908.34	0.47	0.00	68,845.61	76,399.39
5124- SUI	30,608.00	471.99	2,332.51	13,087.33	0.08	0.00	2,332.51	28,275.49
5130- ACCRUED VACATION FICA	12,802.00	860.33	3,633.26	5,458.68	0.28	0.00	3,633.26	9,168.74
6110- OFFICE SUPPLIES	32,172.00	197.91	7,572.50	14,760.00	0.24	908.20	8,480.70	23,691.30
6112- DATA PROCESSING SUPPLIES	85,000.00	6,681.20	21,942.94	38,884.00	0.26	170.01	22,112.95	62,887.05
6121- FOOD	15,000.00	0.00	2,257.95	6,000.00	0.15	0.00	2,257.95	12,742.05
6122- KITCHEN SUPPLIES	5,000.00	0.00	363.45	2,000.00	0.07	0.00	363.45	4,636.55
6130- PROGRAM SUPPLIES	100,000.00	2,321.33	24,870.67	42,322.00	0.25	1,867.50	26,738.17	73,261.83
6132- MEDICAL & DENTAL SUPPLIES	11,349.00	815.38	1,458.45	4,539.00	0.13	204.59	1,663.04	9,685.96
6134- INSTRUCTIONAL SUPPLIES	22,000.00	3,912.30	14,460.92	9,544.00	0.66	1,502.05	15,962.97	6,037.03
6140- CUSTODIAL SUPPLIES	30,000.00	1,857.34	14,919.28	12,736.00	0.50	0.00	14,919.28	15,080.72
6150- UNIFORM RENTAL/PURCHASE	300.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00
6170- POSTAGE & SHIPPING	900.00	7.02	382.24	450.00	0.42	0.00	382.24	517.76
6180- EQUIPMENT RENTAL	25,000.00	1,322.93	11,700.26	10,630.00	0.47	0.00	11,700.26	13,299.74
6181- EQUIPMENT MAINTENANCE	18,000.00	56.94	6,373.78	7,344.00	0.35	0.00	6,373.78	11,626.22
6221- EQUIPMENT OVER > \$5000	164,000.00	0.00	66,785.38	164,000.00	0.41	72,028.83	138,814.21	25,185.79
6310- PRINTING & PUBLICATIONS	5,000.00	0.00	10,189.36	2,500.00	2.04	0.00	10,189.36	(5,189.36)
6312- ADVERTISING & PROMOTION	3,000.00	0.00	0.00	1,200.00	0.00	0.00	0.00	3,000.00
6320- TELEPHONE	150,000.00	15,403.88	73,065.38	74,982.00	0.49	0.00	73,065.38	76,934.62
6410- RENT	250,000.00	16,090.36	93,561.10	125,000.00	0.37	0.00	93,561.10	156,438.90
6420- UTILITIES/ DISPOSAL	120,000.00	5,785.24	47,132.15	60,000.00	0.39	0.00	47,132.15	72,867.85
6432- BUILDING REPAIRS/ MAINTENANCE	156,000.00	6,847.87	20,232.77	78,000.00	0.13	21,425.77	41,658.54	114,341.46
6433- GROUNDS MAINTENANCE	30,000.00	2,356.58	18,846.26	15,000.00	0.63	0.00	18,846.26	11,153.74
6436- PEST CONTROL	7,700.00	673.15	3,493.07	3,849.78	0.45	0.00	3,493.07	4,206.93
6437- BURGLAR & FIRE ALARM	4,000.00	151.89	2,663.95	2,125.00	0.67	0.00	2,663.95	1,336.05
6440- PROPERTY INSURANCE	10,020.00	0.00	4,183.18	5,010.00	0.42	0.00	4,183.18	5,836.82
6520- CONSULTANTS	0.00	3,967.60	5,911.04	0.00	0.00	18,611.38	24,522.42	(24,522.42)
6522- CONSULTANT EXPENSES	0.00	500.53	500.53	0.00	0.00	0.00	500.53	(500.53)
6524- CONTRACTS	63,400.00	0.00	2,075.04	0.00	0.03	0.00	2,075.04	61,324.96
6530- LEGAL	10,000.00	375.00	3,785.00	6,000.00	0.38	0.00	3,785.00	6,215.00
6540- CUSTODIAL SERVICES	22,000.00	777.00	5,083.00	10,999.98	0.23	0.00	5,083.00	16,917.00
6555- MEDICAL SCREENING/DEAT/STAFF	4,000.00	0.00	2,645.00	2,100.00	0.66	0.00	2,645.00	1,355.00
6610- GAS & OIL	10,000.00	943.98	6,952.56	4,998.00	0.70	0.00	6,952.56	3,047.44
6620- VEHICLE INSURANCE	17,000.00	0.00	6,638.04	8,502.00	0.39	0.00	6,638.04	10,361.96

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2023 to 11/30/2023

	Grant Budget	Current Month Actual	YTD Actual November 30, 2023	YTD Budget November 30, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
311 0 HEAD START-MADERA REGIONAL								
6640- VEHICLE REPAIR & MAINTENANCE	18,000.00	871.47	5,698.34	9,000.00	0.32	0.00	5,698.34	12,301.66
6712- STAFF TRAVEL-LOCAL	7,500.00	68.77	1,077.43	3,098.00	0.14	0.00	1,077.43	6,422.57
6714- STAFF TRAVEL-OUT OF AREA	16,580.00	577.53	577.53	8,290.00	0.03	0.00	577.53	16,002.47
6722- PER DIEM - STAFF	1,680.00	0.00	0.00	840.00	0.00	0.00	0.00	1,680.00
6742- TRAINING - STAFF	12,000.00	45.00	4,170.00	8,000.00	0.35	30.00	4,200.00	7,800.00
6748- EDUCATION REIMBURSEMENT	30,000.00	0.00	0.00	20,000.00	0.00	0.00	0.00	30,000.00
6750- FIELD TRIPS	2,800.00	0.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00
6832- LIABILITY INSURANCE	360.00	28.06	167.10	180.00	0.46	0.00	167.10	192.90
6834- STUDENT ACTIVITY INSURANCE	2,230.00	237.05	1,331.20	892.00	0.60	0.00	1,331.20	898.80
6840- PROPERTY TAXES	42.00	0.00	0.00	42.00	0.00	0.00	0.00	42.00
6850- FEES & LICENSES	10,000.00	15.00	26,367.11	4,998.00	2.64	0.00	26,367.11	(16,367.11)
6852- FINGERPRINT	2,000.00	222.00	764.50	1,000.00	0.38	0.00	764.50	1,235.50
6875- EMPLOYEE HEALTH & WELFARE COSTS	15,000.00	333.99	1,496.84	15,000.00	0.10	0.00	1,496.84	13,503.16
7111- PARENT MILEAGE	550.00	0.00	0.00	220.00	0.00	0.00	0.00	550.00
7112- PARENT INVOLVEMENT	9,120.00	236.18	230.54	3,648.00	0.03	0.00	230.54	8,889.46
7114- PC ALLOWANCE	3,750.00	60.00	661.87	1,500.00	0.18	0.00	661.87	3,088.13
8110- IN KIND SALARIES	60,628.00	0.00	138,019.64	28,383.00	2.28	0.00	138,019.64	(77,391.64)
8120- IN KIND RENT	318,252.00	0.00	98,345.12	148,997.00	0.31	0.00	98,345.12	219,906.88
8130- IN KIND - OTHER	686,800.00	0.00	0.00	321,543.00	0.00	0.00	0.00	686,800.00
9010- INDIRECT COST ALLOCATION	<u>363,537.44</u>	<u>30,445.95</u>	<u>145,258.69</u>	<u>162,924.40</u>	<u>0.40</u>	<u>0.00</u>	<u>145,258.69</u>	<u>218,278.75</u>
Total Expenses	<u>5,588,133.00</u>	<u>353,300.66</u>	<u>2,044,658.15</u>	<u>2,616,225.47</u>	<u>0.37</u>	<u>116,748.33</u>	<u>2,161,406.48</u>	<u>3,426,726.52</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>3,130.41</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(116,748.33)</u>	<u>(116,748.33)</u>	<u>116,748.33</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>3,130.41</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(116,748.33)</u>	<u>(116,748.33)</u>	<u>116,748.33</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2023 to 11/30/2023

380 0 MADERA REGIONAL HS BLENDED	Grant Budget	Current Month Actual	YTD Actual November 30, 2023	YTD Budget November 30, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	387,789.00	126,644.26	246,523.47	0.00	(0.64)	0.00	246,523.47	141,265.53
Total Revenues	<u>387,789.00</u>	<u>126,644.26</u>	<u>246,523.47</u>	<u>0.00</u>	<u>(0.64)</u>	<u>0.00</u>	<u>246,523.47</u>	<u>141,265.53</u>
Expenses								
5010- SALARIES & WAGES	153,962.00	82,623.05	134,369.10	0.00	0.87	0.00	134,369.10	19,592.90
5020- ACCRUED VACATION PAY	0.00	5,013.30	6,949.68	0.00	0.00	0.00	6,949.68	(6,949.68)
5112- HEALTH INSURANCE	12,421.00	9,022.53	9,974.34	0.00	0.80	0.00	9,974.34	2,446.66
5114- WORKER'S COMPENSATION	2,458.00	2,576.03	5,714.74	0.00	2.32	0.00	5,714.74	(3,256.74)
5116- PENSION	4,834.00	3,357.68	5,496.08	0.00	1.14	0.00	5,496.08	(662.08)
5122- FICA	6,395.00	6,383.64	10,303.67	0.00	1.61	0.00	10,303.67	(3,908.67)
5124- SUI	1,467.00	0.00	(190.41)	0.00	(0.13)	0.00	(190.41)	1,657.41
5130- ACCRUED VACATION FICA	0.00	383.56	531.83	0.00	0.00	0.00	531.83	(531.83)
6110- OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	20.00	20.00	(20.00)
6112- DATA PROCESSING SUPPLIES	0.00	0.00	10.36	0.00	0.00	0.00	10.36	(10.36)
6121- FOOD	0.00	0.00	3,765.41	0.00	0.00	0.00	3,765.41	(3,765.41)
6130- PROGRAM SUPPLIES	173,907.00	0.00	0.00	0.00	0.00	0.00	0.00	173,907.00
6180- EQUIPMENT RENTAL	0.00	0.00	1,502.49	0.00	0.00	0.00	1,502.49	(1,502.49)
6181- EQUIPMENT MAINTENANCE	0.00	0.00	958.38	0.00	0.00	0.00	958.38	(958.38)
6310- PRINTING & PUBLICATIONS	0.00	0.00	900.64	0.00	0.00	0.00	900.64	(900.64)
6320- TELEPHONE	0.00	179.15	7,134.24	0.00	0.00	0.00	7,134.24	(7,134.24)
6410- RENT	0.00	2,742.54	16,021.80	0.00	0.00	0.00	16,021.80	(16,021.80)
6420- UTILITIES/ DISPOSAL	0.00	34.01	11,076.53	0.00	0.00	0.00	11,076.53	(11,076.53)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	0.00	1,930.55	0.00	0.00	0.00	1,930.55	(1,930.55)
6433- GROUNDS MAINTENANCE	0.00	0.00	4,856.41	0.00	0.00	0.00	4,856.41	(4,856.41)
6436- PEST CONTROL	0.00	0.00	459.27	0.00	0.00	0.00	459.27	(459.27)
6437- BURGLAR & FIRE ALARM	0.00	0.00	180.25	0.00	0.00	0.00	180.25	(180.25)
6440- PROPERTY INSURANCE	0.00	0.00	504.70	0.00	0.00	0.00	504.70	(504.70)
6712- STAFF TRAVEL-LOCAL	0.00	0.00	110.50	0.00	0.00	0.00	110.50	(110.50)
6834- STUDENT ACTIVITY INSURANCE	0.00	0.00	62.30	0.00	0.00	0.00	62.30	(62.30)
6850- FEES & LICENSES	0.00	0.00	3,325.03	0.00	0.00	0.00	3,325.03	(3,325.03)
7114- PC ALLOWANCE	0.00	0.00	13.13	0.00	0.00	0.00	13.13	(13.13)
9010- INDIRECT COST ALLOCATION	32,345.00	10,563.36	20,562.45	0.00	0.64	0.00	20,562.45	11,782.55
Total Expenses	<u>387,789.00</u>	<u>122,878.85</u>	<u>246,523.47</u>	<u>0.00</u>	<u>0.64</u>	<u>20.00</u>	<u>246,543.47</u>	<u>141,245.53</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>3,765.41</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(20.00)</u>	<u>(20.00)</u>	<u>20.00</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>3,765.41</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(20.00)</u>	<u>(20.00)</u>	<u>20.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2023 to 11/30/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual November 30, 2023	YTD Budget November 30, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	4,910,242.00	483,075.33	2,054,816.86	2,117,302.47	(0.42)	0.00	2,054,816.86	2,855,425.14
4220- IN KIND CONTRIBUTIONS	1,065,680.00	0.00	236,364.76	498,923.00	(0.22)	0.00	236,364.76	829,315.24
Total Revenues	5,975,922.00	483,075.33	2,291,181.62	2,616,225.47	(0.38)	0.00	2,291,181.62	3,684,740.38
Expenses								
5010- SALARIES & WAGES	2,035,783.38	272,519.39	1,026,397.63	828,008.76	0.50	0.00	1,026,397.63	1,009,385.75
5020- ACCRUED VACATION PAY	165,044.28	16,259.19	54,639.14	70,418.10	0.33	0.00	54,639.14	110,405.14
5112- HEALTH INSURANCE	256,010.90	25,804.08	79,362.85	102,468.00	0.31	0.00	79,362.85	176,648.05
5114- WORKER'S COMPENSATION	63,201.00	8,911.62	22,882.71	26,661.76	0.36	0.00	22,882.71	40,318.29
5116- PENSION	121,443.00	11,833.03	44,857.22	51,083.34	0.37	0.00	44,857.22	76,585.78
5122- FICA	151,640.00	21,430.83	79,149.28	63,908.34	0.52	0.00	79,149.28	72,490.72
5124- SUI	32,075.00	471.99	2,142.10	13,087.33	0.07	0.00	2,142.10	29,932.90
5130- ACCRUED VACATION FICA	12,802.00	1,243.89	4,165.09	5,458.68	0.33	0.00	4,165.09	8,636.91
6110- OFFICE SUPPLIES	32,172.00	197.91	7,572.50	14,760.00	0.24	928.20	8,500.70	23,671.30
6112- DATA PROCESSING SUPPLIES	85,000.00	6,681.20	21,953.30	38,884.00	0.26	170.01	22,123.31	62,876.69
6121- FOOD	15,000.00	0.00	6,023.36	6,000.00	0.40	0.00	6,023.36	8,976.64
6122- KITCHEN SUPPLIES	5,000.00	0.00	363.45	2,000.00	0.07	0.00	363.45	4,636.55
6130- PROGRAM SUPPLIES	273,907.00	2,321.33	24,870.67	42,322.00	0.09	1,867.50	26,738.17	247,168.83
6132- MEDICAL & DENTAL SUPPLIES	11,349.00	815.38	1,458.45	4,539.00	0.13	204.59	1,663.04	9,685.96
6134- INSTRUCTIONAL SUPPLIES	22,000.00	3,912.30	14,460.92	9,544.00	0.66	1,502.05	15,962.97	6,037.03
6140- CUSTODIAL SUPPLIES	30,000.00	1,857.34	14,919.28	12,736.00	0.50	0.00	14,919.28	15,080.72
6150- UNIFORM RENTAL/PURCHASE	300.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00
6170- POSTAGE & SHIPPING	900.00	7.02	382.24	450.00	0.42	0.00	382.24	517.76
6180- EQUIPMENT RENTAL	25,000.00	1,322.93	13,202.75	10,630.00	0.53	0.00	13,202.75	11,797.25
6181- EQUIPMENT MAINTENANCE	18,000.00	56.94	7,332.16	7,344.00	0.41	0.00	7,332.16	10,667.84
6221- EQUIPMENT OVER > \$5000	164,000.00	0.00	66,785.38	164,000.00	0.41	72,028.83	138,814.21	25,185.79
6310- PRINTING & PUBLICATIONS	5,000.00	0.00	11,090.00	2,500.00	2.22	0.00	11,090.00	(6,090.00)
6312- ADVERTISING & PROMOTION	3,000.00	0.00	0.00	1,200.00	0.00	0.00	0.00	3,000.00
6320- TELEPHONE	150,000.00	15,583.03	80,199.62	74,982.00	0.53	0.00	80,199.62	69,800.38
6410- RENT	250,000.00	18,832.90	109,582.90	125,000.00	0.44	0.00	109,582.90	140,417.10
6420- UTILITIES/ DISPOSAL	120,000.00	5,819.25	58,208.68	60,000.00	0.49	0.00	58,208.68	61,791.32
6432- BUILDING REPAIRS/ MAINTENANCE	156,000.00	6,847.87	22,163.32	78,000.00	0.14	21,425.77	43,589.09	112,410.91
6433- GROUNDS MAINTENANCE	30,000.00	2,356.58	23,702.67	15,000.00	0.79	0.00	23,702.67	6,297.33
6436- PEST CONTROL	7,700.00	673.15	3,952.34	3,849.78	0.51	0.00	3,952.34	3,747.66
6437- BURGLAR & FIRE ALARM	4,000.00	151.89	2,844.20	2,125.00	0.71	0.00	2,844.20	1,155.80
6440- PROPERTY INSURANCE	10,020.00	0.00	4,687.88	5,010.00	0.47	0.00	4,687.88	5,332.12
6520- CONSULTANTS	0.00	3,967.60	5,911.04	0.00	0.00	18,611.38	24,522.42	(24,522.42)
6522- CONSULTANT EXPENSES	0.00	500.53	500.53	0.00	0.00	0.00	500.53	(500.53)
6524- CONTRACTS	63,400.00	0.00	2,075.04	0.00	0.03	0.00	2,075.04	61,324.96
6530- LEGAL	10,000.00	375.00	3,785.00	6,000.00	0.38	0.00	3,785.00	6,215.00
6540- CUSTODIAL SERVICES	22,000.00	777.00	5,083.00	10,999.98	0.23	0.00	5,083.00	16,917.00
6555- MEDICAL SCREENING/DEAT/STAFF	4,000.00	0.00	2,645.00	2,100.00	0.66	0.00	2,645.00	1,355.00
6610- GAS & OIL	10,000.00	943.98	6,952.56	4,998.00	0.70	0.00	6,952.56	3,047.44
6620- VEHICLE INSURANCE	17,000.00	0.00	6,638.04	8,502.00	0.39	0.00	6,638.04	10,361.96

