



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

Thursday, June 10, 2021

**1225 Gill Avenue
Madera, CA 93637**

Webex Meeting Information

Meeting number: 146 208 1692 | Password: CAPMC1225

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

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

Access code: 146 208 1692

AGENDA

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

Please visit www.maderacap.org for updates.

CALL TO ORDER BOARD OF DIRECTORS

ROLL CALL – Cristal Sanchez

A. PUBLIC COMMENT

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

B. ADOPTION OF THE AGENDA

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

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

C. TRAINING/ADVOCACY ISSUES

C-1 Head Start Nutrition and Child & Adult Care Food Program (CACFP) Requirements
Tammy McDougal, Nutrition Specialist

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 – May 13, 2021

D-2 Review and consider approving the Minutes of the Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting – May 6, 2021

D-3 Review and consider approving the Minutes of the Madera Migrant/Seasonal Head Start Policy Committee – May 11, 2021

D-4 Review and consider approving the Minutes of the Fresno Migrant/Seasonal Head Start Executive Policy Committee Meeting – May 12, 2021

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

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

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

- Monthly Enrollment Report – April 2021
- In-Kind Report – April 2021
- CACFP Program Report – April 2021

D-8 Review and Consider approving the following **Madera Early Head Start** Reports:

- Monthly Enrollment Report – April 2021
- In-Kind Report – April 2021

- D-9 Review and Consider approving the following **Madera Migrant/Seasonal Head Start** Reports:
- Monthly Enrollment Report – April 2021
 - In-Kind Report – April 2021
 - CACFP Program Report – April 2021
 - Program Information Report (PIR) – April 2021
- D-10 Review and consider approving the following **Fresno Migrant Head Start** reports:
- Monthly Enrollment Report – April 2021
 - In-Kind Report – April 2021
- D-11 Review and consider approving the following **Fresno Migrant *Early* Head Start** reports:
- Monthly Enrollment Report – April 2021
 - In-Kind Report – April 2021
- D-12 Review the Madera County Child Advocacy Center (CAC) Program Report for May 2021 (Informational Only)
- D-13 Review the Child Care Alternative Payment and Resource & Referral Program Report for May 2021. (Informational Only)
- D-14 Review the Victim Services Report for May 2021. (Informational Only)
- D-15 Review the Community Services Report for May 2021. (Informational Only)
- D-16 Review the Homeless Engagement for Living Program (H.E.L.P.) Center Report May 2021. (Informational Only)

E. DISCUSSION ITEMS

- E-1 Review and consider ratifying the submission of the Madera Migrant/Seasonal Head Start 2021-2022 Basic Carryover Funding Budget.
- E-2 Review and consider ratifying the submission of the Madera Migrant/Seasonal Head Start 2021-2022 COVID-19 CARES Year 2 Carryover Supplemental Funding.
- E-3 Review and consider ratifying the submission of the California Emergency Rental Assistance Program contract and budget to the County of Madera.
- E-4 Review and consider ratifying the submission of the CDBG Capital Projects/Public Improvement Grant Application to the City of Madera.
- E-5 Review and consider ratifying the submission of the CDBG Public Services Grant Application to the City of Madera.
- E-6 Review and consider approving the submission of the 2022-2023 Community Action Plan (CAP).

- E-7 Close the 30-day review period and consider approving the CSBG 2022-2023 Community Needs Assessment.
- E-8 Review and consider accepting the indirect cost rate for the year ended June 30, 2020 and the proposed rate for the year ending June 30, 2021.
- E-9 Review the adequacy of the Agency's D&O and EPLI insurance coverage to determine if there are significant risks that have not been adequately mitigated.
- E-10 Review the status of the agency audit for the year ended June 30, 2021. (Informational)
- E-11 Consider authorizing the Executive Director to submit the request for application to the California Office of Emergency Services (Cal OES), to operate the Victim Witness Program from October 1, 2021 through September 30, 2022 including any extensions and/or amendments during the funding period.

F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS

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

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence dated May 4, 2021 from the Office of Head Start regarding FY 2021 American Rescue Plan Funding Increase for Head Start Programs.
- H-2 Correspondence dated May 20, 2021 from the Office of Head Start regarding the Office of Head Start (OHS) Expectations for Head Start Programs in Program Year (PY) 2021–2022

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 June 10, 2021, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on June 4, 2021.



Cristal Sanchez

Strategic Plan Coordinator &
Assistant to the Executive Director

FOOD PROGRAM REQUIREMENTS



CAPMC Head Start and Child & Adult Care Food Program (CACFP)

Presented By: Tammy McDougald,
Nutrition Specialist



The Head Start and CACFP Programs

Head Start

- Nutrition Education
 - *Food Experiences (optional)
 - * IMIL- I Am Moving I Am Learning
- Low in fat, sugar, salt and high in nutrients
- Identification of Nutritional Needs
- Assessment of (height , weight, and hemoglobin)
- Dental Hygiene
- Family Style Meal Service
- Special Meals
- Safety and Sanitation

CACFP

- Civil Rights Compliance
- Meal Reimbursement
- Point of Service Meal Counts
- Paperwork completed by Food Service
 - Menu Production Records
 - Transport Logs
 - Inventories
 - Record Temperatures
 - Safety and Sanitation Records
 - Cost Control Records
- Meal Patterns
- Meal Spacing & Serving Times
- Special Meals
- Safety and Sanitation

Nutrition Services & Philosophy

- Follow Head Start and CACFP Regulations
- Meet Nutritional Guidelines
- Learn Healthy and Life Long Habits
- Provide Safe Meals
- Promote Dental Hygiene



CAPMC's 3 Menus Following CACFP Regulations

- **Infant**

- 6 weeks to 1st birthday
- Feed on demand and follow infants cues using CACFP

- **Toddler**

- 1 year to 2nd birthday
- Very similar to Pre-School with texture modification and unflavored whole milk

- **Pre-School**

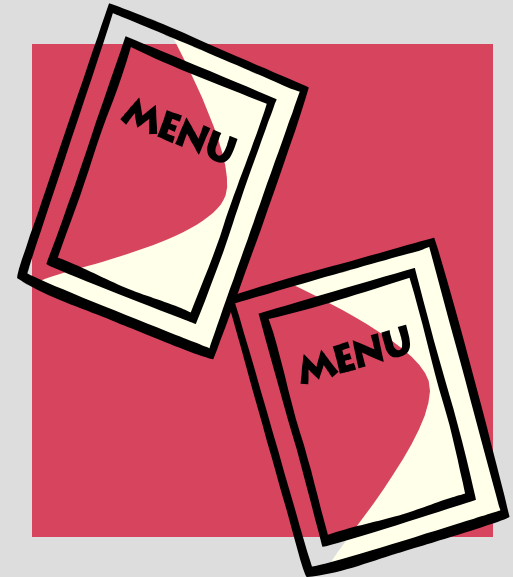
- 2 plus years old until transiting to kinder
- CACFP and unflavored 1% milk

Program Kitchen/Food Service

- **Madera/Mariposa Regional Head Start**
 - Central kitchen in Madera with food transported to all centers serving breakfast and lunch to full-day and one part-day center breakfast/lunch and lunch/snack.
 - Central kitchen in Chowchilla with food transported to Fairmead serving both full-day sites breakfast and lunch.
 - Kitchen in Mariposa serving part-day breakfast/lunch and lunch/snack.
 - Contract with Chawanakee School Districts serving North Fork a breakfast and lunch and a contract with Bass Lake School District serving Oakhurst a lunch.
- **Madera Migrant/Seasonal Head Start**
 - Central kitchen in Madera with food transported to all centers serving breakfast, lunch, and snack

How Are Menus Developed?

- Parent surveys
- Staff can complete surveys
- Nutrition Specialists
- Health Advisory Committee
- Registered Dietician



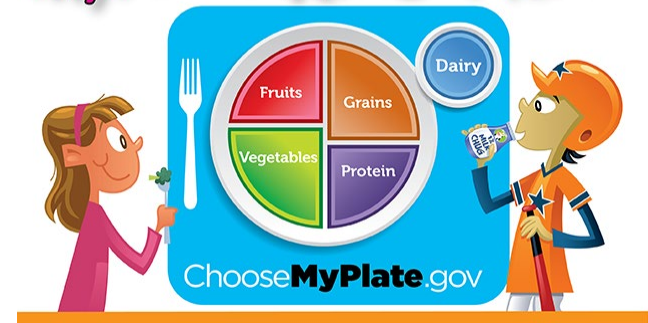


Menus

What does the Registered Dietitian approve?

- Provides $\frac{1}{2}$ to $\frac{2}{3}$ daily requirements for full-day programs and $\frac{1}{3}$ daily requirements for part-day programs
- Low in fat, sugar, salt & high in nutrients
- Vitamin C, Iron, Calcium and a whole grain rich-daily
- Vitamin A – 3 x each week

MyPlate Kids' Place



Meal Pattern Requirements Will Be...



- **Breakfast**
 - Milk
 - Vegetable, Fruit or Both
 - Whole grain or enriched grain/bread
- **LUNCH**
 - Milk
 - Vegetable= ¼ Cup
 - Fruit= ¼ cup
 - Whole-grain or enriched grain/bread
 - Meat or meat alternate
- **Snack- Two of the following components (must be in different groups)**
 - Milk
 - Vegetable=1/2 Cup
 - Fruit=1/2 Cup
 - Whole grain or enriched grain/bread
 - Meat or meat alternative

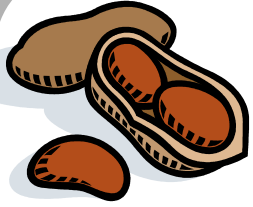
April 2021 Preschool Menu-3-5 Years

Monday	Tuesday	Wednesday	Thursday	Friday
<p>*Vitamin C Source **Vitamin A Source ***Vitamin A & C Source B = Breakfast L = Lunch S = Snack Unflavored 1% or fat-free Cow's Milk will be served to children aged 2+</p>			<p>1 B: Waffles, Banana*, Milk (can add nut butter) L: Carne Asada Tacos with Guerrero Tortilla de Maiz Blanco, Seasonal Fresh Fruit*, Fresh Vegetables*** Milk S: Mango***, WGR Crackers, Water (Week E)</p>	<p>2 Holiday </p>
<p>5 B: WGR Cold Cereal, Canned Fruit, Milk L: Pizza Burger with Whole Wheat Bun, Fresh Fruit***, Vegetables***, Milk S: WGR Crackers, Milk (Week F)</p>	<p>6 B: WGR Croissant, Cheese Stick, Canned Fruit, Milk L: Spanish Chick Pea Stew*, WGR Chips, Mixed Berries*, Milk S: Apple Wedges, Low-Fat Yogurt, Water</p>	<p>7 Cooks Choice/ Parent's Suggestions Must Have A Vitamin A And C Source At Least Once Per Day At Least One Serving Of Grains Per Day Must Be Whole Grain-Rich Bold Text Indicates Serving Of Whole Grain Rich (WGR) "WW" indicates "Whole Wheat"</p>	<p>8 B: WW Bagel with Nut Butter & Jam, Strawberries*, Milk L: Hawaiian Chicken Wrap on a Guerrero WW Flour Tortilla, Pineapple*, Baby Carrots*** with Dip, Milk S: Fresh Fruit*, WGR Crackers, Water</p>	<p>9 B: WGR Pancake, Blueberries*, Milk L: Albondigas Soup, Guerrero Tortilla de Maiz Blanco, Mixed Green Salad*, Fresh Seasonal Fruit*, Milk S: Ritz Cracker with Ham, String Cheese, Milk</p>
<p>12 B: WGR Cold Cereal, Apple, Milk L: Ham & Cheese Sandwich with WW Bread, Steamed Peas* and Carrots***, Fresh Fruit*, Milk S: WGR Crackers, String Cheese, Water (Week A)</p>	<p>13 B: WGR Bread, Hard Boiled Egg, Canned Peaches*, Milk L: Chicken Fajitas with Bell Peppers* & Onions*, Guerrero Tortilla de Maiz Blanco, Green Beans*, Mango***, Milk S: Fresh Fruit***, WW Toast, Milk</p>	<p>14 B: WGR Blueberry Muffin, Strawberries*, Milk L: Lentil of the Southwest Soup, WGR Chips, Steamed Broccoli*, Pears*, Milk S: WGR Crackers, Milk</p>	<p>15 B: WW Bread, Peanut Butter, Banana*, Milk L: Ground Beef Spaghetti with WW Noodles, French Bread, Steamed Squash***, Fresh Fruit*, Milk S: Orange Wedges* with Low-Salt Tajin, String Cheese, Water</p>	<p>16 B: WGR Pancakes, Mixed Berries*, Milk L: Meat Loaf, Steamed Vegetables***, Brown Rice, Pineapple*, Milk S: Ranchero Bean Dip, Baby Carrots***, WGR Chips, Milk</p>
<p>19 B: WGR Cold Cereal, Canned Peaches*, Milk L: Bean & Cheese Burrito in a Guerrero WW Flour Tortilla, Baby Carrots***, Seasonal Fresh Melon***, Milk S: Low-fat Yogurt, Fresh Fruit*, Water (Week B)</p>	<p>20 B: Cinnamon Raisins Bagel, Pineapple*, Milk L: Mango Chicken Stir Fry with Bell Peppers* & Snow Peas*, Brown Rice, Fresh Fruit*, Milk S: String Cheese, WGR Crackers, Water</p>	<p>21 Cooks Choice/ Parent's Suggestions Must Have A Vitamin A And C Source At Least Once Per Day At Least One Serving Of Grains Per Day Must Be Whole Grain-Rich Bold Text Indicates Serving Of Whole Grain Rich (WGR) "WW" indicates "Whole Wheat"</p>	<p>22 B: Cottage Cheese, Mixed Berries*, Graham Cracker, Milk L: Pork Pozole, Guerrero Tortilla de Maiz Blanco, Melon Wedges***, Cabbage*, Milk S: Pear Wedges*, Cucumbers* with Low-Salt Tajin, Water</p>	<p>23 B: French Toast Sticks, Canned Fruit, Milk L: Baked Fish, Steamed Green Beans*, WW Pita Bread, Orange Wedges*, Milk S: WGR Crackers, Banana*, Milk</p>
<p>26 B: WGR Cold Cereal, Canned Pears*, Milk L: Chicken Tenders, Sugar Snap Peas*, Apricots***, WW Roll, Milk, BBQ Sauce S: Fresh Fruit*, WGR Chips Water (Week C)</p>	<p>27 B: WW Bread with Peanut Butter & Jelly, Apple, Milk L: Ground Beef Tacos with Guerrero Tortilla de Maiz Blanco, Fresh Vegetables***, Fresh Fruit*, Milk S: Sliced Oranges* with Low-Salt Tajin, WGR Crackers, Water</p>	<p>28 B: Biscuit, Sausage, Mixed Berries*, Milk L: Meatballs with Sneaky Veggies***, WW Pasta (Penne or Ziti), Green Beans*, Red & Green Apples, Milk S: Low-Fat Yogurt, Seasonal Fresh Melon***, Water</p>	<p>29 B: Hard Boiled Egg, WW Bread, Canned Mixed Fruit, Milk L: Fish Tacos with Guerrero Tortilla de Maiz Blanco, Fresh Vegetables***, Fresh Fruit*, Milk S: Melon***, Baby Carrots***, Water</p>	<p>30 B: Parfait with yogurt, fruit, and Cheerios, Milk L: Burger Slider on a WW Bun, Steamed Broccoli*, Fresh Mixed Fruit*, Milk S: Ritz Cracker, String Cheese, Milk</p>

Mealtime Requirements



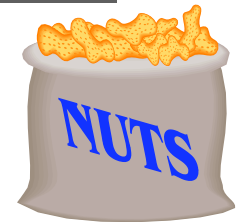
- Mealtimes must be posted and followed
 - Following spacing guidelines
- Point of Service Meal Count
- Family Style Meal Time
- USDA Meal Patterns
- Posted Menus



Special Needs

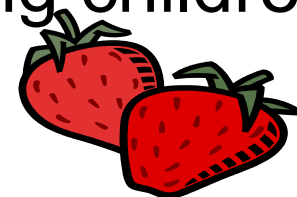


- 3 Special Meal Forms.....
 - #1-Allergies and Disabilities
 - #2-Parental Request For A Fluid Milk Substitution



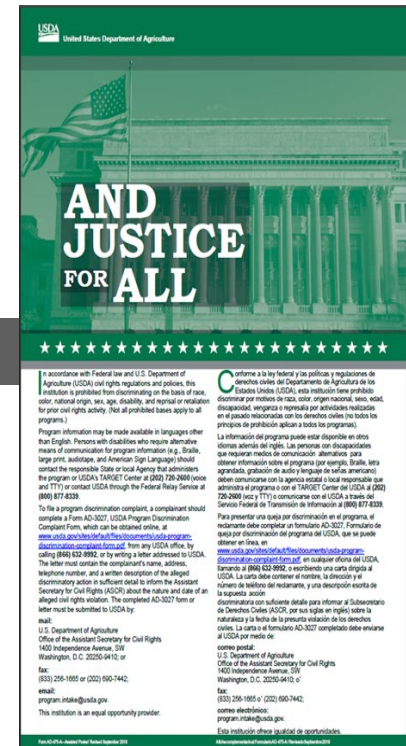
* Must follow specific guidelines

- #3-Non-Medical Meal Plans
- Documentation & Posting Documents
- Age - Appropriate may differ among children
 - Texture Modification



GOALS OF CIVIL RIGHTS

- Collect and use data
- Effective methods of public notification
- Complaint procedures
- Compliance review techniques
- Resolution of noncompliance
- Requirements for reasonable accommodation of person with disabilities
- Requirements for language assistance
- Conflict resolution
- Customer service

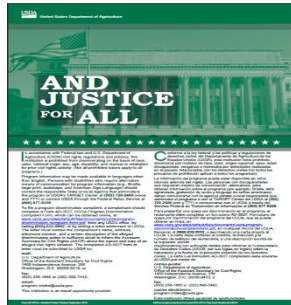


Effective Methods of Public Notification

4 Methods

1. Media Release

2. And Justice for All Poster



Nondiscrimination Poster Posted

- Administrative Area
- Each site in a central and visible in the food service area's
 - 11 inches by 17 inches

USDA Nondiscrimination Statements 3 & 4

3. Long Version:

- “In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (800) 795-3272 or (202)720-6382 (TTY).

USDA is an equal opportunity provider and employer.”

4. Short Version: (page size and font size)

- “This institution is an equal opportunity provider.”

Effective Methods of Public Notification

Our Public Notifications

- Enrollment Documents
- Employee Handbooks
 - Newsletters
 - Brochures
 - Websites
- Parent Handbooks
- Advertisements

Not Our Menus

May 2021 Preschool Menu-3-5 Years

Monday	Tuesday	Wednesday	Thursday	Friday
3: WGR Cold Cereal, Applesauce***, Milk L: Ham & Cheese Sandwich with WW Bread, Orange M&Japples***, Baby Carrots***, Milk S: Seasonal Melon***, WGR Chips, Water (Week D)	4: WGR Pancake, Blueberries***, Milk L: Chopped Meat, Broccoli, Brown Rice, Pumpkin, Fresh Broccoli***, Milk S: WGR Crackers, Milk	5: Cooks Chicken Pinner's Suppers Must Have 2 Vitamins A And C Source At Least Once Per Day Orange Per Day Must Be Whole Grain Rich Bold Text Indicates Serving Of Whole Grain Rich (WGR) ***WW*** Indicates "Whole Wheat"	6: WW Pita Bread with Nut Butter & Jam, Applesauce, Milk L: BBQ Chicken, Spaghetti***, Fresh Seasonal Melon***, WW Roll, Milk S: Fresh Mixed Vegetables***, String Cheese, Water	7: WGR Croissant (Turkey Ham & cheese), Canned Fruit, Milk, L: Sweet & Sour Pork, Enriched White Rice, California Raisin Vegetables***, Milk S: WW Bread with Jelly Jam, Bananas, Low Fat Yogurt, Milk
10: WGR Cold Cereal, Canned Peas***, Milk L: Chicken Nuggets, BBQ Sauce, WW Roll, Green Beans***, Fresh Melon***, Milk S: Hard Boiled Eggs with Lemon/Lime and Low Salt (Week E)	11: Ham & Cheese Roll-up with Guereiro WW Flour Tortilla, Canned Fruit, Milk L: Shrimp, Joe with WW Bun, Fresh Melon***, Fresh Vegetables***, Milk S: WGR Crackers, Milk	12: WGR Blueberry Muffin, Applesauce***, Milk L: Baked Fish, Fiesta Corn Salad, WW Roll, Oranges***, Milk S: WGR Chips, Hummus dip, Bananas, Water	13: Waffles, Bananas***, Milk (can add nut butter) L: Crema Acids Tacos with Guereiro Tortilla de Maiz, Seasonal Fresh Fruit***, Fresh Vegetables***, Milk S: Mango***, WGR Crackers, Water	14: Vegetable Chik, Cheese Stick, WW Pita Bread, Pears & Carrots***, Strawberries***, Milk S: Fresh or Frozen Strawberries*** and/or Raspberries***, String Cheese, Milk
17: WGR Cold Cereal, Canned Fruit, Milk L: Pizza Burger with Whole Wheat Bun, Fresh Fruit***, Vegetables***, Milk S: WGR Crackers, Milk	18: WGR Croissant, Cheese Stick, Canned Fruit, Milk L: Spanish Chick-Pea Salad***, WGR Chips, Mixed Beans***, Milk S: Apple M&Japples, Low Fat Yogurt, Water	19: Cooks Chicken Pinner's Suppers Must Have 2 Vitamins A And C Source At Least Once Per Day Orange Per Day Must Be Whole Grain Rich Bold Text Indicates Serving Of Whole Grain Rich (WGR) ***WW*** Indicates "Whole Wheat"	20: WW Eggel with Nut Butter & Jam, Strawberries***, Milk L: Hawaiian Chicken Wrap as a Guereiro WW Flour Tortilla, Pumpkin***, Baby Carrots*** with Dip, Milk S: Fresh Fruit***, WGR Crackers, Water	21: WGR Pancake, Blueberries***, Milk L: Almondine Soup, Guereiro Tortilla de Maiz, Baked Mixed Green Salad***, Fresh Seasonal Fruit***, Milk S: Ritz Cracker with Ham, String Cheese, Milk

Media Release

CDE will Issue our Agency's Public Announcing Every Year for Us



CAP net



Agency's Complaint Procedures

- Have a written procedure-use Nutrition Services Division's Civil Rights Complaint documents
 - Complaints can be written, verbal, or anonymous statement's alleging discrimination based on one or more of the six protected bases: **race**, **color**, **national origin**, **sex**, **age**, **or disability**.
 - All complaints must be forwarded to USDA within 180 days by either by mailing, faxing, or emailing.
 - Agency must log the complaint, if not anonymous, with the name, address, contact number, location, and nature of complaint.

Civil Rights Coordinators

CAPMC's Coordinators

**Tammy McDougald,
CACFP Nutrition
Specialist
559-507-8033**

**Irene Yang, CAPMC
Human Resources
Director
559-675-5766**

Coordinator Duties

- Ensure our agency complies with USDA civil rights requirements
- Maintaining documentation
- Special Meal are made available
- Help with language translation if needed for a complaint
- Collect ethnic and racial data
- Make sure training is done and done correctly
- Maintain the complaint log
- Ensure Public Notification is taking place

COMPLAINT PROCEDURES

Customer Service



Be aware of the bases for which complaints may be filed: race, color, national origin, age, sex, and disability

- ✓ **Never discourage groups or individuals from filing complaints or from voicing allegations of discrimination.**
 - ✓ **Treat everyone equally**
 - ✓ **Be knowledgeable of rights and responsibilities**
 - ✓ **Evaluate any barriers that prevent or deter anyone from receiving benefits, then eliminate those barriers**
 - ✓ **Be respectful and patient**
- ✓ **Remember the Agency's Complaint Coordinators can help with complaints.**

REASONABLE ACCOMMODATIONS



INSURE ACCESS FOR PEOPLE WITH DISABILITIES!

- **Parking lot, entrances & exits, halls, elevators, rest rooms, sign language interpreters, Braille signage, service animals**
- **Alternative arrangements for service**
- **If equipment is needed will supply or help to acquire**

LANGUAGE ASSISTANCE

- **People with limited English proficiency will need to be served in other languages**
- **Outreach in other languages is important**
- **Generally, service must be provided-flexibility in how it is provided**
 - **Example- Menus**

RESOLUTION OF NONCOMPLIANCE



CORRECTIVE ACTIONS:

- Cease inappropriate actions
- Institute appropriate procedures
- Avoid repeating the situation

**FAILURE/REFUSAL CAN
RESULT IN LOSS OF
FEDERAL ASSISTANCE FROM
ALL FEDERAL SOURCES!**

Family Style Eating



- Family Style Meal Service Checklist
- Making Mealtimes Pleasant
- Division of Responsibility
 - Adults: what, when, where
 - Children: how much, whether
- Note: Food is not to leave the center.
Food is also never brought in during school hours without prior approval and then the food has to be from a licensed facility.



Nutrition Activities



Activity Plans....Project Approach

- IMIL= I Am Moving I Am Learning- **Daily**
 - Structured Infants-safe settings Toddlers-accumulate 30min.
Preschooler- accumulate 60 min.
 - Unstructured Toddlers and Preschoolers- accumulate 60 min.
- Food Experiences-Toddler & Preschool-(**optional**)
- Nutrition Activity's- **Every other week**
- Education in the Classrooms- **Always**

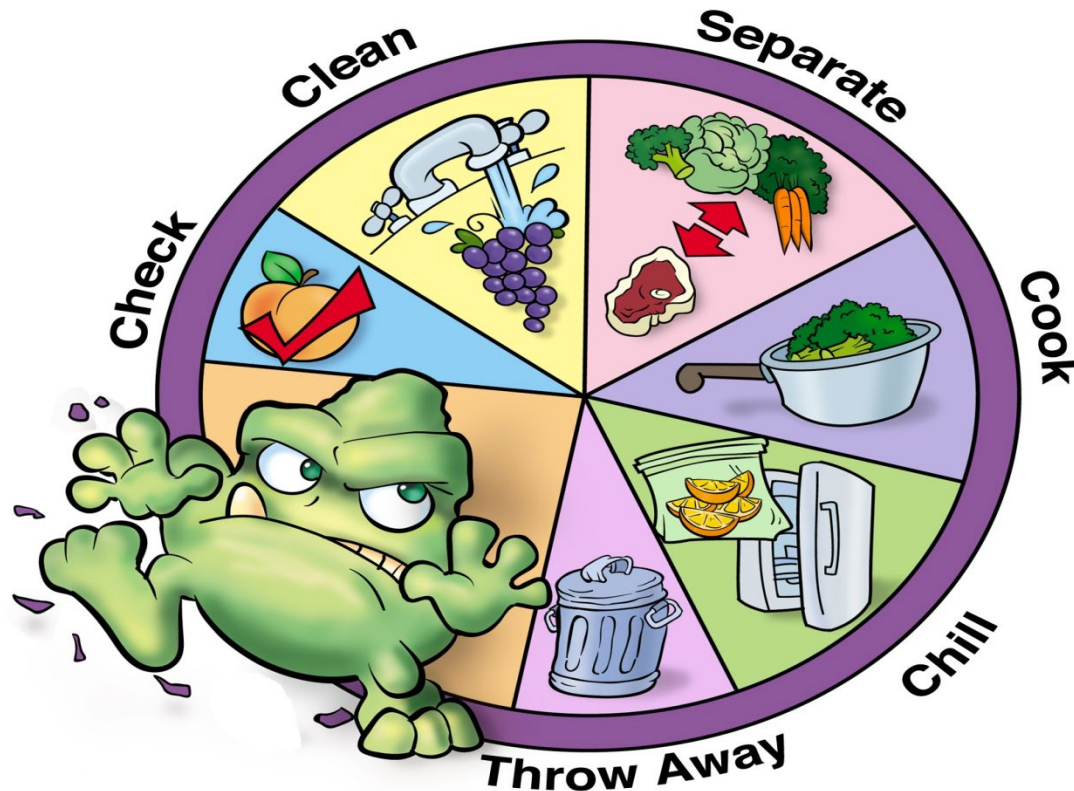
With books, puzzles, games & be creative in all the areas😊

Cooking Interest Area- Creative Curriculum



Food Safety

Nutrition Specialist and Cooks are ServSafe Certified & Food Service, Site Supervisor's and Center Director's have a Food Handlers Certificate



Head Start & CACFP



Questions



COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Regular Board of Directors Meeting
May 13, 2021

1225 Gill Ave. Madera, CA 93637

Meeting Link: https:

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

ACTION SUMMARY MINUTES

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

Members Present In-Person

Sheriff Tyson Pogue, Chair
David Hernandez,
Secretary/Treasurer
Donald Holley
Martha Garcia
Supervisor Leticia Gonzalez
Councilman John Chavez
Deborah Martinez
Aurora Flores

Members Present Virtually

Councilman Steve Montes
Molly Hernandez
Patricia Trevino, HS PC
Representative

Members Absent

Richard Gutierrez
Vicki Bandy
Eric LiCalsi, Vice-Chair
Debi Bray

Personnel Present In-Person

Mattie Mendez
Cristal Sanchez
Nancy Contreras-Bautista
Daniel Seeto
Elizabeth Wisener
Maritza Gomez

Personnel Present Virtually

Irene Yang
Maritza Gomez-Zaragoza
Jennifer Coronado

Public – Other Present Virtually

Donna Tooley, Consultant

A. PUBLIC COMMENT

Board Member, Donald Holley, provided a recap of the Community Action 2021 Equity Summit and encouraged the Board to attend trainings and take part of any conferences made available to them through Community Action Partnership.

B. ADOPTION OF THE AGENDA

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ADOPTION OF THE AGENDA: Adoption of the agenda.

Motion: APPROVE AS PRESENTED

Moved By Donald Holley, Seconded By David Hernandez

Vote: Carried Unanimously

C. TRAINING/ADVOCACY ISSUES

None

D. BOARD OF DIRECTOR'S CONSENT CALENDAR

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- D-8 Review and Consider approving the following **Madera Migrant/Seasonal Head Start** Reports:
 - Monthly Enrollment Report – March 2021
 - In-Kind Report – March 2021
 - CACFP Program Report – March 2021
 - Program Information Report (PIR) – March 2021

- D-9 Review and consider approving the following **Fresno Migrant Head Start** reports:
- Monthly Enrollment Report – March 2021
 - In-Kind Report – March 2021
- D-10 Review and consider approving the following **Fresno Migrant Early Head Start** reports:
- Monthly Enrollment Report – March 2021
 - In-Kind Report – March 2021
- D-11 Review and consider approving the 2020-2025 Goals and Objectives updates for the Fresno Migrant Seasonal Head Start Program.
- D-12 Review and consider approving the 2020-2025 Goals and Objectives updates for the Fresno Migrant Seasonal Early Head Start – Family Child Care (EHS-FCC) Program.
- D-13 Review the submission of the 2021-2023 Madera Mariposa Regional & Early Head Start COVID-19 One-Time Supplemental Funding. (Informational Only)
- D-14 Review the 2020 Community Services Low Income Home Energy Assistance Program (LIHEAP) Customer Satisfaction Survey results. (Informational Only)
- D-15 Review the Low Income Home Energy Assistance Program Customer Satisfaction (LIHEAP) 2020 Weatherization Customer Satisfaction Survey results. (Informational Only)
- D-16 Review and approve the California Department of Education (CDE), Early Learning and Care Division (ELCD) Program Self-Evaluation (PSE) Survey for the Child Care Alternative Payment and Resource & Referral Program.
- D-17 Review the Agency’s CSBG Annual Report. (Informational Only)
- D-18 Review and provide feedback on the 2021 Community Needs Assessment.
- D-19 Review the Madera County Child Advocacy Center (CAC) Program Report for April 2021 (Informational Only)
- D-20 Review the Child Care Alternative Payment and Resource & Referral Program Report for April 2021. (Informational Only)
- D-21 Review the Victim Services Report for April 2021. (Informational Only)
- D-22 Review the Community Services Report for April 2021. (Informational Only)
- D-23 Review the Homeless Engagement for Living Program (H.E.L.P.) Center Report April 2021. (Informational Only)

Motion: APPROVED AS PRESENTED

Moved By Leticia Gonzalez, Seconded By Deborah Martinez

Vote: Carried Unanimously

E. DISCUSSION / ACTION ITEMS

E-1 Review and consider approving the renewal of the Workers' Compensation coverage and the broker's consulting fee.

Mattie Mendez, Executive Director, presented regarding the renewal of the Workers' Compensation coverage and broker's consulting fee. Mattie highlighted that CAPMC's experience modification for the renewal year is at 1.04. This is a decrease from the last renewal year at 1.24 due to the 2017-2018 claims incurred costs. The overall renewal premium is also down by 14% compared to the previous renewal year.

Motion: APPROVE AS PRESENTED

Moved By Donald Holley, Seconded By Aurora Flores

Vote: Carried Unanimously

E-2 Review and consider approving the Madera Early Head Start submission of Non-Federal Share waiver for 2020-2021 Program Year.

Maritza Gomez-Zaragoza, Head Start Director, presented regarding the Madera Early Head Start submission of Non-Federal Share waiver for the 2020-2021 Program Year. Maritza noted that due to the COVID-19 Pandemic, center staff have had a significant decrease in in-person contact with families, which has hindered staff's ability to conduct weekly home visits with families. The lack of home visits prevents staff from providing materials and activities for parents to conduct at home as most instruction and services are being provided virtually. Maritza emphasized that receiving a Non-Federal Share Waiver would not affect total funding.

Motion: APPROVE AS PRESENTED

Moved By Martha Garcia, Seconded By Aurora Flores

Vote: Carried Unanimously

E-3 Review and consider approving the carry-over funds for the 2020-2021 Regional Head Start Basic Grant to the 2021-2022 Grant year beginning June 1, 2021.

Maritza Gomez-Zaragoza, Head Start Director, presented regarding the carry-over funds for the 2020-2021 Regional Head Start Basic Grant to the 2021-2022 Grant year beginning June 1, 2021. Maritza Gomez-Zaragoza, Head Start Director, presented regarding the approval of carry-over funds for the 2020-2021 Regional Head Start Basic Grant to the 2021-2022 Grant year beginning June 1, 2021. Maritza noted that CAPMC identified budget savings in the 2020-2021 Regional Head Start basic grant. It was proposed that such funds be utilized to continuing employment for staff avoiding the need for seasonal layoffs, addressing health and safety issues, and extending services.

Motion: APPROVE AS PRESENTED

Moved By Martha Garcia, Seconded By Supervisor Leticia Gonzalez

Vote: Carried Unanimously

E-4 Review and consider approving the 2021-2022 Madera Migrant Seasonal Head Start COLA and Quality Improvement Grant Applications.

Maritza Gomez-Zaragoza, Head Start Director, presented regarding the 2021-2022 Madera Migrant Seasonal Head Start COLA and Quality Improvement Grant Applications. The Consolidated Appropriations Act of 2021 contain an increase to Head Start Programs for the fiscal year of 2021. Part of the funding was earmarked for a Cost of Living Adjustment (COLA) for the Head Start Programs. The funding is intended to increase the on-going funding level of Head Start Programs through a COLA increase in the amount of 1.22%. The Act also provided Quality Improvement funds for Migrant Head Start and Native American Head Start Programs. The Madera Migrant Seasonal Head Start budgets have been amended to reflect 1.22% COLA increase to personnel costs beginning March 1, 2021. After applying cost to salaries and benefits, CAPMC staff will apply left over funds to the Telephone Expense category. CAPMC has experienced an increase in telephone/internet expenses and therefore, additional funding will be applied to cover costs. The Quality Improvement funds will be utilized to increase service days for children and families. With the extension in days, most of the funding will be applied to salaries and fringe benefits. The remaining funds will also be applied to the telephone expense category.

Motion: APPROVE AS PRESENTED

Moved By Donald Holley, Seconded By Aurora Flores

Vote: Carried Unanimously

E-5 Review and consider approving the 2021-2022 Fresno Migrant Seasonal Head Start COLA and Quality Improvement Grant Application

Maritza Gomez-Zaragoza, Head Start Director, presented regarding the 2021-2022 Fresno Migrant Seasonal Head Start COLA and Quality Improvement Grant Application. The Consolidated Appropriations Act of 2021 contain an increase to Head Start Programs for the fiscal year of 2021. Part of the funding was earmarked for a Cost of Living Adjustment (COLA) 1.22% for the Head Start Programs. Additionally, Quality Improvement funds were set aside for Migrant Seasonal and Native American Head Start Programs. The funding is intended to increase the on-going funding level of Head Start Programs through a COLA and Quality Improvement increases. The Fresno Migrant Seasonal Head Start budgets have been amended to reflect 1.22% COLA increase to personnel costs beginning September 1, 2021. After applying cost to salaries and benefits, CAPMC staff will apply left over funds to the Telephone Expense category. CAPMC has experienced an increase in telephone/internet expenses and therefore, additional funding will be applied to cover costs. The Quality Improvement funds will be utilized to increase 10 service days for children and families. With the extension in days, most of the funding will be applied to salaries and fringe benefits. The remaining funds will also be applied to the telephone expense category.

Motion: APPROVE AS PRESENTED

Moved By Donald Holley, Seconded By David Hernandez

Vote: Carried Unanimously

E-6 Review and consider approving the 2021-2022 Fresno Migrant Seasonal Early Head Start COLA and Quality Improvement Grant Application.

Maritza Gomez-Zaragoza, presented regarding the 2021-2022 Fresno Migrant Seasonal Early Head Start COLA and Quality Improvement Grant Application. The Consolidated Appropriations Act of 2021 contain an increase to Head Start Programs for the fiscal year of 2021. Part of the funding was earmarked for a Cost of Living Adjustment (COLA) 1.22% for the Head Start Programs. Additionally, Quality Improvement funds were set aside for Migrant Seasonal and Native American Head Start Programs. The funding is intended to increase the on-going funding level of Head Start Programs through a COLA and Quality Improvement increases. The Fresno Migrant Seasonal Early Head Start budgets have been amended to reflect 1.22% COLA increase to personnel costs beginning September 1, 2021. After applying cost to salaries and benefits, CAPMC staff will apply left over funds to the Telephone Expense, Supplies, and Gas/Oil categories. The Quality Improvement funds will be utilized to increase 39 service days for children and families. With the extension in days, most of the funding will be applied to contracts since the services are provided through Family Child Care providers. The remaining funds will also be applied to the supplies and gas/oil categories.

Motion: APPROVE AS PRESENTED

Moved By Supervisor Leticia Gonzalez, Seconded By Donald Holley

Vote: Carried Unanimously

E-7 Review and consider approving the proposed enrollment reduction and program changes for the Fresno Migrant Seasonal Head Start program beginning September 1, 2021.

Maritza Gomez-Zaragoza, Head Start Director, presented regarding the proposed enrollment reduction and program changes for the Fresno Migrant Seasonal Head Start program beginning September 1, 2021. Maritza noted the proposition for a 50 slot reduction for the Fresno Migrant Seasonal Head Start Program. The slot reduction will constitute a reduction in funding. Also proposed, is the center closure of Biola due to its consistent low enrollment. Staff currently assigned to the Biola Center will be reassigned and staff will work with families of the currently enrolled to connect with local child care or educational facilities. The closure of this site will offset the will be returned to the grantee due to the reduction of slots.

Motion: APPROVE AS PRESENTED

Moved By Councilman Steve Montes, Seconded By Donald Holley

Vote: Carried Unanimously

E-8 Review and consider approving the submission of the Fresno Migrant Seasonal Head Starts Early Head Start Basic Grant application and budgets.

Maritza Gomez-Zaragoza, presented regarding the submission of the Fresno Migrant Seasonal Head Starts Early Head Start Basic Grant application and budgets. The following budgets were presented for 2021-2022: Basic Budget, Administrative Budget, Training and Technical Assistance Budget, and In-Kind Budget. Total days of operation are 199 days and CAPMC anticipates to serve 30 migrant children using the Family Child Care Home partnership option. The areas of service include Coalinga, Five Points, Fresno, Huron, and Mendota.

Motion: APPROVE AS PRESENTED

Moved By Donald Holley, Seconded By Aurora Flores

Vote: Carried Unanimously

E-9 Consider authorizing the Executive Director to sign and submit the PG&E Community Based Organization (CBO) Outreach on the Phase Out Emergency COVID-19 Protections contract.

Elizabeth Wisener, Community Services Program Manager, presented regarding the submission of the PG&E Community Based Organization (CBO) Outreach on the Phase Out Emergency COVID-19 Protections contract. Elizabeth highlighted that PG&E is seeking Community Based Organizations to conduct outreach to inform customers that the moratorium that was set in place will end on June 30, 2021. The PG&E Community Based Organization (CBO) Outreach on the Phase Out Emergency COVID-19 Protections agreement would allow for outreach to be conducted by community outreach, mail and through web-based information such as social media. This agreement also includes an educational plan.

Motion: APPROVE AS PRESENTED

Moved By Donald Holley, Seconded By David Hernandez

Vote: Carried Unanimously

E-10 Consider authorizing the Executive Director to sign and submit the WestCare subcontract agreement to provide allowable financial assistance to families in the process of obtaining permanent housing.

Elizabeth Wisener, Community Services Program Manager, presented regarding the WestCare subcontract agreement to provide allowable financial assistance to families in the process of obtaining permanent housing. Elizabeth noted that through this agreement with WestCare, CAPMC will provide financial assistance for rent, security deposits, utility deposits and payments, moving and storage costs, and emergency housing motel vouchers for families while they work to obtain permanent housing. The term of the contract is March 1, 2021 through February 28, 2022

Motion: APPROVE AS PRESENTED

Moved By Donald Holley, Seconded By Aurora Flores

Vote: Carried Unanimously

E-11 Consider authorizing the Executive Director to resubmit the application for the Community Development Block Grant (CDBG) CARES Act Round II funding to the City of Madera to provide rapid rehousing, homeless prevention and utility water/garbage billing assistance.

Elizabeth Wisener, Community Services Program Manager, presented regarding the application for CDBG CARES Act Round II funding to the City of Madera to provide rapid rehousing, homeless prevention and utility water/garbage billing assistance. The proposed program will provide rental assistance, rapid rehousing, and/or utility water/garbage bill assistance. The funding will aid low-income individuals/families, seniors and people living with disabilities effected by COVID-19 who live within the City of Madera. CAPMC was awarded \$90,000 from Round I. If the application is awarded, it will allow CAPMC to extend the program into 2022.

Motion: APPROVE AS PRESENTED

Moved By Eric LiCalsi, Seconded By Donald Holley

Vote: Carried Unanimously

E-12 Consider authorizing the Executive Director to sign and submit the California Emergency Rental Assistance Program application to Local Initiatives Support Corporation (LISC).

Elizabeth Wisener, Community Services Program Manager, presented regarding the submission of the California Emergency Rental Assistance Program application to Local Initiatives Support Corporation (LISC). If funded, CAPMC will provide outreach services via social media campaigns, mass mailings and door to door outreach to promote the program and then assist applicants with the application process. The program is short-term and tentatively scheduled to end on November 15, 2021.

Motion: APPROVE AS PRESENTED

Moved By Supervisor Leticia Gonzalez, Seconded By Deborah Martinez

Vote: Carried Unanimously

E-13 Review and consider approving the updated Child Forensic Interview Team (CFIT) Guidelines and MOU effective May 1, 2021.

Mattie Mendez, Executive Director, presented regarding the approval of the updated Child Forensic Interview Team (CFIT) Guidelines and MOU effective May 1, 2021. The need to update the CFIT Guidelines arose from the change in management of the CFIT Program and to comply with the funding terms and conditions of the Victim Services Program. Administration reviewed and updated the CFIT guidelines to reflect

current practices. The CFIT Guidelines were also sent to the CFIT Steering Committee in an effort to obtain feedback and or necessary updates from the various disciplines. There were no changes made to MDT Protocols, goals and objectives. The CFIT Steering Committee met on April 28, 2021 where the updated CFIT Guidelines and MOU were approved and executed.

Motion: APPROVE AS PRESENTED

Moved By Martha Garcia, Seconded By Donald Holley

Vote: Carried

AYES: David Hernandez, Donald Holley, Martha Garcia, Supervisor Leticia Gonzalez, Councilman John Chavez, Aurora Flores, Councilman Steve Montes, Molly Hernandez, Patricia Trevino

NOES: None

ABSTAIN: Sheriff Tyson Pogue and Deborah Martinez (due to their participation on the CFIT Steering Committee)

ABSENT: Eric LiCalsi, Richard Gutierrez, Vicki Bandy, Debi Bray

F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS

- F-1 Finance Committee Report – Rescheduled for June 1, 2021
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – (April 2021)
- F-4 Financial Statements (April 2021) – Informational
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – (April 2021)
- F-7 CAPMC Board of Directors Attendance Report – (April 2021)
- F-8 Staffing Changes Reports for: March 30, 2021 – May 4, 2021

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence dated April 14, 2021 from the Office of Head Start regarding the updated Coronavirus Disease 2019 (COVID-19) fiscal and administrative flexibilities.

I. ADJOURN

Chair Sheriff Tyson Pogue adjourned the Board of Directors meeting at 6:49 p.m.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded By David Hernandez

Vote: Carried Unanimously

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting
Thursday, May 6, 2021
MINUTES

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

Committee Members Present

Rosana Perez
Angelica Tapia
Malie Mendoza
Citlali Chavez
Martha Garcia
Patricia Trevino
Tanya Hamilton
Mariela Lopez

Committee Members Absent

Perla Barrita
Patricia Barragan
Gloria Conde
Angelica Murillo-Virgen

Personnel Present

Maritza Gomez-Zaragoza, Head Start Program Director
Maru Gasca Sanchez, Direct Support Manger
Jissel Rodriguez, Executive Administrative Assistant

ROLL CALL

A. **PUBLIC COMMENT** – None

B. **TRAINING** – None

C. **ADOPTION OF THE AGENDA**

C-2 Patricia Trevino asked for the motion to approve the agenda as presented. Motion made by Mariela Lopez, seconded by Martha Garcia 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 – April 1, 2021. Motion made by Mariela Lopez, seconded motion by Martha Garcia. Motion carried unanimously.

F. **DISCUSSION / ACTION ITEMS**

F-1 Review and consider approving the CAPMC Madera Early Head Start submission of Non-Federal share wavier for the 2020-2021 Program Year. Ms. Gomez-Zaragoza mentioned the Early Head Start program is currently at 18.49% in in-kind. They will not be able to meet their required non-federal share by the end of the program year. Due to COVID-19 staff have not been able to conduct their weekly home visits with the families. The program foresees a shortage of about \$125,000. The non-federal share wavier will be submitted to Region XI. Patricia Trevino requested a motion to approve the CAPMC Madera Early Head Start submission of Non-Federal share wavier for the 2020-2021 program year.

Mariela Lopez made the first motion, seconded by Martha Garcia. Motion carried unanimously.

F-2 Review and consider approving the carry-over funds for the 2020-2021 Regional Head Start Basic Grant to the 2021-2022 Grant year beginning June 1, 2021. Ms. Gomez-Zaragoza mentioned the carry-over funds is savings from the current program year. The funds will be carried over to 2021-2022 program year to extend child services into June 2021. The funds will also be used to keep staff employed year round until May 2022.

Rosana Perez made the first motion, seconded by Martha Garcia. Motion carried unanimously.

F-3 Review the submission of the 2021-2023 Madera/Mariposa Regional & Early Head Start COVID-19 One-Time Supplemental Funding. Ms. Gomez-Zaragoza mentioned the Consolidated Appropriation Act of 2021 was signed and awarded funding for Head Start programs. The funds will be used to purchase supplies to disinfect, protective wear for staff and other essential items needed. A portion of the funds may be used to support mental health/wellness.

G. ADMINISTRATIVE REPORTS

G-1 Staffing Changes (March 2021) – Ms. Gomez-Zaragoza reviewed the staff changes. There were two new hires.

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

G-3 Budget Status Reports – None

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

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

G-6 CACFP Monthly Report (March 2021) – The report details the amount the program is reimbursed for children’s meals. 118 meals were provided for a reimbursement totaling \$443.09.

H. POLICY COMMITTEE MEMBER REPORTS

H-1- Center Report – None.

H-2- BOD report – None.

I. CORRESPONDENCE

I-1 Information Memoranda from the Office of Head Start regarding *Updated Coronavirus Disease 2019 (COVID-19) Fiscal and Administrative Flexibilities*; Issuance Date: 04/14/2021

J. FUTURE AGENDA ITEMS

None

K. ADJOURNMENT

Patricia Trevino asked for a motion to adjourn the meeting at 6:00 p.m. Motion made by Martha Garcia, Mariela Lopez seconded by. Motion carried unanimously.

Community Action Partnership of Madera County
Madera Migrant/Seasonal Head Start Policy Council Meeting
Tuesday, May 11, 2021

Minutes

The Madera Migrant/Seasonal Policy Committee called to order at 5:39 p.m. by Yasmin Torres

Committee Members Present

Yasmin Torres
Francisca Garcia Hernandez
Juana Zarate
Maria Sut-xon
Guadalupe de la Cruz
Lidia Tinajero-Jimenes

Committee Members Absent

Jose Cruz Villavicencio
Silvia Garcia Sanchez

Personnel Present

Maritza Gomez-Zaragoza, Head Start Program Director
Maru Gasca Sanchez, Support Services Manager
Jissel Rodriguez, Executive Administrative Assistant

Others

None

A. Public Comment

None.

B. Training

None.

C. Adoption of the Agenda

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

D. Closed Session

D-1 – None

E. Approval of Minutes

E-1 – Yasmin Torres requested a motion to approve the minutes of the meeting on March 9, 2021. Motion made by Guadalupe de la Cruz, seconded motion by Francisca Garcia Hernandez to approve the minutes of the meeting. Motion approved unanimously.

F. Discussion / Action Items

F-1 Review and consider approving the 2021-2022 Madera Migrant Seasonal Head Start COLA and Quality Improvement Grant Applications – Ms. Gomez-Zaragoza reviewed the budget. The COLA will be used to increase salaries and the Quality Improvement funds will be used to extend services for the traditional and winter program. This would be for 2022-2023 program year. Parents gave there feedback and appreciated the change.

Yasmine Torres requested a motion to approve the 2021-2022 Madera Migrant Seasonal Head Start COLA and Quality Improvement Grant Applications. Lidia Tinajero-Jimenes made the first motion, seconded by Francisca Garcia Hernandez.

G. Administrative Reports

G-1 Staff Changes (February and March 2021) – In February, there were two terminations, and in March, there was one new hire.

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

G-3 Budget Report – None

G-4 In-kind Report (February and March 2021) – Ms. Gomez-Zaragoza reviewed the In-kind percentage.

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

G-6 CACFP Monthly Report (March 2021) – Ms. Gomez-Zaragoza noted that the reimbursement for the month of January was \$7,669.49 for a total of 3,359 meals. There were no questions.

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

H. Policy Committee Members Reports

H-1 Center Reports – **None**

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

H-3 Active Supervision, Challenges and Best Practices Report –

I. Correspondence

I-1 Information memoranda from the Office of Head Start regarding *Updated Coronavirus Disease 2019 (COVID-19) Fiscal and Administrative Flexibilities*; Issuance Date: 04/14/2021

I-2 Program Instruction from the Office of Head Start regarding *Duration Requirement for 45 Percent of Slots*; Issuance Date: 03/19/2021

J. Future Agenda Items

J-1 Budget Revisions if any

K. Adjournment

Yasmine Torres requested a motion to adjourn the session. Motion made by

Francisca Garcia Hernandez to adjourn the meeting at 6:13 p.m. in the afternoon, seconded by Juana Zarate. Motion approved unanimously.

Community Action Partnership of Madera County
Fresno Migrant/Seasonal Head Start
Executive Policy Committee Meeting
Wednesday, May 12, 2021

Minutes

The Fresno Migrant/Seasonal Policy Executive Committee called to order at 5:39 p.m. by Monserrat Hernandez Francisco. After Gisela Aguirre Ramirez, disconnected Executive Committee was called to order at 6:02 p.m.

Executive Committee Members

Present

Monserrat Hernandez
Sayra Garcilazo
Ivette Oregon

Committee Members Absent

Angelica Garcia
Areli Hernandez
Aurora Flores
Maria Martinez
Gisela Aguirre Ramirez

Other PC Members Present

Marianayelly Angeles
Gisela Aguirre Ramirez disconnected at 5:55 PM

Personnel Present

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

Others

None

A. Public Comment

None

B. Training

B- School Readiness Goals were presented by Olga Moreno for the Fresno Migrant/Seasonal Head Start Program and Maribel Aguirre presented for the EHS program.

C. Adoption of the Agenda

Monserrat Hernandez Francisco asked for a motion to approve the agenda as presented. Motion made by Sayra Garcilazo, seconded motion by Ivette Oregon to approve the agenda as presented. Motion approved unanimously.

D. Closed Session

D-1 – None

E. Approval of Minutes

E-1 – Monserrat Hernandez Francisco requested a motion to approve the minutes of the meeting on April 7, 2021. Motion made by Ivette Oregon, seconded motion by Sayra Garcilazo to approve the minutes of the meeting. Motion approved unanimously.

F. Discussion / Action Items

F-1 Review & Consider approving the submission of CAPMC Fresno Migrant & Seasonal Head Start Basic, COLA, and Quality Improvement applications (September 1, 2021- August 31, 2022). Ms. Gomez-Zaragoza reviewed the information and discussed the possibility of extending the service days to the end of November with the Quality Improvement funds. Ms. Gomez-Zaragoza asked for the Executive Committee and the representative present for their feedback and they agree in extending the days until the end of November. Parents were satisfied with the information provided. Ms. Gomez-Zaragoza requested a motion to approve the FMSHS COLA and Quality Improvement application. Sayra Garcilazo made the motion to approve, seconded by Ivette Oregon. Motion approved unanimously.

F-2 Review Consider approving the submission of CAPMC Fresno Migrant & Seasonal Early Head Start Basic, COLA, and Quality Improvement applications (September 1, 2021-August 31, 2022). Ms. Gomez-Zaragoza requested a motion to approve the EHS COLA and Quality Improvement applications. Ivette Oregon made the motion to approve, seconded by Sayra Garcilazo. Motion approved unanimously.

G. Administrative Reports

G-1 Staffing Changes from (Oct. 31 2020 – April 30, 2021) – Ms. Gomez-Zaragoza reviewed the staffing changes and there were no questions about the changes.

G-2 Credit Card Account Statement – Agency and other credit cards: (March 2021) – Ms. Gomez-Zaragoza reviewed the charges for the month. There were no questions about the charges.

G-3 Budget Report – (March 2021) – Ms. Gomez-Zaragoza explained the most recent budget report for the month of August.

G-4 In-kind Report (March 2021) – Ms. Gomez-Zaragoza explained there was the In-kind reports for both programs.

G-5 Report of enrollment in the program and attendance report (March 2021) – Ms. Gomez-Zaragoza explained the enrollment reports.

G-6 CACFP Monthly Report (March 2021) – Ms. Gomez-Zaragoza explained the CACFP meals report.

H. Correspondence

H-1 Program Information Memorandum from the Office of Head Start regarding *Updated Coronavirus Disease 2019 (COVID-19) Fiscal and Administrative Flexibilities. Issuance Date: 4/14/2021*

I. Adjournment

Monserrat Hernandez Francisco requested a motion to adjourn the session. Motion made by Ivette Oregon to adjourn the meeting at 6:20 p.m. in the afternoon, seconded by Sayra Garcilazo. Motion approved unanimously.