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2023 to 11/30/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual November 30, 2023	YTD Budget November 30, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6640- VEHICLE REPAIR & MAINTENANCE	18,000.00	871.47	5,698.34	9,000.00	0.32	0.00	5,698.34	12,301.66
6712- STAFF TRAVEL-LOCAL	7,500.00	68.77	1,187.93	3,098.00	0.16	0.00	1,187.93	6,312.07
6714- STAFF TRAVEL-OUT OF AREA	16,580.00	577.53	577.53	8,290.00	0.03	0.00	577.53	16,002.47
6722- PER DIEM - STAFF	1,680.00	0.00	0.00	840.00	0.00	0.00	0.00	1,680.00
6742- TRAINING - STAFF	12,000.00	45.00	4,170.00	8,000.00	0.35	30.00	4,200.00	7,800.00
6748- EDUCATION REIMBURSEMENT	30,000.00	0.00	0.00	20,000.00	0.00	0.00	0.00	30,000.00
6750- FIELD TRIPS	2,800.00	0.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00
6832- LIABILITY INSURANCE	360.00	28.06	167.10	180.00	0.46	0.00	167.10	192.90
6834- STUDENT ACTIVITY INSURANCE	2,230.00	237.05	1,393.50	892.00	0.62	0.00	1,393.50	836.50
6840- PROPERTY TAXES	42.00	0.00	0.00	42.00	0.00	0.00	0.00	42.00
6850- FEES & LICENSES	10,000.00	15.00	29,692.14	4,998.00	2.97	0.00	29,692.14	(19,692.14)
6852- FINGERPRINT	2,000.00	222.00	764.50	1,000.00	0.38	0.00	764.50	1,235.50
6875- EMPLOYEE HEALTH & WELFARE COSTS	15,000.00	333.99	1,496.84	15,000.00	0.10	0.00	1,496.84	13,503.16
7111- PARENT MILEAGE	550.00	0.00	0.00	220.00	0.00	0.00	0.00	550.00
7112- PARENT INVOLVEMENT	9,120.00	236.18	230.54	3,648.00	0.03	0.00	230.54	8,889.46
7114- PC ALLOWANCE	3,750.00	60.00	675.00	1,500.00	0.18	0.00	675.00	3,075.00
8110- IN KIND SALARIES	60,628.00	0.00	138,019.64	28,383.00	2.28	0.00	138,019.64	(77,391.64)
8120- IN KIND RENT	318,252.00	0.00	98,345.12	148,997.00	0.31	0.00	98,345.12	219,906.88
8130- IN KIND - OTHER	686,800.00	0.00	0.00	321,543.00	0.00	0.00	0.00	686,800.00
9010- INDIRECT COST ALLOCATION	<u>395,882.44</u>	<u>41,009.31</u>	<u>165,821.14</u>	<u>162,924.40</u>	<u>0.42</u>	<u>0.00</u>	<u>165,821.14</u>	<u>230,061.30</u>
Total Expenses	<u>5,975,922.00</u>	<u>476,179.51</u>	<u>2,291,181.62</u>	<u>2,616,225.47</u>	<u>0.38</u>	<u>116,768.33</u>	<u>2,407,949.95</u>	<u>3,567,972.05</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>6,895.82</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(116,768.33)</u>	<u>(116,768.33)</u>	<u>116,768.33</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>6,895.82</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(116,768.33)</u>	<u>(116,768.33)</u>	<u>116,768.33</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2023 to 12/31/2023

330 0 HEAD START-FRESNO MIGRANT T&TA	Grant Budget	Current Month Actual	YTD Actual December 31, 2023	YTD Budget December 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	82,690.00	1,908.62	8,143.89	0.00	(0.10)	0.00	8,143.89	74,546.11
Total Revenues	<u>82,690.00</u>	<u>1,908.62</u>	<u>8,143.89</u>	<u>0.00</u>	<u>(0.10)</u>	<u>0.00</u>	<u>8,143.89</u>	<u>74,546.11</u>
Expenses								
6110- OFFICE SUPPLIES	4,806.00	0.00	0.00	0.00	0.00	0.00	0.00	4,806.00
6121- FOOD	0.00	0.00	354.23	0.00	0.00	0.00	354.23	(354.23)
6712- STAFF TRAVEL-LOCAL	0.00	0.00	98.00	0.00	0.00	0.00	98.00	(98.00)
6714- STAFF TRAVEL-OUT OF AREA	9,540.00	0.00	393.12	0.00	0.04	0.00	393.12	9,146.88
6722- PER DIEM - STAFF	3,492.00	0.00	0.00	0.00	0.00	0.00	0.00	3,492.00
6742- TRAINING - STAFF	57,955.00	577.50	4,668.29	0.00	0.08	1,670.93	6,339.22	51,615.78
6875- EMPLOYEE HEALTH & WELFARE	0.00	131.76	910.81	0.00	0.00	0.00	910.81	(910.81)
9010- INDIRECT COST ALLOCATION	6,897.00	1,199.36	1,719.44	0.00	0.25	0.00	1,719.44	5,177.56
Total Expenses	<u>82,690.00</u>	<u>1,908.62</u>	<u>8,143.89</u>	<u>0.00</u>	<u>0.10</u>	<u>1,670.93</u>	<u>9,814.82</u>	<u>72,875.18</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>(1,670.93)</u>	<u>(1,670.93)</u>	<u>1,670.93</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>(1,670.93)</u>	<u>(1,670.93)</u>	<u>1,670.93</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2023 to 12/31/2023

	Grant Budget	Current Month Actual	YTD Actual December 31, 2023	YTD Budget December 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
331 0 HEAD START-FRESNO MIGRANT								
Revenues								
4110- GRANT INCOME-FEDERAL	5,789,431.00	305,545.08	2,147,695.02	2,281,453.50	(0.37)	0.00	2,147,695.02	3,641,735.98
4220- IN KIND CONTRIBUTIONS	800,744.00	23,873.26	339,214.31	315,551.00	(0.42)	0.00	339,214.31	461,529.69
Total Revenues	6,590,175.00	329,418.34	2,486,909.33	2,597,004.50	(0.38)	0.00	2,486,909.33	4,103,265.67
Expenses								
5010- SALARIES & WAGES	3,254,598.00	168,672.38	1,275,745.66	1,286,740.50	0.39	0.00	1,275,745.66	1,978,852.34
5020- ACCRUED VACATION PAY	205,049.00	10,554.75	76,284.77	81,211.00	0.37	0.00	76,284.77	128,764.23
5112- HEALTH INSURANCE	241,714.00	11,003.89	77,326.12	105,421.00	0.32	0.00	77,326.12	164,387.88
5114- WORKER'S COMPENSATION	86,472.00	5,469.28	47,548.90	34,206.00	0.55	0.00	47,548.90	38,923.10
5116- PENSION	203,235.00	10,728.77	84,924.85	81,119.00	0.42	0.00	84,924.85	118,310.15
5122- FICA	205,841.00	13,113.32	105,685.04	81,382.00	0.51	0.00	105,685.04	100,155.96
5124- SUI	41,590.00	132.99	1,531.57	17,005.00	0.04	0.00	1,531.57	40,058.43
5130- ACCRUED VACATION FICA	13,139.00	807.40	5,834.98	5,203.00	0.44	0.00	5,834.98	7,304.02
6110- OFFICE SUPPLIES	14,500.00	153.80	4,030.68	5,754.00	0.28	0.00	4,030.68	10,469.32
6112- DATA PROCESSING SUPPLIES	70,000.00	7,695.48	18,671.15	24,338.00	0.27	6,167.39	24,838.54	45,161.46
6121- FOOD	10,500.00	493.75	6,796.17	5,247.00	0.65	0.00	6,796.17	3,703.83
6122- KITCHEN SUPPLIES	1,000.00	17.45	2,982.59	0.00	2.98	0.00	2,982.59	(1,982.59)
6130- PROGRAM SUPPLIES	73,696.00	488.80	32,741.85	29,558.00	0.44	648.00	33,389.85	40,306.15
6132- MEDICAL & DENTAL SUPPLIES	12,500.00	576.97	4,186.25	0.00	0.33	501.46	4,687.71	7,812.29
6134- INSTRUCTIONAL SUPPLIES	5,000.00	0.00	0.00	2,498.00	0.00	0.00	0.00	5,000.00
6140- CUSTODIAL SUPPLIES	15,000.00	0.00	6,694.12	7,250.00	0.45	0.00	6,694.12	8,305.88
6150- UNIFORM RENTAL/PURCHASE	0.00	0.00	150.00	0.00	0.00	0.00	150.00	(150.00)
6170- POSTAGE & SHIPPING	750.00	25.09	206.36	248.00	0.28	0.00	206.36	543.64
6180- EQUIPMENT RENTAL	36,000.00	3,966.80	13,556.56	11,984.00	0.38	0.00	13,556.56	22,443.44
6181- EQUIPMENT MAINTENANCE	25,000.00	3,101.43	9,115.11	8,336.00	0.36	0.00	9,115.11	15,884.89
6221- EQUIPMENT OVER > \$5000	48,000.00	0.00	34,407.80	48,000.00	0.72	0.00	34,407.80	13,592.20
6310- PRINTING & PUBLICATIONS	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
6320- TELEPHONE	150,000.00	12,355.71	42,233.08	50,004.00	0.28	0.00	42,233.08	107,766.92
6410- RENT	83,202.00	8,216.18	32,864.02	27,737.00	0.39	0.00	32,864.02	50,337.98
6420- UTILITIES/ DISPOSAL	75,000.00	5,016.44	21,858.72	25,000.00	0.29	0.00	21,858.72	53,141.28
6432- BUILDING REPAIRS/ MAINTENANCE	200,000.00	1,688.14	6,213.84	66,672.00	0.03	0.00	6,213.84	193,786.16
6433- GROUNDS MAINTENANCE	42,000.00	1,680.00	9,191.87	14,000.00	0.22	1,100.00	10,291.87	31,708.13
6436- PEST CONTROL	7,500.00	658.59	2,634.36	2,500.00	0.35	0.00	2,634.36	4,865.64
6437- BURGLAR & FIRE ALARM	6,500.00	515.62	1,283.08	2,834.00	0.20	0.00	1,283.08	5,216.92
6440- PROPERTY INSURANCE	13,795.00	0.00	1,154.20	4,686.00	0.08	0.00	1,154.20	12,640.80
6520- CONSULTANTS	10,000.00	0.00	6,718.58	4,998.00	0.67	14,887.54	21,606.12	(11,606.12)
6522- CONSULTANT EXPENSES	1,500.00	0.00	0.00	743.00	0.00	0.00	0.00	1,500.00
6524- CONTRACTS	15,000.00	0.00	0.00	7,500.00	0.00	0.00	0.00	15,000.00
6530- LEGAL	1,500.00	1,125.00	4,156.25	700.00	2.77	0.00	4,156.25	(2,656.25)
6540- CUSTODIAL SERVICES	4,776.00	398.00	1,592.00	1,592.00	0.33	0.00	1,592.00	3,184.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	740.00	0.00	0.74	0.00	740.00	260.00
6610- GAS & OIL	15,000.00	474.60	3,774.05	5,550.00	0.25	0.00	3,774.05	11,225.95
6620- VEHICLE INSURANCE	22,500.00	0.00	2,175.93	7,500.00	0.10	0.00	2,175.93	20,324.07
6640- VEHICLE REPAIR & MAINTENANCE	25,000.00	10.00	5,465.86	9,000.00	0.22	0.00	5,465.86	19,534.14

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2023 to 12/31/2023

	Grant Budget	Current Month Actual	YTD Actual December 31, 2023	YTD Budget December 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
331 0 HEAD START-FRESNO MIGRANT								
6712- STAFF TRAVEL-LOCAL	15,000.00	184.25	4,343.22	7,494.00	0.29	0.00	4,343.22	10,656.78
6742- TRAINING - STAFF	0.00	0.00	427.50	0.00	0.00	0.00	427.50	(427.50)
6748- EDUCATION REIMBURSEMENT	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
6832- LIABILITY INSURANCE	504.00	39.28	157.12	168.00	0.31	0.00	157.12	346.88
6834- STUDENT ACTIVITY INSURANCE	1,074.00	33.73	571.48	537.00	0.53	0.00	571.48	502.52
6840- PROPERTY TAXES	5,800.00	0.00	2,034.46	5,800.00	0.35	0.00	2,034.46	3,765.54
6850- FEES & LICENSES	22,000.00	4,116.00	7,419.28	7,132.00	0.34	0.00	7,419.28	14,580.72
6852- FINGERPRINT	3,800.00	1.50	151.00	0.00	0.04	0.00	151.00	3,649.00
6875- EMPLOYEE HEALTH & WELFARE	6,375.00	0.00	5,079.24	6,375.00	0.80	0.00	5,079.24	1,295.76
7110- PARENT ACTIVITIES	1,450.00	0.00	103.88	580.00	0.07	0.00	103.88	1,346.12
7112- PARENT INVOLVEMENT	0.00	207.31	362.78	0.00	0.00	0.00	362.78	(362.78)
7114- PC ALLOWANCE	1,680.00	0.00	300.00	560.00	0.18	0.00	300.00	1,380.00
8110- IN KIND SALARIES	630,885.00	9,914.68	283,379.99	248,613.00	0.45	0.00	283,379.99	347,505.01
8120- IN KIND RENT	167,503.00	13,958.58	55,834.32	66,009.00	0.33	0.00	55,834.32	111,668.68
8130- IN KIND - OTHER	2,356.00	0.00	0.00	929.00	0.00	0.00	0.00	2,356.00
9010- INDIRECT COST ALLOCATION	478,891.00	25,485.43	176,268.69	186,291.00	0.37	0.00	176,268.69	302,622.31
Total Expenses	6,590,175.00	323,081.39	2,486,909.33	2,597,004.50	0.38	23,304.39	2,510,213.72	4,079,961.28
Excess Revenue Over (Under) Expenditures	0.00	6,336.95	0.00	0.00	0.00	(23,304.39)	(23,304.39)	23,304.39
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	6,336.95	0.00	0.00	0.00	(23,304.39)	(23,304.39)	23,304.39