Bank of America Business Card
Credit Card Charges

May 2021 Statement

Mattie Mendez / Administration

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
04/29/21	PANERA	No	CFIT Steering Committee Lunch Meeting	\$198.03	200.0-6121-2.0-000.90	YES
04/23/21	GRUBHUB SAL'S	No	2021 Equity Summit Lunch	\$90.79	200.0-6121-2.0-000.90	YES
04/21/21	DOORDASH TOGO'S	No	2021 Equity Summit Lunch	\$66.15	200.0-6121-2.0-000.90	YES
04/20/21	B2B AMAZON PRIME	No	Annual Business Prime Membership Fee	\$139.64	200.0-6850-2.0-000.90	YES
04/15/21	TOGO'S	No	Housing the Homeless Committee Lunch Meeting	\$198.16	218.0-6121-2.0-000.00	YES
04/12/21	MAILCHIMP	No	Monthly Mass Text Subscription (IT)	\$51.99	200.0-6130-2.0-000.90	YES
04/08/21	TOGO'S	No	Board of Directors Meeting	\$176.25	218.0-6121-2.0-000.00	YES
			Total	\$ 921.01		

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

May 4, 2021 Statement
Elizabeth Wisener / Community Services

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
4/12/2021	Greyhound Lines	No	Transport client to Klamath Falls, OR	14.01	272.0-7210-2.0-000-00	Yes
4/12/2021	Greyhound Lines	No	Transport client to Klamath Falls, OR	68.99	272.0-7210-2.0-000-00	Yes
4/12/2021	Ross Store #1648	No	Bed Comforters for Shunammite Resident	70.16	224.0-6130-2.0-000-00	Yes
4/22/2021	Dollar Tree Madera	No	Hygiene Supplies	208.34	249.0-6130-2.0-000-00	Yes
4/22/2021	Dollar Tree Madera	No	Bags for Hygiene Supplies	8.66	249.0-6130-2.0-000-00	Yes
4/22/2021	Dollar General	No	Bags for Hygiene Supplies	30.31	249.0-6130-2.0-000-00	Yes
4/26/2021	Knights Inn	No	One lodging for homeless client	80.00	272.0-7226.2.0-000-00	Yes
4/29/2021	Greyhound Lines	No	Transport client to Visalia, CA	32.99	272.0-7210-2.0-000-00	Yes
5/1/2021	Target	No	Thermometer	43.18	219.0-6132-2.0-000-00	Yes
Total				\$556.64		

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

May 2021 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
04/06/2021	Michaels Stores	Trauma-Informed Care: Self-Care Workshops for Providers		\$161.64	407.0-7240-4.0-000-00	YES
04/06/2021	Smart & Final	Trauma-Informed Care: Self-Care Workshops for Providers		\$34.67	407.0-7240-4.0-000-00	YES
04/06/2021	Hobby Lobby	Trauma-Informed Care: Self-Care Workshops for Providers		\$265.22	407.0-7240-4.0-000-00	YES
04/29/2021	SP Meddy Teddy	End-of-the Year Wellness Workshop for Providers		\$467.47	407.0-7240-4.0-000-00	YES
		TOTAL		\$929.00		

Comments:

**Platinum Plus Business Card
Credit Card Charges**

May Statement

Jennifer Coronado/ Victim Services Center

Date of Transaction	PO Number	Name of Vendor	Description	Amount	Account Charged	Receipt
04/19/21		Joann Stores	Walk a Mile supplies	\$59.39	500.0-6130-5.0-000-00	Yes
04/23/21		Deli Delicious	Food for Victims' Rights event	\$208.00	501.0-6121-5.0-000-00	Yes
Total					\$267.39	

Bank of America Business Card
Credit Card Charges

May 2021 Statement

Irene Yang / Human Resources

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
3/1 to 3/31/2021	Biometrics4all, Inc.	No	Livescan relay fee	1.50 2.25 0.75 3.75	200.0-6852-2.0-000-90 311.0-6852-3.1-000-00 321.0-6852-3.2-000-00 508.0-6852-5.0-000-00	Yes
4/30/2021	Indeed, Inc.	No	April Advertisement	153.00	200.0-6312-2.0-000-90	Yes
TOTAL:				161.25		

MBNA America Business Card
 Credit Card Charges
May / mayo 2021 Statement
Maritza Gomez / Regional Head Start

Date of Transaction	Purchase Order #	Name of Vendor	Description	Amount	Account Charged	Receipt
04/03/2021	NA	Vengage.com	Monthly subscription for flyer software	\$11.61	311.0-6130-3.1-000-00 37% (9.34) 312.0-6130-3.1-000-00 9% (2.27)	No
04/06/2021	21805	Walmart.com	Program Supplies for Verdell	\$77.77	311.0-6130-3.1-001-00	Yes
04/09/2021	NA	Teachstone	CLASS Infant recertification	\$57.50	310.0-6742-3.1-000-00 46%	Yes
04/09/2021	NA	California Health Collaborative	Central Valley Lactation Conference 2021 registration fee	\$82.80	310.0-6742-3.1-000-00 46%	Yes
04/19/2021	NA	Zoom	Video Conferencing system	\$6.90	311.0-6130-3.1-000-00 46%	Yes
05/03/2021	NA	Vengage.com	Monthly subscription for flyer software	\$11.61	311.0-6130-3.1-000-00 37% (9.34) 312.0-6130-3.1-000-00 9% (2.27)	No
TOTAL				\$248.19		

MBNA America Business Card
Credit Card Charges
May / mayo 2021 Statement
Maritza Gomez / Migrant Head Start

Date of Transaction	Purchase Order #	Name of Vendor	Description	Amount	Account Charged	Receipt
04/03/2021	NA	Venngage.com	Monthly subscription for flyer software	\$13.63	321.0-6130-3.2-000-00 54%	No
04/09/2021	NA	Teachstone	CLASS Infant recertification	\$67.50	320.0-6742-3.2-000-00 54%	Yes
04/09/2021	NA	California Health Collaborative	Central Valley Lactation Conference 2021 registration fee	\$97.20	320.0-6742-3.2-000-00 54%	Yes
04/19/2021	NA	Zoom	Video Conferencing system	\$8.09	321.0-6130-3.2-000-00 54%(\$8.09)	Yes
05/03/2021	NA	Venngage.com	Monthly subscription for flyer software	\$13.63	321.0-6130-3.2-000-00 54%	No
05/04/2021	NA	Red Robin	Lunch for MHS Pre-service	\$318.09	321.0-6121-3.2-000-00	Yes
05/04/2021	NA	Red Robin	Lunch for MHS Pre-service	\$141.80	321.0-6121-3.2-000-00	Yes
05/04/2021	NA	Red Robin	Lunch for MHS Pre-service	\$127.24	321.0-6121-3.2-000-00	Yes
05/04/2021	NA	Red Robin	Lunch for MHS Pre-service	\$347.20	321.0-6121-3.2-000-00	Yes
05/04/2021	NA	Red Robin	Lunch for MHS Pre-service	\$170.91	321.0-6121-3.2-000-00	Yes
05/04/2021	NA	Red Robin	Lunch for MHS Pre-service	\$243.68	321.0-6121-3.2-000-00	Yes
TOTAL				\$1,548.97		

**American Express
Credit Card Charges**

APRIL 2021 Statement

Fiscal

Name of Vendor	Description	Amount	Receipt
ATT	Telephone	45528.08	Yes
Comcast	Net service	1109.53	Yes
Community Playthings	Supplies for centers	32546.09	Yes
Discount School Supply	Supplies for centers	10332.85	Yes
DS Water	Water/rental	1354.53	Yes
Ecolab	Dishwasher rental/repairs	100.79	Yes
Fedex	Postage	262.41	Yes
HD Pro / Supply Works	Supplies for office/centers	4399.44	Yes
Lakeshore	Supplies for centers	15727.42	Yes
Matson Alarm	Alarm service	10109.16	Yes
Shred it	Shredding service	250.60	Yes
Smart Care	Kitchen equipment repairs	0.00	Yes
Verizon	Wireless devices	4992.63	Yes
Office Depot	Supplies for office/center	24788.10	Yes
AMEX	Annual membership renewal	75.00	On Stmt
	TOTAL	151576.63	04/29/20 LA

Credit Card Charges APRIL 2021

Fiscal

Name of Vendor	Description	Amount	
Home Depot	Supplies for centers	9952.74	
Walmart	Supplies for centers	3409.19	
Wex Bank (Chevron)	Fuel	0.00	
Wex Bank (Valero)	Fuel	2635.37	
APR STMT DATES			
LA			

06/01/21
J D C

Card Member Service

Credit Card Charges

COSTCO

APRIL 03, 2021 Statement

Card Holder	Description	G/L Account Number	Amount	Card Amount
NO ACTIVITY				
				0
				0.00
			Total	0.00



MADERA HEAD START MONTHLY ENROLLMENT REPORT

Madera/Mariposa Regional Head Start

Months of Operation:
August 2020 – May 2021

Reporting Month
April 2021

Total Funded Enrollment <div style="font-size: 24pt; font-weight: bold;">246</div>	Current Enrollment: <div style="font-size: 24pt; font-weight: bold;">181</div> <p style="text-align: center;">-----</p> Cumulative Enrollment <div style="font-size: 24pt; font-weight: bold;">240</div>	Centers with Vacancies: Chowchilla: 1 Cottonwood: 6 Eastside: 8 Fairmead: 4 Mariposa: 0 Mis Tesoros: 0 North Fork: 1 Oakhurst: 4 Ruth Gonzales: 5 Valley West: 3 Verdell: 5
No. of Children on Waiting List Income Eligible: 5 No. of Children on Waiting List Over Income : 31	No. of Children with Disabilities: <div style="font-size: 24pt; font-weight: bold;">22</div> <small>Must be at least 10% of enrollment (↑26)</small>	No. of Over Income Families: <div style="font-size: 24pt; font-weight: bold;">23</div> <small>Must be less than 10% of enrollment (↓ 26)</small>
Average Monthly Attendance: Due to COVID -19 Attendance is collected via phone contact with families.		

Madera Early Head Start

Months of Operation:
June 2020– May 2021

Reporting Month
April 2021

Total Funded Enrollment <div style="font-size: 24pt; font-weight: bold;">42</div>	Current Enrollment: <div style="font-size: 24pt; font-weight: bold;">42</div> <p style="text-align: center;">-----</p> Cumulative Enrollment <div style="font-size: 24pt; font-weight: bold;">62</div>	Vacancies: <div style="font-size: 24pt; font-weight: bold;">0</div>
No. of Children on Waiting List Income Eligible: 1 No. of Children on Waiting List Over Income : 1	No. of Children with Disabilities: <div style="font-size: 24pt; font-weight: bold;">7</div> <small>Must be at least 10% of enrollment (↑5)</small>	No. of Over Income Families: <div style="font-size: 24pt; font-weight: bold;">5</div> <small>Must be less than 10% of enrollment (↓ 4)</small>
Average 4 Home Visits Due to COVID- 19 home visits are conducted via phone contact with families.		

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

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

REGIONAL HEAD START 2020-2021

Month-Year April 2021/ Mes-Año Abril 2021

CATEGORY/Categoría	BUDGET Presupuesto	PREVIOUS/Previo TOTAL	CURRENT/Corriente TOTAL	Y-T-D/Asta ahora TOTAL	REMAINING IN-KIND NEEDED Resto de In Kind para recaudar
NON-FEDERAL CASH/EFFECTIVO NO FEDERAL					
Volunteer Services/Servicios Voluntarios	881,982.00	190,353.87	67,196.21	257,550.08	624,431.92
A. Professional Services/Servicios Profesionales	0.00	931.00	848.50	1,779.50	(1,779.50)
B. Center Volunteers/Voluntarios en el Centro	881,982.00	187,199.03	66,347.71	253,546.74	628,435.26
Other/Policy Council/Otro/Comité de Póliza	0.00	2,223.84		2,223.84	(2,223.84)
OTHER - FOOD DONATIONS	0.00	0.00		0.00	0.00
State Collaboration	761,724.00	449,332.00		449,332.00	312,392.00
Donated Supplies/Materiales Donados	5,541.00	0.00	509.50	509.50	5,031.50
Donated Food/Comida Donada	0.00	0.00		0.00	0.00
Donated Space/Sitio Donado	139,143.00	126,302.50	12,630.25	138,932.75	210.25
Transportation/Transportación	0.00	0.00		0.00	0.00
TOTAL IN-KIND/TOTAL DE IN KIND	1,026,666.00	765,988.37	80,335.96	846,324.33	942,065.67

A. Y-T-D In-Kind / In-Kind asta ahora	846,324.33
B. Contracted In-Kind/ In-kind Contratado	1,026,666.00
C. Percent Y-T-D In-Kind/ Porcentaje de in-kind ásta ahora	
CONTRACT AMOUNT/CANTIDAD CONTRATADA	82.43%

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
REGIONAL HEAD START including BLENDED CSPP STATE PROGRAM
INCOME CALCULATIONS
April-2021**

FREE MEALS	144		91
REDUCED	0		0
BASE	0		0
TOTAL	144		91

PERCENTAGES:

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

MEAL	#		%		RATE		
BREAKFAST:	0	X	100.0000%	X	\$1.8900	=	\$0.00
	0	X	0.0000%	X	\$1.5900	=	\$0.00
	0	X	0.0000%	X	\$0.3200	=	\$0.00
LUNCH:	589	X	100.0000%	X	\$3.5100	=	\$2,067.39
	0	X	100.0000%	X	\$3.5100	=	\$0.00
	0	X	0.0000%	X	\$3.1100	=	\$0.00
	0	X	0.0000%	X	\$0.3300	=	\$0.00
SUPPLEMENTS:	0	X	100.0000%	X	\$0.9600	=	\$0.00
	0	X	100.0000%	X	\$0.9600	=	\$0.00
	0	X	0.0000%	X	\$0.4800	=	\$0.00
	0	X	0.0000%	X	\$0.0800	=	\$0.00

	589			\$2,067.39
		TOTAL FEDERAL REIMBURSEMENT		\$2,067.39
CASH IN LIEU:		LUNCHES X \$0.2450		\$144.31
TOTAL REIMBURSEMENT				\$2,211.70

	Breakfast	Lunch	Snack	Total
RHS	-	589	-	589
CSPP	-	-	-	-
	-	589	-	589

	<u>RHS</u>	<u>CSPP</u>	<u>Total</u>
TOTAL FEDERAL REIMBURSEMENT:	\$2,067.39	\$0.00	\$2,067.39
CASH IN LIEU:	<u>\$144.31</u>	<u>\$0.00</u>	<u>\$144.31</u>
	\$2,211.70	\$0.00	\$2,211.70



MADERA HEAD START MONTHLY ENROLLMENT REPORT

Madera/Mariposa Regional Head Start

Months of Operation:
August 2020 – May 2021

Reporting Month
April 2021

Total Funded Enrollment <div style="font-size: 2em; font-weight: bold;">246</div>	Current Enrollment: <div style="font-size: 2em; font-weight: bold;">181</div> <p style="text-align: center;">-----</p> Cumulative Enrollment <div style="font-size: 2em; font-weight: bold;">240</div>	Centers with Vacancies: Chowchilla: 1 Cottonwood: 6 Eastside: 8 Fairmead: 4 Mariposa: 0 Mis Tesoros: 0 North Fork: 1 Oakhurst: 4 Ruth Gonzales: 5 Valley West: 3 Verdell: 5
No. of Children on Waiting List Income Eligible: 5 No. of Children on Waiting List Over Income : 31	No. of Children with Disabilities: <div style="font-size: 2em; font-weight: bold;">22</div> <small>Must be at least 10% of enrollment (↑26)</small>	No. of Over Income Families: <div style="font-size: 2em; font-weight: bold;">23</div> <small>Must be less than 10% of enrollment (↓ 26)</small>
Average Monthly Attendance: Due to COVID -19 Attendance is collected via phone contact with families.		

Madera Early Head Start

Months of Operation:
June 2020– May 2021

Reporting Month
April 2021

Total Funded Enrollment <div style="font-size: 2em; font-weight: bold;">42</div>	Current Enrollment: <div style="font-size: 2em; font-weight: bold;">42</div> <p style="text-align: center;">-----</p> Cumulative Enrollment <div style="font-size: 2em; font-weight: bold;">62</div>	Vacancies: <div style="font-size: 2em; font-weight: bold;">0</div>
No. of Children on Waiting List Income Eligible: 1 No. of Children on Waiting List Over Income : 1	No. of Children with Disabilities: <div style="font-size: 2em; font-weight: bold;">7</div> <small>Must be at least 10% of enrollment (↑5)</small>	No. of Over Income Families: <div style="font-size: 2em; font-weight: bold;">5</div> <small>Must be less than 10% of enrollment (↓ 4)</small>
Average 4 Home Visits Due to COVID- 19 home visits are conducted via phone contact with families.		

IN-KIND MONTHLY SUMMARY REPORT

Month

April

Year

2021

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
Volunteer Services/Servicios Voluntarios	152,723.00	28,402.92	13,717.69	42,120.61	110,602.39
A. Professional Services/Servicios Profesionales	-	0.00		-	0.00
B. Center Volunteers/Voluntarios en el Centro	152,723.00	28,402.92	13,717.69	42,120.61	110,602.39
C. Other/Policy Council/Otro/Comité de Póliza	-	0.00		-	0.00
Donated Food/Comida Donada	-	0.00		-	0.00
Donated Supplies/Materiales Donado	900.00	0.00		-	900.00
Donated Equipment	-	0.00		-	0.00
Donated Bus Storage	-	0.00		-	0.00
Donated Space/Sitio Donado	-	0.00		-	0.00
Transportation/ Transportación	-	0.00		-	0.00
TOTAL IN-KIND	153,623.00	28,402.92	13,717.69	42,120.61	111,502.39
		0.00			0.00
		0.00			
Grand Total	153,623.00	28,402.92	13,717.69	42,120.61	111,502.39

B. YTD In-Kind \$ 42,120.61

C. Percent Y-T-D In-Kind 27.42%



MADERA HEAD START MONTHLY ENROLLMENT REPORT

Madera Migrant/Seasonal Head Start

Months of Operation:

May 2020 – February 2021

Reporting Month

April 2021

Total Funded Enrollment 579	Current Enrollment: Closed ----- Cumulative Enrollment: 78	Centers with Vacancies: Eastin Arcola Mis Angelitos Sierra Vista Pomona Los Niño's
No. of Children on Waiting List 147	No. of Children with Disabilities: 0 Must be at least 10% of enrollment (↑58)	No. of Over Income Families: 0 Must be less than 10% of enrollment (↓ 58)
Average Monthly Attendance: 0%		

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

IN-KIND MONTHLY SUMMARY REPORT 2021-2022 / REPORTE SUMARIO MENSUAL DE IN KIND 2021-2022

MIGRANT AND SEASONAL HEAD START 2021-2022 MIGRANTE/TEMPORAL HEAD START 2021-2022

Month-Year APRIL 2021/ Mes-Año ABRIL 2021

CATEGORY	BUDGET Presupuesto	PREVIOUS/Previo TOTAL	CURRENT/Corriente TOTAL	Y-T-D/Asta ahora TOTAL	REMAINING IN-KIND NEEDED Resto de In Kind para recaudar
NON-FEDERAL CASH/EFFECTIVO NO FEDERAL					
Volunteer Services/Servicios Voluntarios	238,563.00	10,273.71	40,415.00	50,688.71	187,874.29
A. Professional Services/Servicios Profesionales	0.00	0.00	0.00	0.00	0.00
B. Center Volunteers/Voluntarios en el Centro	238,563.00	10,086.75	40,415.00	50,501.75	188,061.25
Other/Policy Council/Otro/Comité de Póliza	0.00	186.96	0.00	186.96	(186.96)
State Collaboration/Colaboracion de Estado	933,229.00	0.00	0.00	0.00	933,229.00
Donated Supplies/Materiales Donados	1,000.00	0.00	0.00	0.00	1,000.00
Donated Food/Comida Donada	0.00	0.00	0.00	0.00	0.00
Donated Space/Sitio Donado	125,132.00	10,427.66	10,427.66	20,855.32	104,276.68
Transportation/Transportacion	0.00	0.00	0.00	0.00	0.00
TOTAL IN-KIND/TOTAL DE IN KIND	1,297,924.00	20,701.37	50,842.66	71,544.03	1,226,379.97

A. Y-T-D In-Kind / In-Kind asta ahora	71,544.03
B. Contracted In-Kind/ In-kind Contratado	1,297,924.00
C. Percent Y-T-D In-Kind/ Porcentaje de in-kind ásta ahora	
CONTRACT AMOUNT/CANTIDAD CONTRATADA	5.51%

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

FREE MEALS	56	17	
REDUCED	0	0	
BASE	0	0	
TOTAL	56	17	

PERCENTAGES:

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

MEAL	#		%		RATE	=	
BREAKFAST:	55	X	100.0000%	X	\$1.8900	=	\$103.95
	55	X	0.0000%	X	\$1.5900	=	\$0.00
	55	X	0.0000%	X	\$0.3200	=	\$0.00
LUNCH:	37	X	100.0000%	X	\$3.5100	=	\$129.87
	17	X	100.0000%	X	\$3.5100	=	\$59.67
	17	X	0.0000%	X	\$3.1100	=	\$0.00
	17	X	0.0000%	X	\$0.3300	=	\$0.00
SUPPLEMENTS:	26	X	100.0000%	X	\$0.9600	=	\$24.96
	14	X	100.0000%	X	\$0.9600	=	\$13.44
	14	X	0.0000%	X	\$0.4800	=	\$0.00
	14	X	0.0000%	X	\$0.0800	=	\$0.00

	149			\$331.89
		TOTAL FEDERAL REIMBURSEMENT		
CASH IN LIEU:		LUNCHES X \$0.2450		\$13.23
TOTAL REIMBURSEMENT				\$345.12

	Breakfast	Lunch	Snack	Total
CMIG-MADERA MIGRANT PRESCHOOL	-	17	14	31
MMHS-MADERA MIGRANT HEAD START	55	37	26	118
	55	54	40	149
	<u>MMHS</u>	<u>CMIG</u>	<u>Total</u>	
TOTAL FEDERAL REIMBURSEMENT:	\$258.78	\$73.11	\$331.89	
CASH IN LIEU:	\$9.07	\$4.17	\$13.24	
	\$267.85	\$77.28	\$345.13	

April 2021 Report for CAPMC

CHILD/FAMILY INFORMATION		MHS	THRESHOLD	
			MHS	**
ENROLLMENT	# Funded Slots	579	NA	
	End of Month Enrollment %	13.5%	100.0%	A
	# Cumulative Families	59	NA	
PIR AGE GROUP	Under 1 Year			
	1 Year Old			
	2 Years Old			
	3 Years Old			
	4 Years Old			
MOBILITY & RE-ENROLLMENT	Children Enrolled < 45 Days	10.3%	5.5%	B
	Children Who Left Program & Did Not Re-Enroll	10.3%	22.2%	B
	Children Enrolled 2+ Years	100.0%	59.5%	B
CHILD HEALTH	Child Up-To-Date with Preventative Health Care (EPSDT)	100.0%	100.0%	C
	Children Needing Medical Treatment	5.1%	12.7%	B
	Children Receiving Medical Treatment	100.0%	98.4%	B
	Child Up-To-Date with Immunizations or meet state guidelines for exemption	100.0%	99.8%	B
DENTAL SERVICES	Children with Access to Dental Services	100.0%	93.7%	B
	Children who completed a professional dental exam	79.3%	89.8%	B
	Of those who completed exam, children who were diagnosed with needing treatment	2.2%	28.3%	B
	Of those who need dental treatment, children who received treatment	100.0%	88.2%	B
HOUSEHOLD PRIMARY LANGUAGE	Spanish			
	English			
	Centra/South American or Mexican Languages			
	Other			
HOUSEHOLD ETHNICITY	Hispanic			
	Non-Hispanic			
FAMILY COMPOSITION	Single Parent			
	Two Parents			
FAMILY EDUCATION	High School Graduate/GED or Less	74.6%	NA	
PRIMARY ELIGIBILITY TYPE	Receive Public Assistance	5.1%	NA	
	Homeless Child	0.0%	NA	
	Foster Child	0.0%	NA	
FAMILY SERVICES	Social Service Referrals - Expressed Interest	1.7%	NA	
	Social Service Referrals - Services Received	0.0%	69.1%	B
	Homeless Families	0.0%	NA	
	Homeless Families - Acquired Housing	NA	12.3%	B
FOOD ASSISTANCE	Families Participating in WIC	98.3%	NA	
	Families Participating in SNAP (Food Stamps)	91.5%	NA	

STAFF QUALIFICATIONS		MHS	THRESHOLD	
			MHS	**
CLASSROOM PRESCHOOL ASSISTANT TEACHERS	# Classroom Preschool Assistant Teachers	10	NA	
	Classroom Preschool Assistant Teachers who meet minimum education requirements: CDA/equivalent or higher, or are enrolled in a CDE or ECE degree program	100.0%	100.0%	A
CLASSROOM PRESCHOOL TEACHERS	# Classroom Preschool Teachers	17	NA	
	Classroom Preschool Teachers who meet minimum education requirements: AA degree or higher	100.0%	100.0%	A
	Classroom Preschool Teachers with a BA or higher	23.5%	32.0%	B
CLASSROOM INFANT & TODDLER TEACHERS	# Classroom Infant/Toddler Teachers	14	NA	
	Classroom Infant/Toddler Teachers who meet minimum education requirements: CDA/equivalent or higher	100.0%	100.0%	A

** Threshold Source Key:

Source: PIR for agency & date as indicated

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

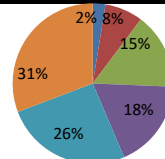
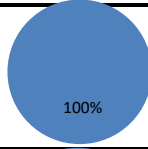
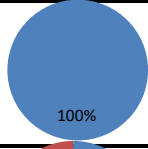
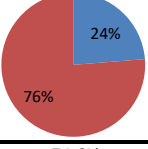
Pink shaded cells indicate program does not meet identified threshold

A = Head Start Regulation

B = State PIR Indicator 2018-19

C = Region 12 Specialist

abril 2021 reporte para CAPMC

Información Niño/Familia		MHS	LIMITE	
			MHS	**
INSCRIPCIÓN	# Espacios Financiados	579	NA	
	Inscripción al Final del Mes %	13.5%	100.0%	A
	# Familias Acumuladas	59	NA	
EDAD DEL GRUPO PIR	Menor de 1 Año			
	1 Año de Edad			
	2 Años de Edad			
	3 Años de Edad			
	4 Años de Edad			
MOVILIDAD Y REINSCRITO	Niños Inscritos < 45 Días	10.3%	5.5%	B
	Niños Que Dejaron el Prog y No Se Reinscribieron	10.3%	22.2%	B
	Niños Inscritos 2 + Años	100.0%	59.5%	B
SALUD DEL NIÑO	El Niño Está al Día Con el Cuidado de Salud Preventivo	100.0%	100.0%	C
	Niños que Necesita Tratamiento Médico	5.1%	12.7%	B
	Niños Recibiendo Tratamiento Médico	100.0%	98.4%	B
	Niño al Día con las Vecunas o Cumplecon las Directrices del Estado Para Exención	100.0%	99.8%	B
SERVICIOS DENTALES	Niños con Acceso a Servicios Dentales	100.0%	93.7%	B
	Niños que Completaron Exámenes Dentales Profesional	79.3%	89.8%	B
	De los que Completaron un Exámen, Niños Diagnósticados que Necesitan Tratamiento	2.2%	28.3%	B
	De los que Completaron un Exámen, Niños que Recibieron Tratamiento	100.0%	88.2%	B
LENGUAJE PRIMARIO EN EL HOGAR	Español			
	Inglés			
	Central/Sur Americano o Lenjuajes Mexicanos			
	Otro			
ORIGEN ÉTNICO	Hispano			
	No Hispano			
COMPOSICIÓN FAMILIAR	Padre Soltero			
	Dos Padres			
EDUCACIÓN FAMILIAR	Graduado de High School/GED o Menos	74.6%	NA	
ELIGIBILIDAD FAMILIAR	Recibe Asistencia Pública	5.1%	NA	
	Desamparado	0.0%	NA	
	Foster	0.0%	NA	
SERVICIOS FAMILIARES	Referencia a Servicios Sociales - Expresó interés	1.7%	NA	
	Referencia a Servicios Sociales - Recibio Servicios	0.0%	69.1%	B
	Familias Desamparadas	0.0%	NA	
	Familias Desamparadas - Adquiriendo Vivienda	NA	12.3%	B
ASISTENCIA DEL ALIMENTOS	Familias Participando en WIC	98.3%	NA	
	Familias Participando con SNAP	91.5%	NA	

Calificación del Personal		MHS	THRESHOLD	
			MHS	**
Asistentes de Maestra de la Clase Prescolar	# Asistentes de Maestra de la Clase Prescolar	10	NA	
	Asistentes de Maestra de la Clase Prescolar que llenan los requisitos mínimo de educación: CDA/equivalente o mas alto, o estan registradas en un programa de CDE o ECE.	100.0%	100.0%	A
Maestras de la Clase Prescolar	# Maestras de la Clase Prescolar	17	NA	
	Maestras de la Clase Prescolar que llenan los requisitos de educación: Grado AA o mas alto	100.0%	100.0%	A
	Maestras de la Clase Prescolar con BA o mas alto	23.5%	32.0%	B
Maestras de la Clase de Infantes/Medanos	# Maestras de la Clase de Infantes/Medanos	14	NA	
	Maestras de la Clase de Infantes/Medanos que llenan los requisitos de educación: CDA/equivalente o mas alto	100.0%	100.0%	A

**La clave fuente original

Recurso: PIR de la agencia & fecha como indicado

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

A = Regalamiento Head Start

B = Indicador el PIR 2018-19

C = Especialista Region 12



ENROLLMENT REPORT

Fresno Migrant/Seasonal Head Start

Closed

Months of Operation:

September 2021 – August 2022

Reporting Month

April 2021

Total Funded Enrollment 519	Current Enrollment: 0 ----- Cumulative Enrollment: 106	Centers with Vacancies: All centers are closed for the season
No. of Children on Waiting List 0	No. of Children with Disabilities: 0 Must be at least 10% of enrollment (↑52)	No. of Over Income Families: 0 Must be less than 10% of enrollment (↓ 52)
Average Monthly Attendance: <u>%%</u>		

*HS is required to maintain an AMA of 85%

Fresno Early Head Start

Child Care Partnership

Months of Operation:

September 2021 – August 2022

Reporting Month

April 2021

Total Funded Enrollment 30	Current Enrollment: 3 ----- Cumulative Enrollment: 15	Vacancies:
No. of Children on Waiting List 0	No. of Children with Disabilities: 1 Must be at least 10% of enrollment (↑3)	No. of Over Income Families: 1 Must be less than 10% of enrollment (↓ 3)
Average Monthly Attendance: <u>77%</u>		

*HS is required to maintain an AMA of 85%

FRESNO MIGRANT SEASONAL HEAD START IN-KIND MONTHLY SUMMARY REPORT

Month

APRIL

Year

2021

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
VOLUNTEER SERVICES	566,743.00	100,464.41	164.40	100,628.81	(466,114.19)
A. Professional Services	0.00	0.00	0.00	0.00	0.00
B. Center Volunteers	557,891.00	98,317.91	164.40	98,482.31	(459,408.69)
C. Policy Concil/Committee	8,852.00	2,146.50	0.00	2,146.50	(6,705.50)
OTHER - FOOD DONATION	0.00	0.00	0.00	0.00	0.00
DONATED SUPPLIES	2,049.00	0.00	0.00	0.00	(2,049.00)
DONATED EQUIPMENT	0.00	0.00	0.00	0.00	0.00
DONATED - BUS STORAGE	0.00	0.00	0.00	0.00	0.00
DONATED SPACE	97,936.00	57,651.44	8,235.92	65,887.36	(32,048.64)
TRANSPORTATION	0.00	0.00	0.00	0.00	0.00
TOTAL IN-KIND	666,728.00	158,115.85	8,400.32	166,516.17	(500,211.83)
C. Salarie & FB (First 5)	0.00	0.00	0.00	0.00	0.00
Grand Total	666,728.00	158,115.85	8,400.32	166,516.17	(500,211.83)

- A. Y-T-D In-Kind 166,516.17
- B. Contracted In-Kind 666,728.00
- C. Percent Y-T-D In-Kind 24.98%



ENROLLMENT REPORT

Fresno Migrant/Seasonal Head Start

Closed

Months of Operation:

September 2021 – August 2022

Reporting Month

April 2021

Total Funded Enrollment 519	Current Enrollment: 0 ----- Cumulative Enrollment: 106	Centers with Vacancies: All centers are closed for the season
No. of Children on Waiting List 0	No. of Children with Disabilities: 0 Must be at least 10% of enrollment (↑52)	No. of Over Income Families: 0 Must be less than 10% of enrollment (↓ 52)
Average Monthly Attendance: <u>%%</u>		

*HS is required to maintain an AMA of 85%

Fresno Early Head Start

Child Care Partnership

Months of Operation:

September 2021 – August 2022

Reporting Month

April 2021

Total Funded Enrollment 30	Current Enrollment: 3 ----- Cumulative Enrollment: 15	Vacancies:
No. of Children on Waiting List 0	No. of Children with Disabilities: 1 Must be at least 10% of enrollment (↑3)	No. of Over Income Families: 1 Must be less than 10% of enrollment (↓ 3)
Average Monthly Attendance: <u>77%</u>		

*HS is required to maintain an AMA of 85%

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

Month

APRIL

Year

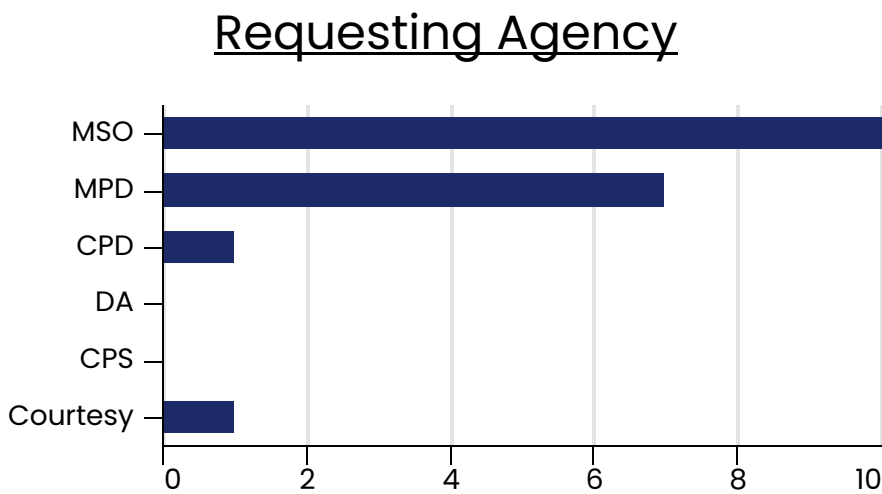
2021

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
VOLUNTEER SERVICES	33,403.00	3,115.06	44.74	3,159.80	(30,243.20)
A. Professional Services	0.00	255.00		255.00	255.00
B. Center Volunteers	31,190.00	2,695.66	44.74	2,740.40	(28,449.60)
C. Policy Concl/Committee	2,213.00	164.40		164.40	(2,048.60)
OTHER - FOOD DONATION	0.00	0.00		0.00	0.00
DONATED SUPPLIES	1,843.00	0.00		0.00	(1,843.00)
DONATED EQUIPMENT	0.00	0.00		0.00	0.00
DONATED - BUS STORAGE	0.00	0.00		0.00	0.00
DONATED SPACE	0.00	0.00		0.00	0.00
TRANSPORTATION	0.00	0.00		0.00	0.00
TOTAL IN-KIND	35,246.00	3,115.06	44.74	3,159.80	(32,086.20)
C. Salarie & FB (First 5)	0.00	0.00		0.00	0.00
Grand Total	35,246.00	3,115.06	44.74	3,159.80	(32,086.20)

A. Y-T-D In-Kind	3,159.80
B. Contracted In-Kind	<u>35,246.00</u>
C. Percent Y-T-D In-Kind	<u>8.96%</u>

Madera County Child Advocacy Center (CAC)

May 2021



Counseling Services

Referrals Made: 4

Onsite Counseling Sessions: 7

Child Forensic Interviews Year to Date

Year	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
2021	7	13	26	36	55							
2020	9	19	30	43	54	66	79	85	88	96	104	110



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

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

General Contract - CAPP	387
CalWORKs Stage 2 – C2AP	208
CalWORKs Stage 3 – C3AP	112
Bridge Program - BP	20
Total Children Enrolled	727

**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	47
IN – HOME LICENSE CHILD CARE PROVIDERS – LARGE	37
LICENSE-EXEMPT CHILD CARE PROVIDERS	51
Total Providers Enrolled	135

RESOURCE & REFERRAL LICENSED PROVIDERS

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

CHILD CARE INITIATIVE PROGRAM PROVIDER WORKSHOPS/TRAININGS

CHILD CARE INITIATIVE PROJECT (CCIP) Workshops:

- Best Practices for Child Care Policies – 3 attendees
- Best Practices for Child Care Policies (Spanish) – 22 attendees
- Bookkeeping for Child Care Providers – 4 attendees
- Bookkeeping for Child Care Providers (Spanish) – 16 attendees

Family, Friend and Neighbor Activity:

- Due to COVID-19, no activities have been hosted.

Bridge Program Coaching Session – 20 attendees

Boxes of cleaning supplies and personal protective equipment were distributed to 100 Child Care Provider



Victim Services May 2021 Update

Domestic Violence Program

Services	1 st quarter (Oct. Dec.)	2 nd quarter (Jan-March)	3 rd quarter (April-June)	4 th quarter (July-Sept.)
Crisis Intervention	316	170		
Individual or group counseling/support	420	466		
Criminal/Civil Legal Advocacy	84	91		
Assistance with protective/custody orders	15	12		

Shelter

Bed Nights	496 (16 individuals)	435 (3 individuals)		
Emergency food/clothing	16	3		

Victim Witness

Crisis Intervention	214	98		
Individual Counseling	185	73		
Criminal Advocacy/accompaniment	120	26		
Assistance in obtaining protection or restraining order	13	65		
Number of Victims of Crime Compensation claims submitted	17	25		

Sexual Assault

Crisis Intervention	201	98		
Individual Counseling	41	27		
Advocacy	142	70		
Criminal Justice support/assistance	139	72		
Accompaniment	47	65		

Unreserved and Transitional Housing not included due to different reporting periods



Community Services Monthly Report to the Board of Directors

May 2021

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

Program	Monthly Households Served	YTD Totals
2020 CARES HEAP	0	340
2020 CARES Wood/Propane/Oil	0	7
2020 Wood/Propane/Oil	0	57
2021 Non-Emergency	21	1454
2021 Emergency	27	1237
2021 Wood/Propane/Oil	0	115

HOMELESS PROGRAMS

Program	Residents	Vacancy
Shunammite Place	27	8
Madera Mental Health Service Act	12	0

EMERGENCY WATER PROGRAM

Program	HH on Program	May Additions	Total
CAL OES Emergency Drinking Water Program	103	-0-	103

HOME DELIVERED MEALS TO SENIORS IN MADERA COUNTY

Program	Seniors on Program	Vacancy
Home Delivered Meals	143	0

May 2021 Homeless Prevention Assistance

Homeless Housing Assistance	4
FEMA CARES	1
CDBG CARES	2
Kaiser	3
PATH	5
Total	15

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

Numbers below reflect May 2021

	Award	YTD Expenses	Budget Balance	% Spent
Funding	\$90,000	\$57,182	\$32,818	64%
Objectives	Goal	YTD Achieved	Balance	% Achieved
Objective 1 Households assisted with Rapid Rehousing or Homeless Prevention	30	18	12	60%
Objective 2 Homeless individuals will receive a personal care kit	200	535	(335)	268%
Objective 3 Homeless individuals will be connected to at least one supportive service provided by Community Partners	100	TBD	100	0%



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

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

Below are the number of unsheltered contacts that were made for the period of 5/1/2021-5/31/2021

Location	Madera City & Surrounding Area	Oakhurst	Nipinnawasee	Coarsegold	Northfork	Chowchilla	Total Contact
Previous Month YTD	705	64	1	13	2	104	889
May 2021	80	4	0	0	0	7	91
YTD Total 7/1/20-6/30/21	785	68	1	13	2	111	980

OUTCOMES - SERVICES OFFERED			
TREATMENT SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
ENTERED DRUG PROGRAM	0	12	12
REFERRED TO MADERA BHS FOR ASSESSMENT	27	253	280
SUICIDE PREVENTION	0	9	9
HOUSING SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
WENT INTO SHELTER	7	77	84
WENT INTO TRANSITIONAL HOUSING	0	0	0
REUNITED WITH FAMILY VIA BUS OR AIRPLANE	2	13	15
ASSISTED WITH COLLECTING PAPERWORK TO HELP GET HOUSED	69	347	416
REFERRED TO PERMANENT SUPPORTIVE HOUSING	6	32	38
MOVED INTO PERMANENT SUPPORTIVE HOUSING	1	29	30
REFERRED TO RAPID REHOUSING	2	40	42
EMPLOYMENT SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
REFERRED AND CONNECTED WITH WORKFORCE	1	20	21
ASSISTED WITH JOB INTERVIEW PROCESS	0	12	12
EMPLOYED AS A RESULT OF ASSISTANCE	0	7	7
ASSISTED IN OBTAINING BYCYCLE FOR TRANSPORTATION FOR WORK	0	4	4
OTHER NON-EMPLOYMENT INCOME	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
ASSISTED WITH APPROVAL / REINSTATEMENT OF SSI BENEFITS	0	9	9
OTHER NON-CASH BENEFITS & SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
ASSISTED IN OBTAINING SOCIAL SECURITY CARD	7	18	25
ASSISTED IN OBTAINING CASH AID / TANF	1	3	4
ASSISTED IN OBTAINING CALFRESH BENEFITS	5	56	61
ASSISTED IN OBTAINING HEALTH INSURANCE	5	20	25
ASSISTED IN OBTAINING ACCESS TO HEALTHCARE (MEDICAL, DENTAL, EYE CARE)	3	45	48
ASSISTED IN OBTAINING A GOVT. PHONE	1	6	7
ASSISTED IN OBTAINING PET DOCUMENTATION	1	11	12
ASSISTED IN OBTAINING BIRTH CERTIFICATE	4	17	21
ASSISTED IN OBTAINING DRIVER'S LICENSE	0	3	3
REFFERALS MADE TO THE VA	2	17	19
REFFERALS MADE TO CPS	0	12	12
REFFERALS MADE TO VICTIM SERVICES	2	15	17
PROVIDED SHOES OR CLOTHES TO CLIENT	0	22	22
PROVIDED DMV VOUCHER FOR ID	18	77	95
DELIVERED COMMODITIES	20	88	108
ARRANGED TRANSPORTATION	6	25	31
CONNECTED TO VOLUNTEER WORK	0	2	2
ADVOCACY WITH LEGAL MATTER	2	11	13
REFERRAL TO FOSTER CARE SERVICES	0	3	3

OTHER HELP CENTER SERVICES

LIHEAP REFERRALS	10
HOUSING GUIDE PROVIDED	20
RENTAL ASSISTANCE APPLICATION PROVIDED	26
ONGOING RAPID REHOUSING	5
HOUSEHOLDS IN EMERGENCY SHELTER	15
CLIENTS INELIGIBLE	10



Report to the Board of Directors

Agenda Item Number: E-1

Board of Directors' Meeting for: June 10, 2021

Author: Sandra Ramirez

DATE: June 1, 2021

TO: Board of Directors

FROM: Sandra Ramirez, Accountant Program Manager

SUBJECT: 2021-2022 Madera Migrant Seasonal Head Start Basic Carryover Fund (FY2020-2021 to FY 2021-2022)

I. RECOMMENDATION:

Review and consider ratifying the submission of the Madera Migrant/Seasonal Head Start 2021-2022 Basic Carryover Funding Budget.

II. SUMMARY:

Stanislaus County Office of Education informed CAPMC to submit budget for Basic Carryover Funds of remaining balance of \$695,393 from FY 2020-2021 program year to be carried over to FY2021-2022. Budget submitted May 27, 2021.

III. DISCUSSION:

Balance of \$695,393 unspent funds from FY 2020-2021 from savings from various Categories.

- A. Savings from staff vacancies and fringe benefits including Covid tax credits when staff were out due to exposure or illness. Other savings from equipment, maintenance & repairs, consultant services and staff training.
- B. Carryover funds to be used to extend days and pay staff wages and fringe benefits. Including necessary repairs and replacement from identified flooring concerns at four sites, one site with subfloor repairs from water damage, equipment, office and data supplies for new Head Start building and sites.

IV. FINANCING:

Basic Carryover Fund \$695,393

CENTRAL CALIFORNIA MIGRANT HEAD START
MIGRANT HEAD START
BASIC CARRYOVER BUDGET
March 1, 2021 - February 28, 2022

Delegate Agency: Community Action Partnership of Madera County, Inc.

		Federal Resource MHS Basic	Non-Federal Resource Total	Federal & NFS Total Budget	Admin Rate	TOTAL Administrative BUDGET				
		\$ 695,393	\$ -	\$ 695,393		\$ 64,296				
6a Personnel										
Ent Code	Prioritize by Need	Title	Basic Daily Rate	# of Days	RHS FTE	Masters Longev Stipend	\$ 201,339	\$ -	\$ 201,339	\$ -
<u>CHILD HEALTH AND DEVELOPMENT</u>										
a1		Program Managers and Content Area Experts			-	-	-	-	-	-
a2		Teachers/Infant Toddler Teachers			31.00	-	119,060	-	119,060	-
a3		Family Child Care Personnel			-	-	-	-	-	-
a4		Home Visitors			-	-	-	-	-	-
a5		Teacher Aides and Other Education Personnel			14.75	-	38,492	-	38,492	-
a6		Health/Mental Health Services Personnel			-	-	-	-	-	-
a7		Disabilities Services Personnel			-	-	-	-	-	-
a8		Nutrition Services Personnel			6.25	-	20,865	-	20,865	-
a9.1		Other Child Services Personnel: (other)			-	-	-	-	-	-
<u>FAMILY AND COMMUNITY PARTNERSHIP</u>										
a10		Program Managers and Content Area Experts			-	-	-	-	-	-
a11.1		Other Family and Community Partnerships Personnel : Family Service Worker			5.75	-	22,922	-	22,922	-
<u>PROGRAM DESIGN AND MANAGEMENT</u>										
a12		Executive Director			-	-	-	-	-	-
a13		Head Start/Early Head Start Director			-	-	-	-	-	-
a14.1		Managers: (other)			-	-	-	-	-	-
a15		Staff Development			-	-	-	-	-	-
a16		Clerical Personnel			-	-	-	-	-	-
a17		Fiscal Personnel			-	-	-	-	-	-
a18.1		Other Administrative Personnel: (other)			-	-	-	-	-	-
<u>OTHER</u>										
a19		Maintenance Personnel			-	-	-	-	-	-
a20		Transportation Personnel			-	-	-	-	-	-
a21.1		Other Personnel: (other)			-	-	-	-	-	-
					FTE:	57.75	-			
6b Fringe Benefits							\$ 56,644	\$ -	\$ 56,644	\$ -
b1		FICA/Medicare/SUI/Workers Comp					28,311	-	28,311	-
b2		Health/Dental/Life Insurance					16,279	-	16,279	-
b3		Retirement					12,054	-	12,054	-
b4.1		Other Fringe: OPEB					-	-	-	-
b4.2		Other Fringe: Cell Phone Stipend					-	-	-	-
6c Travel (Out of County)							\$ -	\$ -	\$ -	\$ -
c1		Out-of-county Travel					-	-	-	-
6d Equipment (\$5,000 or more per unit)							\$ 11,433	\$ -	\$ 11,433	\$ -
d1		Office Equipment					11,433	-	11,433	-
d1		Surveillance System (share of cost over 3 programs)	\$21,173	x	54%		11,433	-	11,433	0%
d2		Classroom/Outdoor/Home-based/FCC					-	-	-	-
d3		Vehicle Purchase					-	-	-	-
d4.1		Other Equipment					-	-	-	-
6e Supplies and Equipment Under \$5,000/Unit							\$ 104,146	\$ -	\$ 104,146	\$ 6,827
e1		Office Supplies					16,200	-	16,200	2,430
e1		Office Supplies (estimate office furniture for new building)	\$30,000	x	54%		16,200	-	16,200	15%
e2		Child and Family Services Supplies					-	-	-	-
e3		Food Services Supplies					-	-	-	-
e4.1		Other Supplies: Non-Capitalized Equipment					-	-	-	-
e4.2		Other Supplies: General Operation Supplies					87,946	-	87,946	4,397
e4.2		Data Processing Supplies				Estimate	87,946	-	87,946	5%
e4.3		Other Supplies: Custodial Supplies					-	-	-	-
6f Contracts							\$ -	\$ -	\$ -	\$ -
6g Construction, Repairs/Renovations (Subject to 1309 Requirements)							\$ -	\$ -	\$ -	\$ -
g1		New Construction					-	-	-	-

**CENTRAL CALIFORNIA MIGRANT HEAD START
MIGRANT HEAD START
BASIC CARRYOVER BUDGET
March 1, 2021 - February 28, 2022**

Delegate Agency: Community Action Partnership of Madera County, Inc.

		Federal Resource MHS Basic	Non-Federal Resource Total	Fedral & NFS Total Budget	Admin Rate	TOTAL Administrative BUDGET
g2	Major Renovation	-	-	-		-
g3	Acquisition of Buildings/Modular Units	-	-	-		-
6h	Other	\$ 264,783	\$ -	\$ 264,783		\$ 421
h1	Depreciation/Use Allowance	-	-	-		-
h2	Rent	9,783	-	9,783		421
h2	Rental/Leases (new lease 6-1-21) increase	\$1,087.00 x 100%	x	9.00 months	4.3%	421
h3	Mortgage	-	-	-		-
h4	Utilities, Telephone	-	-	-		-
h5	Building and Child Liability Insurance	-	-	-		-
h6	Building Maintenance / Repair and Other Occupancy	255,000	-	255,000		-
h6	Flooring at Easton Arcola	Estimates \$40,000 x 100%	x	1.00 site	0%	-
h6	Floor base repairs @ EA	Estimate \$50,000 x 100%	x	1.00 site	0%	-
h6	Flooring at Sierra Vista (Basic 25%/Blended 75%)	Estimate \$50,000 x 100%	x	1.00 site	0%	-
h6	Flooring at Los Ninos	Estimate \$50,000 x 100%	x	1.00 site		-
h6	Florryng at Mis Angelitos	Estimate \$65,000 x 100%	x	1.00 site		-
h6						
h7	Incidental Alterations/Renovations	-	-	-		-
h8	Local Travel	-	-	-		-
h9	Nutrition Services	-	-	-		-
h10	Child Service Consultants	-	-	-		-
h11	Volunteers	-	-	-		-
h12	Substitutes (if not paid benefits)	-	-	-		-
h13	Parent Services	-	-	-		-
h14	Accounting and Legal Services	-	-	-		-
h15	Publications / Advertising / Printing	-	-	-		-
h16	Training or Staff Development	-	-	-		-
h17.1	Other - Software	-	-	-		-
h17.2	Other - Fingerprinting	-	-	-		-
6i	Direct Costs	\$ 638,345	\$ -	\$ 638,345		\$ 7,248
6j	Indirect	\$ 57,048	\$ -	\$ 57,048		\$ 57,048
j1	Indirect Costs			57,048		57,048
j1	Federal Resources 21-22 Carryover Budget	626,911 x	9.1%	57,048	100%	57,048
		Budget Amount	\$ 695,393	\$ -	\$ 695,393	\$ 64,296
		(Over) / Under Budget:	\$ -	\$ -	\$ -	\$ -



Report to the Board of Directors

Agenda Item Number: E-2

Board of Directors' Meeting for: June 10, 2021

Author: Sandra Ramirez

DATE: May 27, 2021

TO: Board of Directors

FROM: Sandra Ramirez, Accountant Program Manager

SUBJECT: 2021-2022 Madera Migrant Seasonal Head Start Covid-19 Cares Year 2 Carryover Supplemental Funding

I. RECOMMENDATION:

Review and consider ratifying the submission of the Madera Migrant/Seasonal Head Start 2021-2022 COVID-19 CARES Year 2 Carryover Supplemental Funding.

II. SUMMARY:

On May 17, 2021 Stanislaus County of Office of Education informed CAPMC of year two of Covid19 Cares Supplemental funds in the amount of \$189,396 to support preventive, preparedness, and response activities related to the coronavirus. Budget was submitted on May 19, 2021.

III. DISCUSSION:

1. Office of Head Start provided many flexibilities in order to submit the funding application. Although Policy Committee and Board approval were not required. CAPMC – Head Start is still providing information on the use of the funds to remain transparent in the effective use of the additional funding.
2. Year 2 funds to continue to focus to purchase supplies that will be needed to ensure regular disinfecting and sanitizing is taking place multiple times a day, protective wear for staff including masks, and other essential items that will be needed throughout the day and/or respond to any health and safety needs.

IV. FINANCING: Year 2 Carryover Supplemental One-time funds of \$189,396

**CENTRAL CALIFORNIA MIGRANT HEAD START
MIGRANT HEAD START
COVID CARRYOVER BUDGET
March 1, 2021 - February 28, 2022**

Delegate Agency: Community Action Partnership of Madera County, Inc.

						Federal Resource MHS COVID	Non-Federal Resource Total	Federal & NFS Total Budget	Admin Rate	TOTAL Administrative BUDGET
						\$ 189,396	\$ -	\$ 189,396		\$ 15,797
6a Personnel Ent Code	Title	Basic Daily Rate	# of Days	RHS FTE	Masters Longevity Stipend	\$ -	\$ -	\$ -		\$ -
<u>CHILD HEALTH AND DEVELOPMENT</u>										
a1	Program Managers and Content Area Experts			-	-	-	-	-		-
a2	Teachers/Infant Toddler Teachers			-	-	-	-	-		-
a3	Family Child Care Personnel			-	-	-	-	-		-
a4	Home Visitors			-	-	-	-	-		-
a5	Teacher Aides and Other Education Personnel			-	-	-	-	-		-
a6	Health/Mental Health Services Personnel			-	-	-	-	-		-
a7	Disabilities Services Personnel			-	-	-	-	-		-
a8	Nutrition Services Personnel			-	-	-	-	-		-
a9.1	Other Child Services Personnel: (other)			-	-	-	-	-		-
<u>FAMILY AND COMMUNITY PARTNERSHIP</u>										
a10	Program Managers and Content Area Experts			-	-	-	-	-		-
a11.1	Other Family and Community Partnerships Personnel : Family Service Worker			-	-	-	-	-		-
<u>PROGRAM DESIGN AND MANAGEMENT</u>										
a12	Executive Director			-	-	-	-	-		-
a13	Head Start/Early Head Start Director			-	-	-	-	-		-
a14.1	Managers: (other)			-	-	-	-	-		-
a15	Staff Development			-	-	-	-	-		-
a16	Clerical Personnel			-	-	-	-	-		-
a17	Fiscal Personnel			-	-	-	-	-		-
a18.1	Other Administrative Personnel: (other)			-	-	-	-	-		-
<u>OTHER</u>										
a19	Maintenance Personnel			-	-	-	-	-		-
a20	Transportation Personnel			-	-	-	-	-		-
a21.1	Other Personnel: (other)			-	-	-	-	-		-
				FTE:	-	-				
				Fringe Rate %						
6b Fringe Benefits						\$ -	\$ -	\$ -		\$ -
b1	FICA/Medicare/SUI/Workers Comp					-	-	-		-
b2	Health/Dental/Life Insurance					-	-	-		-
b3	Retirement					-	-	-		-
b4.1	Other Fringe: OPEB					-	-	-		-
6c Travel (Out of County)						\$ -	\$ -	\$ -		\$ -
c1	Out-of-county Travel					-	-	-		-
6d Equipment (\$5,000 or more per unit)						\$ -	\$ -	\$ -		\$ -
d1	Office Equipment					-	-	-		-
d2	Classroom/Outdoor/Home-based/FCC					-	-	-		-
d3	Vehicle Purchase					-	-	-		-
d4.1	Other Equipment					-	-	-		-
6e Supplies and Equipment Under \$5,000/Unit						\$ 154,549	\$ -	\$ 154,549		\$ -
e1	Office Supplies					10,000	-	10,000		-
e1	Data Supplies (laptops and tablets)					10,000	-	10,000	0%	-
e2	Child and Family Services Supplies					98,500	-	98,500		-
e2	Distance Learning Supplies	\$50 per kit	x	30	children	1,500	-	1,500	0%	-
e2	Extra Bed Sheets	Estimate				5,000	-	5,000	0%	-
e2	Blankets	Estimate				5,000	-	5,000	0%	-
e2	Smocks/Warm up Jackets	\$25 per staff	x	800	items	20,000	-	20,000	0%	-
e2	Aprons	\$12 per apron	x	800	items	9,600	-	9,600	0%	-
e2	Medical Supplies: Non-Contact Thermometers					-	-	-	0%	-
e2	Medical Supplies: Face Masks/Shields (staff/children)	\$0.70 per mask	x	50,000	varies types of masks	35,000	-	35,000	0%	-
e2	Outdoor furniture	Estimate				10,000	-	10,000	0%	-
e2	Bikes/scooters					-	-	-	0%	-
e2	Plastic guards for desks	\$120 per guard	x	20	guards	2,400	-	2,400	0%	-
e2	Additional program supplies	Estimate				10,000	-	10,000	0%	-
e3	Food Services Supplies					8,288	-	8,288	0%	-
e3	Paper products	Estimate			Varies products	8,288	-	8,288	0%	-
e3	(Title)					-	-	-	0%	-
e4.1	Other Supplies: Non-Capitalized Equipment					23,921	-	23,921		-
e4.1	Screens with Camera	\$1,500 per site	x	2	items	3,000	-	3,000	0%	-
e4.1	Portable hand held mister devices	\$180 per class	x	20	items	3,600	-	3,600		-
e4.1	Portable sinks	\$2,300 per sink	x	7	items	16,100	-	16,100		-
e4.1	Auto Scrubber	\$1,312 per scrubber	x	1	item	656	-	656		-
e4.1	Air Purifiers	\$113 per item	x	5	item	565	-	565		-
e4.3	Other Supplies: Custodial Supplies					13,840	-	13,840		-
e4.3	Disinfecting Products	\$44 per item	x	57	items	2,492	-	2,492	0%	-
e4.3	Disinfecting products for Spraying Mister Devices	Estimate				1,000	-	1,000		-
e4.3	Hand Sanitizer	\$16 per item	x	60	items	960	-	960		-
e4.3	Antiseptic Wipes	\$5 per item	x	200	items	1,000	-	1,000	0%	-
e4.3	Gloves	\$0.31 per item	x	8500	items	2,635	-	2,635		-
e4.3	Shoe coverings	\$175 per case	x	15	cases	2,625	-	2,625		-
e4.3	PE coveralls	\$20 per set	x	70	sets	1,400	-	1,400		-
e4.3	Air Purifier filters	\$24 per item	x	72	items	1,728	-	1,728		-

CENTRAL CALIFORNIA MIGRANT HEAD START
MIGRANT HEAD START
COVID CARRYOVER BUDGET
March 1, 2021 - February 28, 2022

Delegate Agency: Community Action Partnership of Madera County, Inc.

				Federal Resource MHS COVID	Non-Federal Resource Total	Federal & NFS Total Budget	Admin Rate	TOTAL Administrative BUDGET
6f Contracts				\$ -	\$ -	\$ -		\$ -
6g Construction, Repairs/Renovations (Subject to 1309 Requirements)				\$ -	\$ -	\$ -		\$ -
g1 New Construction				-	-	-		-
g2 Major Renovation				-	-	-		-
g3 Acquisition of Buildings/Modular Units				-	-	-		-
6h Other				\$ 19,050	\$ -	\$ 19,050		\$ -
h1 Depreciation/Use Allowance				-	-	-		-
h2 Rent				-	-	-		-
h3 Mortgage				-	-	-		-
h4 Utilities, Telephone				-	-	-		-
h5 Building and Child Liability Insurance				-	-	-		-
h6 Building Maintenance / Repair and Other Occupancy				-	-	-		-
h7 Incidental Alterations/Renovations				-	-	-		-
h8 Local Travel				-	-	-		-
h9 Nutrition Services				-	-	-		-
h10 Child Service Consultants				-	-	-		-
h11 Volunteers				-	-	-		-
h12 Substitutes (if not paid benefits)				-	-	-		-
h13 Parent Services				-	-	-		-
h14 Accounting and Legal Services				-	-	-		-
h15 Publications / Advertising / Printing				500	-	500		-
h15 Printing - Graphics		Estimate		500	-	500	0%	-
h15 Advertising				-	-	-	0%	-
h16 Training or Staff Development				18,550	-	18,550		-
h16 Staff training	\$200 per staff	x	70 staff	14,000	-	14,000	0%	-
h16 Staff training kits	\$65 per item	x	70 items	4,550	-	4,550	0%	-
h17.1 Other - Software				-	-	-		-
h17.2 Other - Fingerprinting				-	-	-		-
6i Direct Costs				\$ 173,599	\$ -	\$ 173,599		\$ -
6j Indirect				\$ 15,797	\$ -	\$ 15,797		\$ 15,797
j1 Indirect Costs				15,797	-	15,797		15,797
j1 Federal Resources 21-22 Carryover Budget		173,599	x	9.1%		15,797	100%	15,797
Budget Amount				\$ 189,396	\$ -	\$ 189,396		\$ 15,797
(Over) / Under Budget:				\$ -	\$ -	\$ -		\$ -



Report to the Board of Directors

Agenda Item Number: E-3

Board of Directors Meeting for: June 10, 2021

Author: Elizabeth Wisener

DATE: June 1, 2021

TO: Board of Directors

FROM: Elizabeth Wisener, Community Services Program Manager

SUBJECT: County of Madera California Emergency Rental Assistance Program

I. RECOMMENDATION:

Review and consider ratifying the submission of the California Emergency Rental Assistance Program contract and budget to the County of Madera.

II. SUMMARY:

Funding has been made available through the federal COVID-19 Economic Relief Act, and California will receive \$2.6 billion dollars to assist families who have been impacted by Covid-19. The County of Madera did not receive a direct allocation. Jurisdictions that did not receive a federal allocation will have their funds administered by the State Program. The State of California contracted with Local Initiatives Support Corporation (LISC) to administer the program on behalf of the State. The Board of Directors approved for CAPMC to apply to LISC during the May board meeting for the agency to assist with the administration of the program. Representatives from the County of Madera approached Mattie Mendez about the County matching the budget that was submitted to LISC. This funding will allow CAPMC to proceed with conducting outreach to Madera County residents who may be eligible for the program.

III. DISCUSSION:

1. Rental assistance is available for income eligible renters who have experienced a financial hardship due to COVID-19 and have past due rent, or for landlords who have experienced a loss in income because of unpaid rent.
2. Landlords can get reimbursed for 80% of the past due rent accrued between April 1, 2020 and March 31, 2021 if they agree to waive the remaining 20% of unpaid rent.
3. Eligible renters whose landlords choose not to participate may still apply on their own and receive 25% of back rent owed during the covered period.
4. Income must be at or below 80% of Area Median Income (AMI) based on the total household's monthly income at the time of the application.
5. Federal law is silent on immigration status in determining eligibility for assistance.

6. CAPMC will provide outreach services via social media campaigns, mass mailings and door to door outreach to promote the program and then assist applicants with the application process. One full-time equivalent (FTE) Customer Assistance Technician has been budgeted to fulfill the program objectives. In addition, 37.5% FTE of Community Services Coordinator who will work with the Customer Assistance Technician, 5% of the Community Services Program Manager who will provide program oversight. Lastly, 10% of IT Communication Specialist has been budget to assist with the social media campaign. The program is short-term and tentatively scheduled to end on November 15, 2021.

7. CAPMC staff will assist interested residents with applying for benefits through LISC. Rent payments will be issued by LISC.

IV. **FINANCING:**
\$61,745

CALIFORNIA EMERGENCY RENT RELIEF PROGRAM

Tier 2 or Tier 3 - Proposed Budget Detail

Staff Implementation: Personnel Salaries + Benefits	Estimated Cost
Customer Assistance Technician; Tier 1 Outreach and Promotion & Tier 3 Technical Application Assistance; \$17.47 per hr. + fringe benefits; 100% of time for 140 days from May 1, 2021 to November 15, 2021	\$ 24,548.00
Community Services Coordinator; Tier 1 Outreach related to social media content, filtering data bases for promotional mailings, weekly LISC engagement meetings and maintenance/documentation of program statistics and accomplishments; \$27.82 per hr. + fringe benefits; 37.5% of time for 140 days from May 1, 2021 to November 15, 2021	\$ 14,476.00
Community Services Program Manager; Tier 1 Outreach related to community meeting announcements and general oversight of the ERAP program; \$44.74 per hr. + fringe benefits; 5% of time for 140 days from May 1, 2021 to November 15, 2021	\$ 3,008.00
IT Communication Specialist; Tier 1 Social Media Outreach; \$25.36 + fringe benefits; 10% of time for 140 days from May 1, 2021 to November 15, 2021	\$ 3,396.00
Program Related Technology, Tools, Supplies & Materials	
Technology Equipment (iPad with internet connectivity) for Tier 3 application processing in the field as necessary	\$ 1,650.00
Travel related expenses for door step appointments and outreach/promotion activities	\$ 1,675.00
Office occupancy related expenses for direct staff assigned to ERAP Program	\$ 3,126.00
Consumable supplies and photocopier rental, printing costs and postage for outreach literature	\$ 4,840.00
Administrative Cost Request (<10%)	
Accounting and Other Administrative Expenses (8.8%)	\$ 5,026.00
Total	61,745.00



Report to the Board of Directors

Agenda Item Number: E-4

Board of Directors Meeting for: June 10, 2021

Author: Jeannie Stapleton

DATE: June 1, 2021

TO: Board of Directors

FROM: Elizabeth Wisener, Community Services Program Manager

SUBJECT: City of Madera Community Development Block Grant Block Grant (CDBG) Capital Projects/Public Improvement

I. RECOMMENDATION:

Review and consider ratifying the submission of the CDBG Capital Projects/Public Improvement Grant Application to the City of Madera.

II. SUMMARY:

Community Action Partnership of Madera County, Inc. (CAPMC), has submitted to the City of Madera the CDBG – Capital Projects/Public Improvement application. If funded, the dollars will be used to provide housing, supportive services, and landlord engagement activities.

III. DISCUSSION:

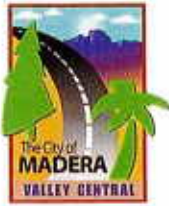
- A. The project name will be the CDBG 2021/2022 Housing Stabilization Program.
- B. Each year, the City of Madera develops an Annual Action Plan that encompasses how the City will utilize the Community Development Block Grant funds. This year, representatives from HUD encouraged the City of Madera to utilize its Capital Project Public Improvement funds to help address homelessness. Representatives from the City of Madera approached CAPMC and requested that the agency consider submitting an application to support HUD's preferred use of the funding.
- C. CAPMC proposes to lease four 3-bedroom units to house homeless individuals or families through a modified rapid rehousing program. This program will provide housing for at least 12 clients. The program will operate for 18 months.
- D. Madera County lacks any housing programs that serve transitional youth ages 18-24. Because of this, applicants in this age group will receive a higher priority.
- E. CAPMC will hire two Housing Case Workers; one will be assigned to provide case management for the 12 clients with the goal of helping the individuals connect to as many services as possible. The other will serve as a landlord engagement specialist who will seek vacant units and encourage landlords to lease to the population served.

- F. Projected outcomes are:
1. Provide transitional housing for 12 individuals.
 2. 100% of participants will become enrolled in a health insurance plan.
 3. 100% of participants will receive at least 5 wrap around services.
 4. 50% of participants will enroll in education programs, trade schools, college or become gainfully employed.
 5. 80% of the clients will exit to permanent housing at the end of the contract period.
 6. The Housing Case Worker/Landlord Engagement Specialist will secure four rentals for the transitional housing program then one rental unit each month for 15 of 18 months for homeless clients on the HELP Center waiting list to rent.

G. The grant's fiscal year is July 1, 2021 through December 2022.

IV. FINANCING:

The application is for \$400,000.



**CDBG 2021/2022 GRANT APPLICATION
CAPITAL PROJECTS/PUBLIC IMPROVEMENTS
COVER SHEET**

Application due date: On or before **May 28, 2021 by 5:00 PM** City of Madera CDBG Contact: Alex Estrada (559-661-3690)

(For office use only)

DATE & TIME SUBMITTED: May 28, 2021 5:00 PM

Applicant Name: Community Action Partnership of Madera County

Physical Address: 1225 Gill Avenue, Madera, CA 93637

Mailing Address: 1225 Gill Avenue, Madera, CA 93637

Program Name: CDBG 2021-2022 Housing Stabilization Program

If you have Non-profit Internal Revenue Code Section 501(c)(3) status, enter your organization's Federal Tax ID Number: 94-1612823

Grant Administrator (Principal contact)

First & Last Name and Title:

Mattie Mendez, Executive Director

Telephone Number and Email Address: 559-675-5749

mmendez@maderacap.org

Program/Project Administrator (Manages Day-to-Day Tasks of Program) First & Last Name and Title:

Elizabeth Wisener, Community Services Program Manager

Telephone Number and Email Address: 559-675-5742

ewisener@maderacap.org

Amount Requested: \$ 400,000

CDBG APPLICATION SUBMITTAL CHECKLIST

(To Be Submitted with Application)

For All CDBG Applicants (Include all of the following in your application)

<p>1 original completed application</p> <p><input checked="" type="checkbox"/> Font: 12 point</p> <p><input checked="" type="checkbox"/> Paper: 8 1/2 x 11</p> <p><input checked="" type="checkbox"/> Single-sided No double Sided pages. Single-spaced and numbered consecutively</p> <p><input checked="" type="checkbox"/> One-inch top, bottom, left and right margins</p> <p><input checked="" type="checkbox"/> Emailed applications should be submitted as a PDF document (not in Microsoft Word format)</p>	<input checked="" type="checkbox"/> Grant Application Coversheet
	<input checked="" type="checkbox"/> Program/Project Narrative (Background, Need, Work Plan Narrative, Evaluation, Significance & Applicability)
	<input checked="" type="checkbox"/> Program/Project Timeline
	<input checked="" type="checkbox"/> Budget Table
	<input checked="" type="checkbox"/> Supporting Documentation (Staff Work Experience/Knowledge/Education Narrative for Key Staff Including Project Lead)
	<input checked="" type="checkbox"/> Marketing/Outreach Plan
	<input checked="" type="checkbox"/> Client Eligibility/Income Verification Plan (If Not Assumed Benefit)
	<input checked="" type="checkbox"/> References

Submittal Option

- Email to:
astrada@madera.gov

CITY OF MADERA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
2021/2022 CAPITAL PROJECT/PUBLIC IMPROVEMENTS
PROPOSAL APPLICATION

Community Development Block Grant (CDBG) is administered by the U.S. Department of Housing and Urban Development (HUD). HUD distributes annual CDBG allocations to entitlement communities such as City of Madera. For fiscal year 2021/2022 the City of Madera's CDBG allocation is \$935,259. This amount allows up to \$187,052 for Administration proposals (20%), \$140,289 for Public Services (15%) proposals to low- and moderate-income households (according to household size by total gross annual income) and approximately \$607,918 for Capital Projects/Public Improvements.

Each year, an Annual Action plan is developed by the City of Madera. An Action Plan is an assessment of the community needs that are most pressing in the community. It is data and community-based driven, includes extensive input from different groups in as well as individuals, and ultimately provides guidance for City of Madera staff on how to utilize these funds to respond to the identified needs in the community. The 2021-2022 Action Plan was developed as follows:

Needs Identification Methods 2021/2022

The Priority Needs were developed after the data was collected using four complementary methods:

- ✦ Secondary Data Analysis
- ✦ Interviews
- ✦ Group Video Discussions
- ✦ Community-wide Quantitative Survey

The community needs that were identified by participants and survey respondents were prioritized based, in part, on approaches supported by The Office of Community Planning and Development of the U.S. Department of Housing and Urban Development (HUD), the Centers for Disease Control and Prevention, the National Community Development Association and others.

Needs Prioritization and Funding Criteria

The prioritization process suggests that on an annual basis, funded projects will:

- ✦ Address at least one of the identified Top Need Areas;
- ✦ Address one or more of the Target Services; and/or
- ✦ Continue services recognized by the community as essential.

Applications for Funding

Applications for funding through the City of Madera CDBG program shall adhere to CDBG funding criteria. The City of Madera's internal departments and not-for-profit agencies will adhere to the following criteria.

- All (100%) of the funds received from the City of Madera must serve Madera residents.

Funding will be denied if it is found that this requirement is not met.

- Address at least one of the identified Top Needs Areas. (See Attachment A)

Applicant must respond to all the following sections. Refer to the Scoring Rubric for point allocation per section:

A. GENERAL INFORMATION

1. Name of Department/Organization: Community Action Partnership of Madera

County Address: 1225 Gill Avenue, Madera, CA 93637

Contact Person: Elizabeth Wisener

Concurrence: Mattie Mendez Mattie Mendez, Executive Director
Signature/Authorizing Official (Grant Administrator/Department Head)

B. ACTIVITY DESCRIPTION

1. Summary description of proposed project and anticipated accomplishment. (If desired, include diagram of the area within this section or you can attach, but any referenced attachment will be counted within the 6-pg. limit):

CAPMC proposed to lease four 3-bedroom units to house homeless individuals or families through a modified rapid rehousing program. The program will provide housing for at least 12 clients. Some of the challenges to securing housing are poor rental history, criminal background, and lack of employment, both mental and physical disabilities. CAPMC plans to secure the leases and then enter into sub-leases with program participants. Program participants will pay rent of 30% of their income. Those who have no income will not pay rent. CAPMC utilizes the Fresno Madera Continuum of Care's Homeless Coordinated Entry System to prioritize who receives services first. Interested parties will be asked to complete an assessment called the Vulnerability Index Specialized Program Decision Assessment Tool (VI-SPDAT). Those who receive the highest score are considered the most vulnerable. Because this is a transitional program candidates will be referred to it based on their ability to earn enough income in the future to pay for their own rent. Income threshold is based on HUD's Uniform Act Income Limit for Madera California. Homeless eligibility is based on clients living in an emergency shelter or a place not meant for human habitation.

Madera County lacks any housing programs that serve the transitional youth ages 18-24. Because of this, applicants in this age group will receive a higher priority.

CAPMC will hire two Housing Case Workers. One will be assigned to provide case management of the 12 clients with the goal of helping the individuals connect to as many wrap around services as possible. Some examples of services provided are as follows: assisting in applying for Social Security disability benefits, assistance in applying for General Assistance, Cal-Fresh, assistance in helping to get connected

to Medi-Cal, dental, vision, and mental health services, assistance in helping to get connected to obtain a GED, apply for college or a trade school, access services offered by Madera County Workforce Development, and or any other supportive services that may be available to them.

2. Need (Explain why project is needed.):

The results of the most recent Homeless Point-In-Time Count conducted in January 2020 enumerated 345 unsheltered homeless in the City of Madera, and 45 in the remainder of Madera County, for a total of 390. Although Madera County does not have a huge homeless population compared to larger cities, housing solutions continue to be limited, especially for permanent supportive housing programs for men. There are also no housing programs in Madera County for transitional age youth ages 18-24.

The biggest challenge to addressing the homelessness in Madera County is the lack of affordable housing. There is almost a 0% vacancy rate in rental properties. Homeless individuals often have poor credit, poor job skills, and evictions on their record. When a vacancy becomes available, they cannot compete with individuals and families that do not have these barriers to housing.

A total of at least 390 additional housing units are needed to house those who were enumerated during the 2020 Homeless Point-In-Time Count. Most of the homeless need either subsidized housing or permanent supportive housing and this would be quite costly.

According to Worldpopulationreview.com, in 2021, there are approximately a half a million homeless individuals in the United States. California has the highest homeless population of all the states with about 151,278 homeless individuals. Madera County's location on the Highway 99 corridor makes it easy for homeless people to travel north and south along the highway. CAPMC's Homeless Outreach Workers have indicated that they see people they have never seen before every time they go out. In 2020, CAPMC helped 19 homeless individuals who had gotten stranded in Madera County with transportation cost to help them get reunited with family who lived outside of the area.

The Homeless Engagement for Living Program (HELP) Center was established by CAPMC in 2020. The center serves as a one-stop shop for homeless individuals who are seeking housing and other services to come and receive the assistance needed. As of May 25, 2021, the Help Center staff are currently working with 85 different individuals to help them get document ready to apply for housing. One of the unmet needs is for a full-time staff person to serve as a landlord engagement specialist who will work on building relationships with landlords who will give homeless clients a fresh opportunity for housing.

3. Estimated cost of project and source of estimate (if available): \$400,000. Please

identify other sources of funds to implement this project. If funds other than CDBG are proposed, please provide supporting documentation/letters of commitment.

CDBG funds will be leveraged with Homeless Housing Assistance Program Funds, AB109 Funds, Community Services Block Grant – Cares funding, Emergency Solutions Grant funds, Shunammite Place Funds, and PATH Funds. Please see the attached documents. When an applicant contacts the HELP Center to ask for housing assistance staff use all available resources to find a funding source that will best serve the client's needs.

4. Timetable (assuming a start date of July 1, 2021). Will your proposal meet these goals in one year? Give starting date for activity and significant milestone completion timeframes. (Insert any timeline attachment you desire, or refer to an attachment to be counted as part of the 6-pg. limit)

Community Action Partnership of Madera County plans to operate an 18-month program. Please see the proposed timeline.

5. What measurable goals will your program deliver?

Goal #1 – Provide housing to homeless by providing transitional housing.

Goal #2 – Increase the number of landlords who are willing to work with the homeless population in Madera.

6. What are the project's expected outcomes? How are the outcomes assessed?
Project Outcomes

Outcome #1 – Provide transitional housing for 12 individuals.

Outcome #2 – 100% of participants will become enrolled in a health insurance plan.

Outcome #3 – 100% participants will receive at least 5 wrap around services from the list provided in B.1 above.

Outcome #4 – 50% of participants will enroll in education program, trade school, college, or become gainfully employed.

Outcome #5 – 80% of the clients will exit to permanent housing at the end of the contract period.

Outcome #6 – Housing Case Worker – Landlord Engagement Specialist will secure 4 rentals for the transitional housing program then one rental unit /month for 15 of 18 months for homeless clients on the HELP Center waiting list to rent.

7. What HUD National Objective does your program meet?

Benefit low to moderate income persons.

8. How does your proposal support the Vision Plan Madera 2025 Action Plan?

This project meets primary needs under homeless supportive services of the Vision 2025 Plan.

C. ENVIRONMENTAL IMPACTS:

1. Historical:

- a. How old is the affected structure? **The structures were built in 2007.**
- b. Will this project affect an historically significant (or potentially historic) structure? **No**

2. Archeological:

- a. Will this project involve any ground disturbance? **No**
- b. If so, how deep will excavation be and what is the volume of earth to be moved?

3. Water:

- a. Does this project involve a sewer or water system? **No**

D. PROGRAM ELIGIBILITY:

To be eligible for funding, a project must either benefit low and moderate-income persons or prevent/eliminate slums or blight. Indicate how the proposed project meets this requirement. Projects that primarily benefit handicapped or senior citizens meet the criteria for benefiting low and moderate-income persons.

- 1. Primarily benefits low and moderate-income persons.
 - a. Number of persons served annually: 12 individuals in transitional housing, and an additional 15 over 18 months
 - b. Service Area: City of Madera

Number of City residents served annually: 12

Number of persons with disabilities or seniors served: 9
- 2. How will the proposed project prevent or eliminate slums or blight?

In May 2021, over thirty tons of trash was removed from the Fresno River. As individuals move out of the riverbed, trash will be reduced.

E. CITIZEN PARTICIPATION:

Project proposals should include evidence of citizen support for activity.

1. What was done to receive public input/participation? Please provide details. What were the outcomes? Include documentation of support for the proposal such as meeting minutes, letters and petitions.

CAPMC recently conducted a Community Needs Assessment where information was gathered at focus groups, community meetings, and surveys about what people see is the most important unmet needs in the community. A total of 85 responses were received. The top 5 priorities were affordable housing, access to health care, employment, food, and homeless services. All of these priorities are address in this grant proposal.

2. Note complaints that have been received, etc.
3. Evidence of collaboration with other agencies within the community.

CAPMC collaborates with homeless service providers through the Homeless Connection meeting that meet every other Wednesday morning. The meeting is used to share about open homeless cases and to collaborate regarding how to best serve them. The CDBG-Capital Projects Grant proposal was shared at the May 26, 2021 meeting. There were 25 individuals in attendance and all were in favor of CAPMC submitting the application.

Please see Priority Needs for the 2021/2022 Action Plan (Attachment A) and eligible CDBG Census Tracts (Attachment B) map. Public Service recipients shall be a minimum of 51% or more designated as low- to moderate-income. Public Service recipients may be qualified as Presumed Benefit (homeless persons, persons with disabilities and seniors).

F. REFERENCES

Please provide the name, title, company/agency, phone and email address for three references.

Staff will contact references and obtain "Yes" and "No" responses for the following:

- Was your experience working with this agency successful? ○ Have you seen at least one very successful project developed by this organization/agency? ○ Do you think they are doing a good job in Madera?

All responses were yes.

Name	Title	Company/Agency	Phone	Email Address
Julie Morgan	Assistant Director	Madera County Behavioral Health	559-673-3598 x 1279	Julie.morgan@maderacounty.com
Ryan McWherter	Director	Madera County Food Bank	559-975-3515	rmcwherter.maderafoodbank@gmail.com
Jesse Chavez	Director	Madera Rescue Mission	559-675-8321	jchevez@maderaarescue.org

2021-2022

Transitional Housing Timeline

Landlord Engagement Timeline

Weekly case management with client and staff to assist in goal accomplishments.

Dec 2021

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Weekly case management with client and staff to assist in goal accomplishments.

Nov 2021

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Weekly case management with client and staff to assist in goal accomplishments.
2 Sept Leases Occupied

Oct 2021

13 clients housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Weekly case management with client and staff to assist in goal accomplishments.
2 units leased.
Aug Lease Occupied
Review selection of homeless candi-

Sep 2021

Housing caseworker to build relationships with landlords to secure open units for clients.

1 Unit Leased
July Lease Occupied
1 Housing Caseworker Hired
Review selection of homeless candidates

Aug 2021

Housing caseworker to build relationships with landlords to secure open units for clients.

1 Unit Leased
Housing caseworker Hired

July 2021

Weekly case management with client and staff to assist in goal accomplishments.

June 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Weekly case management with client and staff to assist in goal accomplishments.

May 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Weekly case management with client and staff to assist in goal accomplishments.

Apr 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Weekly case management with client and staff to assist in goal accomplishments.

Mar 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Weekly case management with client and staff to assist in goal accomplishments.

Feb 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Weekly case management with client and staff to assist in goal accomplishments.

Jan 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Clients exit to permanent housing
Weekly case management with client and staff to assist in goal accomplishments.

Dec 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Clients start looking for permanent housing
Weekly case management with client and staff to assist in goal accomplishments.

Nov 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Clients start looking for permanent housing
Weekly case management with client and staff to assist in goal accomplishments.

Oct 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Clients start looking for permanent housing
Weekly case management with client and staff to assist in goal accomplishments.

Sep 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Clients start looking for permanent housing
Weekly case management with client and staff to assist in goal accomplishments.

Aug 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

Weekly case management with client and staff to assist in goal accomplishments.

Jul 2022

1 Client housed as a result of landlord engagement
Housing caseworker to build relationships with landlords to secure open units for clients.

FY 2021-22 CDBG PROJECT

AGENCY: Community Action Partnership of Madera County

PROJECT NAME: CDBG 2021/2022 Housing Stabilization Program

MISCELLANEOUS PROJECT COSTS:

Administrative Costs (not to exceed 10% of total grant)	
Supplies	\$9,420
Postage	\$101
Consultant Services	\$500
Maintenance/Repair	\$3,880
Publications/Printing	\$200
Transportation/Travel Required for Business	\$2,445
Rent (portion allocated to this program)	\$13,680
Equipment Rental	\$550
Insurance	\$1,038
Utilities	\$2,340
Telephone	\$4,300
Other Expenses (Specify):	
Salaries Program Manager and Housing Case Workers	\$142,306
Benefits Program Manager and Housing Case Workers	\$42,924
Fees & Licenses	\$1,960
Hiring Costs	\$390
Client Direct Benefits (Rent & Utilities)	\$117,320
Client Furnishings	\$5,082
Client Emergency Shelter	\$18,000
Client Food	\$200
Indirect rate @ 9.10%	\$33,364

CIP REQUESTS ONLY:

Lead-based paint assessment/abatement

Construction/Renovation

Consultant/Professional Services Construction Management Other Expenses (Specify):

Consultant/Professional Services Construction Management Other Expenses (Specify):

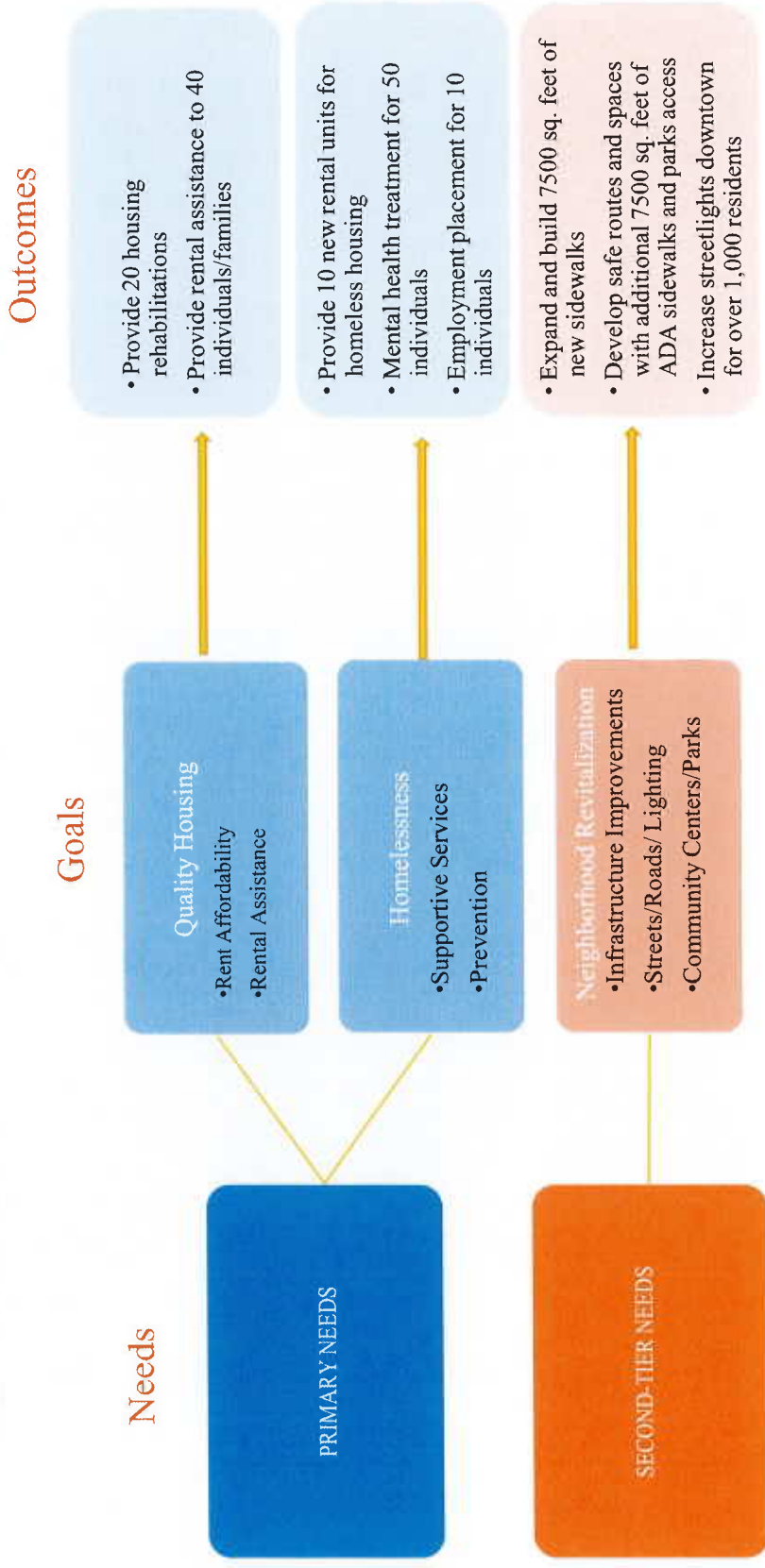
TOTAL CDBG PROJECT BUDGET:
\$400,000

CDBG 2021/2022 Applicant Scoring Rubric

Criteria	Points	Committee Member Ranking
Ability to Address Community Need or Priority	20	
Ability to Address a National Objective with Measurable Outcomes and Meets a Priority Need	30	
References	10	
Ability to Locate Other Funds	5	
Schedule	10	
Work Plan and Capacity	15	
Public Input Received	10	
TOTAL POINTS	100	

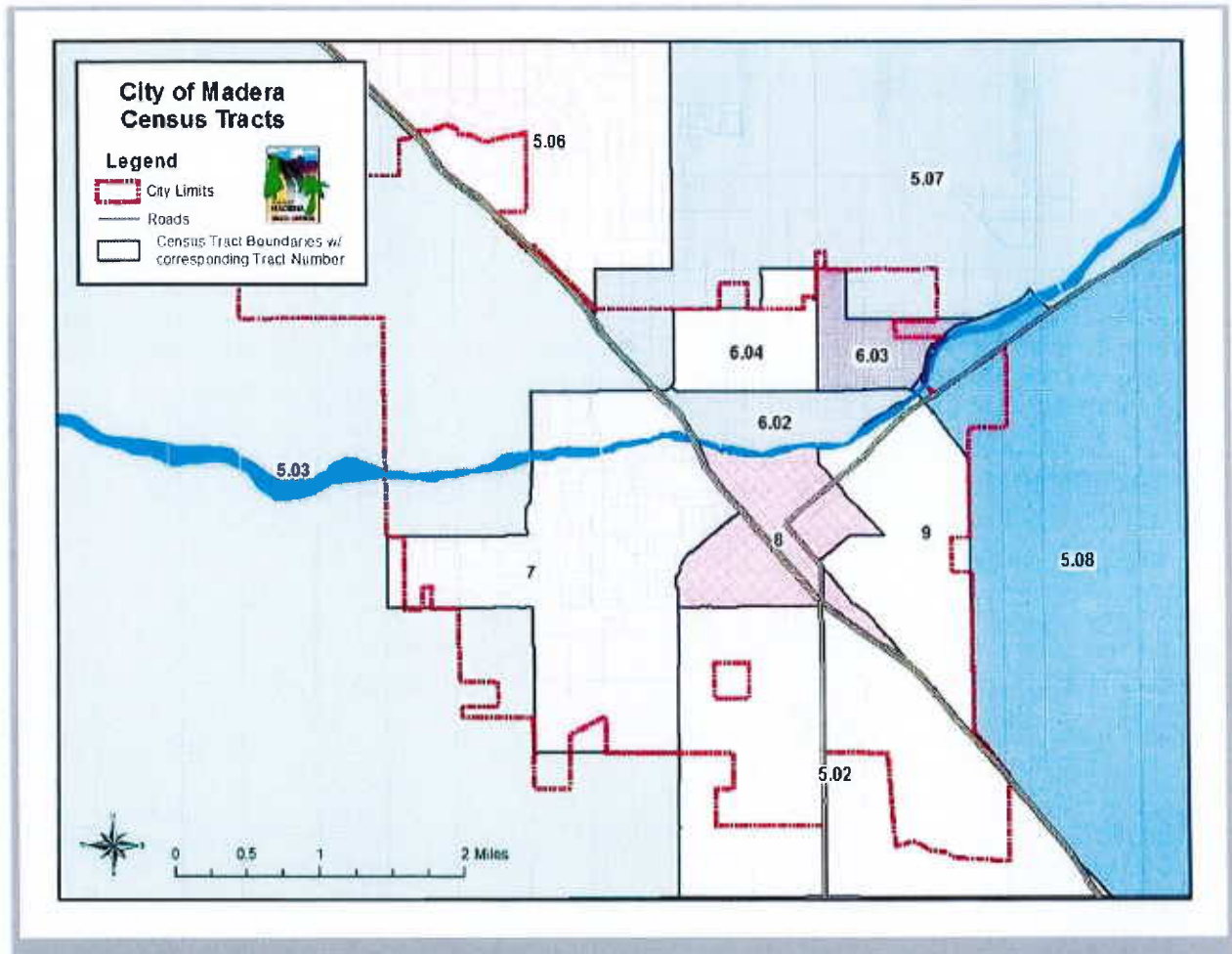
Attachment A

City of Madera Five-Year Consolidated Plan 2020-2024 Priorities



ATTACHMENT B

ELIGIBLE CDBG CENSUS TRACTS ARE: 5.02 (to the north), 6.02, 6.03, 6.04 8 AND 9
THESE ARE THE ELIGIBLE TRACTS WHERE CDBG
PROGRAMS AND PROJECTS MUST OCCUR



**Marketing Plan
For
Community Development Block Grant CARES
Housing Stabilization Program**

The Community Action Partnership of Madera County (CAPMC) plans to send information about the program to community partners, CAPMC's website, and other groups such as Neighborhood Watch that are located in the designated Census Tracts. When CAPMC launches new programs, Madera County residents are one of our best sources of spreading the information to the community. Once we begin to serve households, each one served will tell their neighbors and thus opens a floodgate of applicants.

CAPMC's goal of the Housing Stabilization Program outreach efforts is to ensure that all persons – regardless of race, color, national origin, age, religion, sex, disability, family status or English proficiency are aware of the affordable housing opportunities generated by CAPMC.

Methods used for informing the public of The Housing Stabilization Program Marketing Plan.

1. CAPMC will be responsible for implementing the CDBG Marketing Plan.
2. CAPMC will continue to collaborate with Housing and Urban Development to reduce discrimination in housing in the area.
3. CAPMC will develop an outreach plan each year, which will include advertising on the agency website, public service announcements, distribution of literature, community presentations and outreach activities to inform the community about fair housing rights.
4. Provide advertising in the language the group is most familiar with and provide a contact person who can answer questions in the language primarily spoken by that target group.
5. Target ethnic groups underrepresented.
6. Send flyers to homeless, advocacy groups, and other organizations, which serve groups that need special assistance for housing.
7. Target areas that are within in the Madera City census tract and households that are low to moderate income and in financial crisis.
8. Housing Case Worker will conduct outreach to property management companies and attend any meetings where they may be present.



BEFORE
THE COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
OF THE COUNTY OF MADERA
STATE OF CALIFORNIA

In The Matter of)	Resolution No. 2021-05
2021/2022 Community Development)	
Block Grant Capital Projects/Public)	
Improvements Application)	

As Chairperson of Community Action Partnership of Madera County, Inc., Board of Directors, and acting on behalf of the entire Board of Directors, I authorize the Executive Director to sign and submit the 2021 /2022 Community Development Block Grant Capital Projects/Public Improvements Application

The person authorized as the official representative of Community Action Partnership of Madera County, Inc. to enter into the Agreement, submit any amendments and provide additional information as may be required by the City of Madera is the Executive Director or the Chief Financial Officer of Community Action Partnership of Madera County, Inc.

The foregoing Resolution was passed by the Community Action Partnership Board of Directors at a regular meeting held on June 10, 2021 by the following vote:

Vote: _____	Ayes: _____
Absent: _____	Noes: _____

Dated: _____

Tyson Pogue, Board Chairperson

Dated: _____

David Hernandez, Secretary/Treasurer



Report to the Board of Directors

Agenda Item Number: E-5

Board of Directors Meeting for: June 10, 2021

Author: Jeannie Stapleton

DATE: June 1, 2021

TO: Board of Directors

FROM: Elizabeth Wisener, Community Services Program Manager

SUBJECT: City of Madera Community Development Block Grant (CDBG)

I. RECOMMENDATION:

Review and consider ratifying the submission of the CDBG Public Services Grant Application to the City of Madera.

II. SUMMARY:

III. Community Action Partnership of Madera County, Inc. (CAPMC), will apply to the City of Madera to serve as the Madera representative on the Fresno Madera Continuum of Care (FMCoC) for the fiscal year 2021 / 2022. The timeline of the Notice of Funding Announcement did not allow enough time for CAPMC to present the request at the May Board of Director's meeting.

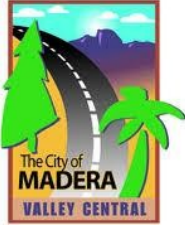
IV. DISCUSSION:

- A. The project name will be the Fresno Madera Continuum of Care (FMCoC) Ending Homelessness.
- B. This grant will pay for personnel cost for two members of CAPMC staff to participate on the FMCoC Board of Directors. The FMCoC works collaboratively to reduce homeless in Fresno and Madera Counties. The FMCoC is a group of homeless service providers who meet monthly to address needs and share services offered for the homeless in Fresno and Madera Counties. Agencies must be a member in good standing of the FMCoC in order to apply for HUD funds to serve the homeless.
- C. Because of the funding of the CDBG grant, CAPMC has remained an active participant on the FMCoC Board by attending meetings, and serving on the FMCoC service committees. Without participation from an entity in Madera, Madera County would not be eligible to apply for HUD funding to expand housing services to the homeless in Madera.
- D. Plan and coordinate the 2022 HUD mandated Homeless Point-In-Time Count.
- E. Seek out additional sources of funding to serve the homeless.

V. Share FMCoC information to Madera County Community Partners at meetings such as the Madera County Homeless Connections and Housing the Homeless meetings.

G. The grant's fiscal year is July 1, 2021 through June 30, 2022.

V. **FINANCING:**
The application is for \$25,000.00



CDBG 2021/2022 GRANT APPLICATION

Public Services COVER SHEET



Application due date: On or before **May 28, 2021 by 5:00 PM**
City of Madera CDBG Contact: Alex Estrada (559-661-3690)

(For office use only)

DATE & TIME SUBMITTED: May 28, 2021 5:00 PM

Applicant Name: Community Action Partnership of Madera County, Inc.

Physical Address: 1225 Gill Avenue, Madera, CA 93637

Mailing Address: 1225 Gill Avenue, Madera, CA 93637

Program Name: Fresno Madera Continuum of Care

If you have Non-profit Internal Revenue Code Section 501(c)(3) status, enter your organization's Federal Tax ID Number:
Federal Tax ID: 94-1612823

Grant Administrator (Principal contact)

First & Last Name and Title:

Mattie Mendez, Executive Director

Telephone Number and Email Address: 559-675-5749

mmendez@maderacap.org

Program/Project Administrator (Manages Day-to-Day Tasks of Program)

First & Last Name and Title:

Elizabeth Wisener, Community Services Program Manager

Telephone Number and Email Address: 559-675-5742

ewisener@maderacap.org

Amount Requested: \$ 20,000.00

CDBG APPLICATION SUBMITTAL CHECKLIST

(To Be Submitted with Application)

For All CDBG Applicants (Include all of the following in your application)

1 original completed application <input checked="" type="checkbox"/> Font: 12 point <input checked="" type="checkbox"/> Paper: 8 1/2 x 11 <input checked="" type="checkbox"/> Single-sided, <u>no double-sided pages</u> single-spaced and numbered consecutively <input checked="" type="checkbox"/> One-inch top, bottom, left and right margins <input checked="" type="checkbox"/> Emailed applications should be submitted as a PDF document (not in Microsoft Word format) <input checked="" type="checkbox"/> No dividers	<input checked="" type="checkbox"/> Grant Application Coversheet
	<input checked="" type="checkbox"/> Program/Project Narrative (Background, Need, Work Plan Narrative, Evaluation, Significance & Applicability)
	<input checked="" type="checkbox"/> Program/Project Timeline
	<input checked="" type="checkbox"/> Budget Table
	<input checked="" type="checkbox"/> Supporting Documentation (Staff Work Experience/Knowledge/Education Narrative for Key Staff Including Project Lead)
	<input checked="" type="checkbox"/> Marketing/Outreach Plan
	<input type="checkbox"/> Client Eligibility/Income Verification Plan (If Not Assumed Benefit) - Not Applicable
	<input checked="" type="checkbox"/> References

Submittal Option

1) Email to: astrada@madera.gov

CITY OF MADERA

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE 2021/2022 PROPOSAL APPLICATION

The U.S. Department of Housing and Urban Development (HUD) administers community Development Block Grant (CDBG). HUD distributes annual CDBG allocations to entitlement communities such as City of Madera. For fiscal year 2021/2022, the City of Madera’s CDBG allocation is \$935,259. This amount allows up to \$187,052 for Administration proposals (20%), \$140,289 for Public Services (15%) proposals to low- and moderate-income households

(according to household size by total gross annual income) and approximately \$607,918 for Capital Projects/Public Improvements.

Each year, an Annual Action plan is developed by the City of Madera. An Action Plan is an assessment of the community needs that are most pressing in the community. It is data and community-based driven, includes extensive input from different groups in as well as individuals, and ultimately provides guidance for City of Madera staff on how to utilize these funds to respond to the identified needs in the community. The 2021-2022 Action Plan was developed as follows:

Needs Identification Methods 2021/2022

The Priority Needs were developed after the data was collected using four complementary methods:

- ✦ Secondary Data Analysis
- ✦ Interviews
- ✦ Group Video Discussions
- ✦ Community-wide Quantitative Survey

The community needs that were identified by participants and survey respondents were prioritized based, in part, on approaches supported by The Office of Community Planning and Development of the U.S. Department of Housing and Urban Development (HUD), the Centers for Disease Control and Prevention, the National Community Development Association and others.

Needs Prioritization and Funding Criteria

The prioritization process suggests that on an annual basis, funded projects will:

- ✦ Address at least one of the identified Top Need Areas;
- ✦ Address one or more of the Target Services; and/or
- ✦ Continue services recognized by the community as essential.

Applications for Funding

Applications for funding through the City of Madera CDBG program shall adhere to CDBG funding criteria. The City of Madera's internal departments and not-for-profit agencies will adhere to the following criteria.

- All (100%) of the funds received from the City of Madera must serve Madera residents. Funding will be denied if it is found that this requirement is not met.
- Address at least one of the identified Top Needs Areas. (See Attachment A)

Applicant must respond to all the following sections. Refer to the Scoring Rubric for point allocation per section:

SUMMARY OF COMMUNITY NEED OR PROBLEM TO BE ADDRESSED: (Describe the community need or problem to be addressed by the proposed program. State how and by whom the need was identified. Cite your sources (e.g., U.S. 20XX Census Data Table X.)

The results of the most recent Homeless Point-In-Time Count conducted in January 2020 enumerated 345 unsheltered homeless in the City of Madera, and 45 in the remainder of Madera County, for a total of 390. Although Madera County does not have a huge homeless population compared to larger cities, housing solutions continue to be limited, especially for permanent supportive housing programs for men. There are also no housing programs in Madera County for transitional age youth ages 18-24.

The biggest challenge to addressing the homelessness in Madera County is the lack of affordable housing. There is almost a 0% vacancy rate in rental properties. Homeless individuals often have poor credit, poor job skills, and evictions on their record. When a vacancy becomes available, they cannot compete with individuals and families that do not have these barriers to housing.

A total of at least 390 additional housing units are needed to house those who were enumerated during the 2020 Homeless Point-In-Time Count. Most of the homeless need either subsidized housing or permanent supportive housing. This would be quite costly.

According to Worldpopulationreview.com, in 2021, there are approximately a half a million homeless individuals in the United States. California has the highest homeless population of all the states with about 151,278 homeless individuals. Madera County's location on the Highway 99 Corridor makes it easy for homeless people to travel north and south along the highway. CAPMC's Homeless Outreach Workers have indicated that they see people they have never seen before every time they go out. In 2020, CAPMC helped 19 homeless individuals who had been stranded in Madera County with transportation cost to help them be reunited with family who lived outside of the area.

Addressing homelessness requires region-wide coordination and collaboration to help find lasting solutions. Being a member of the Fresno-Madera Continuum of Care helps to accomplish this. This has opened the doors for CAPMC to bring additional dollars into Madera to help address the homeless problems.

EXISTING SERVICES: List other agencies currently addressing the need or problem described above.

The community resources available to homeless individuals and families in Madera County are limited, and do not meet the needs of the growing population of homeless. The Madera Rescue Mission offers emergency food and shelter for the homeless in Madera County. They can serve up to 40 men and have 19 total beds to serve women and children. The Victory Outreach Program offers a faith-based transitional program that can serve up to 10 men. Sometimes the homeless choose not to utilize these programs because of the faith-based requirement. Community Action Partnership of Madera County offers five housing programs that serve men, women, children, and domestic violence victims. The Martha Diaz Shelter has four emergency shelter units that can serve up to 18 domestic violence victims, which many times are at risk of becoming homeless. Victim Services operates a transitional housing program for victims of domestic violence that has two units, which can house two families year-round. The Shunammite Place offers permanent supportive housing for 36 chronically homeless individuals with disabilities. CAPMC also has a rapid rehousing

program that can help pay for rent for up to 18 months for homeless individuals and families who need help getting reestablished in housing. Turning Point operates Serenity Village, a permanent supportive housing program for chronically homeless men located in Oakhurst and has the capacity to house seven individuals. CAPMC has received additional funding for sheltering approximately 20 vulnerable homeless persons in hotel rooms on a seasonal basis, when the Madera Rescue Mission is at capacity. The Madera Rescue Mission has a new Respite Center with six beds, to served homeless recovering from surgery. During 2020, CAPMC established a one-stop shop called the Homeless Engagement for Living Program (H.E.L.P.) Center. The center serves as a HUB for helping individuals and families who are homeless or in jeopardy of becoming homeless. Applicants who call the center will receive help in getting connected to community resources including housing. Depending on the need of the client, the housing solutions that are offered are Emergency Shelter, Rapid Rehousing, and Permanent Supportive Housing.

Explain how your program supplements or complements existing services without duplicating them.

The FMCoC utilizes the Homeless Management Information Systems database to record the progress of clients as they move through the Fresno Madera Continuum of Care Coordinated Entry process to being housed. As a member of the FMCoC, CAPMC follows these guidelines when assisting homeless clients. This systematic approach to serving the homeless supplements the efforts to assist while also insuring that there is not a duplication of services.

Describe the method used to measure the effectiveness (outcomes) of services. Identify measurable goals and objectives. Attach a copy of the program's evaluation documentation.

Measurable goals and objectives are listed on the next page along with a statement of how CAPMC will track progress.

Which National Objective does your program meet?

Although this grant application does not directly relate to the three designated National Objectives, the scope of work of a Continuum of Care Coordinator or similar position is eligible under the CDBG program as administrative cost. Please fund this application out of CDBG administrative cost. As a reference, please see HUD Information Bulletin CPD-01-020.

Which measurable objectives does your program meet?

- 1. CAPMC will have active membership on the Fresno Madera Continuum of Care. CAPMC staff will then communicate the information from the local homeless groups such as the Housing the Homeless and the Homeless Connections group. There are a minimum of 24 meetings per year.**

2. **CAPMC will participate on required committees of the FMCoC such as the Homeless Management Information Systems Committee, Coordinated Entry System Committee, Evaluation Committee, and case conferencing meetings. These committees help strengthen services to the homeless and help the FMCoC achieve favorable outcomes to ensure the FMCoC remains competitive for funding when compared nationally to other CoC's that are competing for limited HUD dollars. The various groups often meet monthly but the frequency is less than that at times throughout the year.**
3. **CAPMC will plan and coordinate the 2022 Homeless Point-In-Time Count.**

How will your program meet its goals in one year?

The program will monitor and report on performance indicators on a quarterly basis to the City of Madera. CAPMC will know that it has met its goals in one year if the performance indicators listed above reach the expected numbers. Timeline is attached.

What financial resources, other than City are available for this program? Have applications for other funds been submitted? Explain. If funds other than CDBG are proposed, please provide supporting documentation/letters of commitment.

The CAPMC Staff who serve on the FMCoC Board are funded out of multiple sources. Other funding sources will not fund participation on FMCoC. The CDBG funding allows CAPMC to maximize resources to provide more services that are comprehensive to the homeless.

Describe in detail all proposed plans for fund raising for this program. What is the projected net income from fund raising? If net fund raising is not increasing, please explain (be specific).

Each year, CAPMC solicits in-kind donations to provide much needed assistance for the Homeless Point-In-Time Count. A dollar value has not been assigned for the donations, but the events would not be successful without the additional support. This past year, CAPMC received a mini grant from Kaiser Foundation that had funds to be budgeted to purchase hygiene kits for the homeless.

What was done to receive public input/participation? Please provide details. What did the public input/participation identify? Include documentation of support for the proposal such as meeting minutes, letters and petitions.

CAPMC recently conducted a Community Needs Assessment where information was gathered at focus groups, community meetings, and surveys about what people see is the most important unmet needs in the community. A total of 85 responses were received. The top five priorities were affordable housing, access to health care, employment, food, and homeless services. Attendance on the FMCoC will help CAPMC in its efforts to address these needs.

If service is offered outside the Madera city limits, include the list of funding sources and supporting documentation/letters of commitment that support these program services.

A different funding source will be used for cost related to the 2022 Homeless Point-In-Time Count to cover areas outside of the City Limits of Madera and the approved census tracks.

When there is an overflow of clients, how is it determined whom to serve?

The Centralized/Standardized intake prioritization process is accomplished by utilizing the Homeless Management Information System (HMIS) and the FMCoC addresses the issue through the standardized referral and placement of homeless into appropriate and available programs. This is one of the mandated services that HUD has required of all CoC's.

Discuss your program's/project's successes.

- **The CDBG funds allows a representative from CAPMC to join the FMCoC. As a result, there is now more support for the homeless in Madera.**
- **As a member of the FMCoC, CAPMC was eligible to apply for additional funding to expand the Shunammite Place. CAPMC was awarded the funding in November 2020 and housed an additional 14 clients bringing the total count to 35. Also because of CAPMC's membership on the FMCoC, the agency was eligible to apply for Emergency Solutions Grant (ESG) funding through the FMCoC. As a result, CAPMC was awarded an ESG contract on April 28, 2020, for \$106,000. Those funds were spent by December 31, 2020. CAPMC has since receive two amendments to that contract: one for \$110,000 and one for \$150,000. The agency will be receiving two additional allotments in the amount of \$277,240 in 2021 and another \$277,240 in 2022. The funds have allowed CAPMC to provide rapid rehousing services, additional street outreach, homeless prevention, rapid rehousing, emergency shelter, and homeless management information services.**
- **Madera receives valuable T&TA from homeless experts on the FMCoC, and as a member of the FMCoC, the trainings are free.**

Discuss your program's/project's past performance (2015 to 2020).

- **The project has met its goals every year since 2013 with exception of the 2020-2021 contract. Reports have been submitted timely, and all funds have been spent with the exception of the current contract. Because of COVID-19, the Homeless Point-In-Time Count was not conducted and this takes up a good portion of the funding. In addition, all of the meetings have been web-based. This has saved on fuel, and travel time. CAPMC is still hopeful that allowable uses of the funds will be identified and the contract will be expended by June 30, 2021.**
- **HUD mandated Homeless Point-In-Time counts were successfully conducted with the exception of the 2021 count.**
- **Requirements of the Homeless Emergency Assistance and Rapid Transition to Housing Act (H.E.A.R.T.H. Act) were implemented via the direction of the FMCoC.**
- **Housing First Program Approach to addressing homelessness was implemented.**

Ethnic Categories*	No.
Hispanic or Latino	
Not-Hispanic or Latino	
Racial Categories*	
American Indian or Alaska Native	
Asian	
Black or African American	
Native Hawaiian or Other Pacific Islander	
White	
Other	

Public reporting burden for this collection is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is authorized by the U.S. Housing Act of 1937 as amended, the Housing and Urban Rural Recovery Act of 1983 and Housing and Community Development Technical Amendments of 1984. This information is needed to be in compliance with OMB-mandated changes to Ethnicity and Race categories for recording the 50059 Data Requirements to HUD. This information is considered non-sensitive and does not require any special protection.