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2023 to 12/31/2023

	Grant Budget	Current Month Actual	YTD Actual December 31, 2023	YTD Budget December 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
351 0 FRESNO COE 1-TIME FUND								
Revenues								
4120- GRANT INCOME-STATE	0.00	0.00	370,423.10	0.00	0.00	0.00	370,423.10	(370,423.10)
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>370,423.10</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>370,423.10</u>	<u>(370,423.10)</u>
Expenses								
6130- PROGRAM SUPPLIES	0.00	0.00	724.26	0.00	0.00	0.00	724.26	(724.26)
9010- INDIRECT COST ALLOCATION	0.00	0.00	65.91	0.00	0.00	0.00	65.91	(65.91)
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>790.17</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>790.17</u>	<u>(790.17)</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>369,632.93</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>369,632.93</u>	<u>(369,632.93)</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>425,745.25</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>425,745.25</u>	<u>(425,745.25)</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2023 to 12/31/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual December 31, 2023	YTD Budget December 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	5,872,121.00	307,453.70	2,155,838.91	2,281,453.50	(0.37)	0.00	2,155,838.91	3,716,282.09
4120- GRANT INCOME-STATE	0.00	0.00	370,423.10	0.00	0.00	0.00	370,423.10	(370,423.10)
4220- IN KIND CONTRIBUTIONS	800,744.00	23,873.26	339,214.31	315,551.00	(0.42)	0.00	339,214.31	461,529.69
Total Revenues	<u>6,672,865.00</u>	<u>331,326.96</u>	<u>2,865,476.32</u>	<u>2,597,004.50</u>	<u>(0.43)</u>	<u>0.00</u>	<u>2,865,476.32</u>	<u>3,807,388.68</u>
Expenses								
5010- SALARIES & WAGES	3,254,598.00	168,672.38	1,275,745.66	1,286,740.50	0.39	0.00	1,275,745.66	1,978,852.34
5020- ACCRUED VACATION PAY	205,049.00	10,554.75	76,284.77	81,211.00	0.37	0.00	76,284.77	128,764.23
5112- HEALTH INSURANCE	241,714.00	11,003.89	77,326.12	105,421.00	0.32	0.00	77,326.12	164,387.88
5114- WORKER'S COMPENSATION	86,472.00	5,469.28	47,548.90	34,206.00	0.55	0.00	47,548.90	38,923.10
5116- PENSION	203,235.00	10,728.77	84,924.85	81,119.00	0.42	0.00	84,924.85	118,310.15
5122- FICA	205,841.00	13,113.32	105,685.04	81,382.00	0.51	0.00	105,685.04	100,155.96
5124- SUI	41,590.00	132.99	1,531.57	17,005.00	0.04	0.00	1,531.57	40,058.43
5130- ACCRUED VACATION FICA	13,139.00	807.40	5,834.98	5,203.00	0.44	0.00	5,834.98	7,304.02
6110- OFFICE SUPPLIES	19,306.00	153.80	4,030.68	5,754.00	0.21	0.00	4,030.68	15,275.32
6112- DATA PROCESSING SUPPLIES	70,000.00	7,695.48	18,671.15	24,338.00	0.27	6,167.39	24,838.54	45,161.46
6121- FOOD	10,500.00	493.75	7,150.40	5,247.00	0.68	0.00	7,150.40	3,349.60
6122- KITCHEN SUPPLIES	1,000.00	17.45	2,982.59	0.00	2.98	0.00	2,982.59	(1,982.59)
6130- PROGRAM SUPPLIES	73,696.00	488.80	33,466.11	29,558.00	0.45	648.00	34,114.11	39,581.89
6132- MEDICAL & DENTAL SUPPLIES	12,500.00	576.97	4,186.25	0.00	0.33	501.46	4,687.71	7,812.29
6134- INSTRUCTIONAL SUPPLIES	5,000.00	0.00	0.00	2,498.00	0.00	0.00	0.00	5,000.00
6140- CUSTODIAL SUPPLIES	15,000.00	0.00	6,694.12	7,250.00	0.45	0.00	6,694.12	8,305.88
6150- UNIFORM RENTAL/PURCHASE	0.00	0.00	150.00	0.00	0.00	0.00	150.00	(150.00)
6170- POSTAGE & SHIPPING	750.00	25.00	206.36	248.00	0.28	0.00	206.36	543.64
6180- EQUIPMENT RENTAL	36,000.00	3,966.80	13,556.56	11,984.00	0.38	0.00	13,556.56	22,443.44
6181- EQUIPMENT MAINTENANCE	25,000.00	3,101.43	9,115.11	8,336.00	0.36	0.00	9,115.11	15,884.89
6221- EQUIPMENT OVER > \$5000	48,000.00	0.00	34,407.80	48,000.00	0.72	0.00	34,407.80	13,592.20
6310- PRINTING & PUBLICATIONS	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
6320- TELEPHONE	150,000.00	12,355.71	42,233.08	50,004.00	0.28	0.00	42,233.08	107,766.92
6410- RENT	83,202.00	8,216.18	32,864.02	27,737.00	0.39	0.00	32,864.02	50,337.98
6420- UTILITIES/ DISPOSAL	75,000.00	5,016.44	21,858.72	25,000.00	0.29	0.00	21,858.72	53,141.28
6432- BUILDING REPAIRS/ MAINTENANCE	200,000.00	1,688.14	6,213.84	66,672.00	0.03	0.00	6,213.84	193,786.16
6433- GROUNDS MAINTENANCE	42,000.00	1,680.00	9,191.87	14,000.00	0.22	1,100.00	10,291.87	31,708.13
6436- PEST CONTROL	7,500.00	658.59	2,634.36	2,500.00	0.35	0.00	2,634.36	4,865.64
6437- BURGLAR & FIRE ALARM	6,500.00	515.62	1,283.08	2,834.00	0.20	0.00	1,283.08	5,216.92
6440- PROPERTY INSURANCE	13,795.00	0.00	1,154.20	4,686.00	0.08	0.00	1,154.20	12,640.80
6520- CONSULTANTS	10,000.00	0.00	6,718.58	4,998.00	0.67	14,887.54	21,606.12	(11,606.12)
6522- CONSULTANT EXPENSES	1,500.00	0.00	0.00	743.00	0.00	0.00	0.00	1,500.00
6524- CONTRACTS	15,000.00	0.00	0.00	7,500.00	0.00	0.00	0.00	15,000.00
6530- LEGAL	1,500.00	1,125.00	4,156.25	700.00	2.77	0.00	4,156.25	(2,656.25)
6540- CUSTODIAL SERVICES	4,776.00	398.00	1,592.00	1,592.00	0.33	0.00	1,592.00	3,184.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	740.00	0.00	0.74	0.00	740.00	260.00
6610- GAS & OIL	15,000.00	474.60	3,774.05	5,550.00	0.25	0.00	3,774.05	11,225.95
6620- VEHICLE INSURANCE	22,500.00	0.00	2,175.93	7,500.00	0.10	0.00	2,175.93	20,324.07

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2023 to 12/31/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual December 31, 2023	YTD Budget December 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6640- VEHICLE REPAIR & MAINTENANCE	25,000.00	10.00	5,465.86	9,000.00	0.22	0.00	5,465.86	19,534.14
6712- STAFF TRAVEL-LOCAL	15,000.00	184.25	4,441.22	7,494.00	0.30	0.00	4,441.22	10,558.78
6714- STAFF TRAVEL-OUT OF AREA	9,540.00	0.00	393.12	0.00	0.04	0.00	393.12	9,146.88
6722- PER DIEM - STAFF	3,492.00	0.00	0.00	0.00	0.00	0.00	0.00	3,492.00
6742- TRAINING - STAFF	57,955.00	577.50	5,095.79	0.00	0.09	1,670.93	6,766.72	51,188.28
6748- EDUCATION REIMBURSEMENT	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
6832- LIABILITY INSURANCE	504.00	39.28	157.12	168.00	0.31	0.00	157.12	346.88
6834- STUDENT ACTIVITY INSURANCE	1,074.00	33.73	571.48	537.00	0.53	0.00	571.48	502.52
6840- PROPERTY TAXES	5,800.00	0.00	2,034.46	5,800.00	0.35	0.00	2,034.46	3,765.54
6850- FEES & LICENSES	22,000.00	4,116.00	7,419.28	7,132.00	0.34	0.00	7,419.28	14,580.72
6852- FINGERPRINT	3,800.00	1.50	151.00	0.00	0.04	0.00	151.00	3,649.00
6875- EMPLOYEE HEALTH & WELFARE	6,375.00	131.76	5,990.05	6,375.00	0.94	0.00	5,990.05	384.95
7110- PARENT ACTIVITIES	1,450.00	0.00	103.88	580.00	0.07	0.00	103.88	1,346.12
7112- PARENT INVOLVEMENT	0.00	207.31	362.78	0.00	0.00	0.00	362.78	(362.78)
7114- PC ALLOWANCE	1,680.00	0.00	300.00	560.00	0.18	0.00	300.00	1,380.00
8110- IN KIND SALARIES	630,885.00	9,914.68	283,379.99	248,613.00	0.45	0.00	283,379.99	347,505.01
8120- IN KIND RENT	167,503.00	13,958.58	55,834.32	66,009.00	0.33	0.00	55,834.32	111,668.68
8130- IN KIND - OTHER	2,356.00	0.00	0.00	929.00	0.00	0.00	0.00	2,356.00
9010- INDIRECT COST ALLOCATION	485,788.00	26,684.79	178,054.04	186,291.00	0.37	0.00	178,054.04	307,733.96
Total Expenses	6,672,865.00	324,990.01	2,495,843.39	2,597,004.50	0.37	24,975.32	2,520,818.71	4,152,046.29
Excess Revenue Over (Under) Expenditures	0.00	6,336.95	369,632.93	0.00	0.00	(24,975.32)	344,657.61	(344,657.61)
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	62,449.27	425,745.25	0.00	0.00	(24,975.32)	400,769.93	(400,769.93)

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2023 to 11/30/2023

330 0 HEAD START-FRESNO MIGRANT T&TA	Grant Budget	Current Month Actual	YTD Actual November 30, 2023	YTD Budget November 30, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	82,690.00	3,171.64	6,235.27	0.00	(0.08)	0.00	6,235.27	76,454.73
Total Revenues	<u>82,690.00</u>	<u>3,171.64</u>	<u>6,235.27</u>	<u>0.00</u>	<u>(0.08)</u>	<u>0.00</u>	<u>6,235.27</u>	<u>76,454.73</u>
Expenses								
6110- OFFICE SUPPLIES	4,806.00	0.00	0.00	0.00	0.00	0.00	0.00	4,806.00
6121- FOOD	0.00	0.00	354.23	0.00	0.00	0.00	354.23	(354.23)
6712- STAFF TRAVEL-LOCAL	0.00	0.00	98.00	0.00	0.00	0.00	98.00	(98.00)
6714- STAFF TRAVEL-OUT OF AREA	9,540.00	0.00	393.12	0.00	0.04	0.00	393.12	9,146.88
6722- PER DIEM - STAFF	3,492.00	0.00	0.00	0.00	0.00	0.00	0.00	3,492.00
6742- TRAINING - STAFF	57,955.00	2,421.29	4,090.79	0.00	0.07	0.00	4,090.79	53,864.21
6875- EMPLOYEE HEALTH & WELFARE	0.00	485.81	779.05	0.00	0.00	0.00	779.05	(779.05)
9010- INDIRECT COST ALLOCATION	6,897.00	264.54	520.08	0.00	0.08	0.00	520.08	6,376.92
Total Expenses	<u>82,690.00</u>	<u>3,171.64</u>	<u>6,235.27</u>	<u>0.00</u>	<u>0.08</u>	<u>0.00</u>	<u>6,235.27</u>	<u>76,454.73</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 9/01/2023 to 11/30/2023

331 0 HEAD START-FRESNO MIGRANT	Grant Budget	Current Month Actual	YTD Actual November 30, 2023	YTD Budget November 30, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	5,789,431.00	591,033.87	1,842,149.94	2,114,561.00	(0.32)	0.00	1,842,149.94	3,947,281.06
4220- IN KIND CONTRIBUTIONS	800,744.00	101,895.09	315,341.05	292,468.00	(0.39)	0.00	315,341.05	485,402.95
Total Revenues	6,590,175.00	692,928.96	2,157,490.99	2,407,029.00	(0.33)	0.00	2,157,490.99	4,432,684.01
Expenses								
5010- SALARIES & WAGES	3,254,598.00	338,862.71	1,107,073.28	1,251,606.00	0.34	0.00	1,107,073.28	2,147,524.72
5020- ACCRUED VACATION PAY	205,049.00	21,455.87	65,730.02	79,061.00	0.32	0.00	65,730.02	139,318.98
5112- HEALTH INSURANCE	241,714.00	21,308.11	66,322.23	98,761.00	0.27	0.00	66,322.23	175,391.77
5114- WORKER'S COMPENSATION	86,472.00	15,061.17	42,079.62	33,277.00	0.49	0.00	42,079.62	44,392.38
5116- PENSION	203,235.00	26,424.01	74,196.08	79,255.00	0.37	0.00	74,196.08	129,038.92
5122- FICA	205,841.00	33,093.84	92,571.72	79,160.00	0.45	0.00	92,571.72	113,269.28
5124- SUI	41,590.00	839.52	1,398.58	16,791.00	0.03	0.00	1,398.58	40,191.42
5130- ACCRUED VACATION FICA	13,139.00	1,641.37	5,027.58	5,065.00	0.38	0.00	5,027.58	8,111.42
6110- OFFICE SUPPLIES	14,500.00	67.85	3,548.90	5,004.00	0.24	408.68	3,957.58	10,542.42
6112- DATA PROCESSING SUPPLIES	70,000.00	3,461.92	10,933.92	19,005.00	0.16	29.55	10,963.47	59,036.53
6121- FOOD	10,500.00	2,831.16	5,555.25	5,247.00	0.53	0.00	5,555.25	4,944.75
6122- KITCHEN SUPPLIES	1,000.00	1,288.19	2,965.14	0.00	2.97	0.00	2,965.14	(1,965.14)
6130- PROGRAM SUPPLIES	73,696.00	11,362.97	31,952.30	25,917.00	0.43	949.52	32,901.82	40,794.18
6132- MEDICAL & DENTAL SUPPLIES	12,500.00	1,472.95	3,609.28	0.00	0.29	576.96	4,186.24	8,313.76
6134- INSTRUCTIONAL SUPPLIES	5,000.00	0.00	0.00	2,498.00	0.00	0.00	0.00	5,000.00
6140- CUSTODIAL SUPPLIES	15,000.00	2,375.12	6,694.12	7,125.00	0.45	0.00	6,694.12	8,305.88
6150- UNIFORM RENTAL/PURCHASE	0.00	150.00	150.00	0.00	0.00	0.00	150.00	(150.00)
6170- POSTAGE & SHIPPING	750.00	22.57	148.21	186.00	0.20	0.00	148.21	601.79
6180- EQUIPMENT RENTAL	36,000.00	2,148.28	9,589.76	8,988.00	0.27	0.00	9,589.76	26,410.24
6181- EQUIPMENT MAINTENANCE	25,000.00	388.87	3,388.75	6,253.00	0.14	0.00	3,388.75	21,611.25
6221- EQUIPMENT OVER > \$5000	48,000.00	0.00	34,407.80	12,000.00	0.72	0.00	34,407.80	13,592.20
6310- PRINTING & PUBLICATIONS	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
6320- TELEPHONE	150,000.00	9,579.64	29,877.37	37,503.00	0.20	0.00	29,877.37	120,122.63
6410- RENT	83,202.00	8,214.28	24,647.84	20,804.00	0.30	0.00	24,647.84	58,554.16
6420- UTILITIES/ DISPOSAL	75,000.00	2,072.27	15,996.56	18,750.00	0.21	0.00	15,996.56	59,003.44
6432- BUILDING REPAIRS/ MAINTENANCE	200,000.00	413.37	4,525.71	50,004.00	0.02	1,093.76	5,619.47	194,380.53
6433- GROUNDS MAINTENANCE	42,000.00	3,237.72	7,511.87	10,500.00	0.18	1,100.00	8,611.87	33,388.13
6436- PEST CONTROL	7,500.00	658.59	1,975.77	1,875.00	0.26	0.00	1,975.77	5,524.23
6437- BURGLAR & FIRE ALARM	6,500.00	389.54	767.46	1,625.00	0.12	0.00	767.46	5,732.54
6440- PROPERTY INSURANCE	13,795.00	0.00	1,154.20	3,447.00	0.08	0.00	1,154.20	12,640.80
6520- CONSULTANTS	10,000.00	6,483.80	6,718.58	4,998.00	0.67	14,887.54	21,606.12	(11,606.12)
6522- CONSULTANT EXPENSES	1,500.00	0.00	0.00	743.00	0.00	0.00	0.00	1,500.00
6524- CONTRACTS	15,000.00	0.00	0.00	7,500.00	0.00	0.00	0.00	15,000.00
6530- LEGAL	1,500.00	2,437.50	3,031.25	300.00	2.02	0.00	3,031.25	(1,531.25)
6540- CUSTODIAL SERVICES	4,776.00	398.00	1,194.00	1,194.00	0.25	0.00	1,194.00	3,582.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	740.00	0.00	0.74	0.00	740.00	260.00
6610- GAS & OIL	15,000.00	948.66	3,291.55	4,800.00	0.22	0.00	3,291.55	11,708.45
6620- VEHICLE INSURANCE	22,500.00	0.00	2,175.93	5,625.00	0.10	0.00	2,175.93	20,324.07
6640- VEHICLE REPAIR & MAINTENANCE	25,000.00	3,945.41	5,229.14	7,500.00	0.21	0.00	5,229.14	19,770.86

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2023 to 11/30/2023

	Grant Budget	Current Month Actual	YTD Actual November 30, 2023	YTD Budget November 30, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
331 0 HEAD START-FRESNO MIGRANT								
6712- STAFF TRAVEL-LOCAL	15,000.00	942.01	2,977.99	7,494.00	0.20	0.00	2,977.99	12,022.01
6742- TRAINING - STAFF	0.00	0.00	427.50	0.00	0.00	0.00	427.50	(427.50)
6748- EDUCATION REIMBURSEMENT	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
6832- LIABILITY INSURANCE	504.00	39.28	117.84	126.00	0.23	0.00	117.84	386.16
6834- STUDENT ACTIVITY INSURANCE	1,074.00	179.25	537.75	537.00	0.50	0.00	537.75	536.25
6840- PROPERTY TAXES	5,800.00	2,034.46	2,034.46	5,800.00	0.35	0.00	2,034.46	3,765.54
6850- FEES & LICENSES	22,000.00	504.00	3,303.28	5,349.00	0.15	0.00	3,303.28	18,696.72
6852- FINGERPRINT	3,800.00	74.75	149.50	0.00	0.04	0.00	149.50	3,650.50
6875- EMPLOYEE HEALTH & WELFARE	6,375.00	5,079.24	5,079.24	6,375.00	0.80	0.00	5,079.24	1,295.76
7110- PARENT ACTIVITIES	1,450.00	0.00	103.88	580.00	0.07	0.00	103.88	1,346.12
7112- PARENT INVOLVEMENT	0.00	0.00	155.47	0.00	0.00	0.00	155.47	(155.47)
7114- PC ALLOWANCE	1,680.00	30.00	300.00	560.00	0.18	0.00	300.00	1,380.00
8110- IN KIND SALARIES	630,885.00	87,936.51	273,465.31	230,427.00	0.43	0.00	273,465.31	357,419.69
8120- IN KIND RENT	167,503.00	13,958.58	41,875.74	61,180.00	0.25	0.00	41,875.74	125,627.26
8130- IN KIND - OTHER	2,356.00	0.00	0.00	861.00	0.00	0.00	0.00	2,356.00
9010- INDIRECT COST ALLOCATION	478,891.00	49,297.98	150,783.26	175,373.00	0.31	0.00	150,783.26	328,107.74
Total Expenses	6,590,175.00	683,111.32	2,157,490.99	2,407,029.00	0.33	19,046.01	2,176,537.00	4,413,638.00
Excess Revenue Over (Under) Expenditures	0.00	9,817.64	0.00	0.00	0.00	(19,046.01)	(19,046.01)	19,046.01
Beginning Net Assets - Unrestricted	0.00	(157.20)	(157.20)	0.00	0.00	0.00	(157.20)	157.20
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	9,660.44	(157.20)	0.00	0.00	(19,046.01)	(19,203.21)	19,203.21