- **Hispanic or Latino.** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term “Spanish origin” can be used in addition to “Hispanic” or “Latino.”
- **Not Hispanic or Latino.** A person not of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- **American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- **Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
- **Black or African American.** A person having origins in any of the black racial groups of Africa. Terms such as “Haitian” can be used in addition to “Black” or “African American.”

- **Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- **White.** A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

FY 2021-22 CDBG PROJECT

AGENCY: Community Action Partnership of Madera County, Inc.

PROJECT NAME: Fresno Madera Continuum of Care

MISCELLANEOUS PROJECT COSTS:

Administrative Costs (not to exceed 10% of total grant)

Supplies \$250.00

Postage

Consultant Services

Maintenance/Repair

Publications/Printing

Transportation/Travel Required for Business \$819.00

Rent (portion allocated to this program) \$540.00

Equipment Rental

Insurance \$300.00

Utilities \$95.00

Telephone \$95.00

Other Expenses (Specify): \$17,901.00

Salaries - Community Services Staff \$12,577

Benefits - Community Services Staff \$2,999

Fees & Licenses - COC Requirement \$657

Indirect Cost @ 9.10% \$1,668

CIP REQUESTS ONLY:

Lead-based paint assessment/abatement

Construction/Renovation

Consultant/Professional Services

Construction Management

Other Expenses (Specify):

TOTAL CDBG PROJECT BUDGET: \$20,000.00

CITIZEN PARTICIPATION:

Proposals should include evidence of citizen support for activity.

1. What was done to receive public input/participation? Please provide details. What were the outcomes? Include documentation of support for the proposal such as meeting minutes, letters and petitions.

Please see the question that references the recent Community Needs Assessment. This specific project was not discussed, but those who attended seemed to be in favor of any type of programs that help to support housing the homeless.

2. Note complaints that have been received, etc.

None

3. Evidence of collaboration with other agencies within the community.

CAPMC collaborates the local community partners about solutions to addressing homelessness through the Housing the Homeless group and the Homeless Connections group. These meetings are well attended and those who attend are in favor of any program that helps support housing the homeless.

Please see Priority Needs for the 2021/2022 Action Plan (Attachment A) and eligible CDBG Census Tracts (Attachment B) map. Public Service recipients shall be a minimum of 51% or more designated as low- to moderate-income. Public Service recipients may be qualified as Presumed Benefit (homeless persons, persons with disabilities and seniors).

REFERENCES

Please provide the name, title, company/agency, phone and email address for three references.

Staff will contact references and obtain “Yes” and “No” responses for the following:

- Was your experience working with this agency successful?
- Have you seen at least one very successful project developed by this organization/agency?
- Do you think they are doing a good job in Madera? **All were in favor of CAPMC applying for funding.**

Name	Title	Company/Agency	Phone	Email Address
Julie Morgan	Assistant Director	Madera County Behavioral Health	559-673-3598 x 1279	Julie.morgan@maderacounty.com
Ryan McWherter	Director	Madera County Food Bank	559-975-3515	rmcwherter.maderafoodbank@gmail.com
Jody Ketcheside	Deputy Director	Turning Point of Central California	559-233-2663 x 7310	jketcheside@tp.occ.org

SPONSORING AGENCY MANAGEMENT

CORPORATION DIRECTORS:

How often does the Board meet? Monthly

What was the average number of Board members attending meetings last year? 9

Based on the bylaws, what is the minimum and maximum number of seats on the Board?

8 Minimum 15 Maximum

Please provide the following information:

Date of Incorporation: May 15, 2006

IRS Employer Number: 94-1612823

Attach current Board of Directors' roster, including the names, addresses, occupations and number of years served on the Board.

FINANCIAL:

If additional funds are received, please describe the source, the amount and provide supporting documentation.

How often are financial records audited, and by whom? Yearly – Brown-Armstrong CPAs

Are the treasurer and/or other financial officers bonded? Yes

If so, for how much? \$200,000

List any judgments or pending lawsuits against the agency or program: None

List any outstanding obligations: None

RESOLUTION/CERTIFICATION:

We, the Board of Directors of Community Action Partnership of Madera County, Inc., do hereby resolve that on June 10, 2021, the Board reviewed this application and, furthermore, the Board in proper motion and vote approved this application for submission to the City of Madera.

Furthermore, we certify that the agency making this application is (1) non- profit, (2) tax exempt, and (3) incorporated in the State of California, and has complied with all applicable laws and regulations. To the best of our knowledge, all information presented herein is correct and complete.

Dated: June 10, 2021

AGENCY NAME: Community Action Partnership of Madera County, Inc.

ADDRESS: 1225 Gill Avenue, Madera, CA 93637

TELEPHONE: 559-673-9173

Email Address: mmendez@maderacap.org

By: _____
President of the Board of Directors

This application and the information contained herein are true, correct and complete to the best of my knowledge.

By: _____
Executive Director

EMAIL THE APPLICATION TO: aestrada@madera.gov

DUE DATE: May 28, 2021, 5:00 p.m.

CITY CDBG CONTACT: aestrada@madera.gov
559-661-3690

CDBG 2021/2022 Applicant Scoring Rubric

Criteria	Points	Committee Member Ranking
Ability to Address Community Need or Priority Please refer to Priority Needs chart on page 3	20	
Work Plan and Capacity Please refer to Question No. 4.	15	
Ability to Address a National Objective with Measureable Outcomes and Meets a Priority Need Please refer to Question No. 5.	30	
Schedule Please refer to Question No. 7.	10	
Ability to Locate Other Funds/Fund Raise Please refer to Question No. 9.	5	
Public Input Received Please refer to Question No. 10.	10	
References Please refer to Question No. 16	10	
Total		

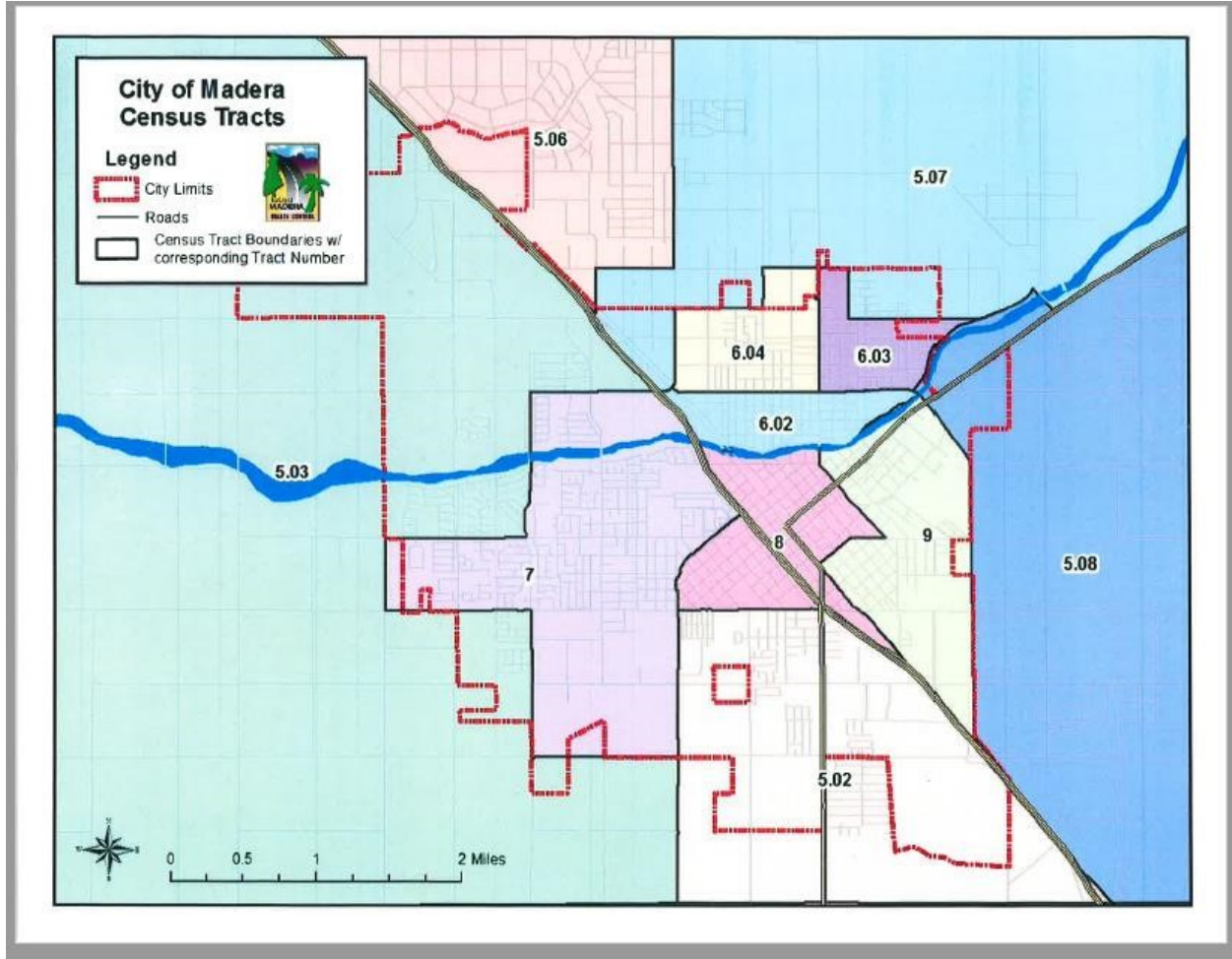
Attachment A

City of Madera Five-Year Consolidated Plan 2020-2024 Priorities



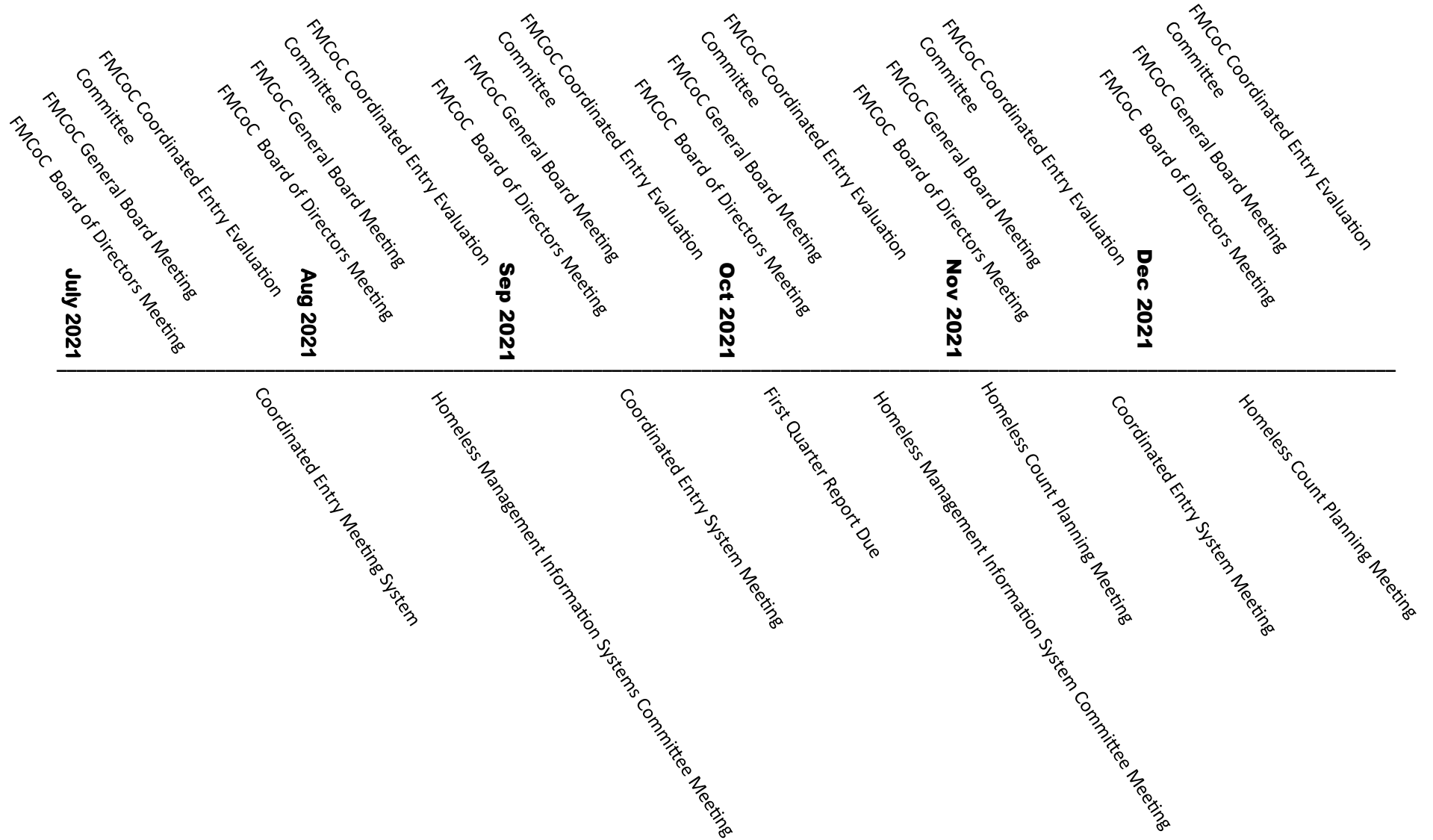
ATTACHMENT B

ELIGIBLE CDBG CENSUS TRACTS ARE: 5.02 (to the north), 6.02, 6.03, 6.04 8 AND 9
THESE ARE THE ELIGIBLE TRACTS WHERE CDBG
PROGRAMS AND PROJECTS MUST OCCUR



CDBG 2021-2022

Continuum of Care Homeless Funding Project Timeline



CDBG 2020—2021

Continuum of Care Homeless Funding Project Timeline

Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022
FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting	FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting	FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting	FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting	FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting	FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting	FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting FMCoC Coordinated Entry Evaluation FMCoC General Board Meeting FMCoC Board of Directors Meeting
Point-In-Time Count Planning Meeting 2nd Quarter Reporting Homeless Management Information System Meeting Homeless Point-In-Time Count Coordinated Entry System Committee Meeting	Homeless Management Information System Meeting Homeless Point-In-Time Count Coordinated Entry System Committee Meeting Homeless Management Information System Meeting Homeless Point-In-Time Count Coordinated Entry System Committee Meeting	Coordinated Entry System Committee Meeting Homeless Management Information System Meeting Homeless Point-In-Time Count Coordinated Entry System Committee Meeting Homeless Management Information System Meeting Homeless Point-In-Time Count	Homeless Management Information System Meeting Homeless Point-In-Time Count Coordinated Entry System Committee Meeting Homeless Management Information System Meeting Homeless Point-In-Time Count Coordinated Entry System Committee Meeting	Coordinated Entry System Committee Meeting Homeless Management Information System Meeting Homeless Point-In-Time Count Coordinated Entry System Committee Meeting Homeless Management Information System Meeting Homeless Point-In-Time Count	Homeless Count Planning Meeting Homeless Management Information System Meeting Homeless Coalition Meeting Homeless Management Information System Meeting Homeless Count Planning Meeting Homeless Coalition Meeting	Coordinated Entry System Committee Meeting Fourth Quarter Report Due Coordinated Entry System Committee Meeting Homeless Count Planning Meeting Homeless Coalition Meeting Homeless Management Information System Meeting

**Marketing Plan
For
Community Development Block Grant
Fresno Madera Continuum of Care (FMCoC) Application**

The Community Action Partnership of Madera County (CAPMC) solicits volunteers for the Homeless Point-In-Time Count (PIT) by sending emails, making phone calls, and posting on social media the need for volunteers. There are always enough people who respond by volunteering for the count.

In addition to the list above, CAPMC staff approach local business to donate supplies that are needed for the PIT. The generosity of the community members always exceeds the needs and there are always plenty of personal care items that are received to pass out to the homeless.

CAPMC staff share FMCoC information at community groups such as the Housing the Homeless and Homeless Connections Meetings.

CAPMC's goal of the Fresno Madera Continuum of Care outreach efforts is to ensure that all persons – regardless of race, color, national origin, age, religion, sex, disability, family status or English proficiency are aware of the affordable housing opportunities generated by CAPMC.

Methods used for informing the public of The FMCoC Marketing Plan.

1. CAPMC will be responsible for implementing the Marketing Plan.
2. CAPMC will continue to collaborate with FMCoC to reduce homelessness in the area.
3. CAPMC will develop an outreach plan each year, which will include advertising on the agency website, public service announcements, distribution of literature, community presentations and outreach activities to inform the community about available housing services.
4. Provide advertising in the language the group is most familiar with and provide a contact person who can answer questions in the language primarily spoken by that target group.
5. Through interagency coordination and collaboration, the FMCoC provides homeless people with effective services and helps them to obtain affordable housing.
6. Seek out new community members and local businesses for donated items needed for the Point-In-Time Count.
7. Recruit more individuals to help conduct the Point-In-time Count.



Report to the Board of Directors

Agenda Item Number: E-6

Board of Directors Meeting for: June 10, 2021

Author: Ana Ibañez

DATE: June 10, 2021

TO: Board of Directors

FROM: Elizabeth Wisener, Community Services Program Manager

SUBJECT: Community Services Block Grant (CSBG) 2022-2023 Community Action Plan

I. RECOMMENDATION:

Review and consider approving the submission of the 2022-2023 Community Action Plan (CAP).

II. SUMMARY:

The Community Action Plan outlines CAPMC's 2-year strategic plan for how the agency plans to address the needs of Madera County, based on the finalized Community Needs Assessment.

III. DISCUSSION:

1. The Department of Community Services and Development (CSD) requires that community action agencies submit a Community Action Plan every 2 fiscal years.
2. A 30-day review period to answer any questions or suggest any recommendations as of May 28, 2021. The plan has been uploaded to the agency website and social media pages.
3. A Public Hearing will take place on June 28, 2021 to finalize any recommendations the public may have.
4. If any changes are made to the CAP as a result of the Public Hearing, and amended copy will be presented at the July Board meeting.
5. The plan will be submitted to CSD on June 30, 2021.

IV. FINANCING:

N/A

2022/2023
Community Needs Assessment and
Community Action Plan

California Department of
Community Services and Development
Community Services Block Grant



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Introduction

The Department of Community Services and Development (CSD) has developed the 2022/2023 Community Needs Assessment (CNA) and Community Action Plan (CAP) template for the Community Services Block Grant (CSBG) network. Each agency must submit a completed CAP, including a CNA to CSD on or before **June 30, 2021**. In an effort to reduce administrative burden during the Novel Coronavirus (COVID-19) pandemic, CSD has made changes to the CAP template. The changes are detailed below in the “What’s New for 2022/2023?” section. Provide all narrative responses in 12-point Arial font with 1.5 spacing. When the CNA and CAP are complete, they should not exceed 52 pages, excluding the appendices.

Purpose

Public Law 105-285 (the CSBG Act) and the California Government Code require that CSD secure a CAP, including a CNA from each agency. Section 676(b)(11) of the CSBG Act directs that receipt of a CAP is a condition to receive funding. Section 12747(a) of the California Government Code requires the CAP to assess poverty-related needs, available resources, feasible goals and strategies that yield program priorities consistent with standards of effectiveness established for the program. Although CSD may prescribe statewide priorities or strategies that shall be considered and addressed at the local level, each agency is authorized to set its own program priorities in conformance to its determination of local needs. The CAP supported by the CNA is a two-year plan that shows how agencies will deliver CSBG services. CSBG funds are by their nature designed to be flexible. They shall be used to support activities that increase the capacity of low-income families and individuals to become self-sufficient.

Federal CSBG Programmatic Assurances and Certification

The Federal CSBG Programmatic Assurances are found in section 676(b) of the CSBG Act. These assurances are an integral part of the information included in the CSBG State Plan. A list of the assurances that are applicable to CSBG agencies has been provided in the Federal Programmatic Assurances section of this template. CSBG agencies should review these assurances and certify that they are in compliance.

State Assurances and Certification

As required by the CSBG Act, states are required to submit a State Plan as a condition to receive funding. Information provided in agencies’ CAPs will be included in the CSBG State Plan. Alongside Organizational Standards, the state will be reporting on [State Accountability Measures](#) in order to ensure accountability and program performance improvement. A list of the applicable State Assurances and the agency certification for them are found in the State Assurances section of this template.

Compliance with CSBG Organizational Standards

As described in the Office of Community Services (OCS) [Information Memorandum \(IM\) #138 dated January 26, 2015](#), CSBG agencies will comply with implementation of the Organizational Standards. CSD has identified the Organizational Standards that are met through the completion of the CAP and

the CNA. A list of Organizational Standards that will be met upon completion of the CAP can be found in the Organizational Standards section of this template. Agencies are encouraged to utilize this list as a resource when reporting on the Organizational Standards annually.

What's New For 2022/2023?

Two-Part Layout. The 2022/2023 template has been divided into two parts:

Part I: Community Needs Assessment (CNA); and

Part II: Community Action Plan (CAP).

The CNA portion has sections for the needs assessment narrative and the results. Surveys and analysis documents may be attached as appendices. The CAP portion encompasses all the usual topics such as Vision and Mission Statement, Tripartite Board of Directors, Service Delivery System, Linkages, Monitoring, etc.

Revised Public Hearing Section. In addition to including the statute for the public hearing requirement, CSD has incorporated new guidelines for issuing the Notice of Public Hearing and the draft CAP, and documenting low-income testimony delivered at the public hearing. The Low-Income Testimony and Agency Response document will be required as an appendix. See the section on Public Hearing(s) for more details.

CNA Helpful Resources. Part I: Community Needs Assessment contains resources on conducting a needs assessment, influence of COVID-19 on the process, and updated links to state and national quantitative data sets.

Revised and Reduced Narrative Sections. Every effort has been made to reduce the administrative burden of conducting a CNA and preparing a CAP during an active pandemic. Although these tasks are fundamental to CSBG and should not be overlooked, CSD is aware of the reduced capacity and other circumstances under which many of the agencies are functioning. CSD has removed questions, utilized check boxes when possible, and made some questions optional. Many questions about the federal and state assurances have been removed. However, agencies are still required to certify that they are in compliance with the assurances. In the sections pertaining to the Tripartite Board of Directors and Linkages, for instance, agencies may indicate whether there are changes to the response in the 2020-2021 CAP or whether they would like CSD to accept the 2020-2021 CAP response without adaptations. Please keep in mind that these flexibilities are made because of the COVID-19 pandemic and may not be utilized in future years.

Additional Information. CSD has added a section to address disaster preparedness and agency capacity building. While this information is not directly mandated by statute, it is important to know agencies have disaster response plans in place and are making efforts to increase their own capacities. Responses to these questions are optional.

Federal and State Assurances Certification. Pertaining to the federal and state assurances, CSD removed questions where possible. If compliance to an assurance could be demonstrated without a narrative, the question was removed. However, agencies will still be required to certify that the Federal CSBG Programmatic Assurances and the State Assurances are being met. Agency certifications are found in those sections.

CSBG State Plan References. Information for the CSBG State Plan comes largely from CAPs submitted by agencies. To help agencies understand their roll in preparing the CSBG State Plan, CSD has indicated which questions contribute to the development of the annual CSBG State Plan.

Checklist

- Cover Page and Certification
- Public Hearing(s)

Part I: Community Needs Assessment

- Narrative
- Results

Part II: Community Action Plan

- Vision Statement
- Mission Statement
- Tripartite Board of Directors
- Service Delivery System
- Linkages and Funding Coordination
- Monitoring
- Data Analysis and Evaluation
- Additional Information (Optional)
- Federal CSBG Programmatic Assurances and Certification
- State Assurances and Certification
- Organizational Standards
- Appendices

COMMUNITY SERVICES BLOCK GRANT (CSBG)
2022/2023 Community Needs Assessment and Community Action Plan
Cover Page and Certification

Agency Name	Community Action Partnership of Madera County
Name of CAP Contact	Elizabeth Wisener
Title	Community Services Program Manager
Phone	(559) 675-9173 ext. 5742
Email	ewisener@maderacap.org

CNA Completed MM/DD/YYYY:
(Organizational Standard 3.1)

June 10, 2021

Board and Agency Certification

The undersigned hereby certifies that this agency complies with the Federal CSBG Programmatic and State Assurances as outlined in the CSBG Act and California Government Code, respectively for services provided under the Federal Fiscal Year 2022/2023 Community Action Plan. The undersigned further certifies the information in this Community Needs Assessment and the Community Action Plan is correct and has been authorized by the governing body of this organization. (Organizational Standard 3.5)

Tyson Pogue		
Board Chair (printed name)	Board Chair (signature)	Date
Mattie Mendez		
Executive Director (printed name)	Executive Director (signature)	Date

Certification of ROMA Trainer/Implementer (If applicable)

The undersigned hereby certifies that this agency's Community Action Plan and strategic plan documents the continuous use of the Results Oriented Management and Accountability (ROMA) system (assessment, planning, implementation, achievement of results, and evaluation).

Ana Ibañez		
NCRT/NCRI (printed name)	NCRT/NCRI (signature)	Date

CSD Use Only

Dates CAP (Parts I & II)		Accepted By
Received	Accepted	

Public Hearing(s)

California Government Code Section 12747(b)-(d)

State Statute Requirements

As required by California Government Code Section 12747(b)-(d), agencies are required to conduct a public hearing for the purpose of reviewing the draft CAP. All testimony presented by low-income individuals and families during the public hearing shall be identified in the final CAP. Agencies shall indicate whether or not the concerns expressed by low-income individuals and families have been addressed. If an agency determines that any of the concerns have not been addressed in the CAP, the agency shall include in its response document, information about the concerns and comment as to their validity.

Public Hearing Guidelines

Notice of Public Hearing

1. Notice of the hearing and comment period must be published at least 15 calendar days prior to the public hearing.
2. The notice may be published on the agency's website, Facebook page, social media channels, and/or in newspaper(s) of local distribution.
3. The notice must include information about the draft CAP; where members of the community may review, or how they may receive a copy of, the draft CAP; the dates of the comment period; where written comments may be sent; date, time, and location of the public hearing; and the agency contact information.
4. The comment period should be open for at least 15 calendar days prior to the hearing. Agencies may opt to extend the comment period for a selected number of days after the hearing.
5. The draft CAP must be made available for public review and inspection at least 30 days prior to the hearing. The draft CAP can be posted on the agency's website, Facebook page, social media channels, and distributed electronically or in paper format.
6. Attach a copy of the Notice(s) of Public Hearing as Appendix A to the final CAP.

Public Hearing

1. Agencies must conduct at least one public hearing on the draft CAP.
2. Public hearing(s) shall not be held outside of the service area(s).
3. Low-income testimony presented at the hearing or received during the comment period must be memorialized verbatim in the Low-Income Testimony and Agency's Response document and appended to the final CAP as Appendix B.
4. The Low-Income Testimony and Agency's Response document should include the name of low-income individual, his/her verbatim testimony, an indication of whether or not the need was addressed in the draft CAP, and the agency's response to the testimony if the concern was not addressed in the draft CAP.

Guidance for Public Hearings During COVID-19

The COVID-19 pandemic poses unique challenges to fulfilling the public hearing requirement. CSD asks that agencies adhere to state and county public health guidance to slow the spread of the virus and ensure public safety. The health and safety of agency staff and the communities you serve is paramount. If a public hearing cannot be conducted in person, CSD encourages agencies to utilize other formats or methods that will still adhere to the state and county public health guidance. If conducting a public hearing through other formats or methods is still not possible, agencies must contact their Field Representative at CSD at least 30 days prior to the submission of the CAP for additional guidance. Agencies will be required to provide documentation to support their constraints to meet the public hearing requirement.

Public Hearing Report

Date(s) of Public Hearing(s)	June 28, 2021
Location(s) of Public Hearing(s)	1225 Gill Avenue, Madera, CA 93637
Dates of the Comment Period(s)	May 28, 2021 through June 28, 2021
Where was the Notice of Public Hearing published? (agency website, newspaper, social media channels)	Agency website, Agency Facebook page
Date the Notice(s) of Public Hearing(s) was published	May 28, 2021
Number of Attendees at the Public Hearing(s) (Approximately)	

Part I: Community Needs Assessment

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

Helpful Resources

In 2011, NASCSP published a [Community Action to Comprehensive Community Needs Assessment Tool](#) that supports planning and implementing a comprehensive CNA. The tool lays out design choices, planning steps, implementation practices, analysis, and presentation options.

The National Community Action Partnership has [resources](#) such as an online Community Needs Assessment Tool and information about conducting a needs assessment during the COVID-19 pandemic. The Partnership also has a [Data Hub](#) designed specifically for the community needs assessment process.

To provide a comprehensive “picture” of the community needs in your service area(s), agencies will collect and analyze both quantitative and qualitative data. Links to several national and state quantitative data sets are given below. Local and agency data also provide information about the needs of the community.

National and State Data Sets			
U.S. Census Bureau Poverty Data	U.S. Bureau of Labor Statistics Economic Data	U.S. Department of Housing and Urban Development Housing Data & Report	U.S. Department of Health and Human Services Data Portal
Baseline Census Data by County	National Low-Income Housing Coalition Housing Needs by State	National Center for Education Statistics IPEDS	
California Department of Finance Demographics	California Attorney General Access RSS Data	California Department of Public Health Various Data Sets	California Governor’s Office Covid-19 Data
California Department of Education School Data via DataQuest		California Employment Development Department UI Data by County	

Community Needs Assessment Narrative

CSBG Act Sections 676(b)(3)(C), 676(b)(9)

Organizational Standards 1.1, 1.2, 2.2, 3.2, 3.3, 3.4

State Plan

1. How did the agency share the CAP, including the CNA, with the community, stakeholders, partner organizations? (Check all that apply.)

- The agency's website
- Posted on the agency's Facebook page
- Electronic reports were sent
- Printed copies were distributed
- Social media channels
- Other

2. Describe how your agency collected and included current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for your service area. (Organizational Standard 3.2, State Plan)

CAPMC's Community Needs Assessment focus on demographics in relation to poverty and its prevalence related to gender, age, and race/ethnicity. Data is collected regularly throughout each program year but becomes more focused and expansive during the development of the Community Action Plan. When available, data from the U.S. Census' American Community Survey was used, specifically 5-year estimates. Additional data from California Department of Aging, Children Now, Feeding America and other sources were also used. Data is compiled and analyzed to understand the circumstances of those in poverty, and recommendations are provided for the prioritization of resources.

3. Describe the geographic location(s) that your agency is funded to serve. If applicable, include a description of the various pockets, high-need areas, or neighborhoods of poverty that are being served by your agency.

CAPMC's service area is Madera County, a small county located in the heart of California's agricultural center – the San Joaquin Valley. Fresno County borders on the south, Mariposa and Merced Counties to the north, and Mono County to the east. It is located approximately 20 miles from the Fresno Metropolitan Area, 166 miles from the San Francisco Bay Area, 240 miles from Los Angeles, and only 88 miles from our gem, Yosemite National Park. Madera County is known to be the geographic center of the State of California, stretching from the rich San Joaquin Valley to the Sierra Nevada Mountains.

The County is approximately one-half urban and one-half rural and is a major source of agricultural production. The City of Madera is designated as the only urban area, composing the largest portion of the population, with nearly 42%. The City of Chowchilla is approximately 11.8% of the population, and the balance is dispersed throughout the unincorporated areas, such as Madera Ranchos, Bass Lake, Berenda, Coarsegold, Fairmead, North Fork, Oakhurst, O’Neil, Raymond, and Hensley Lake.

4. Indicate from which sources your agency collected and analyzed quantitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

Federal Government/National Data Sets

- Census Bureau
- Bureau of Labor Statistics
- Department of Housing & Urban Development
- Department of Health & Human Services
- National Low-Income Housing Coalition
- National Center for Education Statistics
- Other online data resources
- Other

California State Data Sets

- Employment Development Department
- Department of Education
- Department of Public Health
- Attorney General
- Department of Finance
- State Covid-19 Data
- Other

Surveys

- Clients
- Partners and other service providers
- General public
- Staff
- Board members
- Private sector
- Public sector
- Educational institutions

Local Data Sets

- Local crime statistics
- High school graduation rate
- School district school readiness
- Local employers
- Local labor market
- Childcare providers
- Public benefits usage
- County Public Health Department
- Other

Agency Data Sets

- Client demographics
- Service data
- CSBG Annual Report
- Client satisfaction data
- Other

5. If you selected “Other” in any of the data sets in Question 4, list the additional sources.

U.S. Department of Agriculture
 United States Drought Monitor
 California Association of County Veterans Service Officers, Inc.

California Department of Aging
 California Department of Social Services
 California Secretary of State
 Madera County Board of Supervisors
 Madera County Agricultural Commissioner
 Madera County Community Health Assessment
 Madera County Department of Social Services
 Madera County Superintendent of Schools
 Madera County Transportation Commission
 CAPMC Employee Climate Survey

6. Indicate the approaches your agency took to gather qualitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

Surveys

- Clients
- Partners and other service providers
- General public
- Staff
- Board members
- Private sector
- Public sector
- Educational institutions

Focus Groups

- Local leaders
- Elected officials
- Partner organizations' leadership
- Board members
- New and potential partners
- Clients
- Staff

Interviews

- Local leaders
- Elected officials
- Partner organizations' leadership
- Board members
- New and potential partners
- Clients

Community Forums

Asset Mapping

Other

7. If you selected "Other" in Question 6, please list the additional approaches your agency took to gather qualitative data.

8. Describe your agency's analysis of the quantitative and qualitative data collected from low-income individuals and families. Include a description of the data collected. (Organizational Standards 1.1, 1.2, 3.3; State Plan)

Community Action Partnership of Madera County, Inc. completed a Community Needs Assessment over the period of January – April 2021 to gather data and compare to available resources in the community. Data collected in CAPMC's Community Needs Assessment is both quantitative and qualitative.

Quantitative data includes statistical, numerical, and demographic data from the local Needs

Survey and from reliable sources such as the U.S. Census Bureau, California Department of Education, and other organizations or government. This type of data is best used to describe counts of households, families, and individuals, and which ones may be experiencing symptoms of poverty including homelessness, hunger, unsafe living conditions, abuse, or neglect. Analysis of quantitative data is done by comparing local data to previous periods, neighboring counties, or state averages. Charts and graphs are used to display trends.

Qualitative data is comprised mainly of data collected from focus groups, anecdotal feedback, open-ended questions on surveys, and some local media stories. This type of data was collected by CAPMC from low-income individuals, key stakeholders, community partners, and the public through surveys, focus groups, and satisfaction surveys of clients. Analysis of this data was done by tabulating each response and noting each time a need was mentioned. Total “mentions” were tallied and a ranking order analysis was done for priority needs. In addition, analysis of the survey results was compared with analysis of the data obtained from focus groups and with data from partners and other service providers.

9. Summarize the data gathered from each sector of the community listed below and detail how your agency used the information to assess needs and resources in your agency's service area(s). Your agency must demonstrate that each sector was included in the needs assessment; A response for each sector is required. (CSBG Act Sections 676(b)(3)(C), 676(b)(9); Organizational Standard 2.2; State Plan)

A. Community-based organizations

Community Action Partnership of Madera County, Inc. (CAPMC) invited local community-based organizations (CBOs) to participate in the Needs Survey and focus groups, providing input from their perspective. All CBOs partnering with CAPMC were provided the survey to help identify the community needs faced by residents accessing their services. Additionally, representatives from such organizations are on the CAPMC Board of Directors, including one from the Madera Chamber of Commerce. Local CBOs are also invited to speak at the Board of Directors meetings, the Public Forum, and the Public Hearing.

CBOs are uniquely poised to provide useful information on service needs and resources including childcare supply, changes in requests during the COVID-19 Pandemic, and homelessness.

B. Faith-based organizations

Community Action Partnership of Madera County, Inc. (CAPMC) invited local faith-based organizations to participate in the Needs Survey and community forums, providing input from their perspective. The Madera Rescue Mission is a long-standing partner and contributed feedback related to its population. Faith-based organizations provide information about vulnerable populations that are difficult to gather data about, including those who are transient, homeless, hungry, and at-risk.

C. Private sector (local utility companies, charitable organizations, local food banks)

Community Action Partnership of Madera County, Inc. (CAPMC) invited local private sector organizations to participate in the Needs Survey and community forums, providing input from their perspective. In addition, individuals from the private sector make up a third of CAPMC's Board of Directors, including a representative from the legal field, and one with expertise in community affairs. Outreach to and inclusion of various private sector representatives was included in the needs assessment process, ensuring their participation in the survey and community forums. Madera County Food Bank is a longtime partner of CAPMC and representatives are regularly sought for feedback on food insecurity issues

D. Public sector (social services departments, state agencies)

Community Action Partnership of Madera County, Inc. (CAPMC) invited local public sector organizations to participate in the survey and community forums, providing input from their perspective. In addition, representatives from the public sector make up a third of CAPMC's Board of Directors, including representatives from Madera County Board of Supervisors, Madera County Department of Social Services, Madera County Sheriff, Madera City Council, and the City of Chowchilla.

Data from local public agencies such as the Madera County Economic Development Commission, as well as state and federal agencies such as the Department of Labor and the U.S. Census Bureau are utilized to support and validate the information included within the needs assessment process and final report.

E. Educational institutions (local school districts, colleges)

Community Action Partnership of Madera County, Inc. (CAPMC) invited local educational institutions to participate in the survey and community forums, providing

input from their perspective. In addition, a representative from Madera Unified School District is on the CAPMC's Board of Directors.

Educational institutions are also key stakeholders. Similar to the other sectors above, outreach to and inclusion of a variety of educational institution representatives was included in the needs assessment process, ensuring their participation in the survey and community forums.

County-level data from the California Department of Education was used in preparing the needs assessment, concerning graduation rates, and statistics about the percentage of students eligible for free and reduced lunch.

10. "Causes of poverty" are the negative factors that create or foster barriers to self-sufficiency and/or reduce access to resources in communities in which low-income individuals live. After review and analysis of the data, describe the causes of poverty in your agency's service area(s). (Organizational Standard 3.4, State Plan)

Factors that create or foster poverty in Madera County are a combination of location, inherited or adopted characteristics that have traditionally presented barriers to self-sufficiency.

Analysis of quantitative data and qualitative feedback, provided by stakeholders through the Community Needs Assessment (CNA) process, identified several factors that drive poverty. The ability to access basic needs and services is the most common factor, but can be explained more specifically:

Access to affordable housing. Madera County residents struggle to find housing options, in both the ability to secure affordable rental housing and to become homeowners. For example, a resident from the Shunammite Place shared that, although she is eligible for a Section 8 housing voucher, she cannot locate a vacant 1-bedroom apartment, which is what she is qualified for.

Access to healthy food options. Over 13% of Madera County residents could not afford to put adequate food on the table. The COVID-19 Pandemic has further exacerbated the issue of food insecurity. Madera County Food Bank served approximately 65,000 individuals per month, compared to their pre-pandemic numbers of 45,000

Unemployment, or insufficient wages. While Madera County's unemployment rate is cyclical due to seasonal fluctuations, the COVID-19 Pandemic brought unemployment rates of 17.5% in April. Some work in Madera County is part-time, seasonal, or low paying which does not meet the cost of

living in the area.

Access to quality, affordable childcare. Childcare can cost the same or above the cost of housing in Madera County, depending on the number and ages of children. Without reliable childcare, individuals cannot work, and without the subsidies available, some families find it more cost effective not to work, rather than paying for childcare.

11. "Conditions of poverty" are the negative environmental, safety, health and/or economic conditions that may reduce investment or growth in communities where low-income individuals live. After review and analysis of the data, describe the conditions of poverty in your agency's service area(s). (Organizational Standard 3.4, State Plan)

Conditions of poverty in the region range from community level to individual/family level and are often interconnected. Analysis of quantitative data and qualitative feedback provided by stakeholders through the Community Needs Assessment process identifies the following as key factors impacting poverty in the region's economically disadvantaged communities:

Access to health care, because of the cost, lack of transportation, or proximity.

The pervasive issue of homelessness in Madera County is growing, with 390 individuals at the last point-in-time count.

The lack of parks, and the desire to increased access to community spaces, parks, and outdoor spaces and have activities for children and families.

Additionally, economic issues such as the glaring difference between the poverty guidelines and self-sufficiency guidelines, which has led many social programs to accept families up to 200% of the federal poverty guidelines.

12. Describe your agency's approach or system for collecting, analyzing, and reporting customer satisfaction data to the governing board. (Organizational Standard 6.4, State Plan)

No change to the response in your agency's 2020-2021 CAP.

Adaptations to the response in your agency's 2020-2021 CAP are described below.

Community Needs Assessment Results

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

Add Definition of Poverty

Table 1: Needs Table

Complete the table below. Insert a row if additional space is needed.

Needs Identified	Level	Integral to Agency Mission (Y/N)	Currently Addressing (Y/N)	Agency Priority (Y/N)
Increased ability to secure affordable rental housing and the ability to become a homeowner.	Community	Yes	Yes	Yes
Access to Health Care	Family	Yes	Yes	Yes
Employment	Community	Yes	Yes	Yes
Access to nutritious food	Community	Yes	Yes	Yes
Homeless Services	Community/ Family	Yes	Yes	Yes
Transportation	Community/ Family	Yes	Yes	No
Community Activity/Parks	Community	No	No	No
Financial Health	Family	Yes	Yes	Yes
Affordable Child Care	Family	Yes	Yes	Yes
Mental Health Services	Community	Yes	Yes	No

Needs Identified: List the needs identified in your most recent CNA.

Level: List the need level, i.e. community or family. Community Level: Does the issue impact the community, not just clients or potential clients of the agency? For example, a community level employment need is: There is a lack of good paying jobs in our community. Family Level: Does the need concern individuals/families who have identified things in their own life that are lacking? An example of a family level employment need would be: Individuals do not have good paying jobs.

Integral to Agency Mission: Indicate if the identified need aligns with your agency's mission.

Currently Addressing: Indicate if your agency(a) is already addressing the identified need.

Agency Priority: Indicate if the identified need will be addressed either directly or indirectly.

Table 2: Priority Ranking Table

Prioritize all needs identified as an agency priority in Table 1. Insert a row if additional space is needed.

Agency Priorities	Description of programs, services, activities	Indicator(s)/Service(s) Category (CNPI, FNPI, SRV)
1. Affordable Housing	Shunammite Place: Permanent supportive housing	FNPI
2. Access to Health Care	CAPMC does not provide health care services but assistance in obtaining Medi-Cal insurance is provided.	SRV 5a -941 SRV 5b – 799 SVR 5c – 438 SVR 5d – 807 SRV 5dd - 769
3. Employment	CAPMC offers volunteer opportunities and this often leads to employment.	SRV 1b – 9 SRV 1d - 8
4. Access to Nutritious Food	CAPMC assists clients in signing up for Cal-Fresh benefits and in helping clients access food supplies offered by Madera County Food Bank.	FNPI 5f – 340 SRV 5ii - 946
5. Homeless Services	Shunammite Place providers permanent supportive housing. Through the H.E.L.P. Center, CAPMC provides an array of services to support the homeless	SRV 4m – 142 SRV 4n – 38 SRV 4o – 85 SRV 4p - 30
6. Transportation	Homeless Program provides limited transportation for homeless individuals and families. Due to the pandemic, transportation services have halted.	N/A
7. Community Activities/Parks	While this was identified as one of the priority needs from the Community Needs Assessment, it is not explicitly addressed in the programs administered by CAPMC. This information has been forwarded to the City of Madera Parks & Recreation Department.	N/A
8. Financial Health	Shunammite Place residents receive Budget Development classes and Credit Repair classes within their Life Skills Coaching classes.	SRV 5ll - 37

9. Affordable Child Care	<p>Child Care Resource & Referral Program provides assistance in finding quality childcare.</p> <p>Alternative Payment Program provides qualifying individuals with vouchers to assist with the cost of childcare.</p> <p>Head Start provides preschool services to children ages 0-5, and to pregnant women.</p>	FNPI 2z – 1266 SRV 7f - 1266
10. Mental Health	While this was identified as one of the priority needs from the Community Needs Assessment, it is not explicitly addressed in the programs administered by CAPMC. Referrals are given to mental health services offered in Madera County.	N/A

Agency Priorities: Rank your agency priorities.

Description of programs, services, activities: Briefly describe the program, services or activities that your agency will provide to address the need. Identify the number of clients to be served or the number of units offered, including timeframes for each.

Indicator/Service Category (CNPI, FNPI, SRV): List the indicator(s) or service(s) that will be reported in annual report.

Part II: Community Action Plan

CSBG Act Section 676(b)(11)

California Government Code Sections 12745(e), 12747(a)

California Code of Regulations, Title 22, Division 11, Chapter 1, Sections 100651 and 100655

Vision and Mission Statement

1. Provide your agency's Vision Statement.

Community Action Partnership of Madera County will be recognized as a premier social service agency that eliminates the effects of poverty by helping people obtain the knowledge and skills to achieve self-reliance and economic stability...one life at a time.

2. Provide your agency's Mission Statement.

Helping people, changing lives, and making our community a better place to live by providing resources and services that inspire personal growth in independence.

Tripartite Board of Directors

CSBG Act Sections 676B(a); 676(b)(10)

California Code of Regulations, Title 22, Division 11, Chapter 1, Section 100605

State Plan

1. Describe how your Advisory or Governing Board is involved in the decision-making process and participates in the development, planning, implementation and evaluation of programs to serve low-income communities. (CSBG Act Section 676B(a))

- No change to the response in your agency's 2020-2021 CAP.
 Adaptations to the response in your agency's 2020-2021 CAP are described below.
-

2. Describe your agency's procedures under which a low-income individual, community organization, religious organization, or representative of low-income individuals that considers its organization or low-income individuals to be inadequately represented on your agency's board to petition for adequate representation. (CSBG Act Section 676(b)(10), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
 Adaptations to the response in your agency's 2020-2021 CAP are described below.
-

3. Describe your Advisory or Governing Board's policy for filling board vacancies in accordance with established bylaws. Include the recruiting process, democratic selections process for low-income board members, and the timeframe established by your agency to fill vacancies. (State Plan)

- No change to the response in your agency's 2020-2021 CAP.
 Adaptations to the response in your agency's 2020-2021 CAP are described below.
-

Service Delivery System

CSBG Act Section 676(b)(3)(A)

State Plan

1. Describe your agency's service delivery system. Include a description of your client intake process or system and specify whether services are delivered via direct services or subcontractors, or a combination of both. (CSBG Act Section 676(b)(3)(A), State Plan)

Community Action Partnership of Madera County, Inc. uses a service delivery system that maximizes client access by providing intake at centralized locations. Each program offered by CAPMC has developed an intake process that meets its funding terms and conditions. Internal and external referrals are made to other programs as customers share their needs. Services are delivered via direct services except for the LIHEAP Weatherization services, which are provided by a sub-contracted agency. The COVID-19 Pandemic and local stay-at-home order forced the doors of CAPMC to be closed to physical clients. In the case of most programs, forms were deposited at the central office, reviewed by intake staff, and the client was called regarding their services.

2. List your agency's proposed programs/services/activities that will be funded by CSBG. Include a brief explanation as to why these were chosen and how they relate to the CNA. (CSBG Act Section 676(b)(3)(A), State Plan)

Under the scope of this application, CSBG funding will be utilized to assist families in need of transition. CAPMC commits to the Department of Community Services and Development that federal, state, and local categorical and program funding will be initially used to address the financial and service needs of families living in Madera County. CAPMC staff continues to link families in need with existing programs.

Shunammite Place Supportive Housing Program: Some of the CSBG funds are used to support the Shunammite Place Program. This includes program costs such as training that may not be covered with HUD funding. The Shunammite Place is one of the Department of Housing and Urban Development housing programs funded through the Fresno Madera Continuum of Care. The services provided by the Shunammite Place were identified as needs in the Community Needs Assessment, under the priorities of housing and homelessness.

Child Advocacy Center: Another program that is funded with CSBG dollars is the Child Advocacy Center. CSBG dollars are used to support the staffing of an advocate and the operations of the

program. This was selected for support because it was identified in the Community Needs Assessment under the priority of mental health.

Strengthening Families Program: Assists parents and families in improving parenting skills and family relationships at home. The program aims to enhance the confidence in parenting and deliver effective ways to strengthen family relationships. CSBG funds are also used to cover a small amount of the personnel cost of this program, which is funded through the Madera County Department of Social Services and Madera County Probation. The services the Strengthening Families provides were identified as part of the Community Needs Assessment.

Administration Staff: Although not necessarily a program, some CSBG funds support the salary of administration staff at CAPMC. These staff members provide the necessary infrastructure so that program staff can do their jobs well. This was selected for support because it was identified in the Community Needs Assessment under the priorities of homeless services and childcare.

In addition to meeting the CNA Priorities, all of these programs fit within CAPMC's Mission Statement, and without the contribution of CSBG funding, the programs would not be able to continue operating. Over the next two years, CAPMC plans to continue supporting these programs with CSBG dollars. In the event that these programs secure additional funding and no longer need the support of CSBG funding, CAPMC will utilize the results of the Community Needs Assessment to determine which priority will then be supported with the available CSBG dollars.

Linkages and Funding Coordination

CSBG Act Sections 676(b)(1)(B) and (C), (3)(C) and (D), 676(b)(4), (5), (6), and (9)

California Government Code Sections 12747, 12760

Organizational Standards 2.1, 2.4

State Plan

1. Describe how your agency coordinates funding with other providers in your service area. If there is a formalized coalition of social service providers in your service area, list the coalition(s) by name and methods used to coordinate services/funding. (CSBG Act Sections 676(b)(1)(C), 676(b)(3)(C); Organizational Standard 2.1; State Plan)

CAPMC coordinates its activities with other organizations by staff participation on various boards, committees, and advisory councils throughout Madera County. CAPMC provides information regarding its services to various other agencies such as Madera County Workforce Assistance Center (MCWAC), social services agencies, and city/county departments. By doing so, CAPMC can provide information on what services the agency offers, become knowledgeable of services that other agencies provide, and also help capture funding for other services. Knowing about the services that are provided in the area will help decrease the possibility of duplication of services.

In addition, CAPMC collaborates with local law enforcement, Child Protective Services, and other agencies to provide for the Child Advocacy Center's Child Forensic Interview Team's (CFIT) operations, which is accredited through the National Children's Alliance.

CAPMC is the lead agency representing Madera County on the Fresno Madera Continuum of Care (FMCoC), the Madera County Homeless Connection, and Housing the Homeless Group. The groups are comprised of local homeless service providers, and they collaborate to improve services offered to the homeless. The FMCoC has spent considerable effort developing a communitywide coordinated homeless access system. Coordination of funding and services is done through partnerships with Madera County Behavioral Health to fund Homeless Outreach Workers, which document homeless individuals. Another purpose of the FMCoC is to maximize current homeless funding and to pursue additional funding to serve the homeless population. CAPMC will continue to work with FMCoC to help bring more funding to this region.

2. Provide information on any memorandums of understanding and/or service agreements your agency has with other entities regarding coordination of services/funding. (Organizational Standard 2.1, State Plan)

Community Action Partnership of Madera County, Inc. has MOUs (Memorandums of Understanding) and partnerships with a host of County Departments, organizations, businesses, faith-based organizations, and nonprofit organizations. These have been established and executed for all of its programs and services.

CAPMC benefits from having a total of 119 MOUs and partnerships. The list is attached to this document in Appendix C.

3. Describe how services are targeted to low-income individuals and families and indicate how staff is involved, i.e. attend community meetings, provide information, make referrals, etc. Include how you ensure that funds are not used to duplicate services. (CSBG Act Section 676(b)(9), California Government Code Section 12760, State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

Due to the COVID-19 Pandemic, CAPMC has used tools such as WebEx and social media to relay information about its programs and/or events.

At the time that data was collected for the CSBG Annual Report, Community Action Partnership of Madera County, Inc. staff participated with 119 organizations, such as community groups, boards, coalitions, and consortiums.

4. Describe how your agency will leverage other funding sources and increase programmatic and/or organizational capacity. (California Government Code Section 12747, State Plan)

Community Action Partnership of Madera County, Inc. continuously explores ways to expand financial resources and programmatic offerings by generating new sources or leveraging existing ones. CAPMC's partnerships and MOU's with other agencies are examples of how CSBG funds are leveraged with other funding sources to provide the best array of resources to residents, without duplicating services with other providers. To minimize the impact of such cuts on programs and services, and to increase the impact of existing and new programs and services on the lives of low-income individuals and families in Madera County, CAPMC continually seeks new funding opportunities, and opportunities to partner with the private, public, community and faith-based sectors to leverage funds with CSBG funds.

5. Describe your agency's contingency plan for potential funding reductions. (California Government Code Section 12747, State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

6. Describe how your agency documents the number of volunteers and hours mobilized to support your activities. (Organizational Standard 2.4)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

7. Describe how your agency will address the needs of youth in low-income communities through youth development programs and promote increased community coordination and collaboration in meeting the needs of youth. (CSBG Act Section 676(b)(1)(B), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

CAPMC plans to expand housing services to include housing for transitional age youth ages 18 to 24. CAPMC staff are in the process of coordinating with Madera Behavioral Health, Madera Rescue Mission, and the Juvenile Detention Center to develop a supportive housing program for our mutual clients. CAPMC has also collaborated with a local property management company who is going to allow CAPMC to lease the next available housing unit for the purpose of providing supportive housing for this age group. This program will help meet the needs of youth while also meet needs that were identified by the CNA regarding homelessness and lack of affordable housing.

8. Describe how your agency will promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs such as the establishment of violence-free zones, youth mediation, youth mentoring, life skills training, job creation, entrepreneurship programs, after after-school child care. (CSBG Act Section 676(b)(1)(B), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

9. If your agency uses CSBG funding to provide employment and training services, describe the coordination of employment and training activities as defined in Section 3 of the Workforce and Innovation and Opportunity Act [29 U.S.C. 3102]. (CSBG Act Section 676(b)(5), State Plan)

CAPMC coordinates with primarily two agencies to address employment and training needs in the community:

Madera County Workforce Assistance Center (MCWAC) has a representative that actively supports Shunammite Place participants by conducting one-on-one orientations with new customers, handling case management and follow-ups with existing customers, and offers a variety of additional services to those interested in pursuing job training, certification programs, or higher education.

CAPMC also coordinates with California State University Fresno's (CSUF) social work program. Every year CSUF students are sent to CAPMC to do their internship. Each student needs to complete 450 hours to receive his or her Bachelors of Social Work. Many of the interns have become CAPMC employees.

10. Describe how your agency will provide emergency supplies and services, nutritious foods, and related services, as may be necessary, to counteract conditions of starvation and malnutrition among low-income individuals. (CSBG Act Section 676(b)(4), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

11. Describe how your agency coordinates with other antipoverty programs in your area, including the emergency energy crisis intervention programs under title XVI (relating to low-income home energy assistance) that are conducted in the community. (CSBG Act Section 676(b)(6), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

12. Describe how your agency will use funds to support innovative community and neighborhood-based initiatives, which may include fatherhood and other initiatives, with the goal of strengthening families and encouraging effective parenting. (CSBG Act Section 676(b)(3)(D), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

Due to the COVID-19 Pandemic, the Strengthening Families Program changed its in-person classes to virtual classes to continue giving parents the tools necessary to strengthen familial bonds.

Monitoring

CSBG Act Section 678D(a)(1)(A) and (B)

1. Describe how your agency's monitoring activities are related to establishing and maintaining the integrity of the CSBG program. Include your process for maintaining high standards of program and fiscal performance.

CAPMC has implemented two (2) monitoring tools to assure that specific program and agency department objectives are achieved in a timely manner. The main two (2) tools to be utilized are:

- Fiscal Monitoring
- Monthly Activity Reports

Fiscal Monitoring: Each department has developed evaluation systems for monitoring program compliance. When problems and deficiencies are identified, corrective action plans are developed and submitted to the Executive Director, Board of Directors, and the various councils/committees. The Executive Director meets with the Program Manager, Chief Financial Officer, and Accountants regularly to ensure the fiscal monitoring of grants.

Monthly Activity Reports: Program Managers share monthly activity reports to the Executive Director for review and comment during a monthly Program Managers Meeting. At this meeting, Program Managers are requested to share program updates, funding status and alerts, schedule of upcoming monitoring visits, and any additional news related to the programmatic and funding source requirements.

By using these methods CAPMC can effectively monitor and evaluate its programs while keeping staff engaged and alert of the multiple services by the agency. Additionally, most programs are monitored on-site (or currently, virtually) by their funding source.

2. If your agency utilizes subcontractors, please describe your process for monitoring the subcontractors. Include the frequency, type of monitoring, i.e., onsite, desk review, or both, follow-up on corrective action, and issuance of formal monitoring reports.

CAPMC subcontracts its weatherization services. The program is monitored by following the guide for monitoring sub-recipients located in the Financial Procedures Manual. Monitor has been conducted through desk reviews since the pandemic and is used to ensure the integrity of the program. Desk reviews of the client files and monthly invoices are completed periodically. The summaries of desk review results are included in the annual monitoring report. A detailed listing of the areas monitored is included in the Community Services Procedures Manual.

Data Analysis and Evaluation

CSBG Act Section 676(b)(12)

Organizational Standards 4.2, 4.3

1. Describe your agency's method for evaluating the effectiveness of programs and services. Include information about the types of measurement tools, the data sources and collection procedures, and the frequency of data collection and reporting. (Organizational Standard 4.3)

To ensure that CAPMC follows all Office of Management and Budget (OMB) procedures, the following strategies have been implemented:

- A Certified Public Accountant completes CAPMC's annual audit on time, in accordance with Title 2 of the Code of Federal Regulations, Uniform Administrative Requirements, Cost Principles, and Audit Requirements and/or State audit threshold requirements.
- The governing board formally receives and accepts the annual audit.
- Strong internal controls are implemented through the Accounting & Fiscal Policies and Policies & Procedures Manual. The Board of Directors approved the Manual in January 2015 with continued updates to the Board as needed.
- All CAPMC managers have been trained on the new Office of Management and Budget Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (2CFR Part 200).

In addition, the following strategy measures program effectiveness from differing perspectives:

- Customer Satisfaction Surveys measure the level of satisfaction regarding service delivery and accessibility. These surveys are administered regularly, and data is reviewed by staff.

2. Applying the Results Oriented Management and Accountability (ROMA) cycle of assessment, planning, implementation, achievement of results, and evaluation, describe one change your agency made to improve low-income individuals' and families' capacity for self-sufficiency. (CSBG Act Section 676(b)(12), Organizational Standard 4.2)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

Community Action Partnership of Madera County, Inc. offered Rental Assistance, upon following the full ROMA cycle of assessment as follows:

Assessment. Through various data sources, including anecdotal sources and unemployment figures, CAPMC confirmed that an area of need in Madera County for eviction prevention during

the COVID-19 Pandemic. After assessing the current local resources, CAPMC corroborated that the demand for services outweighed the resources available.

Planning. CAPMC identified a potential strategy in offering Rental Assistance, applied for and received Community Services Development Block Grant (CDBG) funding through the City of Madera in November 2020. As more requests for rental assistance came in from the Community, CAPMC applied for other grants to help meet the needs.

Implementation. As grants were awarded, CAPMC staff developed a prescreening tool that would help staff quickly assess the needs of the caller. The prescreen was forwarded to the appropriate staff member who was ready to assist the client through the application process. CAPMC also developed program eligibility determination guidelines and applications for each of the programs to help ensure clients met the requirements of the funding source that was used. Once the application documents were received, the staff person determined which program the client would meet the eligibility criteria. The rental assistance support gave families some additional time to get back to work so that they could maintain self-sufficiency on their own.

Achievement of Results.

In 2020, there were 167 households who remained in housing because CAPMC was able to provide rental assistance to help them catch up on up to 6 months of past-due rent. This would not have been possible if CAPMC had not applied for funding and then adapted the service offerings to help with this unmet need.

Evaluation.

One of the areas that was identified during the evaluation process was with regard to one of the contracts that only allowed CAPMC to serve census tracts that had the lowest incomes. The impact the pandemic had on families crossed all demographic data such as race, gender, ethnicities, and census tracts. Had CAPMC not received funding from other sources that did not place these stipulations on the program, CAPMC would have turned away many applicants who needed the assistance as much as those who lived in the designated census tracts. Going forward, CAPMC needs to maintain a diversity of funding to help ensure that all low-income residents in Madera County receive services.

3. Applying the full ROMA cycle, describe one change your agency facilitated to help revitalize the low-income communities in your agency's service area(s). (CSBG Act Section 676(b)(12), Organizational Standard 4.2) (Optional)

The Community Action Partnership of Madera County, Inc. opened the Homeless Engagement for Living Program (H.E.L.P.) Center in 2020. The full ROMA cycle of assessment is as follows:

Assessment. Through various data sources, including the 2020 Point-in-Time Count, CAPMC confirmed that the homelessness in Madera County is increasing. An analysis of available services to serve the homeless in Madera County, it was determined that Madera County lacked a centralized location where homeless could receive assistance in accessing the services that were available. In addition, community members became very vocal to elected officials about the problems that were happening in the community because of the lack of services. Some of the reported challenges included frequent fires in the Fresno River bed (a place where homeless people encamp) that were believed to be caused by homeless individuals, massive amounts of trash in areas where homeless encampments are, and reports of homeless people urinating behind business located on Yosemite Avenue. This project is also a part of CAPMC's Community Initiative of Addressing Homelessness in Madera County.

Planning. Planning consisted of working with community partners to help obtain funding to pay for the one-stop HELP Center, develop job descriptions that would be needed to maintain a staffing structure to operate the center. Community partners such as the County of Madera, Madera Behavioral Health, and a group that meets with the Madera County Probation Department to administer AB109 funding entered into contracts with CAPMC to help support the project. Systems were established to help move homeless clients from homelessness to housing and healthy living.

Implementation. In 2019, CAPMC's homeless services team consisted of 2 Homeless Outreach Worker and support of the Community Services Program Manager. With the additional funding that was received in 2020, CAPMC was able to hire 4 Housing Case Workers and a Housing Coordinator to oversee the program. As funding opportunities became available, CAPMC applied for additional grants to help meet this need. In January 2021 the Homeless Engagement for Living Program (H.E.L.P.) Center moved into a new office that is located at 800 E. Yosemite Avenue. It serves as a one-stop shop for individuals and families who need assistance with housing and help getting connected to other services in Madera County. The Help Center is located at 800 E.

Yosemite Avenue Madera, CA 93638 and is composed of 3 Street Outreach Workers, 4 Housing Case Workers, and a Housing Coordinator that will help determine housing options.

Achievement of Results. In 2020, funding to address homelessness increased from \$411,434 in 2019 to \$1,683,710 in 2020. Some of the outcomes were as follows: 659 outreach contacts were made, 51 moved into permanent housing, 66 were provided emergency shelter, 12 entered a substance abuse program, 199 mental health appointments were made, 12 were referred to the Veteran's Administration, 19 were reunited with family outside of the area, 9 were assisted with employment services, and 4 were housed through the rapid rehousing program.

Evaluation. Program outcomes were shared with CAPMC's Board of Directors through the Annual Report. The agency is proud of the process that was made in addressing homelessness in a short period of time. One of the areas for improvement that has been identified is the HELP Center lacks a computer software program that allows staff to track clients from the first contact made to the point the case is entered into the Fresno Madera Continuum of Care's Homeless Information System (HMIS). The HMIS system does not have the capacity to track the level of case management that is needed to track client's progress toward becoming self-sufficient. CAPMC will seek out options that may help to streamline case management services.

Additional Information (Optional)

Disaster Preparedness

1. Does your agency have a disaster plan in place that includes strategies on how to remain operational and continue providing services to low-income individuals and families during and following a disaster?

Yes

No

2. If so, when was the disaster plan last updated?

The most recent update to CAPMC's disaster preparedness was done March 24, 2020. Due to the COVID-19 pandemic, CAPMC established additional measures, COVID-19 Prevention and Screening, that would enhance health and safety practices, these additional measures are interactive, so all employees are expected to promote preventive measures, be alert of any symptoms, understand how Covid-19 spreads, and how to reduce risk of exposure.

CAPMC's COVID-19 Prevention and Screening Policy includes information on the following:

Daily on-site COVID-19 screening

Practice good hygiene

Meeting and traveling

Food handling

Stay home when sick

Administrative control and

Prompt identification and isolation of sick individuals

Head Start staff were also given Health Program Services Policies and Procedures, which explained what was needed to do to sanitize all classrooms in order to reduce exposure and the spread of any communicable disease, not only COVID-19.

3. Briefly describe your agency's main strategies to remain operational during and after a disaster.

CAPMC played a lead role in providing emergency services to the Community during one of the most challenging times of the century. While many other local agencies were closed during the pandemic, CAPMC remained open to serve the most vulnerable residents in Madera County. The CAPMC management team identified new methods of service delivery and all employees remained working throughout 2020. Although the office doors were closed to the public, clients were served via phone calls, mail, online, or modified in-person service. Programs that offer training practiced distance learning with their students. This past year was an example of how adaptable CAPMC is to rise to the challenges faced to implement the steps that are needed to continue the mission of "Helping People, Changing Lives...." We are proud to share that despite

the difficult circumstances; the residents of Madera County could count on us to continue helping to meet their needs.

Information technology equipment was quickly upgraded to allow for telecommuting and attending meetings via web-based meeting platforms. Outreach activities to share about CAPMC programs occurred by increasing visibility on social media platforms and advertisement in local news publications.

Staff were provided with personal protective equipment and we learned new ways of properly sanitizing the offices to help ensure the safety of all.

CAPMC also owes a debt of gratitude to the maintenance department for extra steps that were taken to provide a sanitized work environment for staff. They also took the time to install additional workstation protection equipment to help keep staff safe.

Agency Capacity Building

1. Although the CNA focused on Community and Family Level needs, if your agency identified Agency Level need(s) during the CNA process, list them here.

N/A

2. Describe the steps your agency is planning to take to address the Agency Level need(s).

N/A

Federal CSBG Programmatic Assurances and Certification

CSBG Act 676(b)

Use of CSBG Funds Supporting Local Activities

676(b)(1)(A): The state will assure “that funds made available through grant or allotment will be used – (A) to support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under title IV of the Social Security Act, homeless families and individuals, migrant or seasonal farmworkers, and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals--

- i. to remove obstacles and solve problems that block the achievement of self-sufficiency (particularly for families and individuals who are attempting to transition off a State program carried out under part A of title IV of the Social Security Act);
 - ii. to secure and retain meaningful employment;
 - iii. to attain an adequate education with particular attention toward improving literacy skills of the low-income families in the community, which may include family literacy initiatives;
 - iv. to make better use of available income;
 - v. to obtain and maintain adequate housing and a suitable living environment;
 - vi. to obtain emergency assistance through loans, grants, or other means to meet immediate and urgent individual and family needs;
 - vii. to achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots
 - viii. partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to
-
- I. document best practices based on successful grassroots intervention in urban areas, to develop methodologies for wide-spread replication; and
 - II. strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;

Needs of Youth

676(b)(1)(B) The state will assure “that funds made available through grant or allotment will be used – (B) to address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as--

- I. programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and
- II. after-school childcare programs.

Coordination of Other Programs

676(b)(1)(C) The state will assure “that funds made available through grant or allotment will be used – (C) to make more effective use of, and to coordinate with, other programs related to the purposes of this subtitle (including state welfare reform efforts)

Eligible Entity Service Delivery System

676(b)(3)(A) Eligible entities will describe “the service delivery system, for services provided or coordinated with funds made available through grants made under 675C(a), targeted to low-income individuals and families in communities within the state;

Eligible Entity Linkages – Approach to Filling Service Gaps

676(b)(3)(B) Eligible entities will describe “how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations.”

Coordination of Eligible Entity Allocation 90 Percent Funds with Public/Private Resources

676(b)(3)(C) Eligible entities will describe how funds made available through grants made under 675C(a) will be coordinated with other public and private resources.”

Eligible Entity Innovative Community and Neighborhood Initiatives, Including Fatherhood/Parental Responsibility

676(b)(3)(D) Eligible entities will describe “how the local entity will use the funds [made available under 675C(a)] to support innovative community and neighborhood-based initiatives related to the purposes of this subtitle, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging parenting.”

Eligible Entity Emergency Food and Nutrition Services

676(b)(4) An assurance “that eligible entities in the state will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.”

State and Eligible Entity Coordination/linkages and Workforce Innovation and Opportunity Act Employment and Training Activities

676(b)(5) An assurance “that the State and eligible entities in the State will coordinate, and establish linkages between, governmental and other social services programs to assure the effective delivery of such services, and [describe] how the State and the eligible entities will coordinate the provision of employment and training activities, as defined in section 3 of the Workforce Innovation and Opportunity Act, in the State and in communities with entities providing activities through statewide and local workforce development systems under such Act.”

State Coordination/Linkages and Low-income Home Energy Assistance

676(b)(6) “[A]n assurance that the State will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in such community.”

Community Organizations

676(b)(9) An assurance “that the State and eligible entities in the state will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations.”

Eligible Entity Tripartite Board Representation

676(b)(10) “[T]he State will require each eligible entity in the State to establish procedures under which a low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation.”

Eligible Entity Community Action Plans and Community Needs Assessments

676(b)(11) “[A]n assurance that the State will secure from each eligible entity in the State, as a condition to receipt of funding by the entity through a community service block grant made under this

subtitle for a program, a community action plan (which shall be submitted to the Secretary, at the request of the Secretary, with the State Plan) that includes a community needs assessment for the community serviced, which may be coordinated with the community needs assessment conducted for other programs.”

State and Eligible Entity Performance Measurement: ROMA or Alternate System

676(b)(12) “[A]n assurance that the State and all eligible entities in the State will, not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System, another performance measure system for which the Secretary facilitated development pursuant to section 678E(b), or an alternative system for measuring performance and results that meets the requirements of that section, and [describe] outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization.”

Fiscal Controls, Audits, and Withholding

678D(a)(1)(B) An assurance that cost and accounting standards of the Office of Management and Budget (OMB) are maintained.

- By checking this box and signing the Cover Page and Certification, the agency’s Executive Director and Board Chair are certifying that the agency meets the assurances set out above.**

State Assurances and Certification

California Government Code Sections 12747(a), 12760, 12768

[s\(a\)](#): Community action plans shall provide for the contingency of reduced federal funding.

[California Government Code § 12760](#): CSBG agencies funded under this article shall coordinate their plans and activities with other agencies funded under Articles 7 (commencing with Section 12765) and 8 (commencing with Section 12770) that serve any part of their communities, so that funds are not used to duplicate particular services to the same beneficiaries and plans and policies affecting all grantees under this chapter are shaped, to the extent possible, so as to be equitable and beneficial to all community agencies and the populations they serve.

For MSFW Agencies Only

[California Government Code § 12768](#): Migrant and Seasonal Farmworker (MSFW) entities funded by the department shall coordinate their plans and activities with other agencies funded by the department to avoid duplication of services and to maximize services for all eligible beneficiaries.

- By checking this box and signing the Cover Page and Certification, the agency's Executive Director and Board Chair are certifying the agency meets assurances set out above.**

Organizational Standards

MAXIMUM FEASIBLE PARTICIPATION

Category One: Consumer Input and Involvement

Standard 1.1 The organization/department demonstrates low-income individuals' participation in its activities.

Standard 1.2 The organization/department analyzes information collected directly from low-income individuals as part of the community assessment.

Category Two: Community Engagement

Standard 2.1 The organization/department has documented or demonstrated partnerships across the community, for specifically identified purposes; partnerships include other anti-poverty organizations in the area.

Standard 2.2 The organization/department utilizes information gathered from key sectors of the community in assessing needs and resources, during the community assessment process or other times. These sectors would include at minimum: community-based organizations, faith-based organizations, private sector, public sector, and educational institutions.

Standard 2.4 The organization/department documents the number of volunteers and hours mobilized in support of its activities.

Category Three: Community Assessment

Private Agency - Standard 3.1 Organization conducted a community assessment and issued a report within the past 3 years.

Public Agency - Standard 3.1 The department conducted or was engaged in a community assessment and issued a report within the past 3-year period, if no other report exists.

Standard 3.2 As part of the community assessment, the organization/department collects and includes current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for their service area(s).

Standard 3.3 The organization/department collects and analyzes both qualitative and quantitative data on its geographic service area(s) in the community assessment.

Standard 3.4 The community assessment includes key findings on the causes and conditions of poverty and the needs of the communities assessed.

Standard 3.5 The governing board or tripartite board/advisory body formally accepts the completed community assessment.

VISION AND DIRECTION

Category Four: Organizational Leadership

Private Agency - Standard 4.1 The governing board has reviewed the organization's mission statement within the past 5 years and assured that:

- 1.The mission addresses poverty; and
- 2.The organization's programs and services are in alignment with the mission.

Public Agency - Standard 4.1 The tripartite board/advisory body has reviewed the department's mission statement within the past 5 years and assured that:

- 1.The mission addresses poverty; and
- 2.The CSBG programs and services are in alignment with the mission.

Standard 4.2 The organization's/department's Community Action Plan is outcome-based, anti-poverty focused, and ties directly to the community assessment.

Standard 4.3 The organization's/department's Community Action Plan and strategic plan document the continuous use of the full Results Oriented Management and Accountability (ROMA) cycle or comparable system (assessment, planning, implementation, achievement of results, and evaluation). In addition, the organization documents having used the services of a ROMA-certified trainer (or equivalent) to assist in implementation.

Category Six: Strategic Planning

Standard 6.4 Customer satisfaction data and customer input, collected as part of the community assessment, is included in the strategic planning process, or comparable planning process.

Appendices

Please complete the table below by entering the title of the document and its assigned appendix letter. Agencies must provide a copy of the Notice(s) of Public Hearing and the Low-Income Testimony and the Agency’s Response document as appendices A and B, respectively. Other appendices such as need assessment surveys, maps, graphs, executive summaries, analytical summaries are encouraged. All appendices should be labeled as an appendix (e.g., Appendix A: Copy of the Notice of Public Hearing) and submitted with the CAP.

Document Title	Appendix Location
Copy of the Notice(s) of Public Hearing	A
Low-Income Testimony and Agency’s Response	B
List of MOU’s and Partnerships	C
Satisfaction Survey Results	D
Madera County Community Needs Assessment Focus Group Announcement	E
April 26, 2021 Community Survey Results	F
30-Day Review Announcement for CAP	G
COVID-19 Prevention and Screening	H
Health Program Services Policies and Procedures	I



Community Action Partnership of Madera County, Inc

30-DAY REVIEW OF ITS 2022-2023 COMMUNITY ACTION PLAN



TO REQUEST A COPY PLEASE CONTACT
ANA IBANEZ AT 559-675-5747 OR AT
AIBANEZ@MADERACAP.ORG.



Community Action Partnership of
Madera County

Community Action Partnership of Madera County, Inc is commencing its 30-day review of its 2022-2023 Community Action Plan. The review period begins May 28, 2021, and ends June 28, 2021.

To request a copy, please contact Ana Ibañez at 559-675-5747 or at aibanez@maderacap.org. Comments may be submitted in the following area of your email.

In writing to aibanez@maderacap.org between May 28, 2021 to June 28, 2021. Please reference Community Action Plan Comments in the subject area of your email.
In-person or via Webex at the Board of Directors meeting at 5:30pm on June 10, 2021, at Community Action Partnership of Madera County, 1225 Gill Avenue, Madera, CA.
In-person, at 7:30 at the June 28, 2021 Board of Directors or Executive Committee Public Hearing at Community Action Partnership of Madera County, Inc.
Please RSVP with Ana Ibañez at 559-675-5747 or by email at aibanez@maderacap.org for either meeting to receive the WebEx link. See [Less](#)

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Helping People, Changing Lives

Victim Crisis Hotline: 1 (800) 355-8989

MAY 28, 2021 BY RICARDO CAMACHO

Community Action Plan Review

Community Action Partnership of Madera County, Inc is commencing its 30-day review of its 2022-2023 Community Action Plan. Review period begins May 28, 2021 and ends June 28, 2021. To request a copy please contact Ana Ibañez at 559-675-5747 or at aibañez@maderacap.org. Comments may be submitted in the following ways:

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In person at **5:30 at the June 28, 2021 Board of Directors or Executive Committee Public Hearing at Community Action Partnership of Madera County, Inc**

Please RSVP with Ana Ibañez at 559-675-5747 or by email at aibañez@maderacap.org for either meeting to receive WebEx link

▶ UNCATEGORIZED

Low-Income Testimony and Agency Response

Are you A Community	Name (First)	Name (Last)	Where do you live	What are the top three needs in your life?	#2
Yes	Enrique	Medina	Madera	Getting back to normal after the Pandemic	Mental Health
Yes	Sandra	Mendez	Madera	Health	
Yes	Lorinda	Gonzales	Madera	Low Income Housing (studio's or 1 bedroom units)	For Covid-19
Yes			Chowchilla/ Fairr	The ability to take care of my families needs job, shelter and food	Safe community
Yes	Angela	Andeola	Madera	Low income housing for working individuals	Studios or 1 bedroom
Yes			Madera	MAKE TIME FOR ME	HELP MY FAMILY
	Sally	Munoz	Madera	transportation	Housing
			Madera	City Utility Bills Assistance (such as water, etc.)	Resources/ services
Yes			Madera	Safe neighborhood	better community
Yes	Juli	Gregson	Eastern Madera	Security	Job
			Chowchilla/ Fairr	Financial Stability	Housing
			Madera	Work	Food
			Madera	Stable Income	Health
			Madera	my home for my child	food for my family
	danielle	garcia	Madera	Money	Jobs
			Madera	Food	Shelter
	Leticia	Escalera	Madera	My family	My job
			Madera	transportation	food store
	Irene	Yang	Madera	Shelter	Food
	Esmeralda	Duran-Medina	Madera	paying for college	making surplus
	Jazmin	Aviles	Madera	Housing	Food
	Lori	Gonzales	Madera	Outdoor Activities	Activities for family
	Jimmy	Stevens	Chowchilla/ Fairr	housing	food
	Gina	Martin	Madera	income	permanent housing
	Wilhemina	Holden	Madera	shelter	medical care
	Mariugenia	Chavez	Madera	stability	support
	John	Camberos	Madera	car	food
	Linda	Bueno	Madera	home	car/transporation
	Maria	Moreno	Madera	Family Support	stable income
	Maria	Moreno	Madera	Family Support	stable income

No	Jozette	Carrillo	Chowchilla/ Fairrr	shelter	food
No	Maurice	McCullough	Madera	air	food
No			Chowchilla/ Fairrr	water	community
No	Marisol	Espinoza Lira	Madera	Family	Health
Yes	Daniel	Seeto	Madera	Family	Friends
Yes			Madera	Health	Employment
No	Leticia	Murillo	Madera	Roads to be fixed	Side walks
No	Jeannie	Stapleton	Madera Ranchos	Food	Housing
No	Julio	Marmolejo	Madera	Food	Shelter
No			Madera	money	home
Yes			Chowchilla/ Fairrr	Affordable housing	Better access
Yes	Martha	Bravo	Madera	Health	Work
No	Kelsey	Dibler	Chowchilla/ Fairrr	childcare	job
No	Sara	Garcia	Madera	Wealth	
No	Rebecca	Janzen	Madera	Purposeful work and compensation	Lawful work
Yes	Elizabeth		Madera	Medical Assistance	Housing
No	Patty	Almanza	Madera	love	stability
No	Micaela	Cortez	Madera	Get more knowledge on technology.	Free on line
No	evelyn	reyes	Madera	HEALTH INSURANCE	EMPLOYMENT
No			Chowchilla/ Fairrr	N/A	N/A
No	Elizabeth	Wisener	Madera	Housing	Employment
No	Lupe	Lopez	Madera	being healthy	having a home
No			Madera	financial stability	housing aff.
Yes	Denise	Carranco	Madera	Financial stability	healthy well
No	Marissa	Estrada	Chowchilla/ Fairrr	Work	Trustworth
Yes	Maria	Arreola	Madera	health insurance	financial sta
No	krube	alshaif	Madera	childcare	financial bu
Yes	ida	Romo	Madera	housing	
No	Mattie	Mendez	Madera	Locations to grow or purchase fresh fruits and vegetables	Reduce tax
No	julie	gowin	Chowchilla/ Fairrr	housing	shopping

No	monica	Garcia	Madera	Food	shelter
No	Anonymous	A	Madera	Good paying employment	affordable

#3	What services or resources are you needing that would make your life better?	#2	#3
	Ensuring all persons get vaccinated		
Family cohesion	more accessible businesses varied	more family	more health
Family Focus	In Patient Substance Abuse Program with a DETOX Center	Triage Center	Alternate Services
Accountability	None that I can think of right now.		
Bridge Housing	Housing for seniors	Housing for	SOAR work
FAMILY WHE	MORE CLOTHES STORE WITH AFFORDABLE PRICES LIKE ROSS	MENTAL HEALTH TRAININGS	
safe environment	easier access to clean and affordable public transportation	more knowledge	Housing services
Assistance for	Assistance with city utility bills	Independent living assistance	
accessible community	More community centers	More medical	cleaner neighborhoods
Mobility	Consistent power source (PGE shutoffs are challenging)	More public transportation	
Health Care	Money		
	Unsure at this moment.		
Family	Child Care	Billing Assistance	Home Assistance
safe area of	help with utilities	help with water bill	
Health	Money Management	Travel Brochure	Self Care
Love	Cheaper electricity	Cheaper rent	Transportation
good health	I'm okay for now, I don't think I need any services or resources		
schools	bus service madera to fresno	fresno to madera	
Transportation	Address the social and economical inequities	Have a sense of	Financial planning
NA	More scholarships for students in college funded by Madera businesses	More resources	NA
Childcare	Housing		
A Social Life	Housing/Shelter for my clients	Kaiser Health	Inpatient Treatment
hospital	housing	security	
transportation	education	more data	a car
transportation	safe home		
	transportation	hotspot for kids online	
shelter	job services	services for ex criminal	
food	counseling/services for children	housing	
stable housing	more training opportunities		
stable housing	more training opportunities		

transportation	low income housing		PG&E to be at a low cost
electricity	physical therapy		mental therapy
available resources	Convenient online services		
Job	Insurance affordability		More parks More police
Food	Publications that summarize and accurately reference complex regulatory guidance		
Faith Based	Parks and recreational areas		Mental health Faith based
Housing for	To feel safe with law enforcement patrolling our communities		More outreach from law enforcement
Health care	n/a		
Mother	Rapid Rehousing services are helpful- blessed to have us		More people Housing services
job	Assistance with child care for all types of family's income		More affordable rental
Affordable	Low income housing programs		Eligibility for Trade training
Stability	receive bonuses		paid vacations
vacation	affordable childcare		extra pay vacation
	School Support		
Peace	More / better law enforcement personnel (or training)		More courts Larger, major
Education	Free medical assistance for all		Housing Programs Provide free
support	maternity support		paying bills counseling
Friendlier	Free rehab centers.		City with outdoor Friendly public
HOUSING	Affordable housing		four day work days
N/A	Outreach to the homeless		Outreach to In person services
Healthy food	None		
having a job	good health insurance		
stability	access to low cost or free education services		
ill being	Better transportation serves for people living out in the rural areas of Madera county		
Food	Child care payment assistance for medium income		More convenient Community
retirement	senior citizens programs		
budgeting/ income	finding affordably childcare		
	none at this time		
Better road	Increase savings		Increase rental More time
restaurants	Restaurants- I always bypass Madera and go to Fresno for dining because there are more options of		Affordable More variety

transportat help paying bills	transportat activities for
community Employment opportunities	

Looking around the county, what do you see as the greatest need?	Are you familiar with CAPMC's
Getting the homeless population taken care of so they are not scattered throughout the city/county leaving behind just better resources for homeless not only housing but improvement in mental health and drug treatment options.	YES
Mobil Showers and Porta-Potty's for the Homeless. For those in the community who are voicing their complaints to call for More Pride in our communities from the residents that live in them.	YES
Curriculum activities for the youth to keep them from wrong influences. Dumpster's for the homeless communities. Community Homeless people, they are in a great need of places to live in.	YES
I do not live in Madera, I am from Kernan. From what I have seen is there are a lot of people who walk around the town. Additional advertising of the 311 service and promoting the resources available to Madera County residents.	YES
Clean up around parks, riverbeds. Street upkeeps such as potholes, street signs, crosswalks.	YES
Sidewalks in low income communities - many families are on foot. It is difficult to get to the store when you have a stroller.	YES
Affordable Animal Healthcare services (spay/neuter), Affordable Housing	YES
Counseling Services. Easy access to services/resources for Latinos.	YES
Help with the homeless people. Finding a place for them to be safely.	NO
-Homeless population growing. Roads need to be fixed not just patched!!! -Vacant buildings are an eye sore driving through town.	YES
Education for parents who need it on technology	NO
Assistance for homeless people so they can be cleared from the river. Clean out all the junk they leave behind and more provide services for the homeless, safety around parks	YES
large store to buy food	YES
Transportation - reasonable and affordable public transit to travel Green Space - reasonable sidewalks to take a neighborhood walk.	YES
Housing or shelters, there's so many people looking for places to rent like houses or apartments and they end up renting in bad areas.	YES
Housing, employment, community resources.	YES
Madera County is in desperate need of an Inpatient drug/alcohol Treatment facility and it has to have a DETOX CENTER.	YES
more hospitals	NO
more parks an activities for kids to help them stay away from bad activities.	YES
housing affordability	YES
More shelters for women with children.	YES
programs for ex felons programs for children to keep them occupied	YES
clean up the streets shelters for homeless	YES
More housing for low income families.	YES
More housing for low income families.	YES

shelter for homeless in chowchilla	YES
resources for others	NO
I do not live in Madera county, but affordable housing could be a great need	YES
Homes for the homeless, better recreational parks and more places to shop or eat and more police patrolling through	YES
Literacy, financial literacy, entrepreneurial opportunities so high-quality creators can invest here instead of being forced	YES
- Homelessness- Lack of safe, affordable, quality housing - Nutrition services and education - Lack of parks and outdoor	YES
we need the roads to be fixed and side walks to be developed in area's where children walk to and from school. houses	YES
The downtown area needs to be cleaned up	YES
Clean up of the trash in roads. More understanding and respectful officers.	YES
Homes at affordable price, assistance with the homeless, quicker help for mothers and children that need a place to stay	YES
In Chowchilla, there's lack of affordable housing or the available rentals are too expensive.	YES
work, food, rent	YES
Affordable childcare	YES
More homes for rent	YES
Affordable housing. Mental health facilities. Courthouse in Oakhurst area. Expanded / new / larger homeless shelter	YES
Stable shelter for the homeless and families in need. Low-income assistance programs that can offer on a daily basis	YES
homelessness	YES
Parks.	NO
Housing, more family resources centers, community activities, city family events. Fix roads, more parks, add large walkways	NO
In person resources: homelessness, mental health and community engagement.	YES
Housing Education Employment Financial education	YES
more housing, more retail stores so money can stay here in Madera and not having to go into Fresno	YES
Homeless shelters, easy access to foods, open wash rooms for the homeless, bathrooms for homeless with showers, showers	YES
Another or bigger , better hospital	YES
Behavioral health needs Homeless assistance Drug addiction programs Affordable and reliable internet services for families	YES
recreation areas Low income houses or apartments Hospitals	YES
employment, childcare, financial budgeting	YES
shelter for the ones on the street , food on the table for those needing to feed families	YES
A Triage Center for those with substance abuse disease can detox and receive assistance for rehab and/or housing	YES
Revitalization of the Downtown area. New interesting restaurants. New apartment complexes	YES

Greatest need would be anything to help low income families, whether it be places to get food for free or cheaper for	YES
affordable housing and events, beautify our city, roads, geriatric needs to be met	YES

CAPMC PARTNERSHIPS AND MOU'S

	#	NAME OF COMMITTEE/PARTNESHIP
A	1	Adult Abuse Prevention Council
G	2	Angelica Limon, Child Forensic Interviewer
G	3	Alliance for Community Transformations
L	4	Armando Anguiano, DDS
A	5	Boys Scouts of America
L	6	Brandon Smith, DDS
L	7	California Coalition Against Sexual Assault
D	8	California Department of Corrections and Rehabilitation - VSP
D	9	California Department of Corrections and Rehabilitation - CCWF
E	10	California Highway Patrol (CHP)
D	11	California Department of Education
H	12	California Head Start Association
L	13	California Partnership to End Domestic Violence
G	14	California Migrant and Seasonal Head Start Coalition (CMSHSC)
A	15	California Rural & Legal Assistance
G	16	Central California Coalition Against Domestic Violence
K	17	Central California Regional Health & Nutrition Cluster
G	18	Central Valley Forensic Nursing Specialists, Inc.
A	19	Central Valley Regional Center
G	20	Child Care Local Planning Council
G	21	Child Forensic Interview Team Steering Committee
C	22	Child Protective Services
G	23	Child Sexual Assault Team (CSART)
C	24	Chowchilla Police Department
G	25	City of Madera Neighborhood Outreach
A	26	Community Action Partnership of San Luis Obispo
G	27	Comprehensive Approaches to Raising Educational Standards Committee (CARES)
G	28	Corporation for Better Housing
G	29	COST
L	30	Darin M. Camarena Health Centers, Inc.
D	31	Department of Community Services and Development
C	32	Department Of Social Services-CalWorks, MediCal, Food Stamps
L	33	Dr. Cristian I. Panoff, DDS
G	34	Early Intervention Coalition/Task Force
G	35	Early Stars Program Participation
K	36	Family Health Services of Tulare County
G	37	Family Violence Response Team
H	38	Firebaugh-Las Deltas Unified School District (FLDUSD)
A	39	First 5 of Madera County
G	40	FMCOOC Executive Committee
G	41	Fresno Child Development Consortium
C	42	Fresno County Library
H	43	Fresno County Superintendent of Schools
G	44	Fresno/Madera Asthma Coalition
G	45	Fresno/Madera Continuum of Care

CAPMC PARTNERSHIPS AND MOU'S

I	46	Fresno State Departemnt of Social Work Education
I	47	Fresno State Nursing Program
L	48	Greg A. Leslie, DDS
A	49	Haven Women's Center Stanislaus
G	50	Homeless Connections
A	51	Housing Authority of the City of Madera
G	52	Immunization Coalition
G	53	Interagency Children and Youth Services Council of Madera
I	54	K to College
H	55	Kerman Unified School District
G	56	Lideres Campesinas
A	57	LOVE, Inc.
H	58	Madera Adult Education
A	59	Madera Chamber of Commerce
G	60	Madera Coalition for Justice
K	61	Madera Community Hospital
G	62	Madera Comprehensive Couseling Services
C	63	Madera County Behavioral Health
G	64	Madera County Child Abuse Prevention Council
G	65	Madera County Child Death Review Team
C	66	Madera County Department of Social Services-Bridge Program
C	67	Madera County District Attorneys Office
A	68	Madera County First Five
I	69	Madera County of Education-UC Davis
C	70	Madera County Gang Task Force
G	71	Madera County Homeless Coalition
C	72	Madera County Public Health Department
G	73	Madera County Social Services Transportation Advisory Council
I	74	Madera County Superintendent of Schools Infant/Toddler
G	75	Madera County Tobacco Coalition (MCPH)
C	76	Madera County Workforce Investment Board
C	77	Madera County Workforce Investment Corp.
A	78	Madera Food Bank
H	79	Madera-Mariposa Special Education Local Plan Area (MMSELPA)
H	80	Madera-Mariposa Special Education Local Plan Area (SELPA)
C	81	Madera Police Department (MPD)
C	82	Madera Sheriff's Department (MSO)
H	83	Madera Unified School District (MUSD)
A	84	Manna House of Oakhurst
C	85	Mariposa County Health Department
C	86	Mariposa County Health Department Child Health Disability Prevention (CHDP) Program
A	87	Mariposa Crisis Center
A	88	Mariposa Safe Families
A	89	Marjaree Mason Center, Inc.
G	90	Maternal Wellness Coalition
H	91	Mendota Unified School District
A	92	Merced County Community Action Agency

CAPMC PARTNERSHIPS AND MOU'S

H	93	Merced County Office of Education-Migrant Education Department
A	94	Mountain/Mariposa Crisis Services
G	95	Live Well Madera County
G	96	National Community Action Foundation
A	97	National Children's Alliance
G	98	National Head Start Association
G	99	National Migrant & Seasonal Head Start Association (NMSHSA)
K	100	North Star Wellness Center
L	101	Northern California Network of Child Advocacy Center
G	102	Nuture to Nurture
K	103	Orchard Medical Center
H	104	Parlier Unified School District
H	105	R9 Head Start Association
K	106	Rosalinda Mauricio, DDS
G	107	Relay for Life Planning Committee
A	108	Resource & Referral/Alternative Payment Program
K	109	Said Yunes, MD
G	110	SALT (Social Agencies Linking Together)
G	111	Soroptimist International Madera
K	112	St. Anthony Family Dentistry
D	113	State CSBG Administrator (CSD)
A	114	Strengthening Families Program
K	115	United Health Center of San Joaquin Valley (CHDP)
K	116	United Health Center of San Joaquin Valley (WIC)
K	117	Valley Children's Hospital Scan Team
A	118	Victim Services
A	119	Workforce-Adult Training/Employment Program
		Total

- 23 A Non-Profits
- 0 B Faith Based
- 15 C Local Government
- 5 D State Government
- 1 E Federal Government
- 0 F For-Profit Business or Corporation
- 39 G Consortiums/Collaborations
- 12 H School Districts
- 5 I Institute of Post Secondary Ed/Training
- 0 J Financia/Banking Institute
- 11 K Health Service Organization
- 8 L Statewide Association or Collaboration

2019-LIHEAP Customer Satisfaction

When visiting your office, someone was there in person to greet me.

Response	Frequency	Percent	0	20	40	60	80	100	
Strongly Agree	163	82.3%							
Agree	31	15.7%							
Somewhat Agree	1	0.5%							
Somewhat Disagree	0	0.0%							
Disagree	0	0.0%							
Strongly Disagree	3	1.5%							

When visiting your office, the staff I dealt with was truly sincere about meeting my need(s).

Response	Frequency	Percent	0	20	40	60	80	100	
Strongly Agree	164	81.6%							
Agree	33	16.4%							
Somewhat Agree	1	0.5%							
Somewhat Disagree	0	0.0%							
Disagree	0	0.0%							
Strongly Disagree	3	1.5%							

When visiting your office, I was treated in a friendly manner.

Response	Frequency	Percent	0	20	40	60	80	100	
Strongly Agree	162	80.5%							
Agree	33	16.4%							
Somewhat Agree	3	1.5%							
Somewhat Disagree	0	0.0%							
Disagree	0	0.0%							
Strongly Disagree	3	1.5%							

When visiting your office, the staff was knowledgeable and able to answer my questions.

Response	Frequency	Percent	0	20	40	60	80	100	
Strongly Agree	167	83.1%							
Agree	30	14.9%							
Somewhat Agree	1	0.5%							
Somewhat Disagree	0	0.0%							
Disagree	0	0.0%							
Strongly Disagree	3	1.5%							

While visiting your office, I was treated with respect.

Response	Frequency	Percent	0	20	40	60	80	100	
Strongly Agree	171	85.1%							
Agree	26	12.9%							
Somewhat Agree	1	0.5%							
Somewhat Disagree	0	0.0%							
Disagree	0	0.0%							
Strongly Disagree	3	1.5%							

When calling your office during the last 30 days, I was able to reach someone without leaving a message.

Response	Frequency	Percent	0	20	40	60	80	100	
Strongly Agree	160	79.6%							
Agree	30	14.9%							
Somewhat Agree	6	3.0%							
Somewhat Disagree	0	0.0%							
Disagree	1	0.5%							
Strongly Disagree	4	2.0%							

If I left a message, the phone call was returned within 48 business hours.

Response	Frequency	Percent	0	20	40	60	80	100	
Strongly Agree	138	74.6%							
Agree	37	20.0%							
Somewhat Agree	5	2.7%							
Somewhat Disagree	1	0.5%							
Disagree	0	0.0%							
Strongly Disagree	4	2.2%							

I would refer CAPMC's services to others.

Response	Frequency	Percent	0	20	40	60	80	100	
Strongly Agree	172	86.9%							
Agree	23	11.6%							
Somewhat Agree	0	0.0%							
Somewhat Disagree	0	0.0%							
Disagree	0	0.0%							
Strongly Disagree	3	1.5%							

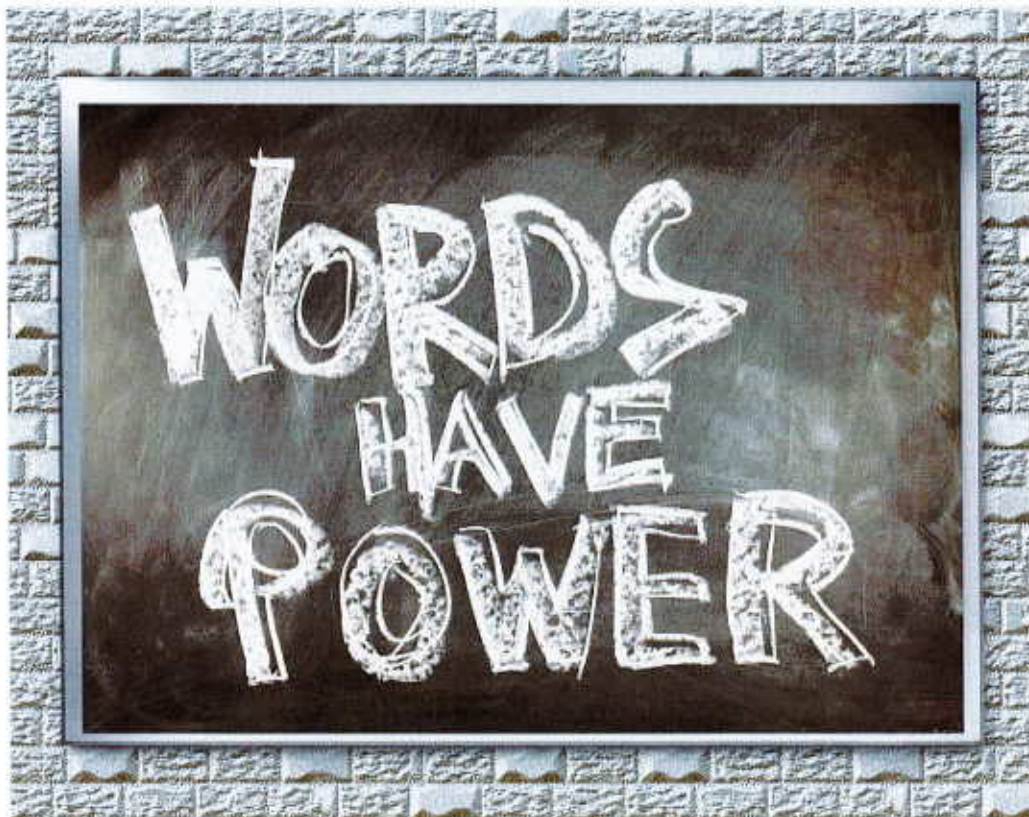
Madera County Community Needs Assessment Focus Groups

Please join us at any of the following meetings to provide us with your input about our community.

- Homeless Connections Meeting via WebEx April 14, 2021 @ 8:30 am
- Shunammite Place, 510 S. G Street April 23, 2021 @ 9:00 am
- Via WebEx April 23, 2021 @ 11:00 am

English - <https://bit.ly/3x0yqHM>

Spanish - <https://bit.ly/32k7qF4>



[Skip to navigation](#)

Select Language ▼



Helping People, Changing Lives

Victim Crisis Hotline: 1 (800) 355-8989

MAY 28, 2021 BY RICARDO CAMACHO

Community Action Plan Review

Community Action Partnership of Madera County, Inc is commencing its 30-day review of its 2022-2023 Community Action Plan. Review period begins May 28, 2021 and ends June 28, 2021.

To request a copy please contact Ana Ibañez at 559-675-5747 or at aibanez@maderacap.org.

Comments may be submitted in the following ways:

In writing to aibanez@maderacap.org between May 28, 2021 to June 28, 2021. Please reference Community Action Plan Comments in the subject area of your email.

In person or via webex at the Board of Directors meeting at 5:30pm on June 10, 2021 at Community Action Partnership of Madera County 1225 Gill Avenue, Madera, CA

In person, at 5:30 at the June 28, 2021 Board of Directors or Executive Committee Public Hearing at Community Action Partnership of Madera County, Inc.

Please RSVP with Ana Ibañez at 559-675-5747 or by email at aibanez@maderacap.org for either meeting to receive WebEx link.

📁 [UNCATEGORIZED](#)

Needs in Life	SHUNAMMITE		COMMUNITY	TOTAL
	SURVEYS	PLACE	PARTNERS	
Housing	77	8	2	87
Health	32	9		41
Employment	33	4	1	38
Food	36		1	37
Homeless Services	23	2	4	29
Transportation	19	7		26
Community Events and Activities/Parks	24			24
Financial Health	20			20
Child Care	16	1		17
Mental Health	14		3	17
Education/Schools	13	1	1	15
Bill Assistance	12			12
Shopping/Stores	7	3		10
Safe Community	9			9
Infrastructure Repair	9			9
Training	8			8
Community Buetifying	6			6
Insurance	4			4
community resources	4			4
Disabilities resources	4			4
Rehab/Recovery for Drug Abuse	3		1	4
Water	3			3
Resources for 12-17 Year Old At Risk Youth			3	3
Senior Resources	2			2

Applies to: Employees

POLICY

Issued: March 24, 2020

Revised: May 21, 2020

CAPMC is committed to provide employees a work environment that is safe, secure and reduces risks from the COVID-19 pandemic. In addition to the Universal Precautions, Infectious, and Communicable Diseases Policies described in the Agency Personnel Policies and Procedures, CAPMC wants to establish additional measures that will enhance health and safety features at the immediate work sites. In order to achieve the overall health and safety practices, these additional measures will be interactive, so employees are expected to promote preventive measures, be alert of symptoms, understand how COVID-19 spreads, and how to reduce risk of exposure.

WHY WE HAVE THE POLICY

Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus. Symptoms typically include fever, cough and shortness of breath, or other non-respiratory symptoms. According to the Centers for Diseases Control (CDC), symptoms of COVID-19 may appear as few as 2 days or as long as 14 days after exposure. The virus is thought to spread mainly from person-to-person, including: between people who are in close contact within one another within about 6 feet, through respiratory droplets produced when an infected person coughs or sneezes. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. This policy will guide employees to help identify risk levels in workplace settings and to determine appropriate control measures and to follow COVID-19 screening process to minimize potential risk of exposures.

WATCH FOR SYMPTOMS

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Muscle pain
- Sore throat
- New loss of taste or smell

This list is not all possible symptoms. Other less common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting, or diarrhea.

Seek emergency medical care immediately when:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

PROCEDURES

Preventive Measures:

Practicing good hygiene:

1. Stop handshaking, physical contacts. Use other noncontact methods of greeting.
2. Clean hands at the door and schedule regular hand washing reminders.
3. Create habit and reminders to avoid touching faces.
4. Cover coughs and sneezes with tissue and discard used tissue at trash receptacles.
5. Wear disposal gloves when handling items with frequent exchanges, such as cash.
6. Disinfect surfaces, such as doorknobs, tables, desks, chairs, handrails regularly.
7. Increase ventilation with available windows and air ventilation system.

Meeting and Traveling:

1. Use videoconferencing or teleconferencing for meetings.
2. If not possible, holding meetings in open, well-ventilated spaces, in social-distancing manners.
3. Avoid using other workers' phones, desks, offices, or work tools and equipment, when possible.
4. When booking and scheduling for clients, stagger customer flows to avoid crowding.
5. Cancel or postpone large meetings and gatherings or travels.
6. Assess the risks of business travel.

Food Handling:

1. Avoid food sharing.
2. Strengthen health screening for Food Service personnel and their close contacts.
3. Ensure Food Service personnel and their close contacts practice strict hygiene.

Stay Home when:

1. Feeling sick and unwell.
2. Having immunocompromising conditions / health risk factors / pregnancy
3. Having sick family members at home.

Administrative Control:

1. Instruct sick workers to stay at home.
2. Minimize contact among workers, clients, customers by replacing face-to-face meetings with virtual communications and implementing telework if feasible.
3. Establish alternated days or shifts that reduce the total number of employees in a facility at a given time, allowing them to distance from one another.

4. Share emergency communication plans.
5. Train employees who need to use personal protective equipment (PPE).

Prompt Identification and Isolation of Sick People:

1. Promptly identify and isolate potential infectious individual in protecting workers, customers, and others at a worksite.
2. Ask employees to self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure.
3. Ask employees to stay home to quarantine for 7 days from the start of symptoms if yes to any of the screening questions.
4. Ask employees to contact their healthcare providers of their symptoms.

The Occupational Risk Pyramid shows the four exposure risk levels in the shape of a pyramid to represent probable distribution of risk. Most of our work will likely fall in the lower exposure risk (caution) or medium exposure risk levels. The Agency is taking risk management prudently by following the Madera County Department of Public Health Febrile Respiratory Illness Health Order. The Agency will use the local public health COVID-19 screening checklist on employees on a daily basis to screen for signs of respiratory illness accompanied by fever.

For more details and updates pertaining COVID-19, please visit www.maderacounty.com/publichealth, www.maderacounty.com/covid19, www.cdph.ca.gov, or www.cdc.gov.

*Office of Human Resources
on behalf of the
Safety Committee*



*COVID-19 Screening for
Signs of Febrile Respiratory
Illness*

Instructions for the Checklist:

1. Department Managers/Directors/designees will use the provided checklist to ask all departmental employees of listed questions.
2. If "No" to all listed questions, departmental employees can work.
3. If "Yes" to any of listed questions, departmental employees will be asked to stay at home and quarantine for 7 days from the start of symptoms.

Questions:

1. Have you been in contact with a confirmed case of COVID-19?
2. Are you feeling feverish?
3. Are you having chills?
4. Do you have a new or worsening cough?
5. Do you have a new or worsening shortness of breath?

Remind employee after the screening to:

- Wash their hands or use alcohol-based hand sanitizer often.
- Stop handshaking and physical contacts with other workers, clients, customers.
- Use physical distancing of 6 feet throughout the day.

EE ID #	Date	Q1		Q2		Q3		Q4		Q5		Notes
		Y	N	Y	N	Y	N	Y	N	Y	N	



COVID-19 Staff Daily Wellness Check

Location: _____

Staff Name: _____

At the beginning of each day, each staff member must complete the daily wellness check by responding to the screening questions and documenting current temperature. If you responded yes to any of the questions below, please contact your immediate supervisor at _____ before entering the building/classroom.

Do you currently have, or within the last 14 days have you had? Please circle Y (Yes) or N (No)

Date	Time	Fever	Cough	Loss of Taste/Smell	Shortness of Breath	Chills	Repeated Shaking with Chills	Muscle Pain	Headache	Any other symptoms, (if yes, indicate in comments)	I have a positive COVID-19 test to report	Temperature (Please Fill) (Should be lower than 100° F/37.77° C) Include after lunch	Comments witness initials
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		
		Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N		

NOTE: *The completed forms will be filed in a locked file cabinet, to maintain confidentiality.



**HEALTH PROGRAM SERVICES
POLICIES AND PROCEDURES**

Policy Number: 47D.2	HSPPS: 1302.47(b)(2)(i) 1302.47(b)(6)	Page: 1 of 2
Effective Date: 11/7/2016, 5/2020		

Subject: Classroom Sanitation

Performance Objective: Classrooms and other center equipment will be maintained in a sanitary manner to enhance the health and safety of children participating in Head Start. The following procedure will be used to reduce exposure and spread of communicable diseases.

Operational Procedure:

1. Site Supervisor/Center Director will oversee and ensure that daily and weekly sanitation of the classroom will occur.
2. Immediate and more frequent sanitation should occur in the case of contagious illnesses at the center.
3. The CTM/Janitor is responsible for the general cleaning of classrooms and bathrooms prior to children entering the classroom each day, during and at the end of the day.
4. Concerns about inadequate cleaning by CTM/Janitor should be reported to the Site Supervisor, and Maintenance Supervisor.
5. All cleaning materials must be stored under locked key out of reach of children.
6. All cleaning bottles should be labeled with the name of the solution and the date that the solution was made. (added a new#)
7. Each cleaning material/chemical/solution should have a corresponding Safety Data Sheet which outlines the use, risks, solution mix, precautions; ect.
 - a. Each center should have a Safety Data Sheet Master Binder which includes all materials, chemicals, and solutions used at the center. The Safety Data Sheet binder should be updated as items are removed/added.
 - b. All cleaning supplies not previously approved should be removed from the facility.
8. Head Start staff will follow the cleaning guidelines listed below:
 - a. CLEAN means to remove visible soils by using a product suitable for the surface being cleaned.
 - b. DISINFECT means to kill germs by using a disinfectant cleaner, chlorine bleach solution (It must be made fresh daily) or other disinfectant.
 - c. For ROUTINE DISINFECTING: Use Betco pH7Q
9. Refer to the Cleaning Guidelines below for additional information.

CLEANING GUIDELINES

Classroom & Dining Area	Clean	Disinfect	Frequency	Comments	Who is Responsible
Small toys (that can go into mouth).	X	X	Daily	Use Betco pH7Q	Classroom staff and/or volunteers
Large Toys	X	x	Weekly	Use Betco pH7Q	Classroom staff and/or volunteers
Dress-Up clothes	X	x	Every other day	Can harbor eggs from head lice & should be laundered frequently.	Classroom staff and/or volunteers
Cribs	X	X	Every other day	Use Betco pH7Q	Classroom staff and/or volunteers
Cots	X	X	Every other day	Use Betco pH7Q	Classroom staff and/or volunteers
Countertops	X	x	Daily	Use Betco pH7Q	Janitors daily & weekly cleaning. Classroom staff and/or volunteers for more frequent clean-up needs.
Tabletops	X	X	Before & after food is served	Use Betco pH7Q	" "
Food Prep Areas	X	X	Before & after food is served	Use Betco pH7Q	" "
Floors	X	x	Daily & when soiled	Use Betco pH7Q, Virex	" "
Carpet	X	x	Daily, when obviously soiled	Vacuum, wipe up spills & then clean w/ Betco pH7Q	" "
Small Rugs	X	x	Daily & Weekly	Vacuum Laundry, Betco pH7Q	" "
Handwashing sinks	X	X	Daily & when soiled	Use Betco pH7Q	" "
Diaper Changing Table	X	X	After each use	Use Betco pH7Q	" "
Surrounding Counters	X	x	Daily & when soiled	Use Betco pH7Q	" "
Toilet Bowls	X	X	Daily	Use a toilet bowl cleaner, Betco pH7Q	" "
Seats	X	X	Daily or immediately if obviously soiled	Use Betco pH7Q	" "
Flushing Handle	X	X	" "	Betco pH7Q	" "
Door Knobs	X	X	" "	Betco pH7Q	" "
Floors	X	X	" "	Betco pH7Q	" "

Forms Needed: NA



Report to the Board of Directors

Agenda Item Number: E-7

Board of Directors Meeting for: June 10, 2021

Author: Ana Ibañez

DATE: June 10, 2021

TO: Board of Directors

FROM: Elizabeth Wisener, Community Services Program Manager

SUBJECT: Community Services Block Grant (CSBG) 2022-2023 Community Needs Assessment

I. RECOMMENDATION:

Close the 30-day review period and consider approving the CSBG 2022-2023 Community Needs Assessment.

II. SUMMARY:

The Community Services Block Grant (CSBG) requires a Community Needs Assessment be submitted every two years. It is due to the State of California Community Services Department on June 30, 2021. The assessment describes and reviews the geographical area, the economy, characteristics of the residents and the needs of families in Madera County. The assessment highlights the status of affordable housing, employments rates, safety and homelessness in Madera County. The Community Needs Assessment is a useful tool in establishing agency priorities and justifying the need for funding on current and future grant applications.