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2023 to 11/30/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual November 30, 2023	YTD Budget November 30, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	5,872,121.00	594,205.51	1,848,385.21	2,114,561.00	(0.31)	0.00	1,848,385.21	4,023,735.79
4220- IN KIND CONTRIBUTIONS	<u>800,744.00</u>	<u>101,895.09</u>	<u>315,341.05</u>	<u>292,468.00</u>	<u>(0.39)</u>	<u>0.00</u>	<u>315,341.05</u>	<u>485,402.95</u>
Total Revenues	<u>6,672,865.00</u>	<u>696,100.60</u>	<u>2,163,726.26</u>	<u>2,407,029.00</u>	<u>(0.32)</u>	<u>0.00</u>	<u>2,163,726.26</u>	<u>4,509,138.74</u>
Expenses								
5010- SALARIES & WAGES	3,254,598.00	338,862.71	1,107,073.28	1,251,606.00	0.34	0.00	1,107,073.28	2,147,524.72
5020- ACCRUED VACATION PAY	205,049.00	21,455.87	65,730.02	79,061.00	0.32	0.00	65,730.02	139,318.98
5112- HEALTH INSURANCE	241,714.00	21,308.11	66,322.23	98,761.00	0.27	0.00	66,322.23	175,391.77
5114- WORKER'S COMPENSATION	86,472.00	15,061.17	42,079.62	33,277.00	0.49	0.00	42,079.62	44,392.38
5116- PENSION	203,235.00	26,424.01	74,196.08	79,255.00	0.37	0.00	74,196.08	129,038.92
5122- FICA	205,841.00	33,093.84	92,571.72	79,160.00	0.45	0.00	92,571.72	113,269.28
5124- SUI	41,590.00	839.52	1,398.58	16,791.00	0.03	0.00	1,398.58	40,191.42
5130- ACCRUED VACATION FICA	13,139.00	1,641.37	5,027.58	5,065.00	0.38	0.00	5,027.58	8,111.42
6110- OFFICE SUPPLIES	19,306.00	67.85	3,548.90	5,004.00	0.18	408.68	3,957.58	15,348.42
6112- DATA PROCESSING SUPPLIES	70,000.00	3,461.92	10,933.92	19,005.00	0.16	29.55	10,963.47	59,036.53
6121- FOOD	10,500.00	2,831.16	5,909.48	5,247.00	0.56	0.00	5,909.48	4,590.52
6122- KITCHEN SUPPLIES	1,000.00	1,288.19	2,965.14	0.00	2.97	0.00	2,965.14	(1,965.14)
6130- PROGRAM SUPPLIES	73,696.00	11,362.97	31,952.30	25,917.00	0.43	949.52	32,901.82	40,794.18
6132- MEDICAL & DENTAL SUPPLIES	12,500.00	1,472.95	3,609.28	0.00	0.29	576.96	4,186.24	8,313.76
6134- INSTRUCTIONAL SUPPLIES	5,000.00	0.00	0.00	2,498.00	0.00	0.00	0.00	5,000.00
6140- CUSTODIAL SUPPLIES	15,000.00	2,375.12	6,694.12	7,125.00	0.45	0.00	6,694.12	8,305.88
6150- UNIFORM RENTAL/PURCHASE	0.00	150.00	150.00	0.00	0.00	0.00	150.00	(150.00)
6170- POSTAGE & SHIPPING	750.00	22.57	148.21	186.00	0.20	0.00	148.21	601.79
6180- EQUIPMENT RENTAL	36,000.00	2,148.28	9,589.76	8,988.00	0.27	0.00	9,589.76	26,410.24
6181- EQUIPMENT MAINTENANCE	25,000.00	388.87	3,388.75	6,253.00	0.14	0.00	3,388.75	21,611.25
6221- EQUIPMENT OVER > \$5000	48,000.00	0.00	34,407.80	12,000.00	0.72	0.00	34,407.80	13,592.20
6310- PRINTING & PUBLICATIONS	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
6320- TELEPHONE	150,000.00	9,579.64	29,877.37	37,503.00	0.20	0.00	29,877.37	120,122.63
6410- RENT	83,202.00	8,214.28	24,647.84	20,804.00	0.30	0.00	24,647.84	58,554.16
6420- UTILITIES/ DISPOSAL	75,000.00	2,072.27	15,996.56	18,750.00	0.21	0.00	15,996.56	59,003.44
6432- BUILDING REPAIRS/ MAINTENANCE	200,000.00	413.37	4,525.71	50,004.00	0.02	1,093.76	5,619.47	194,380.53
6433- GROUNDS MAINTENANCE	42,000.00	3,237.72	7,511.87	10,500.00	0.18	1,100.00	8,611.87	33,388.13
6436- PEST CONTROL	7,500.00	658.59	1,975.77	1,875.00	0.26	0.00	1,975.77	5,524.23
6437- BURGLAR & FIRE ALARM	6,500.00	389.54	767.46	1,625.00	0.12	0.00	767.46	5,732.54
6440- PROPERTY INSURANCE	13,795.00	0.00	1,154.20	3,447.00	0.08	0.00	1,154.20	12,640.80
6520- CONSULTANTS	10,000.00	6,483.80	6,718.58	4,998.00	0.67	14,887.54	21,606.12	(11,606.12)
6522- CONSULTANT EXPENSES	1,500.00	0.00	0.00	743.00	0.00	0.00	0.00	1,500.00
6524- CONTRACTS	15,000.00	0.00	0.00	7,500.00	0.00	0.00	0.00	15,000.00
6530- LEGAL	1,500.00	2,437.50	3,031.25	300.00	2.02	0.00	3,031.25	(1,531.25)
6540- CUSTODIAL SERVICES	4,776.00	398.00	1,194.00	1,194.00	0.25	0.00	1,194.00	3,582.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	740.00	0.00	0.74	0.00	740.00	260.00
6610- GAS & OIL	15,000.00	948.66	3,291.55	4,800.00	0.22	0.00	3,291.55	11,708.45
6620- VEHICLE INSURANCE	22,500.00	0.00	2,175.93	5,625.00	0.10	0.00	2,175.93	20,324.07
6640- VEHICLE REPAIR & MAINTENANCE	25,000.00	3,945.41	5,229.14	7,500.00	0.21	0.00	5,229.14	19,770.86

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2023 to 11/30/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual November 30, 2023	YTD Budget November 30, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6712- STAFF TRAVEL-LOCAL	15,000.00	942.01	3,075.99	7,494.00	0.21	0.00	3,075.99	11,924.01
6714- STAFF TRAVEL-OUT OF AREA	9,540.00	0.00	393.12	0.00	0.04	0.00	393.12	9,146.88
6722- PER DIEM - STAFF	3,492.00	0.00	0.00	0.00	0.00	0.00	0.00	3,492.00
6742- TRAINING - STAFF	57,955.00	2,421.29	4,518.29	0.00	0.08	0.00	4,518.29	53,436.71
6748- EDUCATION REIMBURSEMENT	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
6832- LIABILITY INSURANCE	504.00	39.28	117.84	126.00	0.23	0.00	117.84	386.16
6834- STUDENT ACTIVITY INSURANCE	1,074.00	179.25	537.75	537.00	0.50	0.00	537.75	536.25
6840- PROPERTY TAXES	5,800.00	2,034.46	2,034.46	5,800.00	0.35	0.00	2,034.46	3,765.54
6850- FEES & LICENSES	22,000.00	504.00	3,303.28	5,349.00	0.15	0.00	3,303.28	18,696.72
6852- FINGERPRINT	3,800.00	74.75	149.50	0.00	0.04	0.00	149.50	3,650.50
6875- EMPLOYEE HEALTH & WELFARE	6,375.00	5,565.05	5,858.29	6,375.00	0.92	0.00	5,858.29	516.71
7110- PARENT ACTIVITIES	1,450.00	0.00	103.88	580.00	0.07	0.00	103.88	1,346.12
7112- PARENT INVOLVEMENT	0.00	0.00	155.47	0.00	0.00	0.00	155.47	(155.47)
7114- PC ALLOWANCE	1,680.00	30.00	300.00	560.00	0.18	0.00	300.00	1,380.00
8110- IN KIND SALARIES	630,885.00	87,936.51	273,465.31	230,427.00	0.43	0.00	273,465.31	357,419.69
8120- IN KIND RENT	167,503.00	13,958.58	41,875.74	61,180.00	0.25	0.00	41,875.74	125,627.26
8130- IN KIND - OTHER	2,356.00	0.00	0.00	861.00	0.00	0.00	0.00	2,356.00
9010- INDIRECT COST ALLOCATION	485,788.00	49,562.52	151,303.34	175,373.00	0.31	0.00	151,303.34	334,484.66
Total Expenses	6,672,865.00	686,282.96	2,163,726.26	2,407,029.00	0.32	19,046.01	2,182,772.27	4,490,092.73
Excess Revenue Over (Under) Expenditures	0.00	9,817.64	0.00	0.00	0.00	(19,046.01)	(19,046.01)	19,046.01
Beginning Net Assets - Unrestricted	0.00	(157.20)	(157.20)	0.00	0.00	0.00	(157.20)	157.20
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	9,660.44	(157.20)	0.00	0.00	(19,046.01)	(19,203.21)	19,203.21

**Fiscal Year July23 - June24
December 31, 2023**

426 0 ALT. PYMT. PROG- CAPP	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual December 31, 2023</u>	<u>YTD Budget December 31, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	4,970,513.00	224,246.05	4,486,785.90	0.00	(0.90)	0.00	4,486,785.90	483,727.10
4120- GRANT INCOME-STATE	2,839,591.00	126,138.41	1,788,064.21	0.00	(0.63)	0.00	1,788,064.21	1,051,526.79
4315- CHILD CRE REVENUE-STATE	0.00	676.15	1,293.10	0.00	0.00	0.00	1,293.10	(1,293.10)
4320- INTEREST INCOME	0.00	0.00	829.00	0.00	0.00	0.00	829.00	(829.00)
Total Revenues	7,810,104.00	351,060.61	6,276,972.21	0.00	(0.80)	0.00	6,276,972.21	1,533,131.79
Expenses								
5010- SALARIES & WAGES	421,564.00	14,422.87	299,612.31	0.00	0.71	0.00	299,612.31	121,951.69
5020- ACCRUED VACATION PAY	28,030.00	799.86	14,047.37	0.00	0.50	0.00	14,047.37	13,982.63
Total Salaries	449,594.00	15,222.73	313,659.68	0.00	0.70	0.00	313,659.68	135,934.32
5112- HEALTH INSURANCE	48,391.00	462.81	20,643.21	0.00	0.43	0.00	20,643.21	27,747.79
5114- WORKER'S COMPENSATION	5,629.00	73.58	1,192.73	0.00	0.21	0.00	1,192.73	4,436.27
5116- PENSION	23,939.00	716.21	14,040.31	0.00	0.59	0.00	14,040.31	9,898.69
5122- FICA	35,488.00	1,116.52	23,912.12	0.00	0.67	0.00	23,912.12	11,575.88
5124- SUI	2,651.00	100.64	2,292.01	0.00	0.86	0.00	2,292.01	358.99
5130- ACCRUED VACATION FICA	421.00	48.52	351.25	0.00	0.83	0.00	351.25	69.75
Total Fringe Benefits	116,519.00	2,518.28	62,431.63	0.00	0.54	0.00	62,431.63	54,087.37
6110- OFFICE SUPPLIES	9,680.00	0.00	4,367.48	0.00	0.45	346.87	4,714.35	4,965.65
6112- DATA PROCESSING SUPPLIES	26,000.00	274.75	14,274.95	0.00	0.55	0.00	14,274.95	11,725.05
6130- PROGRAM SUPPLIES	6,700.00	0.00	1,875.98	0.00	0.28	0.00	1,875.98	4,824.02
6143- FURNISHINGS	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00
6170- POSTAGE & SHIPPING	6,900.00	1,037.68	6,033.11	0.00	0.87	0.00	6,033.11	866.89
Total Supplies	50,780.00	1,312.43	26,551.52	0.00	0.52	346.87	26,898.39	23,881.61
6180- EQUIPMENT RENTAL	6,610.00	558.37	5,518.92	0.00	0.83	0.00	5,518.92	1,091.08
6181- EQUIPMENT MAINTENANCE	4,046.00	623.21	2,460.43	0.00	0.61	0.00	2,460.43	1,585.57
6312- ADVERTISING & PROMOTION	490.00	0.00	0.00	0.00	0.00	0.00	0.00	490.00
6320- TELEPHONE	1,844.00	115.44	1,843.58	0.00	1.00	0.00	1,843.58	0.42
6410- RENT	39,865.00	3,955.86	60,285.27	0.00	1.51	0.00	60,285.27	(20,420.27)
6420- UTILITIES/ DISPOSAL	14,534.00	733.51	12,453.75	0.00	0.86	0.00	12,453.75	2,080.25
6432- BUILDING REPAIRS/ MAINTENANCE	6,050.00	0.00	2.87	0.00	0.00	0.00	2.87	6,047.13
6436- PEST CONTROL	12.00	0.63	6.89	0.00	0.57	0.00	6.89	5.11
6437- BURGLAR & FIRE ALARM	10.00	0.44	7.34	0.00	0.73	0.00	7.34	2.66
6440- PROPERTY INSURANCE	1,258.00	96.17	910.57	0.00	0.72	0.00	910.57	347.43
6520- CONSULTANTS	1,400.00	0.00	0.00	0.00	0.00	0.00	0.00	1,400.00
6530- LEGAL	4,000.00	0.00	3,046.88	0.00	0.76	0.00	3,046.88	953.12
6555- MEDICAL SCREENING/DEAT/STAFF	1,690.00	0.00	240.00	0.00	0.14	0.00	240.00	1,450.00
6610- GAS & OIL	400.00	0.00	59.44	0.00	0.15	0.00	59.44	340.56
6620- VEHICLE INSURANCE	400.00	27.02	322.21	0.00	0.81	0.00	322.21	77.79

**Fiscal Year July23 - June24
December 31, 2023**

6640- VEHICLE REPAIR & MAINTENANCE	400.00	0.00	238.33	0.00	0.60	0.00	238.33	161.67
6712- STAFF TRAVEL-LOCAL	800.00	0.00	12.45	0.00	0.02	0.00	12.45	787.55
6722- PER DIEM - STAFF	2,000.00	0.00	73.44	0.00	0.04	0.00	73.44	1,926.56
6742- TRAINING - STAFF	5,000.00	0.00	3,070.73	0.00	0.61	0.00	3,070.73	1,929.27
6840- PROPERTY TAXES	500.00	0.00	19.72	0.00	0.04	0.00	19.72	480.28
6850- FEES & LICENSES	4,480.00	0.00	3,858.50	0.00	0.86	0.00	3,858.50	621.50
6852- FINGERPRINT	500.00	0.00	590.25	0.00	1.18	0.00	590.25	(90.25)
6875- EMPLOYEE HEALTH & WELFARE	947.00	5.78	818.25	0.00	0.86	0.00	818.25	128.75
Total Other & Services	97,236.00	6,116.43	95,839.82	0.00	0.99	0.00	95,839.82	1,396.18
Equipment & Blding Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6714- STAFF TRAVEL-OUT OF AREA	1,200.00	0.00	525.20	0.00	0.44	0.00	525.20	674.80
Travel-Out of Area	1,200.00	0.00	525.20	0.00	0.44	0.00	525.20	674.80
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7240- DIRECT BENEFITS	6,443,336.00	296,095.30	5,253,218.65	0.00	0.82	0.00	5,253,218.65	1,190,117.35
7245- DIRECT BENEFITS - STATE	0.00	676.15	1,293.10	0.00	0.00	0.00	1,293.10	(1,293.10)
Total Direct Benefits	6,443,336.00	296,771.45	5,254,511.75	0.00	0.82	0.00	5,254,511.75	1,188,824.25
Total In-kind	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9010- INDIRECT COST ALLOCATION	651,439.00	29,225.47	523,452.61	0.00	0.80	0.00	523,452.61	127,986.39
Total Expenses	7,810,104.00	351,166.79	6,276,972.21	0.00	0.80	346.87	6,277,319.08	1,532,784.92
Excess Revenue Over (Under)	0.00	(106.18)	0.00	0.00	0.00	(346.87)	(346.87)	346.87