III. DISCUSSION:

- A. Community Action Partnership of Madera County, Inc.'s (CAPMC's) Community Needs Assessment describes the needs of Madera County residents with low-incomes living within the service area.
- B. A copy of the Community Needs Assessment was provided at the May 13, 2021 Board Meeting.
- C. The Executive Summary located on page 1 through 7 of the Community Needs Assessment provides an overview of the report.
- D. Findings from Community Needs Assessment were used to develop the 2022-2023 Community Action Plan (CAP). The CAP is discussed in a separate agenda item. The top priorities were:

- 1. Affordable Housing
- 2. Access to Health Care
- 3. Employment
- 4. Food
- 5. Homeless Services
- 6. Transportation
- 7. Community Activities/Parks
- 8. Financial Health

- 9. Child Care
- 10. Mental Health

- E. Community Services is asking for approval of the Community Needs Assessment. If there are any revisions still needed, it will be brought back to the Board for its approval.
- D. The Community Needs Assessment will be posted on the agency website and will be available to anyone who would be interested in reviewing the data.

IV. FINANCING:
N/A



COMMUNITY NEEDS ASSESSMENT

Data About the Demographics, Economic Features, and Resources in Madera County

June 2021

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
1225 GILL AVENUE, MADERA, CA 93637

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EXECUTIVE SUMMARY

Community Action Partnership of Madera County, Inc.'s, (CAPMC's) Community Needs Assessment describes the needs of people with low incomes from our service area, which have led to priorities for the 2022-2023 program years. A cross-sectoral approach was taken, ensuring input from staff, community organizations, and community residents with low incomes. CAPMC did extensive research into secondary sources of information about our region and analyzed responses from surveys and focus groups completed with staff, community organizations, and adult constituents with lower incomes. A special thanks to the Live Well Madera County Steering Committee and the Madera County Public Health Department for the tremendous work on the 2019-2021 Community Health Improvement Plan and the data collected in previous assessments. Data collected from the Steering Committee and the Madera County Public Health Department was utilized in collaboration to the internal and external data collected by the CAPMC Community Needs Assessment and helps describe the community needs and priorities.

DEMOGRAPHICS

The population estimate for Madera County in 2019 was 155,433 according to the U.S. Census Bureau American Community Survey, with the City of Madera holding nearly 42% of the total county residents. The majority of residents are Hispanic/Latino with a percentage of 59%, while 35% are Caucasian/White, 3% are African American, 1% are American Indian/Alaska Native, less than 1% are Asian, and 2% identify as two or more races. Additional demographic highlights include:

- The percentage of children in Madera County under age 5 years old living in poverty was 31.0% in 2019, substantially higher than the California state value of 18.6%.
- Forty-five percent of Madera County residents report speaking a language other than English at home, according to the U.S. Census Bureau.
- The homeless community remains an at-risk and vulnerable population, and the total homeless count for Madera County is 390 homeless persons based off the 2020 Point-In-Time Count.
- According to the American Community Survey, there are currently 30,264 senior citizens in Madera County (60 years and older). 11,935 live in geographically isolated areas and 5,050 live alone, according to the California Department of Aging's most recent data in 2016.

These demographic changes have a huge impact for an agency dedicated to providing services to low-income individuals as an exacerbated disparity of need versus available resources. Demands for services and resources cannot stand up to the increase in population of those needing services in Madera County, especially with the added economic and health stressors of 2020. CAPMC continues to seek creative and diverse funding opportunities and relies on a dynamic network of community partners with the common goal of alleviating the effects of poverty.

ECONOMICS

Over 15.0% of the workforce in Madera County is in the agriculture industry, but the number of farmworkers has declined steadily over the past 25 years. This is most likely due to changes in migration patterns, the mechanizations of many agricultural processes, and drought-related job shifts. The median household income is \$57,585, which according to the California Budget Project is about \$3,000 short of the amount needed to make all ends meet in Madera County, as a two-working-parent family. In March

2021, the unemployment rate in Madera County was 9.7%, a higher rate than the state average of 8.2% for the same time period.

The Family Needs Calculator reports that for a family comprised of two adults working, supporting one preschooler and one school-age child, each working adult would need to make \$17.12 per hour, or \$72,311 combined, to meet all their basic needs. The 2021 Federal Poverty Level for a family of four was \$26,500, and 200% of the poverty rate (an eligibility threshold for many services) is \$53,000. According to the U.S. Census, in 2019, 19.9% of the people in Madera County live in poverty.

QUALITY OF LIFE OF MADERA COUNTY RESIDENTS

The quality of life of Madera County residents can be a difficult metric to measure, but customarily considers educational resources, health, nutrition, public safety, parks and recreation, and community participation.

Education

- According to Children Now’s Madera County Scorecard, only 86% of high schoolers graduated high school on time.
- In 2019, 28.1% of the Madera County population over the age of 25 did not have a GED or high school diploma.

Health, Wellness & Nutrition

- The 2019 Community Health Assessment (Madera Community Hospital, and the Hospital Council of Northern & Central California) documented twelve priorities and needs in the community. The priorities in order of rank are:
 - CVD/Stroke
 - Access to Care
 - Asthma
 - Economic Security
 - Climate and Health
 - Violence and Injury Prevention
 - Oral Health
 - Obesity/HEAL/Diabetes
 - Maternal and Infant Health
 - Substance Abuse/Tobacco
 - Mental Health
 - HIV/AIDS/STIs/Cancer
- Based on the 2019 Madera County Community Health Assessment, Madera County’s Primary Care Provider Rate per 100,000 Population was 40.0, compared to the State of California’s rate of 78.0.
- The leading causes of death in Madera County as (1) Cancer, (2) Coronary Artery Disease, (3) Accidents, (4) Alzheimer’s Disease, (5) Stroke, and (6) Chronic Lower Respiratory Disease.

Public Safety

- According to the FBI, the most prevalent type of crime in Madera County in the past three years was larceny-theft, and the second was burglary.

- As part of Madera County Child Advocacy Center,
 - 110 forensic interviews were conducted in 2020.
 - There were 13 male children interviewed, and 97 female children interviewed.
 - Out of the 110 CFIT interviews, 101 were sexual assault related.

Homelessness

The results of the most recent Homeless Point-In-Time (PIT) Count conducted in January 2020 enumerated 345 unsheltered homeless in the City of Madera, and 45 in the remainder of Madera County, for a total of 390. Although Madera County does not have a vast homeless population compared to larger cities, housing solutions continue to be limited, especially for permanent supportive housing programs.

The biggest challenge to addressing the homelessness in Madera County is the lack of affordable housing. There is almost a 0% vacancy rate in rental properties. Homeless individuals often had poor credit, poor job skills, and evictions on their record. When a vacancy becomes available, they cannot compete with individuals and families that do not have these barriers to housing.

A total of at least 390 additional housing units are needed to house those who were enumerated during the 2020 Homeless Point-In-Time Count. Most of the homeless need either subsidized housing or permanent supportive housing.

According to Worldpopulationreview.com, in 2021, there are approximately a half a million homeless individuals in the United States. California has the highest homeless population of all the states with about 151,278 homeless individuals. Madera County's location on the Highway 99 Corridor makes it easy for homeless people to travel north and south along the highway. CAPMC's Homeless Outreach Workers have indicated they encounter new individuals when conducting outreach across the county. In 2020, CAPMC assisted 19 homeless individuals with transportation cost to reunite with family out of the area, who would otherwise become stranded in Madera County.

The issue of homelessness is a complicated one. While acknowledging the hardships it places on individuals, it is also taxing on community resources. Many of the homeless reside in the bed of the Fresno River, where fires occur regularly. Drug use and crime are also connected with increased homelessness.

In April 2021, the City of Madera and County of Madera entered into an MOU for each to contribute \$25,000, for a total of \$50,000 to clean up trash in the Fresno Riverbed. This work will address garbage only and will be completed by May 2021. As of May 11, 2021, over 30 tons of waste was hauled away. The scheduled cleanup of the Fresno River will address the area from Raymond Road to West of Westberry Blvd. Although, recent clean-up efforts have made great strides addressing the blight in the community of Madera, there is still much work to do in cleaning the homeless encampments. Normally, cleanup of this nature is ongoing, but code enforcement efforts ceased since 2020 due to COVID-19.

Veterans

According to the California Association of County Veterans Service Officers, Inc.'s 2020 Annual Report, Madera County has 7,327 veterans. Of the veterans who reside in Madera County, 1,954 of them have opened compensation or pension cases, resulting in a utilization rate of 26.7%.

COMMUNITY RESOURCES

The Covid-19 Pandemic has altered the Community Resources arena in Madera County. Many resources are focused on assisting residents with basic needs, while programs have adapted to serve clients virtually.

Primary Health Care

The Darin M. Camarena Health Center, Madera County's only federally qualified health center expanded facilities to include clinics on the campus of two of the three high schools within City limits. Madera South High School and the new Matilda Torres High School. The school-based community health centers provide a full range of health care services including medical, dental, behavioral health and health education services. In addition to those centers, and the main 6th Street Health Center, Camarena Health Centers offer one location in Chowchilla, three in the mountain areas of Coarsegold and Oakhurst, and eight in Madera.

Madera Community Hospital is a non-profit community health resource in Madera. There are 106 acute care beds, a 16-bed Emergency Department, and a 10-bed intensive care unit, in addition to other rural health sites and family services buildings.

Valley Children's Healthcare (VHC) was ranked by the U.S. News & World Report as one of the nation's best children's hospital in neonatology in 2020-2021 in the following seven pediatric specialties: Neonatology, Pediatric Diabetes & Endocrinology Pediatric Gastroenterology & Gastrointestinal Surgery, Pediatric Orthopedics, Pediatric Pulmonary & Lung Surgery, and Pediatric Urology.

Parent Education and Support

The Strengthening Families Program (SFP) continues to offer family skills training to families and parents through referrals from the Madera County Department of Social Services and Madera County Probation. Feedback from families is overwhelmingly positive. Parents and families continuously inquire about and express the need for family skills courses in the community. Many of the families who participated in the parenting program share that the classes provide an opportunity to build parenting confidence and skills. Families that complete the program state they are more consistent in promoting positive behavior and setting limits to help promote good behavior and self-control in their children. Due to the COVID-19 Pandemic, the number of graduates decreased, as in-person classes were not conducted due to safety purposes. In 2020, 150 participants graduated from the Strengthening Families Program, of which 107 were adults and 43 were children.

The Parent Project is a community-based parenting skills program adopted in Madera County as a partnership between City of Madera Police Department, Madera County Sheriff's Office Madera Ministerial Association, Madera Unified School District, and CAPMC. The Parent Project works directly with parents to help them improve adolescent children's school attendance and performance, reduce family conflict, curb drug and alcohol use, prevent runaways, stop violent behavior, and develop strong in-home prevention and intervention strategies for youth gang prevention. The Parent Project serves parents with children ages five through ten, and 11 and up.

Community Directory

Madera Unified School District in collaboration with CAPMC developed a comprehensive Resource Directory of Community Services for Madera County that informs parents and community members of resources that are available in Madera County. The guide may be viewed online or downloaded as a pdf file at <https://www.madera.k12.ca.us/Page/13830>

Madera Adult School continues to offer English as a Second Language (ESL) classes, adult basic education, General Education and Development (GED) and computer skills, all with limited availability. Some classes are available in both English and Spanish. In 2020, 70 individuals successfully graduated with a GED from Madera Adult School, according to the Adult Education Pipeline Score Card.

Other Madera County higher education resources include the public community college located in Madera and Oakhurst, and the private junior college of San Joaquin Valley College.

Child Care

Childcare remains one of the highest expenses for working families. Childcare subsidies provide financial relief for eligible families, and peace of mind through quality childcare services, while families work, seek employment, or further their education. CAPMC offers the Child Care Alternative Payment and Resources & Referral Program that help to alleviate this prolific need. 2020 brought additional one-time funding to Madera County in the form of childcare subsidies from the CARES Act, to extend childcare services for essential workers, at-risk children, and children with disabilities or special health care needs. An influx of over \$3,000,000 meant that CAPMC was able to serve an additional 196 individuals with their childcare needs.

Employment

Madera County Workforce Assistance Center continues to be the main avenue through which employment services are offered in Madera County. The Workforce Assistance Center's self-help computer lab offers free computer use for job searching and resume development and a plethora of resources. Its recent move to a larger facility is beneficial, as the facility houses several different agencies now under one roof, making it a one-stop-shop for many in the community. City of Madera Housing Authority, Madera Adult School, and Employment Development Department are housed at the location.

Transportation

Public transportation was a recurring topic at many community forums and surveys. The Madera Area Express (MAX), Chowchilla Area Transit Express, and many other options such as Dial-A-Ride, provide services to community members who require transportation services. Some services have been modified during 2020 and 2021 due to COVID-19, including waved fares and seating arrangements that comply with social distancing guidelines.

Housing

The Housing Authority of the City of Madera (HACM) administers 741 tenant-based vouchers, and has a waiting list of 681 households as of May 2020. HACM also administers 16 project-based vouchers, 708 tenant-based vouchers, 54 Veterans Affairs Supporting Vouchers, and 17 Family Unification Program special purpose vouchers. In addition, HACM also operates 244 low-income rental units in the Public Housing Program.

Madera County Department of Social Services (DSS) offers two programs to CalWORKs recipients who are homeless or at-risk of homelessness. Housing Assistance (HA) and Housing Support Program (HSP) work in conjunction to provide housing and promote housing stability for families in the CalWORKs program.

The Shunammite Place, a CAPMC program under the Community Services Department houses 36 individuals with disabilities in permanent supportive housing. Intended to end the cycle of homelessness, the program has been designed to assist and encourage a lifestyle free from addiction, helping with issues of mental and physical health by encouraging structure, improvement, dedication, and goal achievement.

Sugar Pine Village, in partnership with Self-Help Enterprises, are in the process of developing a 50-60 unit apartment complex targeting low to very low income renters. The project will have 14 units designated for supportive housing for people referred from Madera County Behavioral Health Services.

A new downtown veterans and family housing facility is currently under construction in the City of Madera downtown district. The 48-unit community will consist of two three-story buildings constructed on publicly owned vacant infill parcels, featuring 18 studios, 10 one-bedroom, 12 two-bedroom, and 8 three-bedroom units. The project will provide much-needed housing, transportation amenities, and on-site services for the housing development residents and the surrounding community.

Homeless Services

The community resources available to homeless individuals and families in Madera County are limited, and do not meet the needs of the growing population of homeless. The Madera Rescue Mission offers a faith-based program, which provides emergency food and shelter for the homeless in Madera County. They can serve up to 40 men and have 19 total beds to serve women and children. The Victory Outreach program offers a faith-based transitional program that can serve up to 10 men. Sometimes the homeless choose not to utilize these programs because of the faith-based requirement. Community Action Partnership of Madera County, Inc. offers five housing programs that serve men, women, children, and domestic violence victims. The Martha Diaz Shelter has four emergency shelter units, which can serve up to 18 domestic violence victims, which many times are at risk of becoming homeless. Victim Services operates a transitional housing program for victims of domestic violence that has two units, which can house two families year-round. The Shunammite Place offers permanent supportive housing for 36 chronically homeless individuals with disabilities. Turning Point operates Serenity Village, a permanent supportive housing program for chronically homeless men located in Oakhurst and has the capacity to house seven individuals. CAPMC also has a rapid rehousing program that can help pay for rent for up to 18 months for homeless individuals and families who need help getting reestablished in housing.

CAPMC has received additional funding for sheltering approximately 20 vulnerable homeless persons in hotel rooms on a seasonal basis, when the Madera Rescue Mission is at capacity, while they look for permanent housing.

A new Respite Center has come to fruition for the Madera Rescue Mission. The Respite Center has a 6-bed capacity to serve homeless individuals who are recovering from surgery or other medical procedures.

During 2020, CAPMC established a one-stop shop called the Homeless Engagement for Living Program (H.E.L.P.) Center. The center serves as a hub for helping individuals and families who are homeless or at risk of becoming homeless. Community members meet biweekly to hear updates on individuals being assisted by the H.E.L.P. Center staff. Individuals who contact the H.E.L.P. Center will receive assistance with connecting to community resources, including housing. Depending on the need of the client, the

housing solutions that are offered are emergency shelter, rapid re-housing, and permanent supportive housing.

In addition to assisting (or supporting) homeless individuals transition from homelessness into housing, the H.E.L.P Center provides services such as: assistance with successfully enrolling into a substance abuse program, assistance with securing mental health, medical, dental, and or vision services. The H.E.L.P Center also assists with obtaining legal documents (i.e. social security cards, identification cards, and birth certificates), assistance with transportation for reunification with family who resides out of the area, assistance with enrolling in education programs or work programs often through Madera Workforce Assistance, and referrals to the Veterans' Administration. Transportation to appointments is available upon request. Staff will also attend appointments with clients if the client request Advocacy services. The H.E.L.P. Center is the only center in Madera County that provides such services to individuals experiencing homelessness or at-risk of becoming homeless.

INTRODUCTION TO THE NEEDS ASSESSMENT

Community Action Partnership of Madera County, Inc. (CAPMC), the largest 501(c)(3) non-profit social services agency with Madera County has dedicated its programs and services to address the needs of the low-income population for over the past five decades. Although Madera County is the primary focus of service delivery, CAPMC has also been awarded funds to expand Head Start services in Mariposa and Fresno counties.

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.

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.

COMMUNITY ACTION PROMISE

Community Action change's people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live, help themselves and each other.

HISTORY

Community Action originated with the passage of the Economic Opportunities Act of 1964 as a part of President Lyndon B. Johnson's "War on Poverty." The act established a federal Office of Economic Opportunity headed by Sargent Shriver, and created organizations called Community Action Agencies that would develop strategies to "eliminate the paradox of poverty in the midst of plenty." Community Action Partnership of Madera County, Inc., formerly known as the Madera County Action Committee, Inc., was chartered in 1965, and falls under the direction of the Madera County Board of Supervisors.

STRUCTURE

The Madera County Board of Supervisors has designated the governance and fiduciary responsibility of CAPMC to a 15-member tri-partite Board of Directors. The Board was established to allow for local decisions to be made by the residents of the community in which they live and work. The Board's configuration consists of five members from elected public officials, five members from the private sector (one seat dedicated to a Policy Council Member from Madera/Mariposa Regional Head Start), and five members from low-income target areas of the community. In compliance with the Head Start Act, there is community representation on the board from (1) a fiscal manager or accountant, (2) an expert in early childhood education and development and, (3) a licensed attorney.

Reporting directly to the Board of Directors is the Executive Director, who ensures the successful and efficient completion of all aspects of agency operations and objectives. This includes proper execution or implementation of Board policies and all appropriate local, state and federal laws and regulations.

The agency is a non-profit public benefit corporation organized under the Nonprofit Public Benefit

Corporation Law – State of California Corporation for public and charitable purposes. CAPMC employs more than 300 employees annually

PROGRAM OFFERINGS

CAPMC manages over almost \$32,000,000 dollars per year in federal, state, local and private funds. Community Action Partnership of Madera County, Inc. helps remove barriers to self-sufficiency through the following programs:

- Early Childhood Programs
 - Regional Head Start
 - Migrant/Seasonal Head Start
 - Early Head Start
 - Child Care Alternative Payment Program
 - Child Care Resource & Referral Program
- Community Services
 - Emergency and Utility Programs
 - Low Income Home Energy Assistance Program
 - Energy Assistance
 - Water/Trash Utility Bill Assistance (to begin July 2021)
 - Homeless Programs
 - Permanent Supportive Housing
 - Homeless Engagement for Living (H.E.L.P)
 - Emergency Shelter
 - Rapid Rehousing
 - Homeless Prevention/Rental Assistance
 - Mortgage Assistance
 - Senior Programs
 - Nutrition Program
 - Weatherization Program
- Victim Services
 - Domestic Violence Services
 - Victim and Witness Services
 - Rape/Sexual Assault Services
 - Emergency Shelter
 - Unserved Underserved Victim Advocacy
- Strengthening Families Program
- Madera County Child Advocacy Center

GEOGRAPHIC CHARACTERISTICS

Madera County is a small county located in the heart of California's agricultural center – the San Joaquin Valley. Fresno County borders on the south, Mariposa and Merced Counties to the north, and Mono County to the east. It is located approximately 20 miles from the Fresno Metropolitan Area, 166 miles from the San Francisco Bay Area, 240 miles from Los Angeles, and only 88 miles from our gem, Yosemite National Park (Figure 3). Madera County is known to be the geographic center of the State of California (Figure 1), stretching from the rich San Joaquin Valley to the Sierra Nevada Mountains, home to Mt. Whitney, the highest point in the contiguous United States.

The County is approximately one-half urban and one-half rural and is a major source of agricultural production (Figure 2). The City of Madera is designated as the only urban area, composing the largest portion of population, with nearly 42%. The City of Chowchilla is approximately 11.8% of the population, and the balance is dispersed throughout the unincorporated areas, such as Madera Ranchos, Bass Lake, Berenda, Coarsegold, Fairmead, North Fork, Oakhurst, O'Neil, Raymond and Hensley Lake.

Madera County has enjoyed tremendous progress in areas such as education, health, longevity, family composition, and economic growth. However, the likelihood that a child will be born into poverty, or a marginally poor family, or a family without health insurance has also increased.

Many of the challenges Madera County faces are deeply influenced by these conditions of poverty. Social, material, and health disparities between groups have persisted, and in some cases, widened. These challenges are greatly intensified by State and Federal budgets lacking the resources to fully fund human service agencies that service local needs, as well as recent funding cutbacks. With these shortfalls, curtailment of support to health and human services, public education, and higher education seems insurmountable. Madera County finds itself operating within these limitations.

FIGURE 1



FIGURE 2



FIGURE 3



Temperatures range from the low 30°F in the winter months, to highs between 99°F and 110°F for July through September. There are approximately 276 sunny days per year. The first frost typically occurs in late November, with spring arriving in early March. Precipitation levels are below the national average, with roughly two inches per month December through March, little to no rainfall June through September.

FIGURE 4

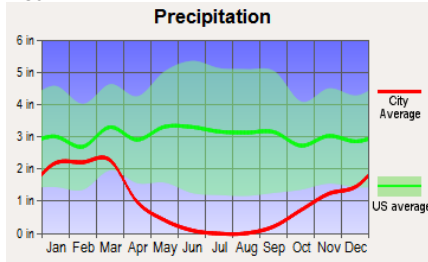
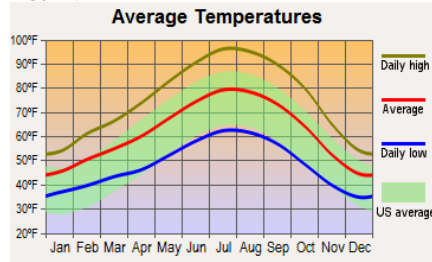


FIGURE 5



DEMOGRAPHIC FEATURES

POPULATION

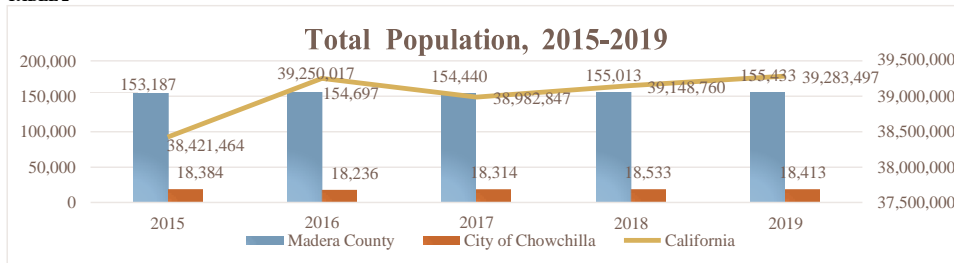
The American Community Survey revealed the most recent population for Madera County in 2019 as 155,433 (Five Year Estimates are used on most cases, as it is most reliable). The population is increasing despite the region being mostly rural and offering fewer employment opportunities. Agriculture attracts a substantial flow of immigrants from Mexico and Central America, as well as a small steady flow of Asian and Eastern Asian groups to our area. In addition, the high cost of housing in large, populated cities (Los Angeles, San Francisco Bay Area) drives people to seek more affordable homes in our community.

TABLE 1

Madera County Population by Zip Code, 2019 Five Year Estimates		
Area (Zip Code)	Population	Population Percentage
Madera County	155,433	100%
93638	49,932	32.1%
93637	41,108	26.4%
93610*	22,724	*
93636	13,255	8.5%
93614	11,982	7.7%
93622*	10,335	*
93644	9,055	5.8%
93643	2,783	1.8%
93626*	2,427	*
93601*	1,674	*
93653*	1,377	*
93604	541	0.3%
93645	148	0.1%
93669	238	0.2%

Source: American Community Survey 2015-2019, US Census Bureau. B01003.
** ZIP Code Tabulation Areas (ZCTAs) that exceed county boundary and contain population from another county. Population percentage was not calculated for those ZCTAs.*

TABLE 2



Source: U.S. Census Bureau, American Community Survey 2015-2019, 5-Year Estimates. B01003

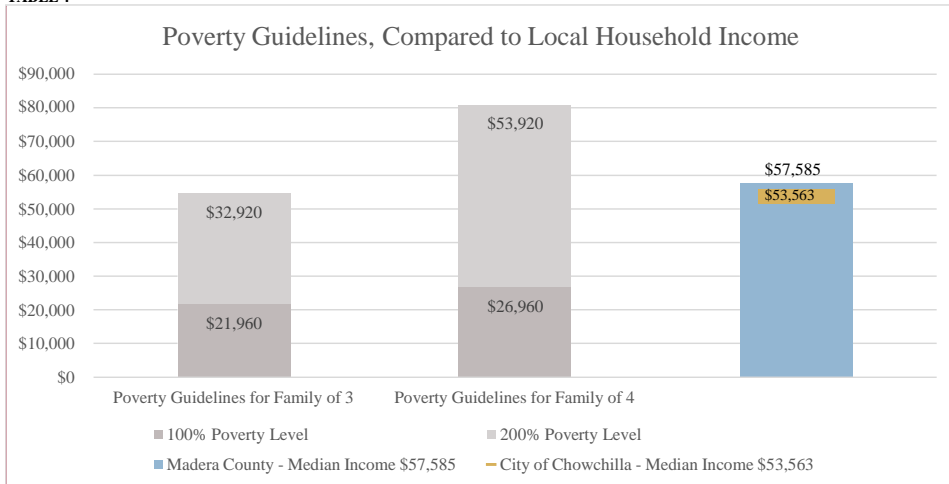
Demographic data also indicates the following for Madera County, compared with the City of Chowchilla, neighboring Fresno County, the State of California:

TABLE 3

	Madera County	City of Chowchilla	Fresno County	State of California
Median Resident Age	34.1	34.5	32.2	36.5
Median Household Income	\$57,585	\$53,563	\$53,969	\$57,585
Total Households	44,881	3,429	307,906	13,044,266
Average Household Size	3.28	3.26	3.14	2.95
Average Family Size	3.67	3.83	3.69	3.53
Median Value of Owner-Occupied Housing Unit	\$251,200	\$216,400	\$255,000	\$505,000
Percent of Persons Below Poverty Level	19.9%	20.2%	22.5%	13.4%

Source: U.S. Census Bureau, American Community Survey 2019, 5-Year Estimates. B01002, DP02, DP03, DP04.

TABLE 4



Source: U.S. Department of Health & Human Services, and U.S. Census Bureau, American Community Survey

POPULATION OF 0-5 YEAR OLDS

According to the American Community Survey, the number of children age 0-5 in Madera County shows a slight decrease over time from 2015 to 2019. Although the overall county population shows an increase of 0.82%, the children ages 0-5 show a population decrease of 0.34% for the same period.

Table 5 below displays the data available.

TABLE 5

Population of Children Under 5 Years (and Percent of Total Population)					
	2015	2016	2017	2018	2019
Madera County					
Under 5 Years	11,735	11,668	11,695	11,807 (7.6%)	11,611 (7.5%)
City of Chowchilla					
Under 5 Years	803	917	901	1,065 (5.7%)	912 (5.0%)
Fresno County					
Under 5 Years	79,445	79,212	79,010	78,636 (8.0%)	77,711 (7.9%)
State of California					
Under 5 Years	2,511,776	2,499,561	2,493,545	2,480,679 (6.3%)	2,451,528 (6.2%)

Source: U.S. Census Bureau, American Community Survey 2015-2019, 5-Year Estimates. DP05.

In Madera County, the 0-5 age group population living in poverty was 31.0% in 2019, higher than the California state value of 18.6%, according to the American Community Survey (U.S. Census Bureau, American Community Survey 2015-2019, 5-Year Estimates. S1701).

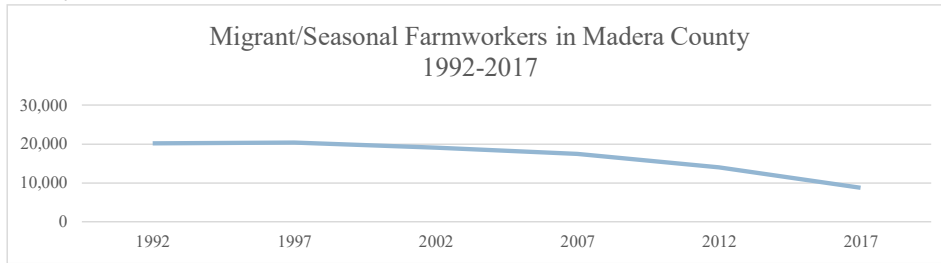
POPULATION OF MIGRANT/SEASONAL FARMWORKERS

The agriculture industry is prolific in the San Joaquin Valley, which means migrant/seasonal farmworkers find their home here for much of the year. Estimates for the number of migrant/seasonal farmworkers in Madera County are based on the number of workers who worked less than 150 days from the 2017 U.S. Census of Agriculture. See Table 6 below.

Data collection for this elusive population is not an easy task. Enumeration counts are the most accurate but are not repeated regularly, providing a solid historical perspective. The U.S. Census of Agriculture is completed every five years, and relies on farm managers being forthright and honest about a work force which may or may not have legal status to work in the U.S.

The data shows a decrease of over 55% over the last 25 years, which may be explained by a shift of many agricultural processes to machine. Over 37% of the harvested acreage is for fruit and nut trees, according to the Madera County 2019 Annual Crop Report, which have mechanized many processes.

TABLE 6



Source: U.S. Census of Agriculture, 1992 & 1997, Vol 1, Chapter 2, Table 5; 2002, 2007, 2012 & 2017.

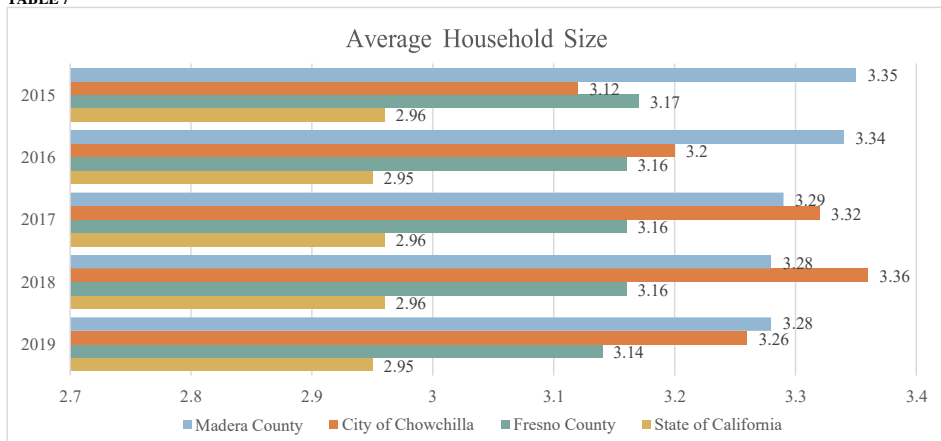
A factor often overlooked regarding migrant/seasonal farmworkers in Madera County is that many farmworkers migrate with their entire family, including their children. Reports conducted by California State University Fresno suggest that 70% of these families are unauthorized residents living in the area with children. The context of having a parent, sibling or relative without documentation is a unique stressor to this population. Families with members who are undocumented often “live in the shadows,” experiencing a lack of safety and fear of deportation. In today’s political climate, this has shown to be a real threat to many of the families served in Madera County, causing low participation in social service programs out of fear of deportation or legal problems.

FAMILIES AND HOUSEHOLDS

HOUSEHOLD SIZE

According to the 2019 American Community Survey, the average household size in Madera County 3.28 people, a 2.09% decrease since 2015’s value of 3.35.

TABLE 7



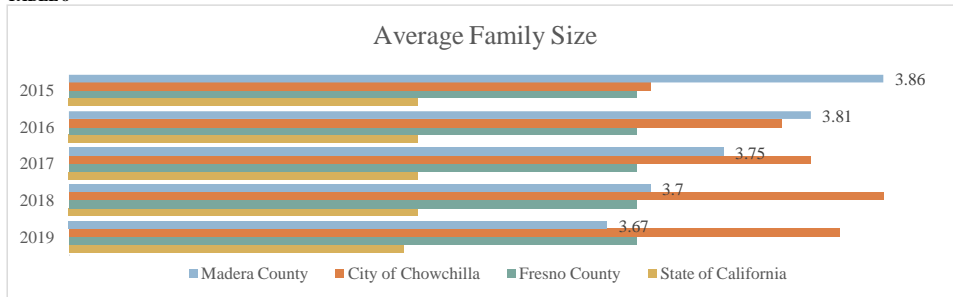
Source: U.S. Census Bureau, American Community Survey 2015-2019, 3 and 5-Year Estimates. DP02.

The table below displays the household size and type comparison between Madera County and the State of California.

FAMILY SIZE AND TYPE

According to the American Community Survey, the average family size in 2017 in Madera County was 3.75 people, a 2.85% decrease since 2015's value of 3.86.

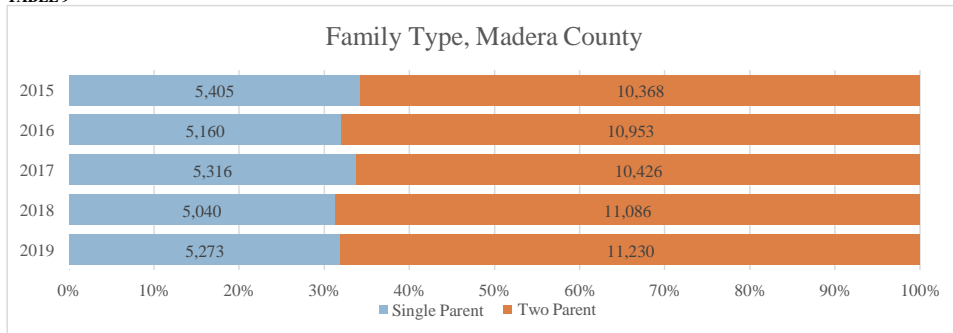
TABLE 8



Source: U.S. Census Bureau, American Community Survey 2015-2019, 5-Year Estimates. DP02.

Table 9 displays family type of the Madera County population with children less than 18 years of age. The data shows a slight trend towards two-parent families from 2015 to 2019 in Madera County.

TABLE 9

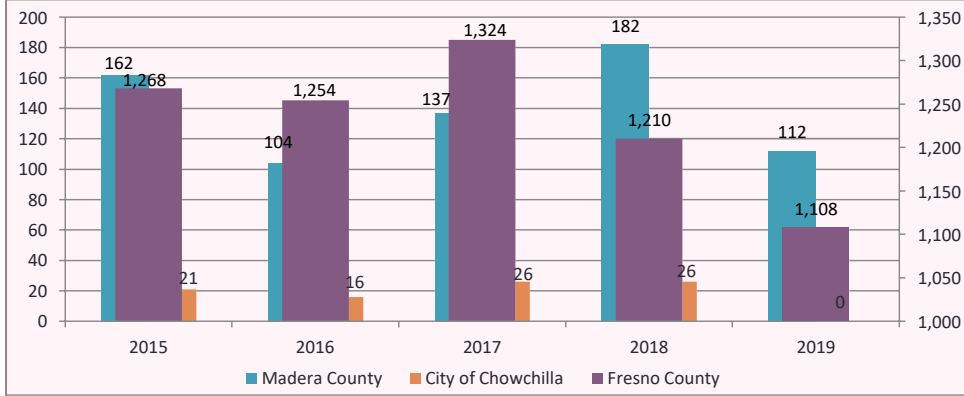


Source: U.S. Census Bureau, American Community Survey 2015-2019, 3 and 5 Year Estimates. B11003.

FOSTER CHILDREN

The number of foster children varies by geographical area, as displayed in Table 10 below.

TABLE 10

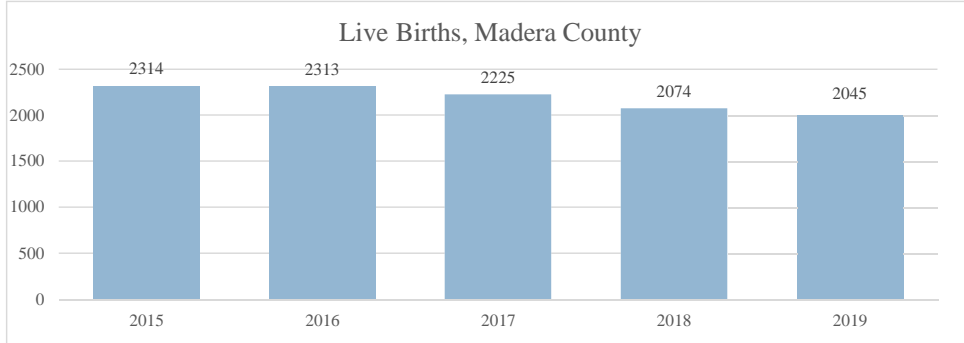


Source: U.S. Census Bureau, American Community Survey 2015-2019, 5-Year Estimates. B09019.

BIRTHS TO MADERA COUNTY RESIDENTS

Table 11 below shows that birth rates are decreasing in Madera County, according to the California Department of Public Health, Vital Statistics.

TABLE 11

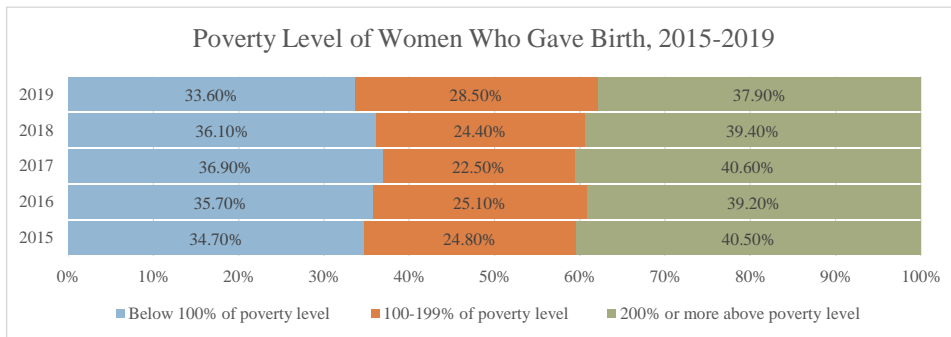


Source: State of California, Department of Public Health, Birth Records, 2015-2019

BIRTHS TO WOMEN IN POVERTY

Women who live in poverty often have multiple risk factors, making it difficult to meet the basic needs of both the mother and the child. According to data from the American Community Survey in 2019, 62.1% of women who gave birth in 2019 in Madera County lived below 200% of the poverty level.

TABLE 12

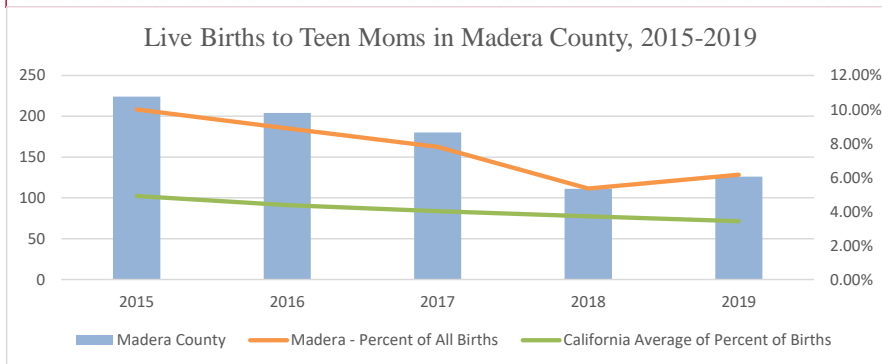


Source: U.S. Census Bureau, American Community Survey 2015-2019, 5-Year Estimates. S1301.

TEEN PREGNANCY

Teen pregnancy has been a long-standing issue in Madera County, with rates consistently surpassing many California counties. Although rates are decreasing, Madera County still has one of the highest rates of teen pregnancy in the state.

TABLE 13

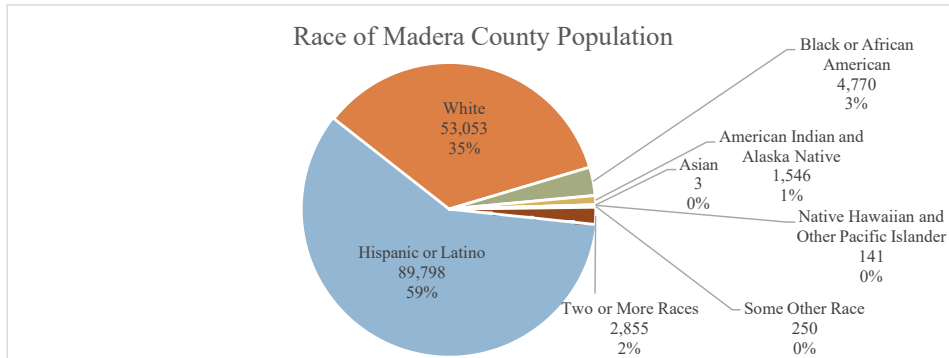


Source: State of California, Department of Public Health, Birth Records.

RACE/ETHNICITY

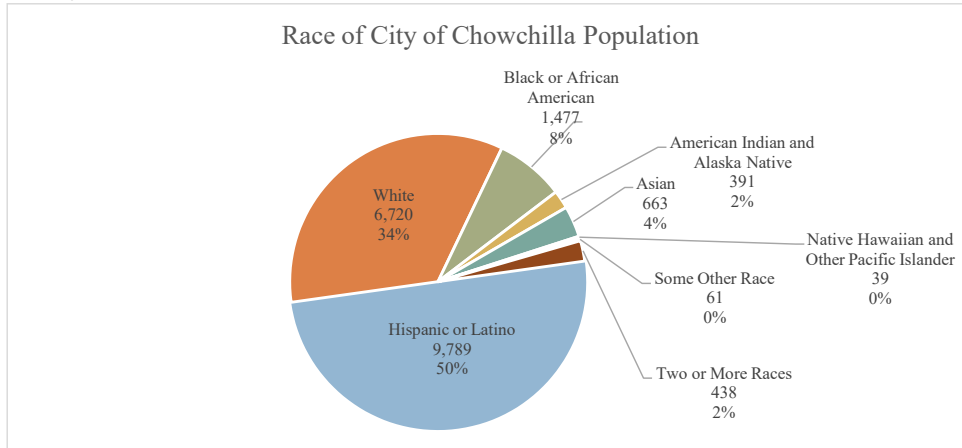
The white non-Hispanic population has continuously declined while the Hispanic/Latino population has increased. In 2010, the percentage of Hispanic/Latinos accounted for 52.8% of the population, and in the most recent data (2017), they account for over 57%.

TABLE 14



Source: U.S. Census, American Community Survey, 2019 5-Year Estimates. C03002.

TABLE 15

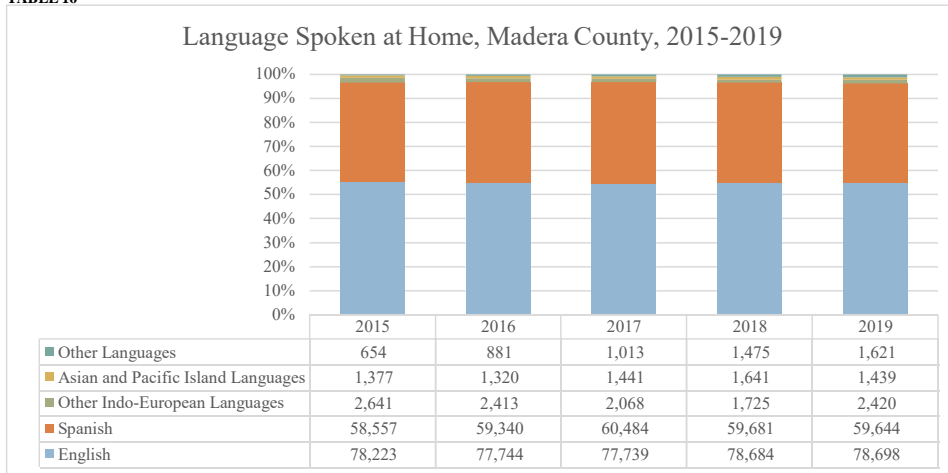


Source: U.S. Census, American Community Survey, 2019 5-Year Estimates. C03002.

LANGUAGE

The English language is still the primary language spoken at home for over 50% of the population in Madera County.

TABLE 16



Source: U.S. Census, American Community Survey, 2015-2019 5-Year Estimates. S1601.

HOMELESSNESS

Although Madera is not a dense urban location where homeless populations typically dwell, recent county-wide enumerations have revealed Madera’s homeless/transient population as a concern from the standpoints of social service, public safety, and quality of life. A biennial Homeless Point-In-Time Count (PIT) Report presents a snapshot of the number of persons who are homeless on a given day. The Fresno/Madera Continuum of Care (FMCoC) is a consortium of partners that includes homeless service providers, advocacy groups, government agencies and homeless persons that works together to address the housing and support service needs of homeless in our two-county region. The last PIT Count for which the report is completed was in January 2020 and there were 390 homeless individuals in Madera County.

TABLE 17

Unsheltered Homeless Count	January 2020
City of Madera	345
Madera County	45
TOTAL	390

Source: Fresno Madera Continuum of Care, 2020 Results of Point in Time Count www.fresnomaderahomeless.org.

CAPMC works closely with FMCoC to help address reaching a functional zero with homelessness. Currently, FMCoC has a by-name registry list that includes all homeless individuals that are willing to complete a Vulnerability-Index Service Prioritization Decision Tool survey. The survey prioritizes the vulnerability of the individual on the basis of chronic homelessness, medical history, mental health issues, substance use history, veteran status, and various other factors. The goal is to place most vulnerable and chronic homeless in housing program vacancies. FMCoC currently operates the Multi-Agency Access Program Point, located in Fresno, a one-stop service and referral for all homeless.

During 2020, CAPMC established a one-stop shop called the Homeless Engagement for Living Program (H.E.L.P.) Center. The center serves as a hub to assist individuals and families who are homeless or at-risk of becoming homeless. Individuals who contact the H.E.L.P. Center will receive assistance with connecting to community resources, including housing. CAPMC is in the process of being approved through the FMCoC for the Help Center to serve as a homeless coordinated entry site for Madera County. It is anticipated that approval will be received by July 2021.

In addition to assisting (or supporting) homeless individuals transition from homelessness into housing, the H.E.L.P. Center provides services such as: assistance with successfully enrolling into a substance abuse program, assistance with securing mental health, medical, dental, and or vision services. The H.E.L.P. Center also assists with obtaining legal documents (i.e. social security cards, identification cards, and birth certificates), assistance with transportation for reunification with family who resides out of the area, assistance with enrolling in education programs or work programs often through Madera Workforce Assistance, and referrals to the Veterans' Administration. Transportation to appointments is available upon request. Staff will also attend appointments with clients if the client request Advocacy services.

In April 2021, the City of Madera and County of Madera entered into an MOU for each to contribute \$25,000, for a total of \$50,000 to clean up trash in the Fresno Riverbed. This work will address garbage only and will be completed by May 2021. As of May 11, 2021, over 30 tons of waste was hauled away. The scheduled cleanup of the Fresno River will address the area from Raymond Road to West of Westberry Blvd. Although, recent clean-up efforts have made great strides in addressing the blight in the community of Madera, there is still much work to do in cleaning the homeless encampments.

One of the greatest challenges to addressing the issue of homelessness in Madera County is the lack of affordable housing. There is almost a 0% vacancy rate in rental properties. It is not uncommon for a homeless individual to have poor credit, poor job skills, and evictions on their record. When a vacancy becomes available, a homeless individual cannot compete with other individuals and families that do not have these barriers to housing.

The issue of homelessness was a reoccurring topic of conversation during the CAPMC public hearings and focus groups, as well as for the Live Well Madera Steering Committee. Homelessness in it of itself is a community priority, but also affects and is affected by issues such as mental health, substance use/abuse, unemployment, and immigration status, to name a few.

Madera County Public Health County Homeless Health Assessment: Access and Barriers to Care published in April 2021 the following data:

- 84.5% of homeless have at least one ongoing health or mental health condition that makes them high risk for poorer health outcome. This could be an issue with physical health (diabetes, hypertension, smoking, etc.), mental health (depression, behavioral disorders, psychiatric symptoms, schizophrenia, etc.), or substance abuse (alcohol abuse, substance abuse, etc.)
- Nearly 32% of homeless were prior victims of domestic violence.
- The most predominant barriers to access to health care are lack of transportation, and lack of formal identification.
- The three largest medical care needs were
 - Basic health screening
 - Dental Care
 - STD/HIV testing
- There are eight proposed and possible interventions. Community members were asked for input regarding the impact and feasibility of each. Possible interventions include:
 - A mobile Health Program providing in-person health services
 - Sobering and Detox Center aimed to provide medical oversight/observation to ensure nonnegative outcomes related to intoxication occur
 - Crisis Stabilization Unit that would provide short-term community-based supportive care and treatment for individuals with psychiatric or psychosocial crisis
 - Recovery beds for homeless individuals who recently were discharged from inpatient care
 - One-Stop-Shop for Medi-Cal or SSI enrollment, appointments, and transportation
 - Venue-Intensive Vaccines for Adults to offer rapid immunizations to the homeless populations
 - Substance Use Support Groups for individuals experiencing homelessness
 - Centralized Homeless Data

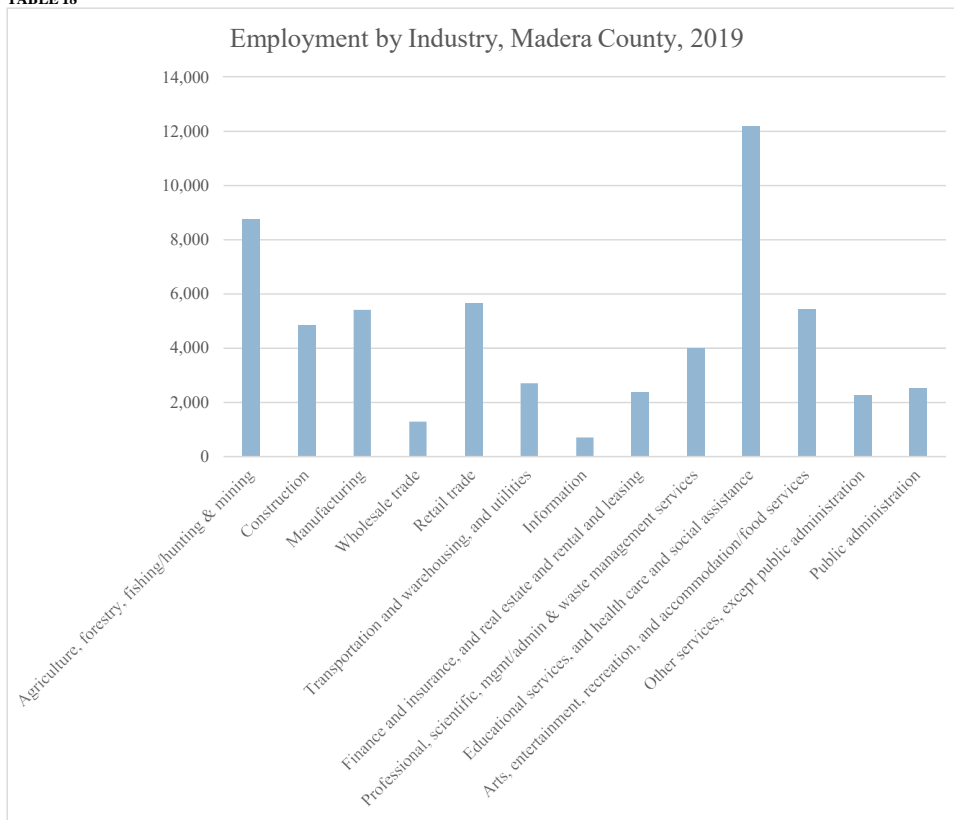
ECONOMIC FEATURES

EMPLOYMENT

EMPLOYMENT BY INDUSTRY

According to the California Employment Development Department, the top three industries in Madera County for 2019 were government, agriculture, and education. The major employers in Madera County (those with 1,000 to 4,999 employees) are Madera Unified School District, Valley Children’s Healthcare, and Central California Women’s Facility.

TABLE 18



Source: U.S. Census Bureau, American Community Survey 2019, 5-Year Estimates. C24030

OCCUPATIONS WITH PROJECTED GROWTH

California Economic Development Department estimates that the following six occupations will experience over 43% growth from 2016 to 2026:

- Taxi Drivers and Chauffeurs
- Woodworkers
- Painters, Construction and Maintenance
- Helpers, Construction Trades
- Personal Care Aides
- Protective Service Workers

THE AGRICULTURE INDUSTRY

In 2019, Madera County was ranked 10th among counties in California (California Agricultural Statistics Review, 2019) with the leading commodities being almonds, milk, pistachios, and grapes (wine). The total acreage in Madera County is 1,366,925, and of that, 723,870 or 53.0%, is harvested. Below is a table of the top ten leading crops in Madera County.

TABLE 19

Commodity	2019 Rank	2019 Dollar Value	2018 Rank
Almonds, Nuts & Hulls	1	\$833,966,000	1
Milk	2	\$273,514,000	4
Grapes	3	\$267,763,000	2
Pistachios	4	\$191,668,000	3
Cattles & Calves	5	\$59,156,000	6
Pollination	6	\$57,380,000	5
Replacement Heifers	7	\$28,044,000	8
Nursery Stock	8	\$27,090,000	9
Corn Silage	9	\$26,626,000	**
Poultry	10	\$24,034,000	10

Source: Madera County Crop Report, Ten Leading Crops, Madera County, 2019.

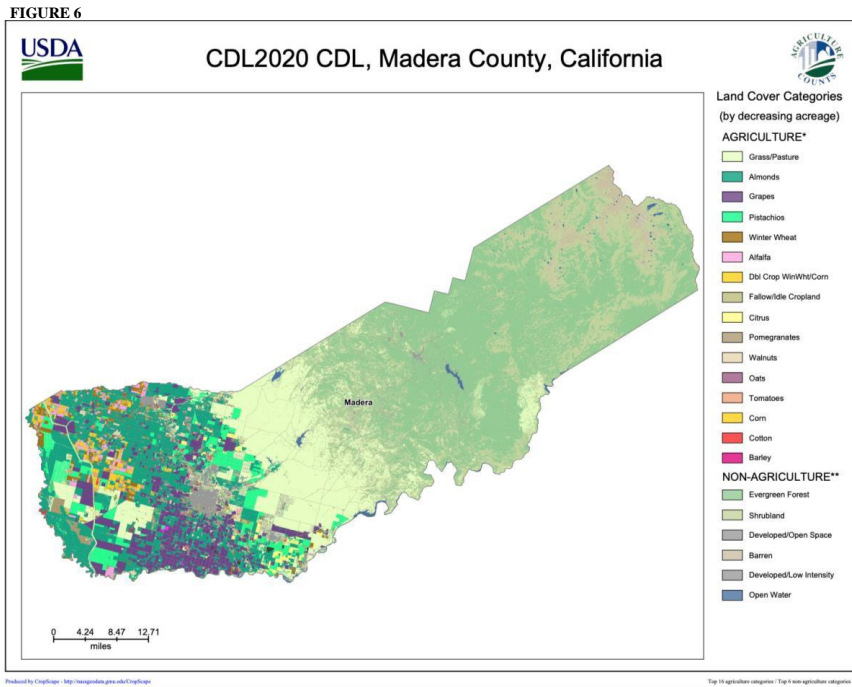
Madera County's agricultural production value continues to grow, as evidenced by the table below.