**Fiscal Year July23 - June24
December 31, 2023**

427 0 ALT. PYMT. PROG. C2AP	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual December 31, 2023</u>	<u>YTD Budget December 31, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	330,867.00	1,093.55	13,948.97	0.00	(0.04)	0.00	13,948.97	316,918.03
4120- GRANT INCOME-STATE	773,077.00	108,261.38	677,032.76	0.00	(0.88)	0.00	677,032.76	96,044.24
Total Revenues	1,103,944.00	109,354.93	690,981.73	0.00	(0.63)	0.00	690,981.73	412,962.27
EXPENSES								
5010- SALARIES & WAGES	59,950.00	6,908.87	37,281.39	0.00	0.62	0.00	37,281.39	22,668.61
5020- ACCRUED VACATION PAY	2,400.00	371.51	1,949.99	0.00	0.81	0.00	1,949.99	450.01
Total Salaries	62,350.00	7,280.38	39,231.38	0.00	0.63	0.00	39,231.38	23,118.62
5112- HEALTH INSURANCE	4,403.00	63.38	1,343.80	0.00	0.31	0.00	1,343.80	3,059.20
5114- WORKER'S COMPENSATION	301.00	38.96	204.28	0.00	0.68	0.00	204.28	96.72
5116- PENSION	3,141.00	246.21	1,757.24	0.00	0.56	0.00	1,757.24	1,383.76
5122- FICA	5,550.00	592.36	3,105.25	0.00	0.56	0.00	3,105.25	2,444.75
5124- SUI	634.00	44.96	100.46	0.00	0.16	0.00	100.46	533.54
5130- ACCRUED VACATION FICA	60.00	(25.22)	62.86	0.00	1.05	0.00	62.86	(2.86)
Fringe Benefits	14,089.00	960.65	6,573.89	0.00	0.47	0.00	6,573.89	7,515.11
6110- OFFICE SUPPLIES	720.00	0.00	376.78	0.00	0.52	70.66	447.44	272.56
6112- DATA PROCESSING SUPPLIES	4,700.00	130.64	800.73	0.00	0.17	0.00	800.73	3,899.27
6170- POSTAGE & SHIPPING	1,170.00	(1,047.45)	542.45	0.00	0.46	0.00	542.45	627.55
Supplies	6,590.00	(916.81)	1,719.96	0.00	0.26	70.66	1,790.62	4,799.38
6180- EQUIPMENT RENTAL	1,044.00	(192.15)	399.35	0.00	0.38	0.00	399.35	644.65
6181- EQUIPMENT MAINTENANCE	580.00	10.18	281.09	0.00	0.48	0.00	281.09	298.91
6320- TELEPHONE	950.00	67.54	395.77	0.00	0.42	0.00	395.77	554.23
6410- RENT	10,447.00	283.25	5,121.00	0.00	0.49	0.00	5,121.00	5,326.00
6420- UTILITIES/ DISPOSAL	2,700.00	9.99	1,138.37	0.00	0.42	0.00	1,138.37	1,561.63
6440- PROPERTY INSURANCE	270.00	(88.27)	53.78	0.00	0.20	0.00	53.78	216.22
6555- MEDICAL SCREENING/DEAT/STAFF	36.00	0.00	0.00	0.00	0.00	0.00	0.00	36.00
6610- GAS & OIL	45.00	0.00	4.55	0.00	0.10	0.00	4.55	40.45
6620- VEHICLE INSURANCE	90.00	(46.32)	18.01	0.00	0.20	0.00	18.01	71.99
6640- VEHICLE REPAIR & MAINTENANCE	36.00	0.00	3.43	0.00	0.10	0.00	3.43	32.57
6712- STAFF TRAVEL-LOCAL	0.00	0.00	3.48	0.00	0.00	0.00	3.48	(3.48)
6714- STAFF TRAVEL-OUT OF AREA	150.00	0.00	102.06	0.00	0.68	0.00	102.06	47.94
6722- PER DIEM - STAFF	0.00	0.00	14.96	0.00	0.00	0.00	14.96	(14.96)
6742- TRAINING - STAFF	570.00	0.00	424.20	0.00	0.74	0.00	424.20	145.80
6840- PROPERTY TAXES	9.00	0.00	0.00	0.00	0.00	0.00	0.00	9.00
6850- FEES & LICENSES	945.00	0.00	69.07	0.00	0.07	0.00	69.07	875.93
6852- FINGERPRINT	90.00	0.00	0.00	0.00	0.00	0.00	0.00	90.00
6875- EMPLOYEE HEALTH & WELFARE	119.00	2.00	33.46	0.00	0.28	0.00	33.46	85.54
Total Other & Services	18,081.00	46.22	8,062.58	0.00	0.45	0.00	8,062.58	10,018.42
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	910,754.00	92,949.40	577,759.33	0.00	0.63	0.00	577,759.33	332,994.67
Direct Benefits	910,754.00	92,949.40	577,759.33	0.00	0.63	0.00	577,759.33	332,994.67
9010- INDIRECT COST ALLOCATION	92,080.00	9,121.26	57,634.59	0.00	0.63	0.00	57,634.59	34,445.41
TOTAL EXPENSES	1,103,944.00	109,441.10	690,981.73	0.00	0.63	70.66	691,052.39	412,891.61
Excess Revenue Over (Under)	0.00	(86.17)	0.00	0.00	0.00	(70.66)	(70.66)	70.66

**Fiscal Year June23 - June24
December 31, 2023**

428 0 ALT. PYMT. PROG. C3AP	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual December 31, 2023</u>	<u>YTD Budget December 31, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	627,232.00	52,060.72	321,976.04	0.00	(0.51)	0.00	321,976.04	305,255.96
4120- GRANT INCOME-STATE	609,478.00	50,019.13	303,154.64	0.00	(0.50)	0.00	303,154.64	306,323.36
4315- CHILD CRE REVENUE-STATE	0.00	166.75	360.80	0.00	0.00	0.00	360.80	(360.80)
Total Revenues	1,236,710.00	102,246.60	625,491.48	0.00	(0.51)	0.00	625,491.48	611,218.52
EXPENSES								
5010- SALARIES & WAGES	66,522.00	3,624.97	28,233.48	0.00	0.42	0.00	28,233.48	38,288.52
5020- ACCRUED VACATION PAY	2,700.00	191.83	1,595.85	0.00	0.59	0.00	1,595.85	1,104.15
Total Salaries	69,222.00	3,816.80	29,829.33	0.00	0.43	0.00	29,829.33	39,392.67
5112- HEALTH INSURANCE	4,935.00	63.96	1,406.09	0.00	0.28	0.00	1,406.09	3,528.91
5114- WORKER'S COMPENSATION	304.00	18.67	153.43	0.00	0.50	0.00	153.43	150.57
5116- PENSION	3,467.00	145.20	1,420.16	0.00	0.41	0.00	1,420.16	2,046.84
5122- FICA	5,852.00	284.23	2,337.78	0.00	0.40	0.00	2,337.78	3,514.22
5124- SUI	655.00	29.62	74.46	0.00	0.11	0.00	74.46	580.54
5130- ACCRUED VACATION FICA	50.00	14.15	87.87	0.00	1.76	0.00	87.87	(37.87)
Fringe Benefits	15,263.00	555.83	5,479.79	0.00	0.36	0.00	5,479.79	9,783.21
6110- OFFICE SUPPLIES	840.00	0.00	376.77	0.00	0.45	70.66	447.43	392.57
6112- DATA PROCESSING SUPPLIES	8,717.00	70.26	438.62	0.00	0.05	0.00	438.62	8,278.38
6170- POSTAGE & SHIPPING	1,365.00	87.31	581.19	0.00	0.43	0.00	581.19	783.81
Supplies	10,922.00	157.57	1,396.58	0.00	0.13	70.66	1,467.24	9,454.76
6180- EQUIPMENT RENTAL	900.00	120.26	427.87	0.00	0.48	0.00	427.87	472.13
6181- EQUIPMENT MAINTENANCE	450.00	111.76	257.79	0.00	0.57	0.00	257.79	192.21
6320- TELEPHONE	525.00	43.50	259.23	0.00	0.49	0.00	259.23	265.77
6410- RENT	10,808.00	1,858.49	5,486.79	0.00	0.51	0.00	5,486.79	5,321.21
6420- UTILITIES/ DISPOSAL	2,700.00	369.60	1,219.67	0.00	0.45	0.00	1,219.67	1,480.33
6440- PROPERTY INSURANCE	315.00	(7.90)	57.63	0.00	0.18	0.00	57.63	257.37
6555- MEDICAL SCREENING/DEAT/STAFF	42.00	0.00	0.00	0.00	0.00	0.00	0.00	42.00
6610- GAS & OIL	53.00	0.00	4.55	0.00	0.09	0.00	4.55	48.45
6620- VEHICLE INSURANCE	105.00	19.30	19.30	0.00	0.18	0.00	19.30	85.70
6640- VEHICLE REPAIR & MAINTENANCE	42.00	0.00	3.19	0.00	0.08	0.00	3.19	38.81
6712- STAFF TRAVEL-LOCAL	0.00	0.00	2.74	0.00	0.00	0.00	2.74	(2.74)
6714- STAFF TRAVEL-OUT OF AREA	150.00	0.00	80.67	0.00	0.54	0.00	80.67	69.33
6722- PER DIEM - STAFF	0.00	0.00	14.96	0.00	0.00	0.00	14.96	(14.96)
6742- TRAINING - STAFF	690.00	0.00	333.30	0.00	0.48	0.00	333.30	356.70
6840- PROPERTY TAXES	11.00	0.00	0.00	0.00	0.00	0.00	0.00	11.00
6850- FEES & LICENSES	828.00	0.00	63.09	0.00	0.08	0.00	63.09	764.91
6852- FINGERPRINT	105.00	0.00	0.00	0.00	0.00	0.00	0.00	105.00

**Fiscal Year June23 - June24
December 31, 2023**

6875- EMPLOYEE HEALTH & WELFARE	139.00	2.07	34.62	0.00	0.25	0.00	34.62	104.38
Total Other & Services	17,863.00	2,517.08	8,265.40	0.00	0.46	0.00	8,265.40	9,597.60
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	1,020,286.00	86,550.46	528,017.61	0.00	0.52	0.00	528,017.61	492,268.39
7245- DIRECT BENEFITS - STATE	0.00	166.75	360.80	0.00	0.00	0.00	360.80	(360.80)
Direct Benefits	1,020,286.00	86,717.21	528,378.41	0.00	0.52	0.00	528,378.41	491,907.59
9010- INDIRECT COST ALLOCATION	103,154.00	8,514.45	52,141.97	0.00	0.51	0.00	52,141.97	51,012.03
TOTAL EXPENSES	1,236,710.00	102,278.94	625,491.48	0.00	0.51	70.66	625,562.14	611,147.86
Excess Revenue Over (Under)	0.00	(32.34)	0.00	0.00	0.00	(70.66)	(70.66)	70.66

**Victims Services-Domestic Violence Program
October 1, 2023 to December 31, 2023**

533 0 SHELTER BASED DV SERVICES	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual December 31, 2023</u>	<u>YTD Budget December 31, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	0.00	21,644.42	80,134.63	0.00	0.00	0.00	80,134.63	(80,134.63)
4120- GRANT INCOME-STATE	0.00	20,000.00	61,980.00	0.00	0.00	0.00	61,980.00	(61,980.00)
Total Revenues	0.00	41,644.42	142,114.63	0.00	0.00	0.00	142,114.63	(142,114.63)
Expenses								
5010- SALARIES & WAGES	0.00	23,242.17	73,056.55	0.00	0.00	0.00	73,056.55	(73,056.55)
5020- ACCRUED VACATION PAY	0.00	1,291.04	3,702.04	0.00	0.00	0.00	3,702.04	(3,702.04)
5112- HEALTH INSURANCE	0.00	2,443.96	6,225.97	0.00	0.00	0.00	6,225.97	(6,225.97)
5114- WORKER'S COMPENSATION	0.00	395.55	1,317.23	0.00	0.00	0.00	1,317.23	(1,317.23)
5116- PENSION	0.00	963.84	3,127.32	0.00	0.00	0.00	3,127.32	(3,127.32)
5122- FICA	0.00	1,831.62	5,885.87	0.00	0.00	0.00	5,885.87	(5,885.87)
5124- SUI	0.00	211.88	728.28	0.00	0.00	0.00	728.28	(728.28)
5130- ACCRUED VACATION FICA	0.00	6.59	37.30	0.00	0.00	0.00	37.30	(37.30)
6110- OFFICE SUPPLIES	0.00	0.00	144.81	0.00	0.00	29.22	174.03	(174.03)
6112- DATA PROCESSING SUPPLIES	0.00	409.45	2,261.06	0.00	0.00	193.35	2,454.41	(2,454.41)
6121- FOOD	0.00	0.00	317.61	0.00	0.00	0.00	317.61	(317.61)
6130- PROGRAM SUPPLIES	0.00	0.00	20.96	0.00	0.00	0.00	20.96	(20.96)
6140- CUSTODIAL SUPPLIES	0.00	0.00	131.25	0.00	0.00	0.00	131.25	(131.25)
6170- POSTAGE & SHIPPING	0.00	3.60	3.60	0.00	0.00	0.00	3.60	(3.60)
6180- EQUIPMENT RENTAL	0.00	168.52	394.57	0.00	0.00	0.00	394.57	(394.57)
6181- EQUIPMENT MAINTENANCE	0.00	51.30	51.30	0.00	0.00	0.00	51.30	(51.30)
6312- ADVERTISING & PROMOTION	0.00	0.00	115.20	0.00	0.00	0.00	115.20	(115.20)
6320- TELEPHONE	0.00	1,121.53	4,442.53	0.00	0.00	0.00	4,442.53	(4,442.53)
6410- RENT	0.00	1,301.01	3,903.02	0.00	0.00	0.00	3,903.02	(3,903.02)
6420- UTILITIES/ DISPOSAL	0.00	1,271.04	3,987.79	0.00	0.00	0.00	3,987.79	(3,987.79)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	13.63	314.27	0.00	0.00	0.00	314.27	(314.27)
6433- GROUNDS MAINTENANCE	0.00	350.00	1,050.00	0.00	0.00	0.00	1,050.00	(1,050.00)
6436- PEST CONTROL	0.00	161.98	485.94	0.00	0.00	0.00	485.94	(485.94)
6437- BURGLAR & FIRE ALARM	0.00	205.93	490.71	0.00	0.00	0.00	490.71	(490.71)
6440- PROPERTY INSURANCE	0.00	1,732.25	5,196.75	0.00	0.00	0.00	5,196.75	(5,196.75)
6520- CONSULTANTS	0.00	0.00	5,500.00	0.00	0.00	0.00	5,500.00	(5,500.00)
6540- CUSTODIAL SERVICES	0.00	261.14	783.42	0.00	0.00	0.00	783.42	(783.42)
6555- MEDICAL SCREENING/DEAT/STAFF	0.00	0.00	240.00	0.00	0.00	0.00	240.00	(240.00)
6610- GAS & OIL	0.00	265.55	797.06	0.00	0.00	0.00	797.06	(797.06)
6620- VEHICLE INSURANCE	0.00	337.22	2,986.42	0.00	0.00	0.00	2,986.42	(2,986.42)
6640- VEHICLE REPAIR & MAINTENANCE	0.00	33.00	90.31	0.00	0.00	0.00	90.31	(90.31)
6832- LIABILITY INSURANCE	0.00	86.64	259.92	0.00	0.00	0.00	259.92	(259.92)
6840- PROPERTY TAXES	0.00	0.00	1,787.52	0.00	0.00	0.00	1,787.52	(1,787.52)

**Victims Services-Domestic Violence Program
October 1, 2023 to December 31, 2023**

	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual December 31, 2023</u>	<u>YTD Budget December 31, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
533 0 SHELTER BASED DV SERVICES								
6850- FEES & LICENSES	0.00	0.00	237.23	0.00	0.00	0.00	237.23	(237.23)
6852- FINGERPRINT	0.00	0.00	1.50	0.00	0.00	0.00	1.50	(1.50)
6875- EMPLOYEE HEALTH & WELFARE	0.00	10.43	48.89	0.00	0.00	(0.59)	48.30	(48.30)
7230- CLIENT FOOD	0.00	0.00	136.69	0.00	0.00	0.00	136.69	(136.69)
9010- INDIRECT COST ALLOCATION	0.00	3,473.55	11,853.74	0.00	0.00	0.00	11,853.74	(11,853.74)
Total Expenses	0.00	41,644.42	142,114.63	0.00	0.00	221.98	142,336.61	(142,336.61)
Excess Revenue Over (Under) Expenditures	0.00	0.00	0.00	0.00	0.00	(221.98)	(221.98)	221.98
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	0.00	0.00	0.00	0.00	(221.98)	(221.98)	221.98