TABLE 20
Madera County

Year	Agricultural Value
2010	\$1.3 billion
2011	\$1.6 billion
2012	\$1.7 billion
2013	\$1.9 billion
2014	\$2.3 billion
2015	\$2.0 billion
2016	\$1.8 billion
2017	\$2.0 billion
2018	\$2.1 billion
2019	\$2.0 billion

Source: Madera County Crop Reports, 2010-2019

The United States Department of Agriculture mapped land cover categories according to 2020 data below.



Source: US Department of Agriculture. Land Cover Categories. 2020.

Madera County is home to some of the most fertile and productive land in the United States, evidenced by the \$2.0 billion agricultural value in 2019. Despite that, many Madera County growers are faced with significant challenges in agriculture. The continuing issues are urbanization, regulations, and importation of agricultural products continue to batter farm families. In addition to those continuing issues that have plagued farmers over the years, the following concerns emerged:

- California High-Speed Rail: California’s approved high-speed railway will have a route through Madera County, as of the latest information in April 2021. There was quite a hefty battle as to where the path would be, as growers in the county did not want the tracks to become a part of their land. Between lawsuits, environmental studies, and lobbyists for both sides, the issue is a hot button, and could have an everlasting impact on farming in Madera County. There is still much uncertainty of the specifics, and it is sure to remain an issue of importance for those in agriculture.
- Immigration reform: The debate over e-verify, high worker’s compensation insurance rates have come to the forefront over the past few years, and the farming community continues to track these issues.
- Minimum Wage Increase: By 2022, California's minimum wage will cap off at \$15 an hour, while overtime pay for farm workers will kick in after 40 hours, instead of 60, where it was two years ago. Most likely, that cost will be passed onto consumers.
- Air board regulations prohibiting the burning of agricultural byproducts: In February 2021, California’s air quality board voted to call for a near-complete ban of agricultural burning by 2025 in the San Joaquin Valley. This will mostly affect owners of vineyards and orchards who will have to grind up and haul vines, trees, and waste, to composting and biomass facilities.
- Ground water sourcing, costly water delivery, and continued drought conditions: According to the California Nevada Drought Outlook’s April 2021 Report:
 - “After two water years of dry conditions, ~96% of California and Nevada is in moderate-to-exceptional drought. As of March, the last 18 months have been the second driest on record for both states”.
 - Abnormally dry conditions this winter were driven by a lack of landfalling atmospheric rivers and persistent ridging/blocking over the Northeast Pacific Ocean.
 - Precipitation totals remain well below normal, and below-normal snowpack is melting rapidly. Dry soils are expected to reduce runoff, and vegetation is showing stress.”
 - Madera County is considered in D3 Extreme Drought, and 100% of residents are affected by it. February 2021 was the 9th driest February in the past 127 years.
 - Water sources are grouped by the following sources:
 - Surface Water: The state (and much of the West) relies heavily on snowpack each winter to resupply surface water stream and lakes. Because of a dry winter, the snowpack in California is dismal.

- Groundwater: Typical groundwater sources are aquifers or basins that are used to make up for the shortfall of surface water. The figures below display the capacity and current conditions of major reservoirs throughout the state, along with the conditions for May 2017 (four years ago).

FIGURE 7

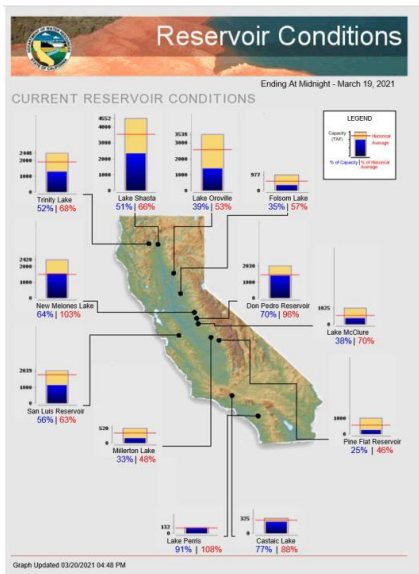
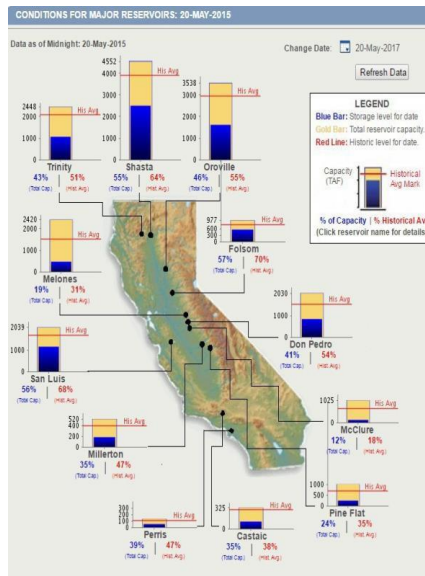


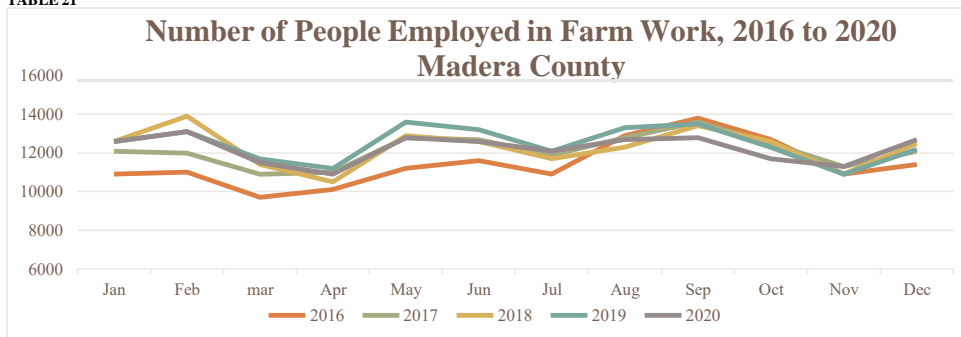
FIGURE 8



AGRICULTURAL JOBS

Table 21 displays the number employed in farm work in Madera County over the past three years.

TABLE 21



Source: State of California Employment Development Department, Employment by industry. 2016-2020.

The City of Madera’s Consolidated Plan for 2015-2020 referenced a special report prepared for the Madera Housing Authority and the Darin M. Camarena Health Centers Inc., providing information on the needs of farmworkers in Madera County. The study included surveys of agricultural workers to assess the health and housing options for agricultural workers in Madera and to identify some of the problems that they are facing. The special study consists of surveys of 200 agricultural workers, the Immigrant Voice Survey, and the Agricultural Worker Health and Housing Program (AWHHP) survey, as well as three focus group sessions to discuss current and future health and housing needs of these farmworkers.

Findings from this special study include the following:

- Large and Growing Families – Average family size was 5.8 persons. Most of the households had at least one child under the age of 10.
- Household Income – The average household income for AWHHP participants was \$12,055.
- Living Arrangements - The majority of the AWHHP participants were living in houses (67), followed by apartments (24), single rooms (6), and mobile homes (1).
- Housing Quality - Almost half of the AWHHP respondents reported problems with insects or vermin infestation.

Other problems included heating and cooling, plumbing, electrical wiring, and sewer. Approximately 10 percent in both surveys cited poor quality housing as the reason for their last move.

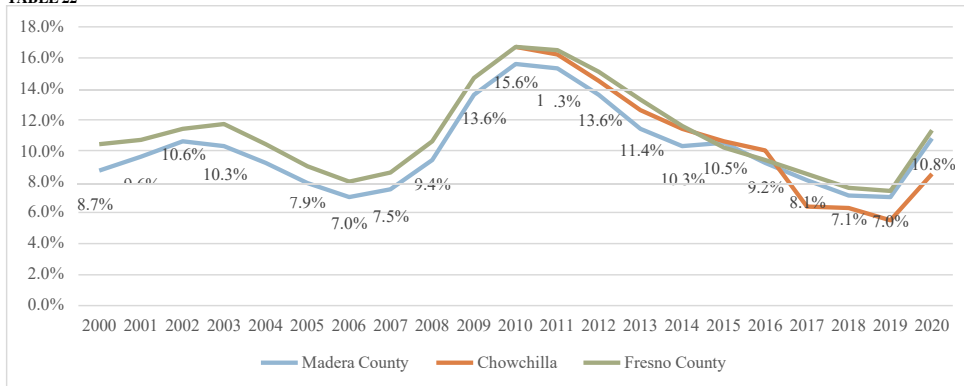
- Lack of Affordable Housing - The need for more affordable housing options, as either apartment complexes or homes, was the focus of much of the discussion at the three focus group meetings.
- Exploitation by Landlords - With their low incomes and in some cases undocumented status, many workers are vulnerable to being exploited by proprietors. Proprietors may fail to make necessary repairs, leaving tenants to make repairs on their own. In addition, rental deposits are often excessive.

The study concluded that the very low wages paid to agricultural workers, the seasonal nature of farm labor, and the rising housing costs in the Central Valley pose serious constraints on the ability of Madera’s agricultural workers to secure decent and affordable housing. The ineligibility of undocumented workers for government-sponsored housing programs is a serious problem as well. City and County staff routinely receive complaints of single-family units being occupied by groups of farm laborers or families. Investigations by staff previously showed as many as 10 to 20 residents in a single unit and adjacent sheds. These circumstances present serious health and safety problems and substandard housing conditions, such as electrical hazards and inadequate toilet, shower, heating, and kitchen facilities.

UNEMPLOYMENT

The unemployment rate in Madera County was 9.7% in March 2021, up from 9.6% in January 2021; the March 2020 rate 9.6% as well, according to the EDD Labor Market Information. This compares with an unadjusted unemployment rate of 8.2% for California in March 2021. The chart below displays the annual unemployment data since 2000.

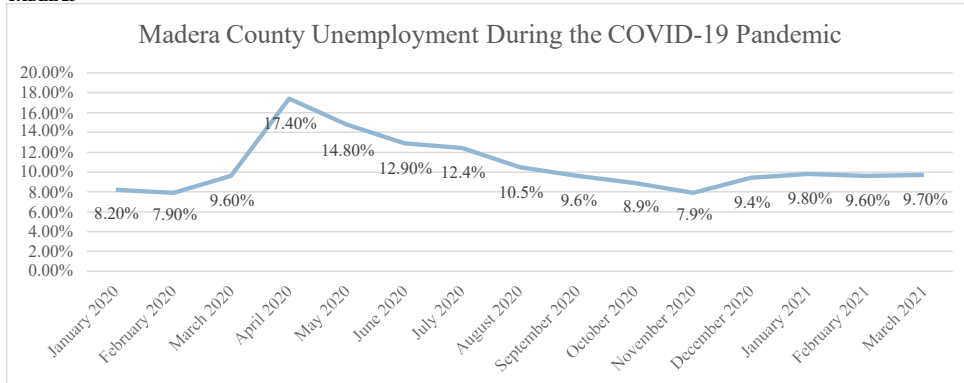
TABLE 22



Source: California Economic Development Department, Labor Market Division, Annual Labor Data 2000-2020. Report 400C

The COVID-19 Pandemic has affected local businesses, and in turn, the employment status of residents. Table 23 below shows the change in unemployment rate from January 2020 through March 2021.

TABLE 23



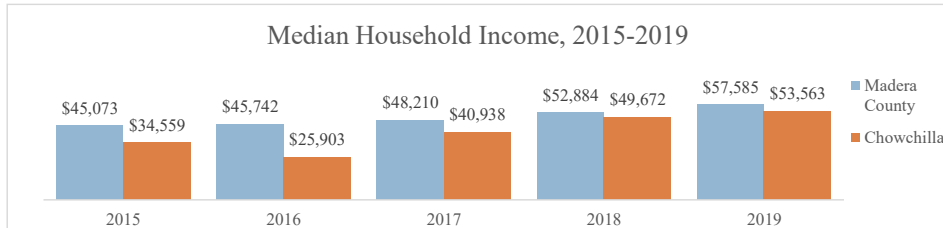
Source: California Economic Development Department, Labor Market Division.

INCOME

HOUSEHOLD INCOME LEVELS

The income levels for the service area have fluctuated slightly over the period 2015 to 2019. With agricultural changes, industry adjustments, and business closures, families are affected. Unemployment also plays a large role in the median income level.

TABLE 24

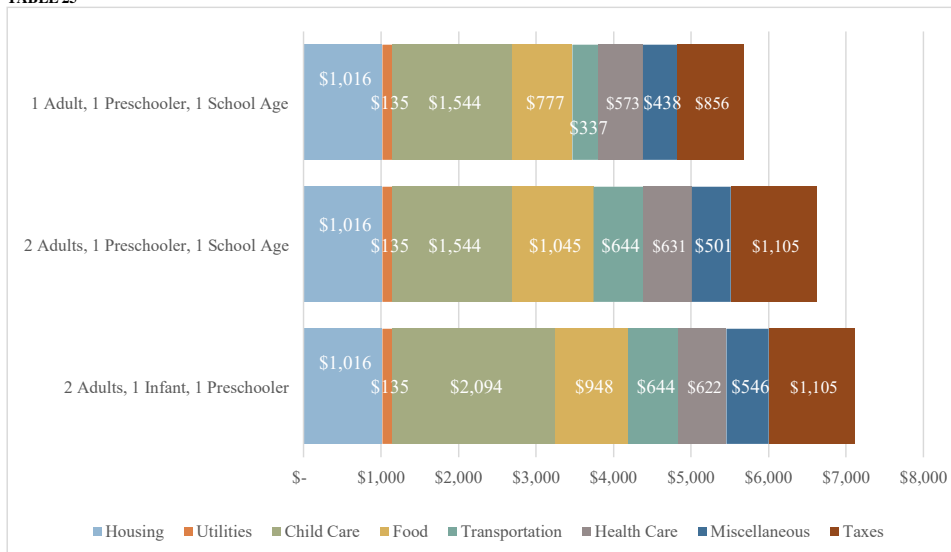


Source: U.S. Census Bureau, American Community Survey 2015-2019, 5-Year Estimates. B19013.

COST OF LIVING

The Family Needs Calculator measures how much income is needed for a family of a certain composition living in a particular county to adequately meet its basic needs. It is based on the costs families face regularly: housing, food, out-of-pocket medical expenses, transportation, and other necessary spending. Below is a chart of the estimated monthly basic need expenses in Madera County.

TABLE 25



Source: Family Needs Calculator for Madera County, CA. 2021. www.insightccd.org.

Two adults working to support one preschooler and one school-age child each need to make \$17.12 per hour, or \$72,311 combined, to meet all their basic needs. A single-parent household with the same age children would need to make \$29.78 to provide those needs for his/her family.

TABLE 26

Expenses	Family Composition		
Type	2 Adults, 1 Infant, 1 Preschooler	2 Adults, 1 Preschooler, 1 School age	1 Adult, 1 Preschooler, 1 School-age
Housing	\$1,016	\$1,016	\$1,016
Utilities	\$135	\$135	\$135
Child Care	\$2,094	\$1,544	\$1,544
Food	\$948	\$1,045	\$777
Transportation	\$644	\$644	\$337
Health Care	\$622	\$631	\$573
Miscellaneous	\$546	\$501	\$438
Taxes	\$1,105	\$1,105	\$856
Earned Income Tax Credit	\$0	\$0	\$0
Child Care Tax Credit	(\$100)	(\$100)	(\$100)
Child Tax Credit	(\$333)	(\$333)	(\$333)
Self-Sufficiency Wage: The salary needed to earn enough to be self-sufficient.			
Hourly Per Adult	\$18.97	\$17.12	\$29.78
Monthly	\$6,676	\$6,026	\$5,242
Annually	\$80,112	\$72,311	\$62,904

Source: Family Needs Calculator for Madera County, CA. 2021. www.insightcced.org

POVERTY

The economy in California has been turbulent over the past several years and has left many individuals without jobs, and families with reduced or no income. The cost of food, health care, child care and other basic needs have increased, causing many Madera County residents to struggle to survive. Below are the 2021 Poverty Guidelines released by the U.S. Department of Health & Human Services.

TABLE 27

2021 POVERTY GUIDELINES		
PERSONS IN FAMILY	POVERTY GUIDELINE	200% POVERTY (Eligible for many social services)
1	\$12,880	\$25,760
2	\$17,420	\$34,840
3	\$21,960	\$43,920
4	\$26,500	\$53,000
5	\$31,040	\$62,080
6	\$35,580	\$71,160
7	\$40,120	\$80,240
8	\$44,660	\$89,320
<i>For families/households with more than 8 persons, add \$4,540 for each additional person.</i>		

DEMOGRAPHIC INFORMATION OF THOSE IN POVERTY

TABLE 28

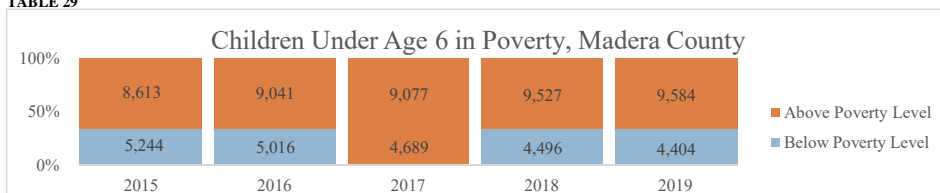
	Madera County	City of Chowchilla	Fresno County	State of California
Total Number in Poverty	32,244	3,471	218,254	5,149,742
Total Percent in Poverty	19.9%	20.2%	22.5%	13.4%
POVERTY AND SEX				
Men in Poverty	17.8%	17.7%	21.0%	12.3%
Women in Poverty	22.0%	22.7%	24.1%	14.4%
POVERTY AND AGE				
Under 5 Years	31.0%	20.6%	36.0%	18.6%
Ages 5 to 17	29.0%	28.2%	30.8%	18.0%
Ages 18 to 34	20.2%	20.6%	23.0%	14.9%
Ages 35 to 64	16.0%	16.5%	17.5%	10.7%
Age 65 and over	9.6%	13.0%	12.8%	10.2%
POVERTY AND RACE/ETHNICITY				
Hispanic or Latino, of any race	25.0%	26.7%	28.1%	17.7%
White alone, not Hispanic/Latino	11.5%	13.4%	11.8%	9.1%
Black or African American	24.2%	11.7%	35.3%	20.5%
Asian	12.5%	20.6%	19.8%	10.2%
Native Hawaiian	0.0%	0.0%	32.0%	13.3%
Other Race	28.8%	24.4%	28.1%	18.7%
Two or More Races	21.1%	59.1%	19.2%	12.4%

Source: U.S. Census Bureau, American Community Survey 2019, 5-Year Estimates. S1701.

CHILDREN IN POVERTY

Over the past decade there has been a growing concern with the overall poverty rate in Madera County but of highest concern are children living in poverty. Based on information gathered from the U.S. Census, children under the age of six have a poverty rate of over 30%, which means that more than 1 in 3 children in Madera County live in poverty.

TABLE 29



Source: U.S. Census Bureau, American Community Survey 2015-2019, 5-Year Estimates. B17001.

The number of children who live in poverty in Madera County has declined since 2015. In 2019, 29.5% children under the age of 18 lived in poverty (American Community Survey, Table S1701). For children under the age of six, that rate is even higher at 31.5%.

CHILDREN ELIGIBLE FOR FREE & REDUCED-PRICE MEALS

The number of children who participate in the Free & Reduced Lunch Program is a conventionally accepted metric of the need in a community. With data from California Department of Education’s DataQuest specifying that more than 3 out of every 4 children are eligible to receive free and reduced lunches, it is clear that Madera County is a community with severe needs. Madera Unified School District provides breakfast and lunch, free of charge, to all students every day. During the COVID-19 Pandemic, Madera Unified continued to offer meals to every child under age 18, through weekly meal boxes at neighborhood schools.

TABLE 30

School Year	Madera County	Chowchilla Elementary	State of California
2015-2016	77.6%	82.5%	58.9%
2016-2017	77.6%	78.8%	58.1%
2017-2018	79.3%	81.2%	60.1%
2018-2019	79.2%	80.4%	59.4%
2019-2020	79.7%	79.6%	59.3%

Source: CDE DataQuest, Free and Reduced-Price Meal Eligibility.

PUBLIC BENEFITS USAGE

The usage of public benefits is helpful information in understanding those in need. The Supplemental Nutritional Assistance Program (SNAP) provides financial assistance to low-income individuals to purchase eligible food in authorized food retail stores.

TABLE 31

	Madera County	City of Chowchilla	Fresno County	State of California
Percent Households Utilizing SNAP	17.2%	18.3%	19.2%	8.9%

Source: U.S. Census Bureau, American Community Survey 2019, 5-Year Estimates. S2201.

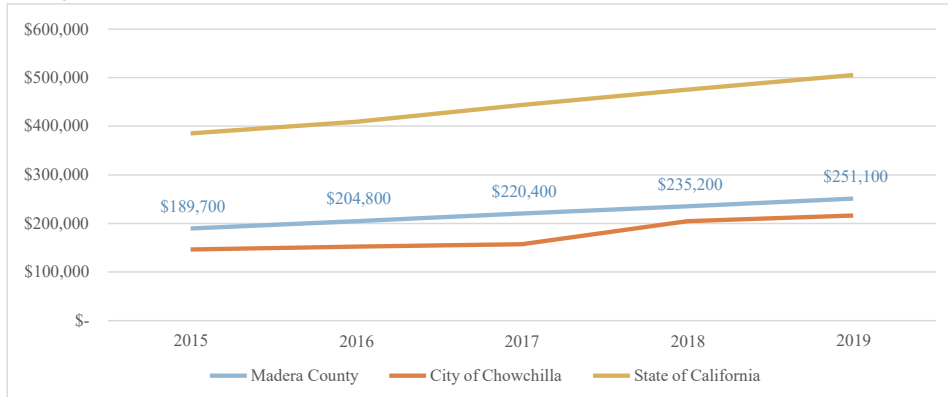
HOUSING ENVIRONMENT AND CONDITIONS

According to the 2017 Community Health Assessment, conducted by the Madera County Public Health Department, substandard housing is federally defined as having at least one of the following: 1) incomplete plumbing facilities, 2) incomplete kitchen facilities, 3) more than 1.01 occupants per room, 4) selected owner costs of greater than 30% of monthly income, or 5) gross rent of greater than 30% of monthly income.

MEDIAN HOME PRICES

The median home values in Madera County have increased 32% over the period 2015 to 2019.

TABLE 32

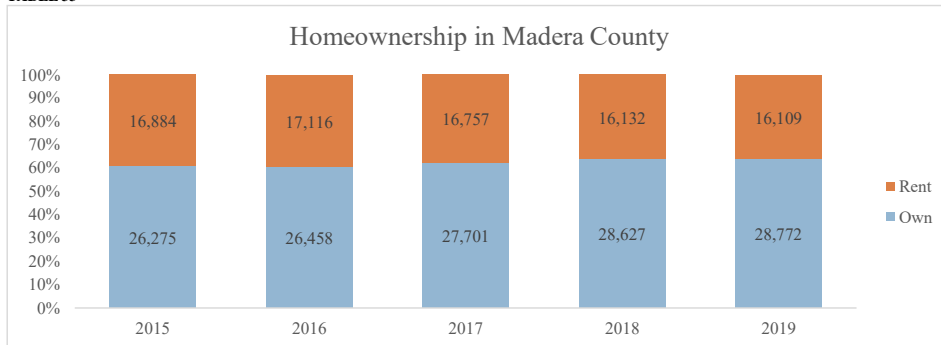


Source: U.S. Census Bureau, American Community Survey 2015-2019, 5-Year Estimates.

HOMEOWNERSHIP

According to the American Community Survey, 64% of homes in Madera County are owner-occupied.

TABLE 33

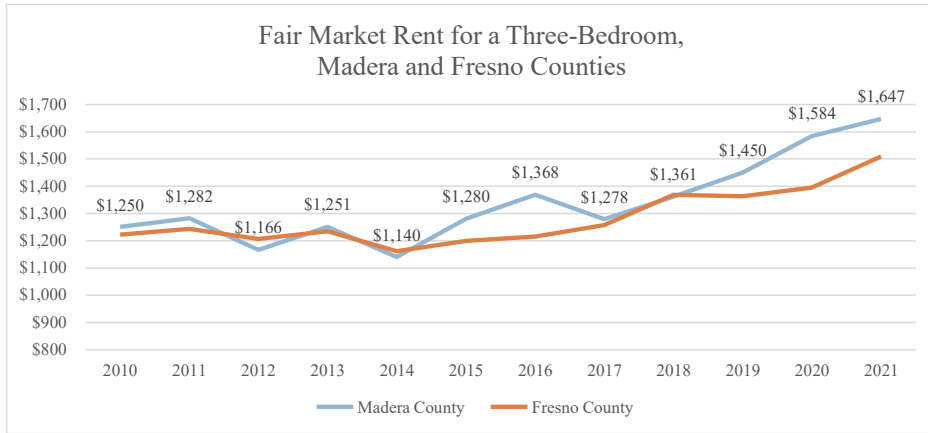


Source: U.S. Census Bureau, American Community Survey 2015-2019, 5-Year Estimates, DP04.

FAIR MARKET RENT

Economic factors have caused individuals and families to lose their homes, and forced them to find alternative housing, causing the fair market rent value to increase from 2010 to 2019.

TABLE 34



Source: U.S. Department of Housing and Urban Development. Fair Market Rents, 3-bedroom.

HOUSING RESOURCES

Section 8 housing provides rent subsidy to eligible low-income families. The Housing Authority of the City of Madera (HACM) administers 741 vouchers in the City and County of Madera. The waiting list consists of 681 households, as of May 2020. HACM also administers 16 project-based vouchers, 708 tenant-based vouchers, 54 Veterans Affairs Supporting Vouchers, and 17 Family Unification Program special purpose vouchers. In addition, HACM also operates a facility with 244 low-rental units in the Public Housing Program.

Madera County Department of Social Services offers two programs to CalWORKs recipients who are homeless or at-risk of becoming homeless. The Housing Assistance and Housing Support Program work in conjunction to provide housing and promote stability for families in the CalWORKs program.

Shunammite Place, a CAPMC program, houses 36 individuals with disabilities in permanent supportive housing.

Sugar Pine Village, in partnership with Self-Help Enterprises, is in the process of developing a 50-60 unit apartment complex targeting low to very low-income renters. The project will have 14 units dedicated as supportive housing for people referred from Madera County Behavioral Health.

A new downtown veterans and family housing facility is currently under construction in the City of Madera downtown district. The 48-unit community will consist of two three-story buildings constructed on publicly owned vacant infill parcels, featuring 18 studios, 10 one-bedroom, 12 two-bedroom, and 8 three-bedroom units.

HOUSING BURDEN

According to the City of Madera Housing Authority’s 2016-2024 Housing Element Update, the City of Madera has a projected need of 676 extremely low-income units, and a total of 6,099 units to meet the housing need.

EXISTING CHILD CARE PROGRAMS SERVING ELIGIBLE CHILDREN

Table 35 below displays the childcare and development programs in Madera County with the children ages 0-5, and 0-12 served in 2019-2020. Due to the pandemic, CAPMC received additional funding of \$3,615,738 to assist with childcare needs of the essential workers. They served an additional 196 children in 2020.

TABLE 35

Child Care Program	Number of Children 0-12 Served
CalWORKs Stage 1	1,299
CAPMC Alternative Payment Program (CalWORKs Stages 2 & 3, and General AP)	1,266
Cal-Safe	16
Head Start/Migrant Head Start/Early Head Start Programs	661 preschoolers 329 infants/toddlers
State Preschool	795 preschoolers
Transitional Kindergarten	545
TOTAL CHILDREN SERVED	4,911

TRANSITIONAL KINDERGARTEN

Transitional Kindergarten accepts children that just a few years ago would have otherwise been served by a preschool program such as State Preschool, Head Start, or a private program. A pattern has emerged, in which older four-year olds are enrolling in State Preschool, leaving mainly three-year olds in the Head Start centers.

TABLE 36

Transitional Kindergarten Enrollment 2019-2020	
Alview-Dairyland Union Elementary:	9
Bass Jake Joint Union Elementary:	23
Chawanakee Unified:	27
Chowchilla Elementary:	52
Golden Valley Unified:	40
Madera County Office of Education:	9
Madera Unified School District:	360
Raymond-Knowles Unified:	0
Yosemite Unified:	25
TOTAL FOR MADERA COUNTY:	545

Source: CDE DataQuest, Enrollment Data, Transitional Kindergarten Program Participation, 2019-2020

QUALITY OF LIFE

EDUCATION

Schools across the nation measure their investment towards education by comparing per-pupil spending. In the most recent data (Fiscal Year 2018), California spent \$12,664, just above the national US average of \$12,654. (Source: National Center for Education Statistics, *Revenues and Expenditures for Public Elementary and Secondary Education*.)

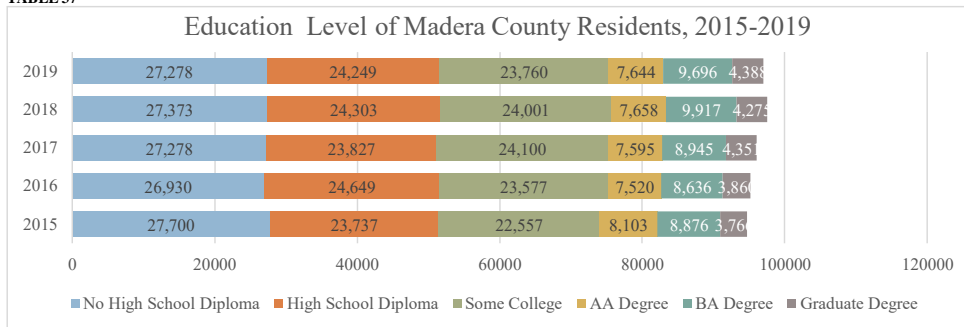
HIGH SCHOOL GRADUATION RATES

According to Children Now’s Madera County Scorecard, 86% of high schoolers graduated high school on time in 2020, an increase from 82% in 2019.

EDUCATIONAL ATTAINMENT

In Madera County, the rate of educational attainment of high school graduates or higher is at 70.8%, according to the American Community Survey. Although higher education is available to all students, the cost of college in California has been a deterrent to many who might otherwise pursue it.

TABLE 37



Source: U.S. Census Bureau, American Community Survey 2015-2019, 5-Year Estimates. B15002.

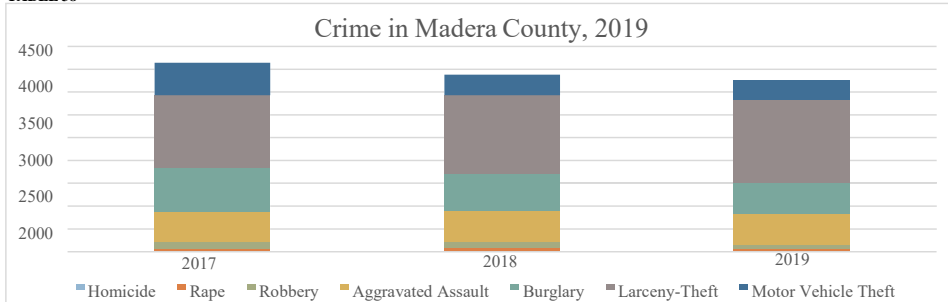
EDUCATIONAL INSTITUTIONS

There are a variety of higher education institutions available to the communities in the CAPMC service area that include state run local community colleges, private for-profit and non-profit colleges and universities. The two educational facilities in Madera County are Madera Community College and its satellite campus in Oakhurst. In July 2020, Madera Community College became the 116th campus in the community college system. Fresno City College, California State University-Fresno and Fresno Pacific University are located in the metropolitan area of Fresno, and the University of California-Merced is located in Merced County. Many students from the surrounding areas attend these large universities or attend the local community college to transfer into the larger universities.

PUBLIC SAFETY

Table 38 displays the most current official crime statistics from the FBI database from 2017 through 2019.

TABLE 38



Source: FBI, Uniform Crime Reports. Crime reported by Madera County Sheriff Department, Madera Police Department, Chowchilla Police Department, and California Highway Patrol

CHILD ABUSE

Community Action Partnership of Madera County, Inc. oversees the Madera County Child Advocacy Center, Madera County’s first and only Child Advocacy Center (CAC). The National Children’s Alliance (NCA) Board of Directors as an NCA Accredited Child Advocacy Center and the only accredited CAC in the Central Valley recently acknowledged the Madera County CAC. Accredited CACs have undergone a rigorous process to meet the set forth standards put in place to ensure children receive the highest quality services possible and that the Multidisciplinary Team operates under best practices. The Madera County Child Forensic Interview Team (CFIT) is a multidisciplinary team that consists of a partnership between Law Enforcement (inclusive of Madera Police Department, Chowchilla Police Department, and the Madera County Sheriff’s Office), the District Attorney’s Office, the Madera County Child Protective Services through the Madera County Department of Social Services, and the CAPMC Victim Services Center and Administration Department. The team is also inclusive of Madera County Behavioral Health Services, Valley Children’s Health Care, and Central Valley Forensic Nurse Specialist. Together, the team is able to conduct interviews with children when an allegation of sexual assault, domestic violence, are witnesses to domestic violence or abuse has been presented. The goal of the team is to prevent the re-traumatization for the child, and prevent the child from testifying, with a recorded interview of the child’s statement considered valid testimony.

In 2020:

- Alongside first responders, partners in law enforcement, District Attorney's Office, and child welfare, the Madera County CAC kept its doors open to respond first to kids in crisis. Even in a crisis, and all Child Forensic Interviews resumed in person.
- A total 110 Child Forensic Interviews were for conducted, compared to 111 interviews in 2019.
 - There were 13 male children interviewed while there were 97 female children interviewed.
 - The ages of children were broken down to age groups: there were 20 children 0-6 years of age interviewed, 40 children ages 7-12, and 49 children ages 13-18 were interviewed.
 - Out of the 110 interviews, 101 were sexual assault related.

- o Jurisdiction was as follows: 45 cases were led by Madera Police Department, 17 cases were led by Chowchilla Police Department, 44 cases were led by Madera Sheriff's Office, and of the 110, 4 cases were courtesy interviews for children who reside outside of Madera County.

- Via the CAC's Caregiver Survey, caregivers noted their appreciation for the way they "felt comfort since the moment we first arrived" and how "clean and safe" the CAC is for children.
- Via the Kid/Teen Participant Survey, participants expressed gratitude for "how the rooms are prepared and how the people are so kind, helpful, and understanding" and for making them feel heard and believed.

The CAC also began providing on-site trauma-focused, evidence-supported mental health treatment services to children who underwent the Forensic Interview process and their families at little to no cost through a Memorandum of Understanding with North Star Wellness Center.

Number of CFIT Interviews completed in 2020, compared to previous years:

TABLE 39

Month	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
2020	9	10	11	13	11	12	13	6	3	8	8	6	110
2019	9	11	12	6	7	9	16	12	10	9	5	5	117
2018	13	11	11	8	14	8	4	12	5	13	15	3	117
2017	15	6	8	9	17	8	5	11	17	13	10	7	126
2016	3	13	17	14	11	12	12	13	13	8	4	7	127
2015	9	12	7	13	6	5	7	10	4	5	7	7	92

Source: CAPMC Child Advocacy Center Report.

TABLE 40

Relationship	Parent	Stepparent	Parent's Boy/Girlfriend	Other Relative	Other known person	Unknown
2020	23	5	12	40	33	0
2019	19	12	8	29	35	12
2018	17	7	12	38	40	3
2017	11	14	11	41	38	11
2016	24	10	18	49	38	4
2015	11	12	8	30	19	17

Source: CAPMC Child Advocacy Center Report.

SPECIAL INVESTIGATIONS

The City of Madera Police Department's Special Investigations Unit (SIU) is a team that focuses on reducing crime, fear, and disorder through proactive policing strategies. They work closely with the narcotics team, as many gang members are involved with drugs. As of the last annual report for 2019, the SIU made 193 arrests, 21 drug sale cases, and 20 weapons arrests.

RELATIONSHIP BUILDING WITHIN THE COMMUNITY

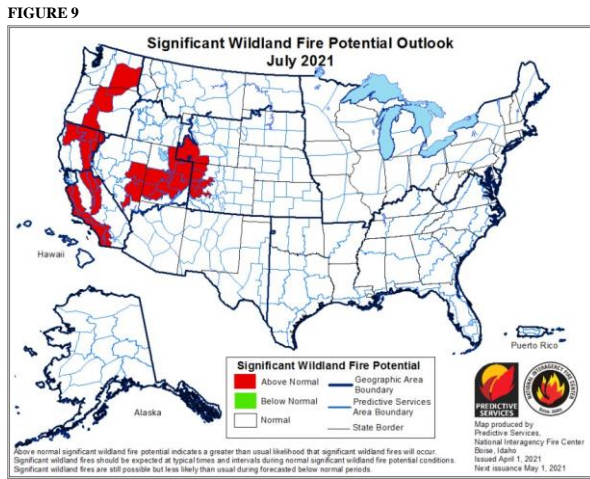
According to the City of Madera Police Department's 2019 Annual Report, "Not only is MPD interested in building relationships with our adult community members, it's also important to build relationships with children of our community, as they will be our future residents and leaders. Our officers know that education is a key aspect in reducing crime and building community success and they're excited to help out any way they can." Education and community-building programs offered by the City of Madera Police include the following:

- Citizens Academy is a 13-week program offered to those that reside or work in the City of Madera, designed to provide a better understanding of the department's operations as well as the Madera County criminal justice system.
- M.P.A.K.T. (Madera Police and Kids Together): intentional interactions between kids and police officers monthly, to encourage kids to ask questions and become more comfortable with officers
- Mad-Kids: a sports camp open to children, meant to build lasting relationships and offer kids personal interaction with officers.
- The Parent Project: a successful program for 30 years, providing effective parenting skills all over the US in 10-week class session. The department collaborated with chaplains, Madera County Probation, and MUSD in providing classes in English and Spanish.
- Coffee with a Cop: an open invitation for citizens to join police officers for coffee to ask questions, provide information, or just have a conversation. Private groups hold events monthly and upon request.
- Learning with the Law: an in-school opportunity for children to get comfortable approaching and speaking with police officers. In 2019, the program was active at 13 MUSD campuses, where offices meet and read to students biweekly.
- National Night Out: an annual event that promotes and bolsters the bond between residents and law enforcement. Neighborhoods host block parties, festivals, parades, cookouts and various other community events with safety demonstrations, seminars, youth events, visits from emergency personnel, exhibits and much, much more.
- G.R.E.A.T. (Gang Recognition Education & Training): intended as an immunization against delinquency, youth violence, and gang membership for children in the years immediately before the prime ages for introduction into gangs and delinquent behavior
- Neighborhood Watch: a partnership between citizens and their police department. A total of 97 neighborhoods participated in 2019.
- Business Watch: a program designed to create awareness in the business community that enables the police and community to work together to fight crime. Businesses look out for each other and report any suspicious activity.

FIRE SAFETY

Current conditions throughout the state, including dry weather, lack of snowpack, and hot temperatures have created unfavorable fire conditions (seen in the figure below). This poses a safety risk to residents of Eastern Madera County, especially, but it is also a drain on monetary and personnel resources.

The Fire Outlook for 2021 continues to be a threat, as dry conditions persist. See Figure 9 below.



Source: National Interagency Coordination Center – Fire. 4/26/2021.

2020 was a particularly devastating year for California, with respect to wildfires. According to CalFire's Fire Siege 2020 Report, the following occurred:

- 9,142 wildfires
- 28 civilian lives were lost, in addition to three firefighters
- 9,428 structures were lost
- Over 4.2 million acres were consumed
- Specifically, the Creek Fire affected Madera County and Fresno County residents, destroying 856 structures and consuming 374,466 acres.

VETERANS IN THE COMMUNITY

According to the California Association of County Veterans Service Officers, Inc.'s 2020 Annual Report, Madera County has 7,327 veterans. Of the veterans who reside in Madera County, 1,954 of them have opened compensation or pension cases, resulting in a utilization rate of 26.7%. In the past few years, thanks to programs through Madera County Workforce Assistance Center and county services marketing to veterans, many are getting the help they need. Housing, however, seems to continue to be a need in the county.

HEALTH, WELLNESS & NUTRITION

The importance of good health, wellness, and nutrition for any community is very significant. These three tie hand-in-hand to many social and economic factors that affect Madera County residents, especially the low-income. Often, the limited linkage to preventative care or education on health issues leads to unstable or even life-threatening situations. Based on the 2019 Madera County Community Health Assessment, Madera County's Primary Care Provider Rate per 100,000 population was 40.0. compared to the State of California's rate of 78.0. This means that in Madera County, there are almost half the primary care providers per population, compared to the state average.

ASTHMA

The statistics for active asthma lifetime prevalence indicate Madera County rates (15.5%) to be higher than California (15.4%) among all ages, as found by the Madera County Asthma Profile released from California Department of Public Health.

Madera has poor air quality and has received a grade of "F" for the number of high ozone days reported annually by the American Lung Association's 2021 State of the Air Report. Most persons are medicated for this illness, but it can also lead to further, more serious respiratory issues.

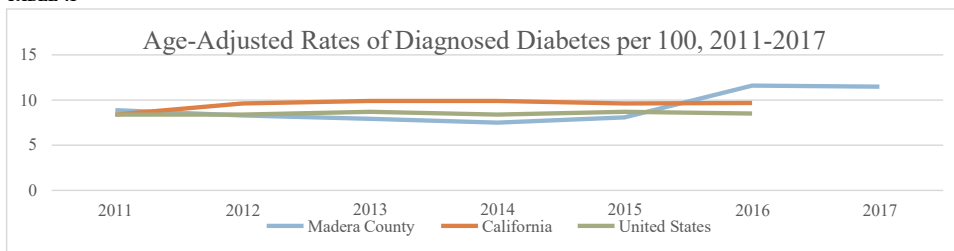
OBESITY

According to the most recent from California Department of Education's DataQuest (2018-2019), 28.1% of fifth graders are overweight or obese. Obesity leads to childhood and adult diabetes, heart disease, high blood pressure and other obesity-related illnesses. Obesity rates among low-income families is still much higher than the Healthy People 2020 target nationwide.

ACCESSIBILITY OF PROMOTED HEALTHY CHOICES

Although many programs promote healthy choices, some of those options are not available at neighborhood markets where families shop. WIC (Women, Infants & Children) has taken the lead in advocating for this issue. Madera County Public Health Department sponsors a farmer’s market once a week during the summer months wherein CalFresh recipients may use their food vouchers for local fresh produce. In addition, the Madera County Public Health Department has reduced sugar-sweetened beverages in the county, including at CAPMC Head Start centers and in Madera Unified cafeterias.

TABLE 41

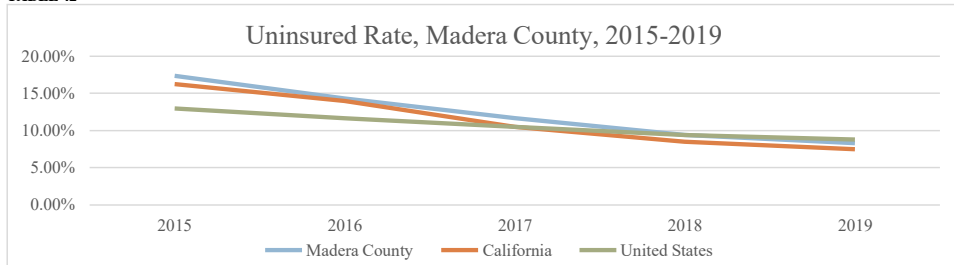


Source: CDC. Data & Statistics, Diabetes Data, 2011-2017.

HEALTH INSURANCE

The percent of residents that are insured, by either public programs or private, is increasing. In 2019, 91.7% of Madera County residents were insured, compared to California’s rate for the same period of 92.5%. The trend is moving toward more people being insured in all three demographics: Madera County, California, and the United States.

TABLE 42



Source: U.S. Census Bureau, American Community Survey 2015-2019, 5 Year Estimates. S2701

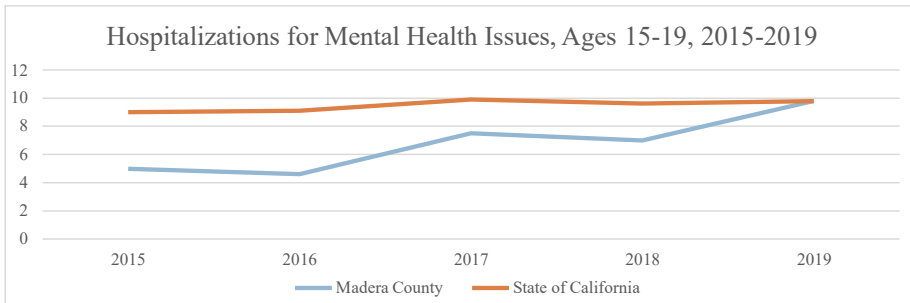
MENTAL HEALTH

A long-standing Madera County need, which perhaps is receiving quite a bit more attention, is a stronger network of mental health practitioners and/or a mental health hospital. The increase in mental health related education, awareness, and outreach does assist but the community still feels this is a community-wide need that needs to remain at the forefront.

Madera County facts to keep in mind regarding mental health are:

- The suicide mortality rate has decreased to 11.3 per 100,000 population, just above than the state average of 10.4, according to the 2019 CDPH County Health Profile.
- The cost of depression (including direct medical costs as well as absenteeism from work or school) in Madera County is estimated to be \$33,226,357.00 annually, according to the Economic Burden of Chronic Disease in California (UC Merced).

TABLE 43



Source: www.kidsdata.org. Hospitalizations for Mental Health Issues, by Age Group, Incident Rate per 1,000.

PHYSICAL ENVIRONMENT

According to the 2021 County Health Rankings released by the Robert Wood Johnson Foundation, Madera County ranked 48th (tenth to last of all ranked counties) in “Physical Environment,” which rates Daily Fine Particulate Matter, Drinking Water Safety, Severe Housing Problems, Driving Alone to Work, and Commute.

Madera County’s unique geographical placement in the agriculture-rich but enclosed basin of the Central Valley means that air can be stagnant. Madera County received a failing grade for Particle Pollution (annual), Particle Pollution (24-hour), and Ozone, according to the American Lung Association’s State of the Air 2021 report.

FOOD INSECURITY

An estimated 20,530 people in Madera County, 8,750 of them being children, could not afford to put adequate food on the table, according to Feeding America’s Map the Meal Gap. Displayed on the following page is foodinsecurity data for Madera County and the state.

FIGURE 10



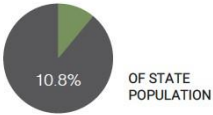
California



2018 **OVERALL** FOOD INSECURITY & FOOD COST IN THE US

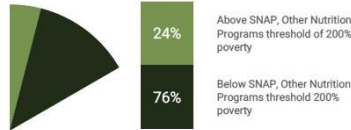
STATE FOOD INSECURITY RATE

FOOD INSECURE PEOPLE: 4,291,830



11.5% NATIONAL FOOD INSECURITY RATE

ESTIMATED PROGRAM ELIGIBILITY AMONG FOOD INSECURE PEOPLE

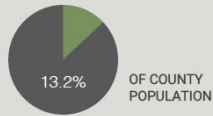


Average meal cost	State	National
	\$3.28	\$3.09

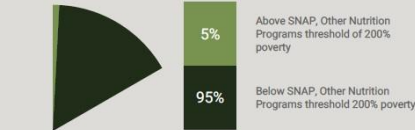
Madera County, California

COUNTY FOOD INSECURITY RATE

FOOD INSECURE PEOPLE: 20,530



ESTIMATED PROGRAM ELIGIBILITY AMONG FOOD INSECURE PEOPLE



Average meal cost	County	National
	\$3.97	\$3.09

Hunger exists in every corner of the United States, but as Feeding America's Map the Meal Gap study shows, food insecurity looks different from one county to the next. In addition to providing data about the prevalence of food insecurity at the local level, Map the Meal Gap estimates the share of food insecure individuals who are income-eligible for federal anti-hunger programs and provides local variations in food costs. The study finds that many food insecure individuals do not

qualify for federal nutrition programs and must rely on charitable food assistance, suggesting that complementary programs and strategies are necessary to reach food insecure individuals at different income levels. By providing information about hunger at the local level, Map the Meal Gap can help policymakers and service providers identify strategies to best reach those in need of assistance.

Visit map.feedingamerica.org for more information.
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Source: Feeding America. Map the Meal Gap, 2018

MORBIDITY AND MORTALITY

Data about morbidity and mortality can tell us about the leading health conditions affecting Madera County residents. The table below displays the leading causes of death for Madera County.

TABLE 44

Madera County	Age Adjusted Rates per 100,000 Population	2019 Ranking
All Cancers	149.3	1
Coronary Artery Disease	83.5	2
Accidents (Unintentional Injuries)	49.2	3
Alzheimer’s Disease	42.2	4
Stroke	41.9	5
Chronic Lower Respiratory Disease	37.9	6
Diabetes	19.3	7
Chronic Liver Disease and Cirrhosis	19.3	8
Motor Vehicle Crashes	17.9	9
Drug Induced Deaths	15.1	10

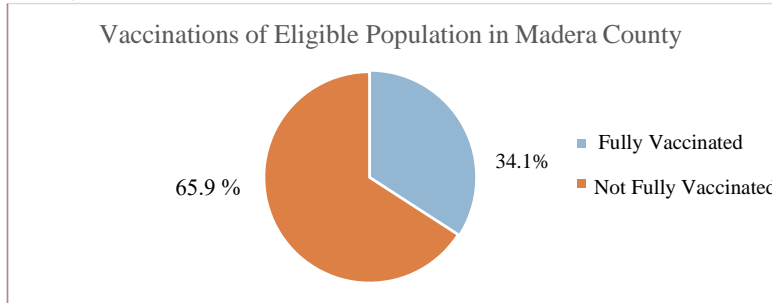
Source: California Department of Public Health, County Data: Leading Causes of Death, 2019 (2015-2017 Death Data).

COVID-19 HEALTH INFORMATION

As of May 11, 2021, according to the Madera County Department of Public Health, the following cumulative information is available regarding COVID-19:

- Total Cases of COVID-19: 16,357
- Total Deceased: 242
- Total Recovered: 15,912
- Total Active Cases: 217
- Total fully vaccinated persons: 42,382

TABLE 45



Source: Madera County Public Health, COVID-19 Website and Vaccine Dashboard, 5/11/21

HEALTH RESOURCES IN MADERA COUNTY

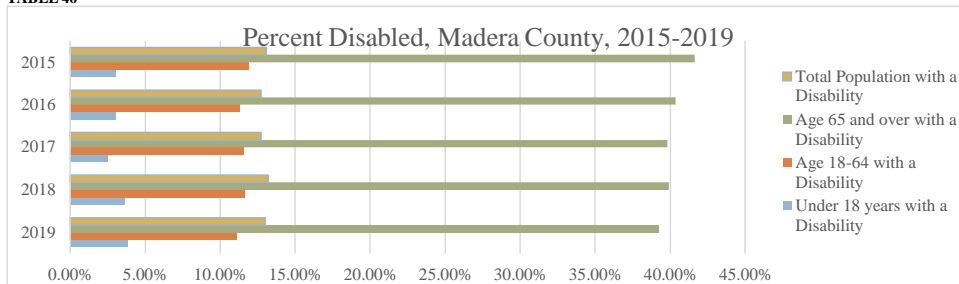
According to the U.S. News & World 2020-2021 Report, Valley Children’s Healthcare ranked in the top of these pediatric specialties:

- Pediatric Diabetes & Endocrinology – conducts diabetes self-management classes and treats common endocrine disorders as well as very rare thyroid or pituitary tumor cases
- Pediatric Gastroenterology & Gastrointestinal Surgery – performs rare pediatric procedures such as Endoscopic Retrograde Colangiopancreatography (ERCP) and advanced motility testing; offers clinics for inflammatory bowel disease and obesity
- Pediatric Orthopedics – delivers outstanding care for fractures, congenital deformities and neuromuscular diseases
- Neonatology – delivers comprehensive array of services for critically ill newborns
- Pediatric Pulmonary & Lung Surgery - provides a range of comprehensive medical services for patients with congenital, genetic and acquired lung and respiratory system disorders, from birth to age 21. Valley Children’s Hospital is a Cystic Fibrosis Foundation (CFF) Accredited Center affiliated with the CFF Core Center at Stanford Medical Center
- Pediatric Urology - provides expert diagnosis and management of complex genital and urological conditions and disorders in infants, children and young adults

DISABILITIES

The data about adults with disabilities in Madera County shows that nearly 40% of adults age 65 years and over have a disability, and that figure is decreasing.

TABLE 46



Source: U.S. Census Bureau, American Community Survey 2015-2019, 5 Year Estimates. S1810.

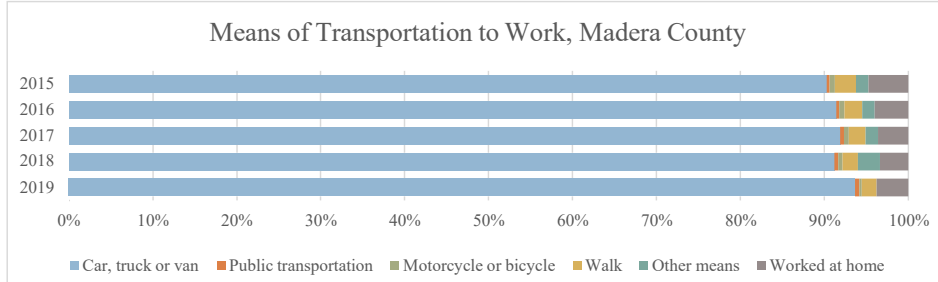
TRANSPORTATION AND MOBILITY

According to the American Community Survey, the number of Madera County individuals commuting to work has increased just over 24%, from 44,208 in 2015 to 54,942 in 2019.

Community resources in Madera include:

- Madera County Connection
- City of Madera Dial-a-Ride
- Madera Area Express

TABLE 47



Source: U.S. Census Bureau, American Community Survey 2015-2019, 5 Year Estimates. B08301.

As evident in the above chart, the percentage of individuals who commute to work in a vehicle is about 95% and is growing. Access to personal vehicles is a strength in the area. Although only a small portion of working individuals use public transportation (0.50% in 2019), some depend on that for primary mode of transportation. The most recent Transportation Report listed those individuals as the elderly, those living in poverty, and families without a vehicle in the home.

TABLE 48

SYSTEM	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	% Change FY10 to FY16
Madera Area Express	129,817	119,965	134,161	144,411	144,518	143,710	131,493	108,391	-16.5%
Madera Dial-A-Ride	35,973	30,262	37,115	35,709	34,451	36,662	40,505	39,146	8.8%
Chowchilla Area Transit Express	20,344	12,533	8,386	7,908	12,095	13,962	14,851	11,855	-41.7%
Madera County Connection	10,672	11,695	15,415	20,343	22,435	23,763	22,063	20,409	91.2%
Eastern Madera County Senior Bus & Escort Service	3,257	2,847	2,658	2,918	3,261	4,432	3,949	3,722	14.3%
TOTAL	200,063	177,302	197,735	211,289	216,760	222,529	212,861	183,523	

Source: Madera County Transportation Commission, Final Short-Range Transit Development Plan, FY2017/18-2021/22.

Madera County Transportation Commission is currently undergoing data collection for the updated Development Plan, and the report is expected in the next year. In response to COVID-19, transportation services have adjusted in the following ways:

- o Public transportation seats are limited, in order to remain compliant with social distance regulations
- o Some fares for services have been suspended

Another important project which will affect transportation in the region is the California High Speed Rail. According to the California High Speed Rail Authority, the rail was “inspired by successful high-speed train systems worldwide, California’s electrically-powered high-speed trains will help the state meet ever-growing demands on its transportation infrastructure.” With a planned route from San Francisco to Los Angeles/Anaheim via the Central Valley, high-speed trains will travel at speeds of up to 220 mph, and will interconnect with other transportation alternatives, providing an environmentally friendly option to

traveling by plane or car. Construction has commenced in the local area, affecting highway traffic. There is mixed messaging on whether the high-speed rail project will see its completion, as many local projects have come to a stalemate.