LIHEAP 23B-5019 - Fund 203
November 1, 2022 to December 31, 2023

	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual December 31, 2023</u>	<u>YTD Budget December 31, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
203 0 HOME ENERGY ASSISTANCE PROGRAM								
Revenues								
4110- GRANT INCOME-FEDERAL	0.00	0.00	946,435.00	0.00	0.00	0.00	946,435.00	(946,435.00)
Total Revenues	0.00	0.00	946,435.00	0.00	0.00	0.00	946,435.00	(946,435.00)
Expenses								
5010- SALARIES & WAGES	0.00	0.00	197,028.10	0.00	0.00	0.00	197,028.10	(197,028.10)
5020- ACCRUED VACATION PAY	0.00	0.00	14,448.34	0.00	0.00	0.00	14,448.34	(14,448.34)
5112- HEALTH INSURANCE	0.00	0.00	18,650.81	0.00	0.00	0.00	18,650.81	(18,650.81)
5114- WORKER'S COMPENSATION	0.00	0.00	795.40	0.00	0.00	0.00	795.40	(795.40)
5116- PENSION	0.00	0.00	12,151.91	0.00	0.00	0.00	12,151.91	(12,151.91)
5122- FICA	0.00	0.00	15,758.76	0.00	0.00	0.00	15,758.76	(15,758.76)
5124- SUI	0.00	0.00	2,271.91	0.00	0.00	0.00	2,271.91	(2,271.91)
5130- ACCRUED VACATION FICA	0.00	0.00	222.42	0.00	0.00	0.00	222.42	(222.42)
6110- OFFICE SUPPLIES	0.00	0.00	10,416.59	0.00	0.00	0.00	10,416.59	(10,416.59)
6112- DATA PROCESSING SUPPLIES	0.00	0.00	16,189.31	0.00	0.00	0.00	16,189.31	(16,189.31)
6121- FOOD	0.00	0.00	17.16	0.00	0.00	0.00	17.16	(17.16)
6130- PROGRAM SUPPLIES	0.00	0.00	1,016.51	0.00	0.00	0.00	1,016.51	(1,016.51)
6143- FURNISHINGS	0.00	0.00	182.94	0.00	0.00	0.00	182.94	(182.94)
6170- POSTAGE & SHIPPING	0.00	0.00	5,440.22	0.00	0.00	0.00	5,440.22	(5,440.22)
6180- EQUIPMENT RENTAL	0.00	0.00	14,109.75	0.00	0.00	0.00	14,109.75	(14,109.75)
6181- EQUIPMENT MAINTENANCE	0.00	0.00	706.81	0.00	0.00	0.00	706.81	(706.81)
6310- PRINTING & PUBLICATIONS	0.00	0.00	181.80	0.00	0.00	0.00	181.80	(181.80)
6320- TELEPHONE	0.00	0.00	1,523.70	0.00	0.00	0.00	1,523.70	(1,523.70)
6410- RENT	0.00	0.00	24,475.67	0.00	0.00	0.00	24,475.67	(24,475.67)
6420- UTILITIES/ DISPOSAL	0.00	0.00	3,156.14	0.00	0.00	0.00	3,156.14	(3,156.14)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	0.00	1,125.03	0.00	0.00	0.00	1,125.03	(1,125.03)
6436- PEST CONTROL	0.00	0.00	1.42	0.00	0.00	0.00	1.42	(1.42)
6437- BURGLAR & FIRE ALARM	0.00	0.00	0.97	0.00	0.00	0.00	0.97	(0.97)
6440- PROPERTY INSURANCE	0.00	0.00	495.84	0.00	0.00	0.00	495.84	(495.84)
6524- CONTRACTS	0.00	0.00	540,486.08	0.00	0.00	0.00	540,486.08	(540,486.08)
6555- MEDICAL SCREENING/DEAT/STAFF	0.00	0.00	180.00	0.00	0.00	0.00	180.00	(180.00)
6610- GAS & OIL	0.00	0.00	107.40	0.00	0.00	0.00	107.40	(107.40)
6620- VEHICLE INSURANCE	0.00	0.00	2,135.54	0.00	0.00	0.00	2,135.54	(2,135.54)
6640- VEHICLE REPAIR & MAINTENANCE	0.00	0.00	3,681.82	0.00	0.00	0.00	3,681.82	(3,681.82)
6714- STAFF TRAVEL-OUT OF AREA	0.00	0.00	1,678.55	0.00	0.00	0.00	1,678.55	(1,678.55)
6722- PER DIEM - STAFF	0.00	0.00	269.00	0.00	0.00	0.00	269.00	(269.00)
6742- TRAINING - STAFF	0.00	0.00	5,578.17	0.00	0.00	0.00	5,578.17	(5,578.17)
6840- PROPERTY TAXES	0.00	0.00	29.15	0.00	0.00	0.00	29.15	(29.15)
6850- FEES & LICENSES	0.00	0.00	485.88	0.00	0.00	0.00	485.88	(485.88)
6852- FINGERPRINT	0.00	0.00	17.75	0.00	0.00	0.00	17.75	(17.75)
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	177.40	0.00	0.00	0.00	177.40	(177.40)
7240- DIRECT BENEFITS	0.00	0.00	16,687.29	0.00	0.00	0.00	16,687.29	(16,687.29)
9010- INDIRECT COST ALLOCATION	0.00	0.00	34,553.45	0.00	0.00	0.00	34,553.45	(34,553.45)

LIHEAP 23B-5019 - Fund 203
November 1, 2022 to December 31, 2023

<u>203 0 HOME ENERGY ASSISTANCE PROGRAM</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual December 31, 2023</u>	<u>YTD Budget December 31, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Total Expenses	0.00	0.00	946,434.99	0.00	0.00	0.00	946,434.99	(946,434.99)
Excess Revenue Over (Under) Expenditures	0.00	0.00	0.01	0.00	0.00	0.00	0.01	(0.01)
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	0.01	0.00	0.00	0.00	0.01	(0.01)

LIHEAP 24B-2019 - Fund 207
November 1, 2023 to December 31, 2023

	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual December 31, 2023</u>	<u>YTD Budget December 31, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
207 0 HOME ENERGY ASSIST. PROG.								
Revenues								
4110- GRANT INCOME-FEDERAL	0.00	0.00	30,717.47	0.00	0.00	0.00	30,717.47	(30,717.47)
Total Revenues	0.00	0.00	30,717.47	0.00	0.00	0.00	30,717.47	(30,717.47)
Expenses								
5010- SALARIES & WAGES	0.00	28,352.31	47,931.92	0.00	0.00	0.00	47,931.92	(47,931.92)
5020- ACCRUED VACATION PAY	0.00	1,629.68	2,682.34	0.00	0.00	0.00	2,682.34	(2,682.34)
5112- HEALTH INSURANCE	0.00	1,942.23	3,892.86	0.00	0.00	0.00	3,892.86	(3,892.86)
5114- WORKER'S COMPENSATION	0.00	152.85	250.97	0.00	0.00	0.00	250.97	(250.97)
5116- PENSION	0.00	1,940.50	3,054.95	0.00	0.00	0.00	3,054.95	(3,054.95)
5122- FICA	0.00	2,312.29	3,796.22	0.00	0.00	0.00	3,796.22	(3,796.22)
5124- SUI	0.00	16.52	16.52	0.00	0.00	0.00	16.52	(16.52)
5130- ACCRUED VACATION FICA	0.00	2.04	80.26	0.00	0.00	0.00	80.26	(80.26)
6110- OFFICE SUPPLIES	0.00	126.61	551.81	0.00	0.00	0.00	551.81	(551.81)
6112- DATA PROCESSING SUPPLIES	0.00	1,141.25	1,336.50	0.00	0.00	0.00	1,336.50	(1,336.50)
6170- POSTAGE & SHIPPING	0.00	809.67	809.67	0.00	0.00	0.00	809.67	(809.67)
6180- EQUIPMENT RENTAL	0.00	959.74	959.74	0.00	0.00	0.00	959.74	(959.74)
6181- EQUIPMENT MAINTENANCE	0.00	42.85	42.85	0.00	0.00	0.00	42.85	(42.85)
6320- TELEPHONE	0.00	245.46	400.63	0.00	0.00	0.00	400.63	(400.63)
6410- RENT	0.00	7,971.83	9,502.92	0.00	0.00	0.00	9,502.92	(9,502.92)
6420- UTILITIES/ DISPOSAL	0.00	500.20	773.93	0.00	0.00	0.00	773.93	(773.93)
6436- PEST CONTROL	0.00	0.60	0.60	0.00	0.00	0.00	0.60	(0.60)
6437- BURGLAR & FIRE ALARM	0.00	0.42	0.42	0.00	0.00	0.00	0.42	(0.42)
6555- MEDICAL SCREENING/DEAT/STAFF	0.00	60.00	60.00	0.00	0.00	0.00	60.00	(60.00)
6610- GAS & OIL	0.00	20.55	20.55	0.00	0.00	0.00	20.55	(20.55)
6620- VEHICLE INSURANCE	0.00	478.90	957.80	0.00	0.00	0.00	957.80	(957.80)
6640- VEHICLE REPAIR & MAINTENANCE	0.00	23.00	23.00	0.00	0.00	0.00	23.00	(23.00)
6714- STAFF TRAVEL-OUT OF AREA	0.00	1,988.47	2,216.41	0.00	0.00	0.00	2,216.41	(2,216.41)
6875- EMPLOYEE HEALTH & WELFARE	0.00	54.07	54.07	0.00	0.00	(0.22)	53.85	(53.85)
7240- DIRECT BENEFITS	0.00	3,212.33	3,212.33	0.00	0.00	0.00	3,212.33	(3,212.33)
9010- INDIRECT COST ALLOCATION	0.00	0.00	2,562.14	0.00	0.00	0.00	2,562.14	(2,562.14)
Total Expenses	0.00	53,984.37	85,191.41	0.00	0.00	(0.22)	85,191.19	(85,191.19)
Excess Revenue Over (Under) Expenditures	0.00	(53,984.37)	(54,473.94)	0.00	0.00	0.22	(54,473.72)	54,473.72
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	(53,984.37)	(54,473.94)	0.00	0.00	0.22	(54,473.72)	54,473.72

LIHWAP 21W-9010 - Fund 277
April 1, 2022 to December 31, 2023

277 0 LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP)	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual December 31, 2023</u>	<u>YTD Budget December 31, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	0.00	2,314.20	85,543.32	0.00	0.00	0.00	85,543.32	(85,543.32)
Total Revenues	0.00	2,314.20	85,543.32	0.00	0.00	0.00	85,543.32	(85,543.32)
Expenses								
5010- SALARIES & WAGES	0.00	0.00	49,693.13	0.00	0.00	0.00	49,693.13	(49,693.13)
5020- ACCRUED VACATION PAY	0.00	0.00	3,588.42	0.00	0.00	0.00	3,588.42	(3,588.42)
5112- HEALTH INSURANCE	0.00	0.00	4,708.93	0.00	0.00	0.00	4,708.93	(4,708.93)
5114- WORKER'S COMPENSATION	0.00	0.00	233.90	0.00	0.00	0.00	233.90	(233.90)
5116- PENSION	0.00	0.00	2,963.63	0.00	0.00	0.00	2,963.63	(2,963.63)
5122- FICA	0.00	0.00	4,160.59	0.00	0.00	0.00	4,160.59	(4,160.59)
5124- SUI	0.00	0.00	454.55	0.00	0.00	0.00	454.55	(454.55)
5130- ACCRUED VACATION FICA	0.00	0.00	(105.73)	0.00	0.00	0.00	(105.73)	105.73
6110- OFFICE SUPPLIES	0.00	0.00	124.22	0.00	0.00	0.00	124.22	(124.22)
6112- DATA PROCESSING SUPPLIES	0.00	0.00	1,684.32	0.00	0.00	0.00	1,684.32	(1,684.32)
6130- PROGRAM SUPPLIES	0.00	0.00	744.03	0.00	0.00	0.00	744.03	(744.03)
6170- POSTAGE & SHIPPING	0.00	6.12	1,060.25	0.00	0.00	0.00	1,060.25	(1,060.25)
6180- EQUIPMENT RENTAL	0.00	67.58	1,241.54	0.00	0.00	0.00	1,241.54	(1,241.54)
6181- EQUIPMENT MAINTENANCE	0.00	0.00	56.49	0.00	0.00	0.00	56.49	(56.49)
6310- PRINTING & PUBLICATIONS	0.00	0.00	2,292.35	0.00	0.00	0.00	2,292.35	(2,292.35)
6320- TELEPHONE	0.00	0.00	334.10	0.00	0.00	0.00	334.10	(334.10)
6410- RENT	0.00	0.00	3,820.36	0.00	0.00	0.00	3,820.36	(3,820.36)
6420- UTILITIES/ DISPOSAL	0.00	0.00	890.80	0.00	0.00	0.00	890.80	(890.80)
6440- PROPERTY INSURANCE	0.00	0.00	82.64	0.00	0.00	0.00	82.64	(82.64)
6610- GAS & OIL	0.00	0.00	30.00	0.00	0.00	0.00	30.00	(30.00)
6620- VEHICLE INSURANCE	0.00	0.00	478.90	0.00	0.00	0.00	478.90	(478.90)
6640- VEHICLE REPAIR & MAINTENANCE	0.00	0.00	23.00	0.00	0.00	0.00	23.00	(23.00)
6722- PER DIEM - STAFF	0.00	0.00	177.00	0.00	0.00	0.00	177.00	(177.00)
6850- FEES & LICENSES	0.00	0.00	114.23	0.00	0.00	0.00	114.23	(114.23)
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	35.43	0.00	0.00	0.00	35.43	(35.43)
9010- INDIRECT COST ALLOCATION	0.00	193.02	7,135.14	0.00	0.00	0.00	7,135.14	(7,135.14)
Total Expenses	0.00	266.72	86,022.22	0.00	0.00	0.00	86,022.22	(86,022.22)
Excess Revenue Over (Under) Expenditures	0.00	2,047.48	(478.90)	0.00	0.00	0.00	(478.90)	478.90
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	2,047.48	(478.90)	0.00	0.00	0.00	(478.90)	478.90

State Migrant Full-Day Program - Basic Program

For the Period Ending

12/31/2023

Start Date 7/1/2023

Current Mnth 6

60.00%

Account	Description	Budget	MTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4120	GRANT INCOME-STATE	838,279	88,530.30	502,519.62	413,989.32	419,144	59.95%	-	502,519.62	335,759.38
4220	IN KIND CONTRIBUTIONS	-	-	-	-	-	-	-	-	-
4315	CHILD CRE REVENUE-STATE	-	-	-	-	-	-	-	-	-
4350	RENTAL INCOME	-	-	-	-	-	-	-	-	-
TOTAL REVENUES		838,279	88,530.30	502,519.62	413,989.32	419,144	59.95%	-	502,519.62	335,759.38
EXPENDITURES										
5010	SALARIES & WAGES	540,977	59,953.02	333,710.97	273,757.95	270,489	61.69%	-	333,710.97	207,266.03
5020	ACCRUED VACATION PAY	34,000	3,617.78	19,515.75	15,897.97	17,000	57.40%	-	19,515.75	14,484.25
5112	HEALTH INSURANCE	65,455	6,940.81	38,380.33	31,439.52	32,728	58.64%	-	38,380.33	27,074.67
5114	WORKER'S COMPENSATION	21,705	2,387.08	12,504.68	10,117.60	10,853	57.61%	-	12,504.68	9,200.32
5116	PENSION	30,949	2,558.49	15,651.30	13,092.81	15,475	50.57%	-	15,651.30	15,297.70
5122	FICA	40,986	4,658.39	25,335.29	20,676.90	20,493	61.81%	-	25,335.29	15,650.71
5124	SUI	5,751	115.82	976.75	860.93	2,876	16.98%	-	976.75	4,774.25
5130	ACCRUED VACATION FRINGE	3,000	285.82	1,502.01	1,216.19	1,500	50.07%	-	1,502.01	1,497.99
6110	OFFICE SUPPLIES	-	15.88	15.88	-	-	-	-	15.88	(15.88)
6112	DATA PROCESSING SUPPLIES	-	-	-	-	-	-	-	-	-
6121	FOOD	-	-	-	-	-	-	-	-	-
6122	KITCHEN SUPPLIES	-	-	-	-	-	-	-	-	-
6130	PROGRAM SUPPLIES	3,737	-	-	-	1,869	0.00%	-	-	3,737.00
6132	MEDICAL & DENTAL SUPPLIES	-	113.51	113.51	-	-	-	-	113.51	(113.51)
6134	INSTRUCTIONAL SUPPLIES	4,125	-	-	-	2,063	-	-	-	4,125.00
6140	CUSTODIAL SUPPLIES	9,688	499.41	6,262.78	5,763.37	4,844	64.64%	-	6,262.78	3,425.22
6142	LINEN/LAUNDRY	-	-	-	-	-	-	-	-	-
6143	FURNISHINGS	-	-	-	-	-	-	-	-	-
6150	UNIFORM RENTAL/PURCHASE	-	-	-	-	-	-	-	-	-
6170	POSTAGE & SHIPPING	-	-	-	-	-	-	-	-	-
6320	TELEPHONE	-	-	-	-	-	-	-	-	-
6410	RENT	-	-	-	-	-	-	-	-	-
6420	UTILITIES/ DISPOSAL	-	-	-	-	-	-	-	-	-
6432	BUILDING REPAIRS/ MAINTENANCE	-	-	-	-	-	-	-	-	-
6433	GROUPS MAINTENANCE	-	-	-	-	-	-	-	-	-
6540	CUSTODIAL SERVICES	7,985	-	6,635.35	6,635.35	3,993	83.10%	-	6,635.35	1,349.65
6610	GAS & OIL	-	-	-	-	-	-	-	-	-
6620	VEHICLE INSURANCE	-	-	-	-	-	-	-	-	-
6630	VEHICLE LICENSE & FEES	-	-	-	-	-	-	-	-	-
6640	VEHICLE REPAIR & MAINTENANCE	-	-	-	-	-	-	-	-	-
9010	INDIRECT COST ALLOCATION	69,921	7,384.29	41,915.02	34,530.73	34,961	59.95%	-	41,915.02	28,005.98
Total Expenses		838,279	88,530.30	502,519.62	413,989.32	419,144	59.95%	-	502,519.62	335,759.38
									59.95%	

In Direct Calc. @ 9.1%
41,915.02
41,915.02 Total

Madera Migrant Head Start
Budget to Actual

		For the Period Ending 12/31/2023						Start Date	3/1/2023	
		Current		Current	Previous			Current Mnth	10.00	
Account	Description	Budget	PTD	Actual YTD	Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
									84%	
REVENUES										
4110	GRANT INCOME-	6,158,497	452,951.20	4,359,609.10	3,906,657.90	51,731,373	71%	142,364.70	4,501,973.80	1,656,523.20
4220	IN KIND CONTRIBUTIONS	409,729	35,072.07	621,828.89	586,756.82	3,441,724	152%	-	621,828.89	(212,099.89)
4390	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
TOTAL REVENUES		6,568,226	488,023.27	4,981,437.99	4,493,414.72	55,173,097	76%	142,364.70	5,123,802.69	1,444,423.31
EXPENDITURES										
5010	Salaries & Wages	3,326,783	247,237.01	2,398,545.48	2,151,308.47	27,944,977	72%	-	2,398,545.48	928,237.52
5020	Accrued Vacation Pay	209,553	15,164.08	140,818.42	125,654.34	1,760,245	67%	-	140,818.42	68,734.58
5112	Health Insurance	370,958	28,582.56	245,231.65	216,649.09	3,116,047	66%	-	245,231.65	125,726.35
5114	Worker's Compensation	98,177	8,555.97	65,005.57	56,449.60	824,687	66%	-	65,005.57	33,171.43
5116	Pension	172,369	12,578.96	122,515.92	109,936.96	1,447,900	71%	-	122,515.92	49,853.08
5122	FICA	264,028	19,133.57	184,015.83	164,882.26	2,217,835	70%	-	184,015.83	80,012.17
5124	SUI	34,745	457.11	5,953.83	5,496.72	291,858	17%	-	5,953.83	28,791.17
5130	Accrued Vacation Fringe	15,350	1,168.06	10,754.48	9,586.42	128,940	70%	-	10,754.48	4,595.52
6110	Office supplies	17,800	258.72	7,171.41	6,912.69	149,520	40%	1,320.80	8,492.21	9,307.79
6112	Data Processing Supplies	44,319	6,236.10	87,822.33	81,586.23	372,280	198%	420.04	88,242.37	(43,923.37)
6121	Food	7,500	165.42	9,351.08	9,185.66	63,000	125%	-	9,351.08	(1,851.08)
6122	Kitchen Supplies	2,251	454.11	2,158.59	1,704.48	18,908	96%	379.70	2,538.29	(287.29)
6130	Program Supplies	116,240	1,552.92	19,679.60	18,126.68	976,416	17%	30,317.97	49,997.57	66,242.43
6132	Medical & Dental Supplies	24,000	408.55	14,548.42	14,139.87	201,600	61%	2,259.48	16,807.90	7,192.10
6134	Instructional Supplies	23,375	-	4,149.75	4,149.75	196,350	18%	28,570.75	32,720.50	(9,345.50)
6140	Custodial Supplies	24,188	247.58	22,362.11	22,114.53	203,179	92%	-	22,362.11	1,825.89
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	2,250	4,736.09	5,118.60	382.51	18,900	227%	52,570.54	57,689.14	(55,439.14)
6150	Uniform Rental / Purchases	156	-	150.00	150.00	1,310	96%	-	150.00	6.00
6170	Postage & Shipping	600	2.30	569.97	567.67	5,040	95%	-	569.97	30.03
6221	Equipment Over > \$5,000	36,000	-	34,407.81	34,407.81	302,400	-	-	34,407.81	1,592.19
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	24,000	2,074.33	18,386.87	16,312.54	201,600	77%	-	18,386.87	5,613.13
6181	Equipment Maintenance	15,400	2,464.82	12,692.59	10,227.77	129,360	82%	400.00	13,092.59	2,307.41
6310	Printing & Publications	6,100	-	5,023.69	5,023.69	51,240	82%	-	5,023.69	1,076.31
6312	Advertising & Promotion	-	-	-	-	-	-	-	-	-
6320	Telephone	86,400	10,973.70	51,521.40	40,547.70	725,760	60%	-	51,521.40	34,878.60
6410	Rent	212,810	17,347.94	174,473.40	157,125.46	1,787,604	82%	-	174,473.40	38,336.60
6420	Utilities / Disposal	144,300	13,568.38	109,148.94	95,580.56	1,212,120	76%	-	109,148.94	35,151.06
6432	Building Repairs / Maintenan	105,494	6,558.34	47,488.61	40,930.27	886,150	45%	800.00	48,288.61	57,205.39
6433	Grounds Maintenance	22,300	1,200.94	18,186.98	16,986.04	187,320	82%	760.00	18,946.98	3,353.02
6436	Pest Control	5,048	2,975.07	6,462.32	3,487.25	42,403	128%	-	6,462.32	(1,414.32)
6437	Burglar & Fire Alarm	5,100	73.62	3,513.75	3,440.13	42,840	69%	-	3,513.75	1,586.25
6440	Property Insurance	23,480	-	13,266.88	13,266.88	197,232	57%	-	13,266.88	10,213.12
6520	Consultants	25,500	230.88	6,011.34	5,780.46	214,200	24%	8,982.03	14,993.37	10,506.63
6522	Consultants Expense	301	-	137.16	137.16	2,528	46%	-	137.16	163.84
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	5,300	1,031.25	10,079.38	9,048.13	44,520	190%	-	10,079.38	(4,779.38)
6540	Custodial Services	53,655	4,484.00	74,317.65	69,833.65	450,702	139%	-	74,317.65	(20,662.65)
6555	Medical Screening / DEAT / Staff	6,475	-	4,710.00	4,710.00	54,390	73%	-	4,710.00	1,765.00
6562	Medical Exam	-	-	-	-	-	-	-	-	-
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-
6566	Dental Exam	-	-	-	-	-	-	-	-	-
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-

Account	Description	Budget	Current	Current	Previous	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
			PTD	Actual YTD	Actual YTD					
6610	Gas & Oil	11,600	519.03	9,908.12	9,389.09	97,440	85%	-	9,908.12	1,691.88
6620	Vehicle Insurance	23,400	-	13,323.01	13,323.01	196,560	57%	-	13,323.01	10,076.99
6630	Vehicle License & Fees	-	-	-	-	-	-	-	-	-
6640	Vehicle Repair & Maintenanc	8,400	43.70	7,410.13	7,366.43	70,560	88%	-	7,410.13	989.87
6712	Staff Travel-Local	750	51.09	367.45	316.36	6,300	49%	-	367.45	382.55
6714	Staff Travel-Out of Area	-	-	610.51	610.51	-	-	-	610.51	(610.51)
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-
6742	Training - Staff	13,500	-	120.00	120.00	113,400	1%	-	120.00	13,380.00
6746	Training - Parent	1,500	-	1,687.50	1,687.50	12,600	-	-	1,687.50	(187.50)
6748	Education Reimbursement	15,000	-	-	-	126,000	-	-	-	15,000.00
6750	Field Trips	-	-	260.00	260.00	-	-	-	260.00	(260.00)
6810	Bank Charges	-	-	-	-	-	-	-	-	-
6820	Interest Expense	-	-	-	-	-	-	-	-	-
6832	Liability Insurance	480	40.69	399.51	358.82	4,032	83%	-	399.51	80.49
6834	Student Activity Insurance	2,840	188.88	1,821.11	1,632.23	23,856	64%	-	1,821.11	1,018.89
6840	Property Taxes	-	-	-	-	-	#DIV/0!	-	-	-
6850	Fees & Licenses	10,390	3,511.00	15,018.06	11,507.06	87,276	145%	-	15,018.06	(4,628.06)
6852	Finger Printing	4,000	150.25	2,753.50	2,603.25	33,600	69%	-	2,753.50	1,246.50
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-
6875	Employee Health & Welfare	16,336	131.76	3,924.27	3,792.51	137,222	24%	3,708.79	7,633.06	8,702.94
7110	Parent Activities	1,100	-	-	-	9,240	0%	-	-	1,100.00
7111	Parent Mileage	520	-	322.88	322.88	4,368	62%	-	322.88	197.12
7112	Parent Involvement	1,100	521.83	1,925.21	1,403.38	9,240	175%	-	1,925.21	(825.21)
7114	PPC Allowance	2,900	-	1,950.00	1,950.00	24,360	67%	-	1,950.00	950.00
7116	PPC Food Allowance	1,700	90.06	1,292.22	1,202.16	14,280	76%	-	1,292.22	407.78
8110	In-Kind Salaries	297,519	25,721.07	528,918.89	503,197.82	2,499,160	178%	-	528,918.89	(231,399.89)
8120	In-Kind Rent	112,210	9,251.00	92,510.00	83,259.00	942,564	82%	-	92,510.00	19,700.00
8130	In-Kind Other	-	100.00	400.00	300.00	-	-	-	400.00	(400.00)
9010	In-Direct Cost Allocation	510,676	37,780.53	360,763.81	322,983.28	4,289,678	71%	11,874.60	372,638.41	138,037.59
Total Expenses		6,568,226	488,023.27	4,981,437.99	4,493,414.72	55,173,097	76%	142,364.70	5,123,802.69	1,444,423.31
Excess Revenue Over		-	-	-	-	-	-	-	-	-
Total Expenses		6,568,226	488,023.27	4,981,437.99						
In-Kind		(409,729)	(35,072.07)	(621,828.89)						
Total Expenses w/o In Kind		6,158,497	452,951.20	4,359,609.10	3,906,657.90				4,501,973.80	1,656,523.20
									73.10%	

ADMINISTRATION BUDGET LIMIT	\$722,621
YEAR-TO DATE ADMIN EXP.	\$522,477
PERCENT OF TOTAL EXPENSES	6.87%
ADMINISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%
360,763.81
360,763.81

Madera Regional Head Start
Budget to Actual
As of December 31, 2023

Account	Grant	Current	Current Mth	Prior Mth	Current vs Budget	YTD				
Description	Budget	Period	YTD	YTD	YTD	Budget	% Spent	YTD Encumbered	Actual + Encumbered	Balance
Revenues										
4110- GRANT INCOME-FEDERAL	\$ 4,522,453	284,765.77	2,339,582.63	2,054,816.86	(154,006.29)	2,493,588.92	56%	191,078.41	2,530,661.04	1,991,791.96
4210- DONATIONS	-	-	-	-	-	-	0%	-	-	-
4220- IN KIND CONTRIBUTIONS	\$ 1,065,680	-	236,364.76	236,364.76	(351,228.24)	587,593.00	22%	-	236,364.76	829,315.24
4330- SALE OF ASSETS	-	-	-	-	-	-	0%	-	-	-
4350- RENTAL INCOME	-	-	-	-	-	-	0%	-	-	-
4390- MISC INCOME	-	-	-	-	-	-	0%	-	-	-
Total Revenues	\$ 5,588,133	284,765.77	2,575,947.39	2,291,181.62	(505,234.53)	3,081,181.92	46%	191,078.41	2,767,025.80	2,821,107.20
5010 SALARIES & WAGES	\$ 1,881,822	141,949.99	1,168,347.62	1,026,397.63	171,325.26	997,022.36	62%	-	1,168,347.62	713,474.38
5019- SALARIES & WAGES C19	-	-	-	-	-	-	0%	-	-	-
5020 ACCRUED VACATION PAY	\$ 165,044	8,547.21	63,186.35	54,639.14	(22,698.97)	85,885.32	38%	-	63,186.35	101,857.65
5112 HEALTH INSURANCE	\$ 243,590	14,956.12	94,318.97	79,362.85	(31,668.03)	125,987.00	39%	-	94,318.97	149,271.03
5114 WORKER'S COMPENSATION	\$ 60,743	4,479.11	27,361.82	22,882.71	(4,774.63)	32,136.45	45%	-	27,361.82	33,381.18
5115- Worker's Compensation C19	-	-	-	-	-	-	0%	-	-	-
5116 PENSION	\$ 116,609	3,366.55	48,223.77	44,857.22	(13,400.85)	61,624.62	41%	-	48,223.77	68,385.23
5117- Pension C19	-	-	-	-	-	-	0%	-	-	-
5121- FICA C19	-	-	-	-	-	-	0%	-	-	-
5122 FICA	\$ 145,245	10,319.12	89,468.40	79,149.28	12,515.04	76,953.36	62%	-	89,468.40	55,776.60
5123- SUI C19	-	-	-	-	-	-	0%	-	-	-
5124 SUI	\$ 30,608	408.06	2,550.16	2,142.10	(13,399.50)	15,949.66	8%	-	2,550.16	28,057.84
5130 ACCRUED VACATION FRINGE	\$ 12,802	797.87	4,962.96	4,165.09	(1,694.63)	6,657.59	39%	-	4,962.96	7,839.04
6110 OFFICE SUPPLIES	\$ 32,172	531.17	8,103.67	7,572.50	(9,558.33)	17,662.00	28%	1,020.44	9,124.11	23,047.89
6112 DATA PROCESSING	\$ 85,000	2,789.69	24,742.99	21,953.30	(21,827.01)	46,570.00	29%	(13.92)	24,729.07	60,270.93
6121 FOOD	\$ 20,000	86.36	6,109.72	6,023.36	(1,390.28)	7,500.00	31%	-	6,109.72	13,890.28
6122 KITCHEN SUPPLIES	-	281.16	644.61	363.45	(1,855.39)	2,500.00	0%	-	644.61	(644.61)
6130 PROGRAM SUPPLIES	\$ 100,000	151.46	25,022.13	24,870.67	(26,912.87)	51,935.00	28%	2,806.17	27,828.30	72,171.70
6132 MEDICAL & DENTAL SUPPLIES	\$ 11,349	531.28	1,989.73	1,458.45	(3,684.27)	5,674.00	32%	1,636.12	3,625.85	7,723.15
6134 INSTRUCTIONAL SUPPLIES	\$ 22,000	821.34	15,282.26	14,460.92	3,662.26	11,620.00	73%	726.02	16,008.28	5,991.72
6140 CUSTODIAL SUPPLIES	\$ 30,000	(184.57)	14,734.71	14,919.28	(877.29)	15,612.00	49%	-	14,734.71	15,265.29
6142 LINEN/LAUNDRY	-	-	-	-	-	-	0%	-	-	-
6150 UNIFORM RENTAL/PURCHASE	\$ 300	-	-	-	(300.00)	300.00	0%	-	-	300.00
6170 POSTAGE & SHIPPING	\$ 900	5.50	387.74	382.24	(137.26)	525.00	43%	-	387.74	512.26
6180 EQUIPMENT RENTAL	\$ 25,000	2,607.38	15,810.13	13,202.75	2,785.13	13,025.00	63%	-	15,810.13	9,189.87
6181 EQUIPMENT MAINTENANCE	\$ 18,000	3,950.44	11,282.60	7,332.16	2,162.60	9,120.00	63%	-	11,282.60	6,717.40
6221 EQUIPMENT OVER >\$5000	\$ 164,000	-	66,785.38	66,785.38	(97,214.62)	164,000.00	85%	72,028.83	138,814.21	25,185.79
6231- BUILDING RENOVATION	-	-	-	-	-	-	0%	-	-	-
6310 PRINTING & PUBLICATIONS	\$ 5,000	-	11,090.00	11,090.00	8,590.00	2,500.00	222%	-	11,090.00	(6,090.00)
6312 ADVERTISING & PROMOTION	\$ 3,000	-	-	-	(1,800.00)	1,800.00	0%	-	-	3,000.00
6320 TELEPHONE	\$ 150,000	20,753.42	100,953.04	80,199.62	13,474.04	87,479.00	67%	-	100,953.04	49,046.96
6410 RENT	\$ 250,000	18,826.60	128,409.50	109,582.90	(17,423.50)	145,833.00	51%	-	128,409.50	121,590.50
6420 UTILITIES/ DISPOSAL	\$ 120,000	11,501.62	69,710.30	58,208.68	(289.70)	70,000.00	58%	-	69,710.30	50,289.70
6432 BUILDING REPAIRS/ MAINTEN	\$ 156,000	2,584.77	24,748.09	22,163.32	(66,251.91)	91,000.00	40%	37,149.31	61,897.40	94,102.60
6433 GROUNDS MAINTENANCE	\$ 30,000	1,950.00	25,652.67	23,702.67	8,152.67	17,500.00	223%	41,176.26	66,828.93	(36,828.93)
6435 BUILDING IMPROVEMENTS	-	-	-	-	-	-	0%	-	-	-
6436 PEST CONTROL	\$ 7,700	673.15	4,625.49	3,952.34	134.08	4,491.41	60%	-	4,625.49	3,074.51
6437 BURGLAR & FIRE ALARM	\$ 4,000	151.89	2,996.09	2,844.20	532.59	2,463.50	75%	-	2,996.09	1,003.91
6440 PROPERTY INSURANCE	\$ 10,020	-	4,687.88	4,687.88	(1,157.12)	5,845.00	47%	-	4,687.88	5,332.12
6520 CONSULTANTS	-	845.00	6,756.04	5,911.04	6,756.04	-	0%	18,611.38	25,367.42	(25,367.42)
6522 CONSULTANT EXPENSES	-	157.20	657.73	500.53	657.73	-	0%	-	657.73	(657.73)
6524 CONTRACTS	\$ 63,400	-	2,075.04	2,075.04	2,075.04	-	3%	-	2,075.04	61,324.96
6530 LEGAL	\$ 10,000	1,125.00	4,910.00	3,785.00	(1,090.00)	6,000.00	49%	-	4,910.00	5,090.00
6540 CUSTODIAL SERVICES	\$ 22,000	714.00	5,797.00	5,083.00	(7,036.31)	12,833.31	26%	-	5,797.00	16,203.00
6555 MEDICAL SCREENING/DEAT/ST	\$ 4,000	-	2,645.00	2,645.00	(155.00)	2,800.00	66%	-	2,645.00	1,355.00
6562 MEDICAL EXAM	-	-	-	-	-	-	0%	-	-	-
6564 MEDICAL FOLLOW-UP	-	-	-	-	-	-	0%	-	-	-

Madera Regional Head Start
Budget to Actual
As of December 31, 2023

Account	Grant	Current	Current Mth	Prior Mth	Current vs Budget	YTD				
Description	Budget	Period	YTD	YTD	YTD	Budget	% Spent	YTD Encumbered	Actual + Encumbered	Balance
6566 DENTAL EXAM		-			-		0%			
6568 DENTAL FOLLOW-UP		-			-		0%			
6610 GAS & OIL	\$ 10,000	620.09	7,572.65	6,952.56	1,741.65	5,831.00	76%	-	7,572.65	2,427.35
6620 VEHICLE INSURANCE	\$ 17,000	-	6,638.04	6,638.04	(3,280.96)	9,919.00	39%	-	6,638.04	10,361.96
6640 VEHICLE REPAIR & MAINTENA	\$ 18,000	23.86	5,722.20	5,698.34	(4,777.80)	10,500.00	32%	-	5,722.20	12,277.80
6712 STAFF TRAVEL-LOCAL	\$ 7,500	594.75	1,782.68	1,187.93	(2,048.32)	3,831.00	24%	-	1,782.68	5,717.32
6714 STAFF TRAVEL-OUT OF AREA	\$ 16,580	-	577.53	577.53	(7,712.47)	8,290.00	3%	-	577.53	16,002.47
6722 PER DIEM - STAFF	\$ 1,680	-	-	-	(840.00)	840.00	0%	-	-	1,680.00
6724 PER DIEM - PARENT		-			-		0%			
6730 VOLUNTEER TRAVEL		-			-		0%			
6742 TRAINING - STAFF	\$ 22,000	-	4,170.00	4,170.00	(3,830.00)	8,000.00	19%	-	4,170.00	17,830.00
6744 TRAINING VOLUNTEERS		-			-		0%			
6746 TRAINING PARENTS		-			-		0%			
6748 EDUCATION REIMBURSEMENT	\$ 20,000	-	-	-	(20,000.00)	20,000.00	0%	-	-	20,000.00
6750 FIELD TRIPS	\$ 2,800	-	-	-	(2,800.00)	2,800.00	0%	-	-	2,800.00
6810 BANK CHARGES		-			-		0%			
6820 INTEREST CHARGES		-			-		0%			
6832 LIABILITY INSURANCE	\$ 360	28.06	195.16	167.10	(14.84)	210.00	54%	-	195.16	164.84
6834 STUDENT ACTIVITY INSURANC	\$ 2,230	237.05	1,630.55	1,393.50	515.55	1,115.00	73%	-	1,630.55	599.45
6840 PROPERTY TAXES	\$ 42	-	-	-	(42.00)	42.00	0%	-	-	42.00
6850 FEES & LICENSES	\$ 10,000	3,149.00	32,841.14	29,692.14	27,010.14	5,831.00	328%	-	32,841.14	(22,841.14)
6851 CPR FEES		-			-		0%			
6852 FINGER PRINTING	\$ 2,000	77.00	841.50	764.50	(658.50)	1,500.00	42%	-	841.50	1,158.50
6860 DEPRECIATION EXPENSE		-			-		0%			
6870 EMPLOYEE RECOGNITION		-			-		0%			
6875- EMPLOYEE HEALTH & WELFARE COSTS	\$ 15,000	90.58	1,587.42	1,496.84	(13,412.58)	15,000.00	11%	-	1,587.42	13,412.58
6880 VOLUNTEER RECONGNITION		-			-		0%			
6892 CASH SHORT / OVER		-			-		0%			
7110 PARENT ACTIVITIES		-			-		0%			
7111 PARENT MILEAGE	\$ 550	49.13	49.13	-	(280.87)	330.00	9%	-	49.13	500.87
7112 PARENT INVOLVEMENT	\$ 9,120	376.13	606.67	230.54	(3,953.33)	4,560.00	7%	-	606.67	8,513.33
7114 PPC ALLOWANCE		90.00	765.00	675.00	(1,110.00)	1,875.00	0%	-	765.00	(765.00)
7115 PPC FOOD ALLOWANCE		-			-		0%			
7116 POLICY COUN. FOOD ALLOWAN	\$ 3,750	-			-		0%			3,750.00
8110 IN KIND SALARIES	\$ 60,628	-	138,019.64	138,019.64	104,591.64	33,428.00	228%	-	138,019.64	(77,391.64)
8120 IN KIND RENT	\$ 318,251	-	98,345.12	98,345.12	(77,131.88)	175,477.00	31%	-	98,345.12	219,905.88
8130 IN KIND - STATE	\$ 686,801	-	-	-	(378,688.00)	378,688.00	0%	-	-	686,801.00
9010 INDIRECT COST ALLOCATION	\$ 363,537	23,752.23	189,573.37	165,821.14	(4,736.97)	194,310.34	57%	15,937.80	205,511.17	158,025.83
Total Expenses	\$ 5,588,133	284,765.77	2,575,947.39	2,291,181.62	(505,234.53)	3,081,181.92	50%	191,078.41	2,767,025.80	2,821,107.20
Excess Revenue Over (Under) Expenditures	\$ -	-	-	-	-	-				
		261,013.54	2,083,223.88	1,822,210.34						
		23,752.23	189,573.37	165,821.14		9.10%				
								ADMINISTRATIVE EXPENSES		\$305,934.30
								PERCENT ADMINISTATIVE		11.76%
								LIMIT IS 15%		
								YTD Contract %		60.02%

CAPMC
Work Related Injuries Report - January 2024
BOARD OF DIRECTORS

Recordable Injuries							
Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
Medcor: Self Treat First Aid							
Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
Teacher II	Mis Tesors	Struck	1/8/2024	12:35 PM	EE was putting child down for a nap when the child became aggressive and kicked EE's left shoulder.	0	1/08/24: Called Medcor- self-care/first aid.
Housing Case Worker	E Street/Clinton Street (Madera)	Fall	1/18/2024	10:20 AM	EE was out in the field with clients, the floor was muddy. EE slipped and twisted right ankle, fell on the ground with both hands and scraping right knee on rocks.	0	01/18/24: Called Medcor- referred to seek treatment. EE did not seek medical treatment.
Center Director II	Eastside	Cut	1/30/2024	11:15 AM	EE was outside with children on the playground when a child started injuring other children. EE held the child to calm the child and the child scratched the EE's nose breaking the skin causing bleeding.	0	1/31/24: Called Medcor-self-care/first aid.
Claims							
Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
Housing Case Worker	Gill Ave.	Fall	1/24/2024	8:35 AM	EE was walking outside headed to a meeting when EE slipped on a puddle of water due to the rain. EE fell landing on right knee and experienced pain in back, pelvic and abdomen.	7	1/24/24: Called Medcor referred to Concentra to seek treatment. EE went to Concentra and placed on modified duties. The Agency is unable to accommodate
Up To Date Injuries: January 2024 to December 2024							
() Hand Injuries	() Feet Injuries	() Chest Injuries					
(1) Back Injuries	() Eye Injuries	() Neck Injuries	() Bottom				
(2) Knee Injuries	() Leg Injuries	() Head Injuries	(1) Hip				
() Arm Injuries	() Wrist Injuries	() Ankle Injuries					
() Elbow Injuries	() Burn Injuries	() Respiratory Injuries					
(1) Shoulder Injuries	() Abdomen Injuries	(1) Face Injuries					
		DOI: DATE OF INJURY					
		TOI: TIME OF INJURY					



BOARD OF DIRECTORS 2024 ATTENDANCE

Director	Area Represented	January	February	March	April	May	June	July	August	September	October	November	December
Public Officials													
Deborah Martinez	Department of Social Services	X											
David Hernandez <i>Vice-Chairperson</i>	Madera Unified School District	P											
Leticia Gonzalez A: Robert Poythress	Madera County Board of Supervisors	P											
Steve Montes A: Anita Evans	Madera City Council	P											
Jeff Troost	Chowchilla City Council	P											
Private Sector Officials													
Debi Bray	Madera Chamber of Commerce	P											
Otilia Vasquez	Head Start Policy Council	P											
Donald Holley	Community Affairs	P											
Eric LiCalsi <i>Chairperson</i>	Attorney at Law	P											
Molly Hernandez	Early Childhood Education & Development	P											
Low-Income Target Area Officials													
Martha Garcia	Central Madera/Alpha	X											
Tyson Pogue <i>Secretary/Treasurer</i>	Eastern Madera County	P											
Richard Gutierrez	Eastside/Parksdale	P											
Diana Plamer <i>(Seated on 1/11/2024)</i>	Fairmead/Chowchilla	P											
Aurora Flores	Monroe/Washington	X											
	<i>Total Directors</i>	11/14											

STAFFING CHANGES
January 5, 2024 - February 2, 2024
BOARD OF DIRECTORS

NON-HEAD START DEPARTMENTS

NEW HIRES

Identification Number	Position	Location	Effective Date	Hours	Justification

SUBSTITUTES

Identification Number	Position	Location	Effective Date	Hours	Justification

VOLUNTARY RESIGNATIONS

Identification Number	Position	Location	Effective Date	Hours	Justification
61414	VS Advocate II	Oakhurst - Victim Services	1/5/2024	80	Resignation

TERMINATION

Identification Number	Position	Location	Effective Date	Hours	Justification

HEAD START DEPARTMENTS

NEW HIRES

Identification Number	Position	Location	Effective Date	Hours	Justification
61288	Advocate III	Valley West - Madera Regional Head Start	1/16/2024	80	Open Position
61120	Advocate II	Mis Angelitos - Madera Migrant Head Start	1/23/2024	80	Open Position

SUBSTITUTES

Identification Number	Position	Location	Effective Date	Hours	Justification

VOLUNTARY RESIGNATIONS

Identification Number	Position	Location	Effective Date	Hours	Justification

TERMINATIONS

Identification Number	Position	Location	Effective Date	Hours	Justification

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-PI-OHS-24-01	2. Issuance Date: 01/09/2024
	3. Originating Office: Office of Head Start	
	4. Key Words: Federal Reporting Changes; Financial Reports; SF-425; Expenditures; Tangible Personal Property Reports; SF-428	

TO: All Head Start recipients, including Head Start, Early Head Start, Early Head Start-Child Care Partnerships, Collaboration Offices, and National Centers

SUBJECT: Federal Reporting of Standard Forms 425 and 428

INSTRUCTION:

This Program Instruction (PI) notifies recipients of the submission requirements for Federal Financial Report Standard Form (SF)-425 for expenditures to the U.S. Department of Health and Human Services (HHS) Payment Management System (PMS) and SF-428 for tangible personal property. HHS has adopted [2 CFR §200.344](#) for the closeout of federal awards. As such, the liquidation period for closeout is now no later than 120 calendar days after the end of the period of performance (i.e., project period). This only applies to the closeout of the project, not budget periods within the project. The frequency of report submission is updated with details identified below.

This PI supersedes ACF-PI-HS-17-04.

Submission of Federal Financial Report SF-425

All Head Start recipients are required to submit financial reports detailing the expenditures incurred for their awards. Filing requirements for most recipients are satisfied using the Federal Financial Report SF-425. Recipients currently submit three SF-425 reports for a 12-month budget period.

Federal awards that have budget periods starting on or after October 1, 2023, will only be required to submit a semi-annual and an annual report for a budget period. Generally, awards are for a 12-month budget period. Semi-annual and annual reports are cumulative, covering either 6 or 12 months of expenditures, respectively.

Note the following important conditions:

- SF-425 reports are due as required in the award terms and conditions.
 - Reports will be due on one of the standard dates or at the end of a calendar quarter as determined by ACF. *See Table 1.*
- Unless otherwise instructed, such as through the terms and conditions or a special condition on the Notice of Award, all recipients are expected to submit two

reports for each budget period.

- Annual reports are due 90 days after the end of the applicable budget period.
- Final reports for the project are due no later than 120 calendar days after the end of the project period.
- Box 12 of annual and final reports must include the following:
 - Total Amount of U.S. Department of Agriculture (USDA)/Child and Adult Care Food Program (CACFP) Reimbursement: \$_____
 - Total Development and Administrative Expenditures: \$_____
 - If an unobligated balance of federal funds is being reported on line 'h', the recipient must provide a breakdown of total federal expenditures for each 'FY-ACCOUNT NO' as per box 34, Accounting Classification Codes, on the Notice of Award for the budget period.
 - If program income is being reported on line 'I', the recipient must provide the source of program income

To understand reporting due dates, see the table below.

Table 1. Find the month in which your Head Start budget period begins in Column 1 and then read across that line.

Budget Period Begins	Report Cumulative Costs Through	Semi-Annual SF-425 Due	Report Cumulative Costs Through	Annual SF-425 Due	Final SF-425 Due
January 1	June 30	July 30	December 31	March 31	April 30
February 1	July 31	August 30	January 31	May 1	May 31
March 1	August 31	September 30	February 28/29	May 30	June 28
April 1	September 30	October 30	March 31	June 30	July 29
May 1	October 31	November 30	April 30	July 30	August 28
June 1	November 30	December 30	May 31	August 30	September 28
July 1	December 31	January 30	June 30	September 30	October 28
August 1	January 31	March 1/2	July 31	October 30	November 28
September 1	February 28/29	March 30	August 31	November 30	December 29
October 1	March 31	April 30	September 30	December 30	January 28
November 1	April 30	May 30	October 31	January 30	February 28
December 1	May 31	June 30	November 30	March 1/2	March 30

Submission of Tangible Personal Property Report SF-428

Recipients are required to provide Tangible Personal Property Report SF-428 and SF-428B, and SF-428S if needed, not later than 120 days after the close of the project period. Recipients are to scan and upload completed copies of the SF-428 reports to the specified folders in the Grant Notes section of GrantSolutions. The [SF-428 forms and instructions](#) can be found at Grants.gov.

Direct questions related to fiscal reporting and other administrative requirements to the assigned grants management specialist identified in the Head Start Enterprise System. Please contact your PMS representative should your program require assistance with PMS accounts.

Thank you for the work you do on behalf of children and families.

Sincerely,

/ Khari M. Garvin /

Khari M. Garvin
Director
Office of Head Start

Volunteer Income Tax Assistance

(V . I . T . A .)

Free!

First come, first serve until capacity!

COVID-19 Precautions will be taken.

Saturdays

February 10th – April 13th

Closed March 30, 2024

9:00 a.m. to 1:00 p.m.

Actual closing time may vary depending on number attending.

Income must be below \$73,000

**You may be also be eligible for earned income or child tax credits!
Find out more at www.maderacap.org/vita-tax-preparation-assistance/**

Community Action Partnership of Madera County

1225 Gill Avenue, Madera, CA 93637

Come prepared with your documents!

- W-2 forms for jobs held in 2023
- 1099 forms for 2023
- Bank account and bank routing numbers for direct deposit
- Any letter received from the IRS
- Student loan interest paid
- Your spouse, if married
- Picture IDs for you and your spouse
- Social Security cards and birth dates for you, your spouse (if married) and your children
- 1095A forms from your health insurance provider to verify coverage in 2023
- Prior year's tax returns
- **Any other tax document**

Returns we WILL NOT prepare:

- Schedule C with net loss, depreciation or business use of home
- Complex Schedule D, Capital Gains and Losses
- Returns with casualty/disaster losses
- Forms SS-5 (request for Social Security Number)
- Form 8606 (non-deductible IRA)
- Married filing separate
- Parts 4 & 5 of Form 8962 (Allocation of policy amounts, alternative calculation for year of marriage)
- Form W7 (Application for Individual Tax Identification Number)



Asistencia Voluntaria Para Preparar Impuestos

(V . I . T . A .)

¡Se asistirá hasta llegar a capacidad!

Se tomarán precauciones para el COVID-19.

Gratis!

Sábados

Febrero 10 – Abril 13

Cerrado el 30 de marzo, 2024

9:00 a.m. a 1:00 p.m.

Hora de cierre varea dependiendo de cantidad de personas esperando.

Ingresos deben ser menos de \$73,000

Podria sere legible para creditos por trabajo o de niños!

Encuentre más informacion en www.maderacap.org vita-tax-preparation-assistance/

Community Action Partnership of Madera County

1225 Gill Avenue, Madera, CA 93637

¡Venga preparado con sus documentos!

- Formas W-2 para trabajos en el 2023
- Formas 1099 del 2023
- Numero de su cuenta de banco y el "routing number" para depósito directo
- Cualquier carta recibida del IRS
- Interés pagado en préstamos estudiantiles
- Su pareja, si está casado y van a hacerlos juntos
- Identificación con foto para usted y su pareja
- Tarjetas de seguro social y fechas de nacimiento para usted, su pareja y sus hijos
- Formas 1095A de su proveedor de seguro médico verificando cobertura para 2023
- Declaraciones del año anterior
- **Cualquier otro documento de impuestos**

NO se prepararán:

- Anexo C con pérdidas neta, depreciación o uso comercial de la casa
- Anexo D, Ganancias y pérdidas de capital complejo
- Declaraciones con pérdidas por hechos fortuitos o desastres
- Formulario SS-5 (solicitud de número de Seguro Social)
- Formulario 8606 (IRA no deducibles)
- Casado, declarando separado
- Partes 4&5 del Formulario 8962 (Asignación de las cantidades de la póliza, calculo alternativo para el año de matrimonio)
- Formulario W-7 (Solicitud de Numero de Identificación Personal del Contribuyente ITIN)