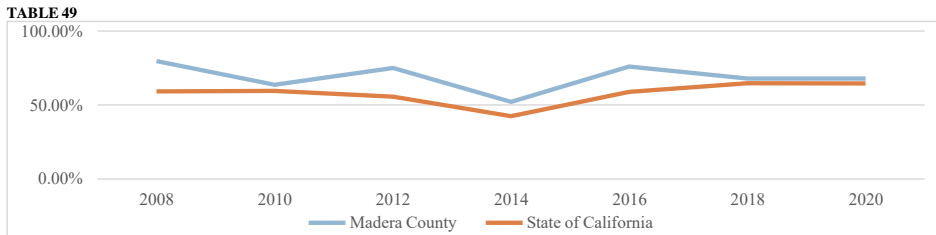
SENIOR POPULATION

According to 2019 data from the California Department of Aging, Madera County has 32,477 senior citizens (60 years and older) with 11,935 of seniors living in geographically isolated areas and 5,050 living alone.

Issues concerning the senior population of Madera County include transportation, health& wellness, food security, and veteran services.

COMMUNITY PARTICIPATION

Community participation amongst Madera County residents is difficult to assess, but through anecdotal information and data from countywide elections, the community involvement appears to be moderate. The indicators that reflect this conclusion are based on the relatively high turnout of registered voters in nonpresidential election years (above the average for the State of California).



Source: California Secretary of State, Voter Registration Statistics.

The City of Madera offers a Citizen’s Academy to individuals with interest in local government. It is an eight-week training opportunity to learn from city administrators, elected officials, and volunteers. The City has maintained favorable enrollment in all recent offerings.



The County of Madera’s 311 calling and citizen information system. Using this system in conjunction with live operators available during regular business hours, residents of Madera County are able to call or log into a website to ask a question regarding accessing county resources. Residents may also list a complaint to animal control, roads, or other county departments. This has streamlined many complicated referral processes, as one central hub may give eligible individuals comprehensive information about multiple referral points, so long as the individual asks the appropriate questions.

COVID-19 IN MADERA COUNTY

On March 16, 2020 an Emergency Declaration Order was issued in Madera County for residents with non-essential employment, in response to the COVID-19 global pandemic that was unfolding around the world. Local schools switched to distance learning, and many service providers temporarily closed their doors to public interfaces, struggling to find ways to still serve those in need. The first case of COVID-19 found in Madera County was on March 7, 2020, and since then, 16,357 cases have been reported, leading to 242 deaths. As of May 11, 2021, 42,382 full two-dose vaccines have been administered in Madera County.

In response to COVID-19, the following services have been offered to Madera County residents:

- Madera County Food Bank served approximately 65,000 individuals per month, an increase from their pre-pandemic numbers of 45,000.
- Madera County Food Bank has distributed 500,000 pounds of food, compared to their regular 275,000 pounds per month.
- Madera Unified School District offered weekly meal distributions for all students.
- Valley Caregiver Resource Center offers weekly interactive call groups for seniors, where they learn health and wellness tips, safety, and socialize virtually with other area seniors.
- Madera County Economic Development Commission made available Small Business Pandemic Assistance Grants to local eligible small businesses, as a part of the CARES Act Funding.

Data about the impacts of the COVID-19 Pandemic is yet to come, as the business, medical, social, and educational systems, and the individuals that make them up in Madera County struggle in countless ways.

COMMUNITY INPUT

An integral part of the Community Needs Assessment is listening to Madera County residents, both those affected by the conditions of poverty, and those attempting to reduce them. CAPMC held the following focus groups and survey opportunities to hear from differing parts of Madera County:

- Online Surveys Distributed from April 1-April 26 to General Madera County population
- Head Start Parent Meeting on Thursday, April 15 at 2pm
- Shunammite Place Focus Group on Friday, April 23 at 9am
- Community Partner WebEx Forum on Friday, April 23 at 11am

TABLE 50

NEEDS PRIORITIZED BY INPUT GROUP				
Name	Online Survey	Head Start Parent Meeting	Shunammite Place Focus Group	Community Partner WebEx Forum
Date	April 1-26	April 15 at 2pm	April 23 at 9am	April 23 at 11am
Participants	62	6	9	8
Target Population	Those who work or live in Madera County	Fairmead/Chowchilla Residents, Spanish Speaking	Homeless, Recipients of CAPMC Services	Community Partners
Priorities	Affordable Housing	<i>Responses Included in Survey Data</i>	Health	Homeless
	Food		Affordable Housing	Mental Health
	Employment		Transportation	Resources for At-Risk 12-17 Youth
	Health		Employment	Housing
	Community Events & Parks		Shopping/Stores	Employment
	Homeless		Homeless	Education/Schools
	Financial Health		Child Care	Rehab/Recovery for Drug Abuse
	Transportation		Education/Schools	
	Child Care			
	Mental Health			

PRIORITIZATION PROCESS

The Community Needs Assessment Team has collected the most current information available for more than 40 indicators in three impacted areas: demographic economic, and quality of life conditions. Each impacted area has a set of indicators that provide information about the magnitude of certain needs, social problems or contributing factors; and the overall performance in the community in addressing issues, needs or problems.

ALIGNMENT WITH LIVE WELL MADERA COUNTY

The Madera County Public Health Department's accreditation process prompted the need to conduct a Community Health Assessment. This process began with a convening of individuals led by Madera County Public Health Department, representing various community-based organizations, faith-based organizations, private sector, public sector, and educational institutions. The group became known as the Mobilizing for Action through Planning and Partnerships (MAPP) Steering Committee in 2017, and now has been renamed Live Well Madera County. CAPMC is proud to have representatives in both the Steering Committee and Executive Committee.

The result of the data is the 2017 Community Health Assessment, which documented four priorities and needs in the community, confirmed by the 2017 Madera County Health Rankings Report. The four priorities are:

- Obesity & Diabetes
- Mental Health
- Alcohol & Drug Use
- Child Abuse & Neglect

The 2019-2021 Community Health Improvement Plan monitored progress in two identified strategic health priorities: Diabetes and Obesity, and Child Abuse and Neglect, and strategies are under way to address those issues.

The CAPMC Community Needs Assessment aims to show linkage between data found from the Live Well Madera County Steering Committee and data found from CAPMC to help together address the priorities and factors contributing to these. Many of the contributing factors and effects of the priorities are being addressed by CAPMC services and program

CAPMC PRIORITIES

When deciding which needs to prioritize, an understanding of root causes is important. Poverty is so widespread throughout Madera County and has been for many years, it almost seems endemic. However, by truly understanding the stories of our residents, root causes can begin to be addressed. Most of the priorities listed below are root causes of poverty and contribute to the lineage of poverty that is often passed from one generation to the next.

Staff reviewed the concerns listed from the community focus groups, public hearings, community surveys, and then organized the data into categories or themes. Each time a participant mentioned an issue, it was tallied, and those were totaled together to form a list of the top needs in Madera County.

Coordinating priorities is essential when collaborating with local agencies. Although the priorities below look distinctively different in verbiage from those identified through LiveWell Madera, CAPMC will be addressing root causes of the four priority areas of the Live Well Madera Steering Committee (Obesity & Diabetes, Mental Health, Alcohol & Drug Use, and Child Abuse & Neglect). This collaboration, inclusive of strategic planning and a community-based approach, allows for collaboration, partnerships, and increased efficiency and effectiveness to serve the low-income residents and overall entire population of Madera County.

CAPMC Identified Community Priorities
Affordable Housing
Access to Health Care
Employment
Food
Homeless Services
Transportation
Community Activities/Parks
Financial Health
Child Care
Mental Health

Affordable Housing means both the ability to secure affordable rental housing and the ability to become homeowners. CAPMC offers permanent supportive housing through Shunammite Place.

Access to Health Care – Madera County has nearly half the primary care providers for our population, compared to the state average. CAPMC does not provide health care services but assistance in obtaining Medi-Cal insurance is provided.

Employment – CAPMC offers volunteer opportunities and this often leads to employment.

Food – CAPMC assists clients in signing up for Cal-Fresh benefits and in helping clients access food supplies offered by Madera County Food Bank.

Homeless Services – CAPMC provides an array of services to support the homeless.

Transportation – CAPMC provides limited transportation for homeless individuals and families.

Community Activities/Parks – CAPMC does not build parks. This information has been forwarded to the City of Madera Parks & Recreation Department.

Financial Health – CAPMC provides Budget Development classes and Credit Repair classes for the Shunammite Place residents.

Child Care – CAPMC provides assistance in both finding quality childcare and in paying for childcare with the Child Care Alternative Payment and Resource & Referral Program. CAPMC’s Head Start program is also offered in Madera County.

Mental Health – CAPMC supports this priority by assisting clients with connecting to mental health services offered in Madera County.

CAPMC AS A RESOURCE

CLIENT DEMOGRAPHICS

According to the Community Services Block Grant (CSBG) All Characteristics Report for Community Action Partnership of Madera County, Inc., 8,050 individuals from 2,852 unique households were served in 2020. Of those, the following demographics are available:

TABLE 51

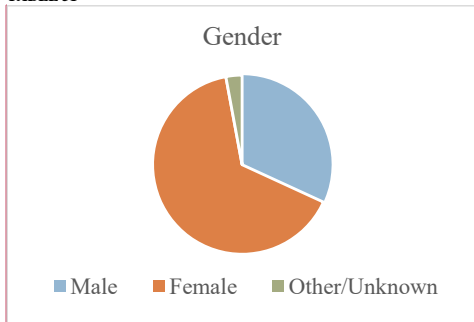


TABLE 52

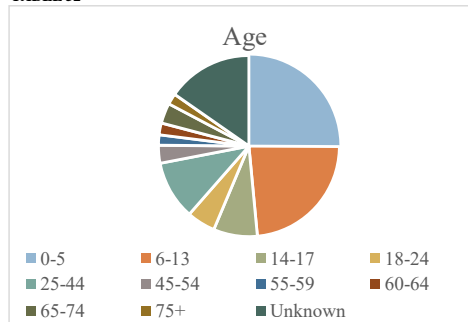


TABLE 53

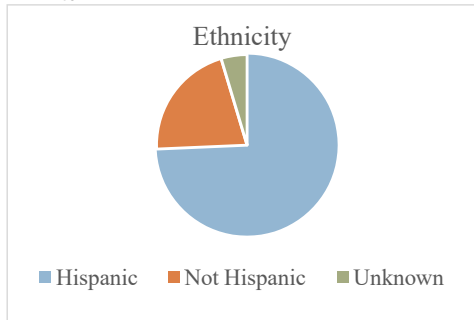


TABLE 54

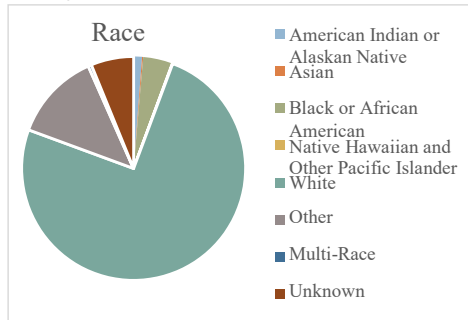


TABLE 55

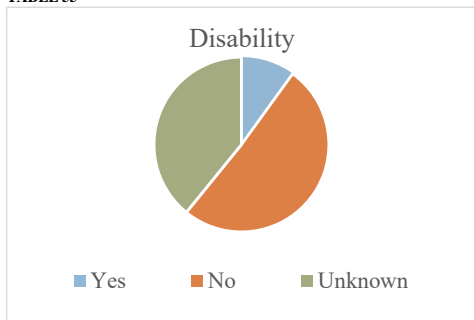
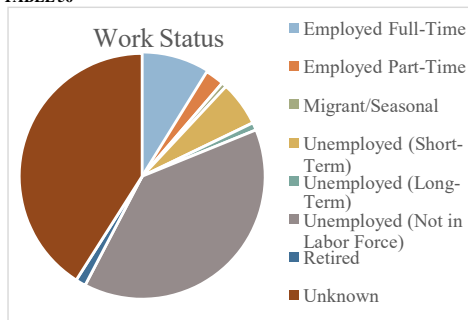


TABLE 56



SERVICES PROVIDED

CAPMC offers various program aimed at removing barriers to self-sufficiency, thus targeting the root causes of poverty in the county's most vulnerable citizens.

- Early Childhood Programs
 - Regional Head Start
 - Migrant/Seasonal Head Start
 - Early Head Start
 - Child Care Alternative Payment Program
 - Child Care Resource & Referral
- Community Services
 - Emergency and Utility Programs
 - Low Income Home Energy Assistance Program
 - Energy Assistance
 - Water/Trash Utility Bill Assistance (to begin July 2021)
 - Homeless Programs
 - Permanent Supportive Housing
 - Homeless Engagement for Living (H.E.L.P.)
 - Center Emergency Shelter
 - Rapid Rehousing
 - Homeless Prevention/Rental Assistance
 - Mortgage Assistance
 - Senior Programs
 - Nutrition Program
 - Weatherization Program
- Victim Services
 - Domestic Violence Services
 - Victim and Witness Services
 - Rape/Sexual Assault Services
 - Emergency Shelter
- Unserved Underserved Victims Immigration Assistance
- Strengthening Families Program
- Madera County Child Advocacy Center

CUSTOMER & EMPLOYEE SATISFACTION

CAMPC programs are constantly looking at ways to improve efficiency and effectiveness. In order to determine program quality, satisfaction surveys are being deployed to all programs.

INTERNAL SATISFACTION

The 2016 Employee Climate Survey was deployed and has revealed the following data:

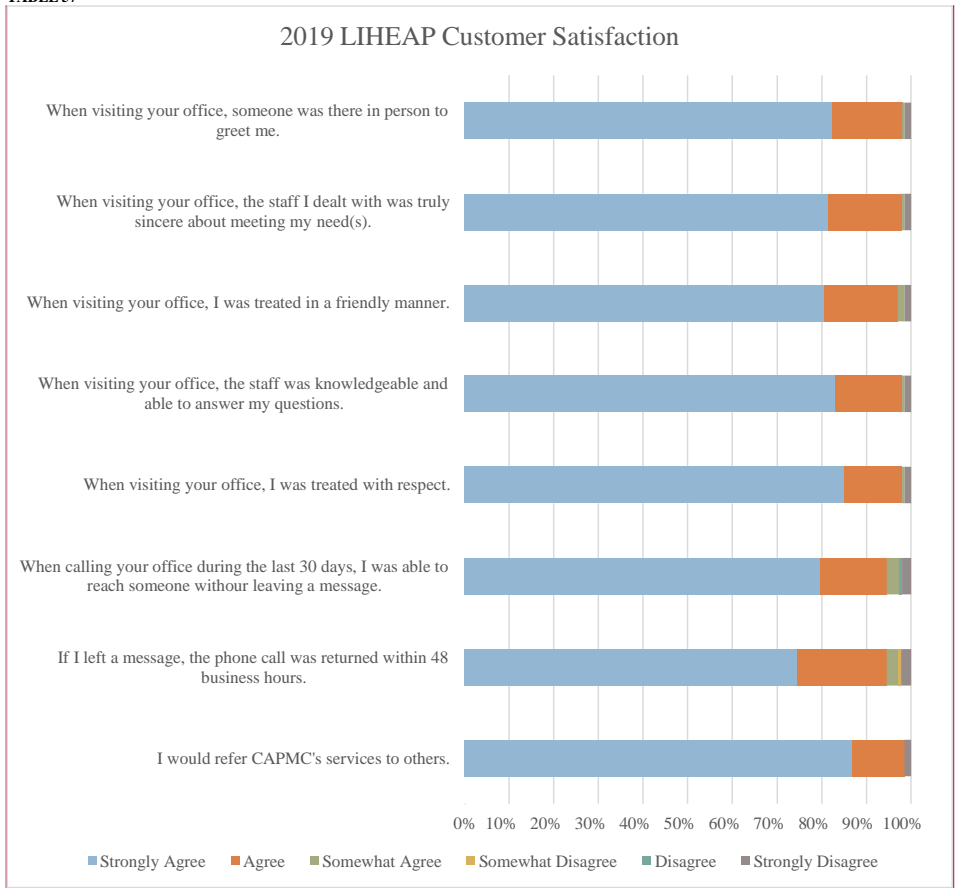
- The highest scored items were:
 - My paycheck is accurate and on time.
 - I know what is expected of me at work.
- The areas of greatest improvement since the 2016 survey were:

- I have received some form of Safe Environment/IIPP training in the past year.
- I have the materials and equipment I need to do my work efficiently.
- Customer Service provided by Madera Regional Head Start Office staff
- The lowest scored items were:
 - How satisfied with you with your pay?
 - I am satisfied with my current and future financial situations.
 - I am aware of the Employee Assistance Program (EAP)

CUSTOMER SATISFACTION

Customer satisfaction surveys tie directly to the agency strategic plan through the objective of Improve Customer/Stakeholder Satisfaction. The table below shows the survey questions and summary.

TABLE 57



Customer surveys deployed in the Community Services Department in 2019 with a cumulative score of over 90% satisfaction to the following statements:

- Someone was there to greet me in person
- The staff I dealt with was truly sincere about meeting my needs
- I was treated in a friendly manner
- The staff was knowledgeable and able to answer my questions
- I was treated with respect
- I was able to reach someone without leaving a message
- If I left a message, the phone call was returned within 48 business hours
- I would refer CAPMC's services to others

METHODOLOGY: THE COMMUNITY NEEDS ASSESSMENT PROCESS

The CAPMC Community Needs Assessment is a powerful tool for helping to shape the quality of life for everyone in Madera County. The completed document contains not only extensive quantitative and qualitative data, but thorough, knowledgeable analysis.

The data in this report provides a panoramic picture of the state of our community: what trends or troubling conditions are affecting our community, the quality of life here, and the challenges facing our community.

MEETING COMMUNITY SERVICES BLOCK Grant (CSBG) ORGANIZATIONAL STANDARDS

Informational Memorandum 138 was issued January 26, 2015 by the U.S. Department of Health and Human Services to offer guidance in the organizational standards related to the Community Services Block Grant:

TABLE 58

The Community Needs Assessment must meet the following standards:	Enclosed you will find that CAPMC met these standards as evidenced by:
Standard 1.1 The organization demonstrates low-income individuals' participation in its activities.	Low income individuals participated in focus groups, and completed community needs assessment and customer satisfaction surveys.
Standard 1.2 The organization analyzes information collected directly from low-income individuals as part of the community assessment.	An analysis is included in the Methodology Section.
Standard 1.3 The organization has a systematic approach for collecting, analyzing, and reporting customer satisfaction data to the governing board.	The agency's process for reporting customer satisfaction can be found in CAPMC as a Resource Section.
Standard 3.1 The organization conducted a community assessment and issued a report within the past 3-year period.	This report was completed in May 2021 and submitted to the board for approval on May 13, 2021.
Standard 3.2 As part of the community assessment the organization collects and analyzes both current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for their service area(s).	Please see information in the Poverty Section of this report.
Standard 3.3 The organization collects and analyzes both qualitative and quantitative data on its geographic service area(s) in the community assessment.	Both focus groups and surveys were utilized, as noted in the Methodology Section.
Standard 3.4 The community assessment includes key findings on the causes and conditions of poverty and the needs of the communities assessed.	See the Methodology Section.
Standard 3.5 The governing board or tripartite board/advisory body formally accepts the completed community assessment.	Approval obtained by the Board of Directors on June 10, 2021.

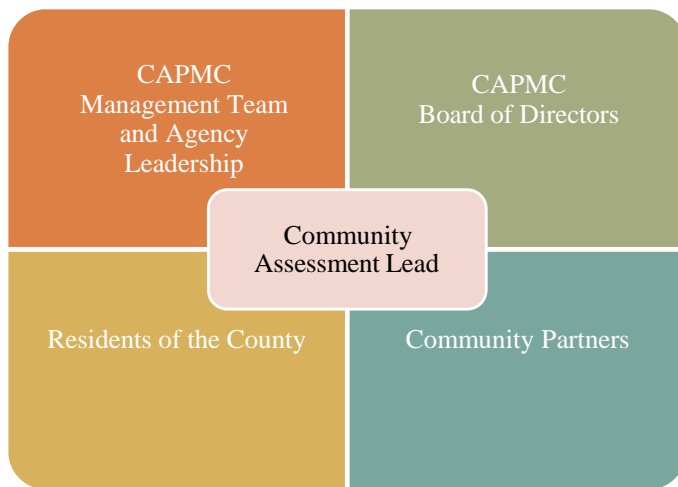
PROCESS

CAPMC's Community Needs Assessment was developed by a lead person, the Community Needs Assessment Consultant, working closely with staff, community partners, program participants, and members of the community via existing committees, as shown in Figure 11. The Community Needs Assessment team, as noted later in this document, is a collaboration of all previously mentioned participants.

The Community Assessment process includes, but is not limited to:

- Selecting a Community Assessment Lead to coordinate with staff, citizens of the county, and community partners through existing committees
- Developing timelines of the tasks to be completed
- Conducting Focus Groups
- Gathering and analyzing data

FIGURE 11



The Community Assessment process spans over six months, as the time needed to fulfill the requirements and obtain all desired data is extensive. Table 59 below is a brief timeline of key dates.

TABLE 59

DATE	TASKS	PARTICIPANTS
February 2021	Review the CSBG requirement for a Madera County Needs Assessment and establish a Community Needs Assessment lead	Agency Leaders
February 2021	Begin the internal and external data collection	Consultant
April 15, 2021	Focus Group	Head Start Parents, Chowchilla/Fairmead
April 23, 2021	Focus Group	Shunammite Residents
April 23, 2021	Focus Group	County Residents and Community Partners
February – April 2021	Analyze and synthesize all external and internal data	Consultant
February – April 2021	Analyze all public hearings/focus group data collected	Consultant
May 13, 2021	Public Hearing Present Community Needs Assessment information to Board of Directors	Board of Directors
June 10, 2021	Public Hearing Seek Board of Directors approval to submit	Board of Directors

Attaining a high level of success requires that our agency become more innovative and creative in the delivery of human services. This depends on identifying the emerging trends of the past three to five years, analyzing those trends to better understand their impact on our service delivery, and planning strategically based on those noted changes.

Our community offered a wide variety of information with which to determine current conditions and identify issues for action. There are several reasons why our agency needed to secure accurate information about the needs of our community. Like many others, our community experiences a continual flux in demographics: births and deaths of citizens, residents moving out and new people moving in, and natural growth and development of the community. Consequently, what was once an appropriate policy or program can eventually become inappropriate. The character and attitudes of a community can shift as a result of the interplay of services, as well as cultural and economic changes.

The Community Needs Assessment Team found a vast array of information, helping to provide an understanding of the area’s problems and providing insight into the community that most citizens may not have. The data the Community Assessment Team accumulated came from a broad variety of services,

internal and external, primary and secondary. A large amount of statistical data was collected through various avenues; Table 60 identifies various internal and external data sources.

TABLE 60

Internal	External
Child Advocacy Center Report	Adult Education Pipeline
CSBG All Characteristics Report	American Lung Association
CSBG Annual Report	California Association of County Veterans Service Officers, Inc.
Customer Satisfaction Surveys	California Department of Aging
Employee Climate Survey	California Department of Education*
Homeless Outreach	California Department of Public Health*
Workers Policies and Procedures	California Department of Social Services
Program Satisfaction Surveys	California Highspeed Rail Authority
	California Secretary of State
	California State University, Fresno
	Camarena Health
	Center for Disease Control
	Children Now
	City of Madera
	City of Madera Police Department
	Federal Bureau of Investigation
	Feeding America
	Fresno Madera Continuum of Care
	Housing Authority of the City of Madera
	Insight Center for Community Economic Development
	KidsData
	Madera Unified School District Madera
	County Board of Supervisors
	Madera County Agricultural Commissioner
	Madera County Community Health Assessment
	Madera County Department of Public Health
	Madera County Department of Social Services
	Madera County Economic Development Commission
	Madera County Food Bank
	Madera County Superintendent of Schools
	Madera County Transportation Commission
	Live Well Madera County Steering Committee
	National Center for Education Statistics*
	National Interagency Fire Center
	Robert Wood Johnson Foundation
	State of California Economic Development Department
	United States Census Bureau, American Community Survey*
	United States Department of Agriculture
	United States Department of Health & Human Services*
	United States Department of Housing & Urban Development*
	United States Drought Monitor
	University of California, Merced
	U.S. News & World Report

* Sources recommended by the California Department of Community Services and Development for use in the Community Needs Assessment

LIMITATIONS OF DATA

Because of the prohibitive cost of primary research, the Community Needs Assessment relies on statistics and information that others have compiled, and therefore, has its limitations. To assure that the information provided by the Community Needs Assessment is deciphered and implemented most effectively, it is important to be aware of the following limitations.

LAG TIME

Using secondary data requires a diligent collection from many sources. The release of data varies among the vast array of sources. New data is continually being released. Any report of this type will have certain indicators that are no longer current. Even the most recent data will have some lag time between the time the data is collected and when it is released. In the case of figures on unemployment the time lapse may be only a matter of weeks. However, data from the U.S. Census Bureau is released 18 months after having finalized collections.

GEOGRAPHIC LIMITATIONS

The intent of the Community Needs Assessment is to track conditions in Madera County. However, not all data is available at the local or county level. In some cases, regional, state, national prevalence rates, or survey results, can be extrapolated to the local level. However, this assumes that the same rate that applies on a larger geographic scale also applies to local conditions. This may or may not be the case, but the technique allows for an estimate of local conditions.

AVAILABILITY

The Community Needs Assessment relies on data that can be collected and analyzed to help determine if, and to what degree, a problem or need exists. In some cases, data may not exist that directly applies to a certain need or condition. The committee structure and review process help to offset this drawback to some extent. CAPMC representatives and community experts had the opportunity to identify any such needs and ensure that they are considered in the priority-setting process.

FORMAT

Data is not always collected in the format that is best suited to the purposes of the report. For example, data is often reflected in pie graphs, charts, figures and pictures, whereas tables would provide more precise data.

REPORTING PERIODS

Reporting periods can vary by year type, frequency, length. Some data is reported on a calendar-year basis, and other data on a fiscal-year basis. Different jurisdictions and organizations have different fiscal years, which makes comparing data sets difficult.

ACCURACY & VALIDITY

We have been very careful in collecting, analyzing, and presenting data from a variety of sources. Where any question about accuracy or validity of the data occurred, that data was not included in the Community Needs Assessment. Drafts of the report were reviewed multiple times by staff and the consultant.

However, it was not possible to authenticate all data. In some cases, expert opinion was included in the analysis regarding the state or condition of a certain issue. We have made every effort to properly document this independent judgment.

Even though the data may be valid, questions about accuracy may still arise. While under-reporting is a concern about data in general, it can be of particular concern when dealing with certain types of data,

including crime, family violence, child abuse, and school dropout rates and at-risk populations such as migrants. There are a number of reasons why individuals fail to report certain conditions such as:

- Suspicion of authority
- Language or cultural barriers
- Immigration status
- Concerns about retribution
- Attempts to protect someone or to keep a problem in the family

While under-reporting can make it difficult to gauge the true size of a problem, if it is considered to be fairly constant then trends over time can still be identified.

CAPACITY

The availability of services can substantially influence reporting. When resources are limited those individuals in need of that service may not be able to obtain it. This can result in that section of the community not being counted in the total. In a similar way, public awareness of certain conditions may increase based on the public profile of an issue or event.

SUBJECTIVITY

One of the primary objectives of the Community Needs Assessment is to recommend areas of emphasis for future human service investment. As such, volunteer committees are called upon to make value judgments about the relative importance or size of a problem or need, based on the available data and other information.

The data is subject to interpretation as individuals or groups come to conclusions about what the data suggests. The process of determining priorities for CAPMC through group consensus is intended to partially offset this limitation. At the same time, the report and accompanying data are intended to serve as a resource to other individuals and groups in the community. Other users can review the data and develop their own interpretations and/or priorities.

BASELINE

By collecting time-series data whenever possible, trends can be identified. However, because data is available in differing time frames and individuals interpret the data differently, the determination of trends is often subjective.

CAUSATION

Finally, it should be noted that when collecting and using data that provides merely a “snapshot” of conditions at a particular point in time, any changes in the conditions of individuals or households are not taken into account. Individuals who are poor one year may not necessarily be poor later, while others may readily replace them.

In addition to the limitations listed above, the unavailability of some specific data for the local service area poses challenges. Historical internal data, as well as general service area data, were used to determine information when gaps existed. Although the agency was faced with the noted limitations, the information provided is the most accurate account possible of the individuals and families in Madera County.

TABLES AND FIGURES

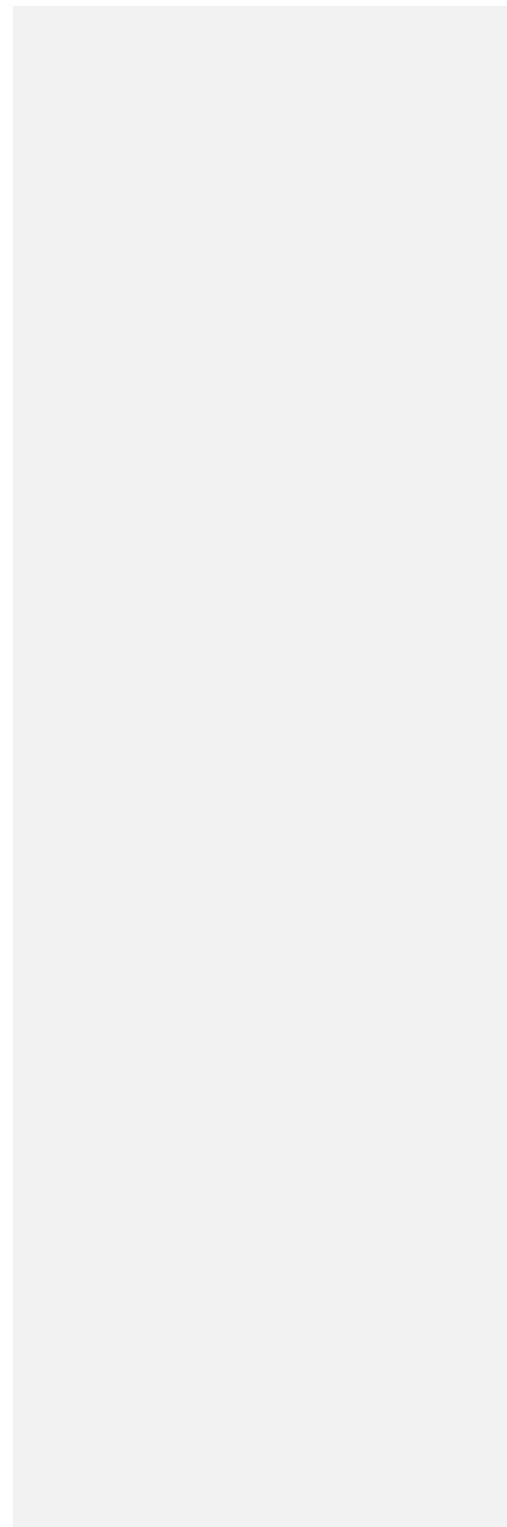
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Report to the Board of Directors

Agenda Item Number: E-8

Board of Directors Meeting for: June 10, 2021

Author: Donna Tooley

DATE: May 26, 2021
TO: Board of Directors
FROM: Donna Tooley, Consultant and former Chief Financial Officer
SUBJECT: Recommend the Acceptance of the Final Indirect Cost Rate for the Year Ended June 30, 2020 and the Proposed Rate for June 30, 2021

I. RECOMMENDATION:

Review and consider accepting the indirect cost rate for the year ended June 30, 2020 and the proposed rate for the year ending June 30, 2021.

II. SUMMARY:

An indirect cost proposal with the required supporting information must be submitted to the Division of Cost Allocation for each year that the Agency claims indirect costs for grants and contracts awarded by the federal government.

III. DISCUSSION:

- A. The indirect cost rate and the proposal were prepared from the Agency's audited financial statements by the consultant, Donna Tooley, CPA with review by the firm of Brown Armstrong, CPA's and the current Chief Financial Officer, Daniel Seeto.
- B. Indirect costs support expenses that are incurred for joint purposes, but cannot readily and specifically be identified with a particular project or activity. These include salaries and payroll benefits of the Executive Director and administrative staff, all of Fiscal staff, Human Resources, Information Technology and other maintenance staff along with the related operating expenses for each of these departments. For every dollar that CAPMC receives in grant awards, 9.1 cents are earmarked for indirect expenses.
- C. The indirect cost rate and proposal were submitted to the Division of Cost Allocation of Health and Human Services on February 24, 2021 with an approved extension date.
- D. The indirect cost rate must be submitted and approved each year. The actual indirect cost rate for the year ended June 30, 2020 was 9.1%. The proposed rate for the year ending June 30, 2021 is 9.1%. The increases in salaries and fringe benefits were the result of the COLA adjustment of 2.6% awarded to all CAPMC staff were offset by various vacancies in HR and Information Technology.
- E. The final and proposed rates were reviewed and accepted by CAPMC's cognizant agency, Health and Human Services as proposed. The cognizant agency is the federal agency from whom CAPMC receives the largest amount of direct federal grants or awards. The new rate agreement is attached for your review. The Finance Committee will review the negotiated indirect cost rate agreement at its meeting on June 1, 2021.

IV. FINANCING:

The indirect cost pool was about \$2.269M for the year ended June 30, 2020. The amount for the year ending June 30, 2021 is dependent on the amount expended by other departments within the Agency but should be at least the same but probably higher.

NONPROFIT RATE AGREEMENT

EIN: 94-1612823

DATE:04/01/2021

ORGANIZATION:

Community Action Partnership of Madera
County, Inc.
1225 Gill Avenue
Madera, CA 93637

FILING REF.: The preceding
agreement was dated
04/30/2020

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
FINAL	07/01/2019	06/30/2020	9.10	On-Site	All Programs
PROV.	07/01/2020	06/30/2023	9.10	On-Site	All Programs

*BASE

Total direct costs excluding capital expenditures (buildings, individual items of equipment; alterations and renovations), donated services and subawards.

ORGANIZATION: Community Action Partnership of Madera County, Inc.

AGREEMENT DATE: 4/1/2021

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

ORGANIZATION: Community Action Partnership of Madera County, Inc.

AGREEMENT DATE: 4/1/2021

(1) Grantee charges all costs direct to grants and/or contracts except the costs listed below:

A. For the period 07/01/2019 - 06/30/2020, salaries and wages of agency-wide employees are as follows: Accountant Program Manager (4), Accountant Supervisor, Accountant Technician (3), Software Analyst, Network Administrator, Program Assistant/Clerk Typist, Human Resources Director - All 100%; Accounting Program Manager - 94.27%; Maintenance Worker - 90.67%; Accounting Program Manager - 89.61%; Human Resources Generalist - 88.82%; CFO - 87.45%; Receptionist - 77.30%; Administrative Assistant to ED - 73.97%; Executive Director - 69.3%; Human Resource Assistant - 62.35%; Help Desk Support Tech - 25.79%; Maintenance Worker - 3.89%; Maintenance Worker - 2.11%; Maintenance Worker - 0.96%.

B. Leave and fringe benefits for above personnel only are included in the indirect cost pool.

C. Other expenses - Administrative portion only: consultants/contractual, materials/supplies, travel/training, repairs/maintenance, vehicle expense, rent, occupancy, insurance, postage/printing, telephone, rentals and other expenses.

(2) The directly charged fringe benefits are: Payroll taxes, worker's compensation, health/dental/vision/life insurance and retirement.

(3) The indirect cost rate has been negotiated in compliance with the Administration for Children and Families Program Instruction (ACF-PI-HS-08-03) dated 5/12/2008, which precludes recipients of Head Start grants to use any Federal funds to pay for any part of the compensation of an individual either as a direct cost or any pro-ration as an indirect cost if that individual's compensation exceeds the rate payable of an Executive Level II. For 2019, the rate of compensation for an Executive Level II was \$192,300 per year. As of January 2020, the rate of compensation for an Executive Level II is \$197,300 per year. As of January 2020, the rate of compensation for an Executive Level II is \$197,300 per year. As of January 2021, the rate of compensation for an Executive Level II is \$199,300 per year.

(4) Your next proposal based on actual costs for the fiscal year ending 06/30/2021 is due in our office by 12/31/2021.

Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds \$5,000.

ORGANIZATION: Community Action Partnership of Madera County, Inc.

AGREEMENT DATE: 4/1/2021

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted: such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200), and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.

BY THE INSTITUTION:

Community Action Partnership of Madera County, Inc.

(INSTITUTION)



(SIGNATURE)

DANIEL SEETO

(NAME)

CHIEF FINANCIAL OFFICER

(TITLE)

April 20, 2021

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

Darryl W. Mayes-S
Digitally signed by Darryl W. Mayes-S
DN: cn=S, o=U.S. Government, ou=HHS, ou=PSC,
ou=People, o.9.2342.19200300.100.1.1=2000131669,
cn=Darryl W. Mayes-S
Date: 2021.04.16 09:30:12 -0400

(SIGNATURE)

Darryl W. Mayes

(NAME)

Deputy Director, Cost Allocation Services

(TITLE)

4/1/2021

(DATE) 2416

HHS REPRESENTATIVE: Paul Rodriguez

Telephone: (212) 264-2069



Report to the Board of Directors

Agenda Item Number: E-9

Board of Directors Meeting for: June 10, 2021

Author: Donna Tooley

DATE: May 26, 2021

TO: Board of Directors

FROM: Donna Tooley, Consultant and former Chief Financial Officer

SUBJECT: Review and Approve the Adequacy of Agency's Director and Officers (D&O) and Employment Practices Liability Insurance (EPLI) Coverage and Determine if Significant Risks Not Adequately Mitigated

I. RECOMMENDATION:

Review the adequacy of the Agency's D&O and EPLI insurance coverage to determine if there are significant risks that have not been adequately mitigated.

II. SUMMARY:

CAPMC currently has D&O Liability and Employment Practices Liability insurance with Philadelphia Insurance Companies and the policy expires June 22, 2021. Determine if there are significant risks that need additional insurance coverage to minimize and help alleviate the risk to the Agency.

III. DISCUSSION:

- A. Directors and officers' insurance is a type of liability insurance that covers individuals for claims made against them while serving on a board of directors and/or as an officer. A wide range of claims against CAPMC or any business have the potential to target company leadership for responsibility and liability. Business leaders can be held responsible for a company's failure to comply with regulations and to provide a safe and secure workplace.
- B. The types of claims may include: creditor suits over mismanagement or dereliction of fiduciary duties; decisions exceeding the authority granted to a company officer; failure to comply with regulations or laws; defamation by a board member or officer; employment practices and human resources issues; pollution and other regulatory claims; and cyber liability. The Agency currently has a separate cyber liability policy that will renew at a different date.
- C. Standard exclusions in a D&O policy are fraud; pending or prior litigation; prior (late) claim notice; bodily injury/property damage; accounting of profits, and other illegal compensation exclusions; insured versus insured claims; and ERISA
- D. While D&O policies cover claims made against the business by customers and clients; EPLI covers claims filed from within the company. THE EPLI policy may cover claims over:

- Wrongful termination

- Discrimination
 - Sexual harassment
 - Invasion of privacy
 - Inappropriate discipline or demotion
 - Infliction of emotional distress
 - Retaliation
- E. Insurance coverage decisions should be reviewed in light of risk assessment. The goal of risk assessment is to understand the risks that CAPMC confronts and clarify the extent to which we can undertake strategies (risk mitigation) to control the likelihood of occurrence and the severity of the consequences.
- F. Risk assessment is a systematic process of thinking through the many ways that “bad things can happen to good people.” Every organization intends to do the right thing, from board governance to financial management and delivery of services. Real life experience tells us that things do not always turn out the way intended. Risk assessment involves identifying the areas in which problems may arise, then systematically evaluating how likely each problem is to occur and how serious the consequences of the problem would be. Risk mitigation is a term used to describe all the various strategies CAPMC uses to reduce or control risks. Risk mitigation can include establishing a positive control environment, adopting and implementing appropriate policies and procedures, hiring competent staff, providing training, monitoring results, and insuring against losses.
- G. CAPMC currently has D&O Liability coverage of \$3M and \$1M for Employment Practices. The aggregate for all parts is \$3M. The retention amount for the D&O is \$10,000 for each claim and for Employment Practices is \$100,000. The premium amount paid for this level is \$26,621.
- H. CAPMC requested to raise these limits mid-term but Philadelphia would not allow increases unless required by contract. Stanislaus County Office of Education currently requires the \$3M of coverage for the D&O policy. This is certainly allowable now that the policy is available for renewal. CAPMC is seeking quotes for both \$5M and \$10M in coverage.
- I. Because of some past claims and the litigious climate in California, staff recommends to increase the current coverage.
- J. John Anderson, partner of Seabury, Copland and Anderson Insurance Agency, will be at the Finance Committee meeting to discuss CAPMC’s current insurance coverage and review any significant insurable risks that have not been adequately alleviated.

IV. FINANCING:

The Agency’s insurance coverages are included in the various budgets and cost allocated as appropriate to the programs that benefit.



Report to the Board of Directors

Agenda Item Number: E-10

Board of Directors Meeting for: June 10, 2021

Author: Daniel Seeto

DATE: May 26, 2021
TO: Board of Directors
FROM: Daniel Seeto, Chief Financial Officer
SUBJECT: Interim Audit Status

I. RECOMMENDATION:

Review the status of the agency audit for the year ended June 30, 2021. (Informational)

II. SUMMARY:

The agency is required to have an independent, agency-wide financial audit every year. Brown Armstrong, CPAs performs the audit and prepares the report on the financial statements. So far, there have been no exceptions noted from their procedures and testing performed.

III. DISCUSSION:

Brown Armstrong, CPAs staff performed interim fieldwork from April 27 to April 29. Their audit procedures performed thus far include:

- Testing operating expenditures of Single Audit major programs for allowability
- Testing contracts for compliance with procurement standards
- Testing eligibility for participants in applicable major programs for compliance with funding terms and conditions
- Reviewing capital asset additions/deletions
- Reviewing in-kind contributions for Victim Services for supporting documentation and calculation
- Reviewing programmatic and financial reports to ensure each ties to underlying statistics or accounting data and they were submitted in a timely manner
- Fraud interviews with various levels of staff within the agency
- General risk assessment of the overall entity through questionnaires

The major programs this year includes the Head Start, Child Care and Development Block Grant, and Crime Victims Assistance clusters. To this point, there have been no exceptions noted. There are on-going follow-up questions and responses being provided. The auditors are scheduled to resume fieldwork October 25, 2021.

IV. FINANCING:

N/A



Report to the Board of Directors

Agenda Item Number: E-11

Board of Directors Meeting for: June 10, 2021

Author: Jennifer Coronado

DATE: June 4, 2021

TO: Board of Directors

FROM: Jennifer Coronado

SUBJECT: Victim Witness Assistance (VW) Program

I. RECOMMENDATION:

Consider authorizing the Executive Director to submit the request for application to the California Office of Emergency Services (Cal OES), to operate the Victim Witness Program from October 1, 2021 through September 30, 2022 including any extensions and/or amendments during the funding period.

II. SUMMARY:

The purpose of the VW Program is to maintain Victim Witness Assistance Centers (Centers) and provide comprehensive services to victims and witnesses of all types of violent crimes, pursuant to California Penal Code §13835, in each of California's 58 counties. The County Board of Supervisors is the agency specified by statute to determine whether a county government agency (i.e., district attorney's office, probation department, etc.) or community-based organization will receive these funds.

III. DISCUSSION:

The services provided under the VW Program include, but are not limited to, information about victims' rights (Marsy's Law), orientation to the criminal justice system, crisis intervention, emergency assistance, court accompaniment, case status/disposition, victim compensation claim assistance, counseling, property return, notification to family/friends/employers, resource and referral assistance, restitution assistance upon request of the victim, and community outreach/public presentations.

The grant application has an optional \$100,000 of 2020 VOCA funding for a Mass Victimization Advocate that we are not pursuing, and as such has been excluded.

Available funding has effectively decreased by \$8,730 compared to the grant ending September 30, 2021. This will largely be offset by a reduction in total hours spent by management-level employees on this program.

IV. FINANCING:

The total project costs are \$354,836, comprised of the following:

2019 VOCA: \$160,000

2020 VOCA: \$158,142

2021 VWAO: \$36,694



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Madera	Grant Subaward #: VW21 35 0200			
A. Personnel Costs - Line-item description and calculation	19VOCA	20VOCA	21VWA0	Total Amount Allocated
<p>Victim Services Program Manager FTE 25% The victim services program manager is responsible for the daily project operations and supervises the program staff. The program manager also assures compliance with state requirements and assists with direct client services.</p> <p>Salary (\$76,302 annually x 25% = \$19,076) Benefits (\$19,076 x 13.404% benefit rate)</p>	<p>\$10,492 \$1,406</p>	<p>\$8,584 \$1,151</p>		<p>\$19,076 \$2,557</p>
<p>Administrative Aide FTE 28% The Administrative Aide position is responsible for serving as an aide to the Program Manager and as secretarial back up to the administrative staff and various other duties.</p> <p>Salary (\$39,018 annually x 28% = \$10,925) Benefits (\$10,925 x 30.218% benefit rate)</p>	<p>\$6,009 \$1,816</p>	<p>\$4,916 \$1,485</p>		<p>\$10,925 \$3,301</p>
<p>Victim Services Coordinator FTE 62% The Victim Services Coordinator supervises daily operations, including collecting data, enforcing program policies, and supervising staff. Other duties include monitoring grant goals and objectives, providing office support and assisting the Program Manager.</p> <p>Salary (\$68,612 annually x 62% = \$42,539) Benefits (\$42,539 x 22.368% benefit rate)</p>	<p>\$23,396 \$5,233</p>	<p>\$19,143 \$4,282</p>		<p>\$42,539 \$9,515</p>



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Madera	Grant Subaward #: VW21 35 0200			
A. Personnel Costs - Line-item description and calculation	19VOCA	20VOCA	21VWA0	Total Amount Allocated
<p>Advocates Advocates provide direct services to clients, including crisis intervention, counseling, advocacy, accompaniment, information and referrals, and community education. Advocates maintain records of service delivery.</p> <p>Advocate II FTE 100% Salary (\$54,929 annually x 100% = \$54,929) Benefits (\$54,929 x 25.148% benefit rate)</p> <p>Advocate II FTE 100% Salary (\$46,567 annually x 100% = \$46,567) Benefits (\$46,567 x 19.560% benefit rate)</p> <p>Specialty Advocate FTE 100% Salary (\$54,508 annually x 100% = \$54,508) Benefits (\$54,508 x 25.248% benefit rate)</p>				
Personnel Costs Fund Source Totals	\$148,109	\$101,388	\$31,105	\$280,602
PERSONNEL COSTS CATEGORY TOTAL				\$280,602



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Madera		Grant Subaward #: VW21 35 0200		
B. Operating Costs - Line-item description and calculation	19VOCA	20VOCA	21VWA0	Total Amount Allocated
<p>Office Supplies: Pens, paper, printer cartridges & supplies needed for client meetings, shredder, chairs, records and documents. \$50/mo x 12 = \$600</p>	\$300	\$300		\$600
<p>Data Processing Supplies: To support collection of program objectives, track and monitor progress and provide client services. Includes desktop supplies, toner, software, back-up \$415. Annual warranty computer/phone switch and firewall security \$185.</p>	\$300	\$300		\$600
<p>Program Supplies: Supplies to promote Victim Awareness Day and to promote outreach and support programs \$3,181. Supplies for office space and staff at Oakhurst \$400.</p>	\$824	\$824		\$1,648
<p>Postage and Shipping: 100% of postage based on actual usage. \$25 x 12 = \$300</p>	\$150	\$150		\$300
<p>Equipment Rental: \$37.5/mo x 12 = \$450 for postage meter, photo copier rentals</p>	\$225	\$225		\$450



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Madera		Grant Subaward #: VW21 35 0200		
B. Operating Costs - Line-item description and calculation	19VOCA	20VOCA	21VWA0	Total Amount Allocated
<p>Advertising and Promotion: Madera Tribune \$60 at 33% = \$20, Employee Recruitment = \$200, Advertising for Victims Rights Week / Outreach = \$255</p>	\$237	\$238		\$475
<p>Telephone/Communication: Telephone service, long distance, and voicemail, Verizon staff cell phones, Comcast FAX and internet, Oakhurst services \$400/mo x 12 = \$4,800</p>	\$2,400	\$2,400		\$4,800
<p>Rent: Yosemite St. location is 3,264 Sqft. in total. Rent = \$3,262.69/mo x 12 = \$39,152.28. Victim Witness share is as follows: Direct Staff: 2.15 FTE x 125 Sqft. x 1.00/Sqft. x 12mo = \$3,225 Training/Interview/Waiting Areas: 1554 Sqft x 21.6912% for VW = 347.08 Sqft x 1.00/Sqft x 12mo = \$4,045 Intake Areas: 210 Sqft x 48.6524% for VW = 102.17 Sqft. x 1.00/Sqft x 12mo = \$1,226 Rent for office space in Oakhurst for Advocate and Program Assistant per Cal-OES approval \$795.60/mo x 12mo = \$9,547</p>	\$3,432	\$9,022	\$5,589	\$18,043



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Madera	Grant Subaward #: VW21 35 0200			
B. Operating Costs - Line-item description and calculation	19VOCA	20VOCA	21VWA0	Total Amount Allocated
<p>Utilities: Water, Sewer, Disposal, Natural Gas and Electricity services, since moving \$230/mo x 12mo = \$2,760 Service at Oakhurst location \$170/mo x 12mo = \$2,040</p>	\$457	\$4,343		\$4,800
<p>Burglar Alarm: Alarm at Oakhurst location \$35.00/mo x 12 = \$420 Alarm at Madera location \$17.66/mo x 12 = \$212</p>	\$316	\$316		\$632
<p>Property Insurance: \$45.58/mo x 12</p>	\$273	\$274		\$547
<p>Custodial Services: Maintenance/Janitorial service new facility \$178.64/mo x 12 = \$2,144</p>	\$1,072	\$1,072		\$2,144
<p>Gas and Oil: Fuel for agency auto based on actual purchases \$170/mo x 12 = \$2,040, \$50/Oil change x 3 = \$150</p>	\$1,095	\$1,095		\$2,190
<p>Vehicle Insurance: Vehicle insurance at \$482.29/mo x 12 = \$5,787</p>		\$5,787		\$5,787



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Madera	Grant Subaward #: VW21 35 0200			
B. Operating Costs - Line-item description and calculation	19VOCA	20VOCA	21VWA0	Total Amount Allocated
Vehicle Repair and Maintenance: Monthly vehicle maintenance \$45/mo x 12	\$270	\$270		\$540
Liability Insurance: General liability and insurance for volunteers, \$51.74/mo x 12	\$310	\$311		\$621
Fees and Licenses: Retirement Plan Administration \$200 California Crime Victims Assistance Association \$100	\$150	\$150		\$300
Fingerprinting: Fingerprint at \$15 x 4 new/existing prints	\$30	\$30		\$60
Direct Services/Client Transportation: Dial-a-Ride tickets for direct services to client	\$50	\$50		\$100



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Madera	Grant Subaward #: VW21 35 0200			
B. Operating Costs - Line-item description and calculation	19VOCA	20VOCA	21VWA0	Total Amount Allocated
<p>Indirect Costs: 9.1% of direct project costs - excluding equipment @ \$325,239. CAPMC has an indirect cost rate agreement. See attached. Cognizant Agency is Dept. of Health and Human Services. Indirect cost covers personnel services, fringe benefits of Administrative, Accounting, and Human Resources staff. It also covers associated indirect administrative operating expenses such as rent, telephone, audit, supplies etc.</p>		\$29,597		\$29,597
Operating Costs Fund Source Totals	\$11,891	\$56,754	\$5,589	\$74,234
OPERATING COSTS CATEGORY TOTAL				\$74,234



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Madera		Grant Subaward #: VW21 35 0200		
C. Equipment Costs - Line-item description and calculation	19VOCA	20VOCA	21VWA0	Total Amount Allocated
Equipment Costs Fund Source Totals				
EQUIPMENT COSTS CATEGORY TOTAL				

Grant Subaward Totals - Totals must match the Grant Subaward Face Sheet	Fund Source 1	Fund Source 2	Fund Source 3	Total Project Cost
Fund Source Totals	\$160,000	\$158,142	\$36,694	\$354,836

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

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	%BUDGETED YTD	ACTUAL% YTD	PROGRAM DESCRIPTION
CSBG (01/01/21 - 12/31/21) 218	287,694.00	136,004.33	41.67%	47.27%	Large % of administrative costs to operate social services programs
CSBG DISCRETIONARY 2020 (06/01/20 - 5/31/21) 217	32,000.00	32,000.00	100.00%	100.00%	Discretionary grant to serve community needs or increase agency capacity
CSBG CARES 2020 (03/27/20 - 5/31/22) 219	390,168.00	145,714.82	53.85%	37.35%	CARES funding to prevent, prepare for and respond to COVID-19 for CSBG clients
CSBG CARES DISCRETIONARY (03/27/20 - 5/31/22) 251	40,370.00	12,851.13	53.85%	31.83%	CARES funding to prevent, prepare for and respond to COVID-19 for CSBG clients
HEAD START & CHILD DEVELOPMENT					
HEAD START REGIONAL (06/1/20 - 05/31/21) 311/380	4,060,640.00	3,616,228.53	100.00%	89.06%	Provide HS services to 246 low income preschool children and families
HEAD START T/TA (06/01/20 - 05/31/21) 310	46,025.00	45,965.32	100.00%	99.87%	Provide training for staff and parents
EARLY HEAD START REGIONAL (06/01/20 - 05/31/21) 312	601,117.00	580,990.56	100.00%	96.65%	Provide early HS services to 42 low income infant, toddlers and pregnant women
EARLY HEAD START T/TA (06/01/20 - 05/31/21) 309	13,373.00	13,373.00	100.00%	100.00%	Provide training for staff and parents
MADERA STATE CSPP/RHS LAYERED (07/01/20 - 06/30/21) 319	761,724.00	761,724.00	91.67%	100.00%	Provide child care services to HS preschool children and families
HEAD START REGIONAL CARES (06/1/20 - 05/31/21) 811	216,187.00	204,766.23	100.00%	94.72%	Provide funds to prevent, prepare for and respond to COVID-19 in the Head Start program
EARLY HEAD START REGIONAL CARES (06/1/20 - 05/31/21) 812	36,910.00	19,481.17	100.00%	52.78%	Provide funds to prevent, prepare for and respond to COVID-19 in the Early Head Start program
CHILD & ADULT CARE FOOD PROGRAM (10/01/20 - 09/30/21) 390	528,085.00	93,236.18	66.67%	17.66%	Provide funds to serve hot meals to HS & state childcare children
MADERA MIGRANT HEAD START (03/01/21 - 02/28/22) 321/362	5,159,852.00	1,106,824.19	21.43%	21.45%	Provide HS services to 458 migrant and 121 seasonal children and families
MADERA MIGRANT HS TRAINING (03/01/21 - 02/28/22) 320	31,845.00	12,731.26	25.00%	39.98%	Provide training for staff and parents
MADERA MIGRANT CHILD CARE - PART YEAR (07/01/20 - 06/30/21) 322/324	883,390.00	740,578.44	91.67%	83.83%	Provide child care services to migrant eligible infant and toddlers
MADERA MIGRANT CHILD CARE - SPECIALIZED SRV (07/01/20 - 06/30/21) 325	134,765.00	111,611.25	91.67%	82.82%	Provide start up funding for supplies and staff to provide services to migrant eligible infant and toddlers
FRESNO MIGRANT HEAD START (09/01/20 - 08/31/21) 331	4,806,650.00	2,635,559.77	75.00%	54.83%	Provide HS services to 519 migrant children and families
FRESNO MIGRANT HS -TRAINING (09/01/20 - 08/31/21) 330	89,638.00	47,709.89	75.00%	53.23%	Provide training for staff and parents
FRESNO MIGRANT EARLY HEAD START (09/01/20 - 08/31/21) 337	310,267.00	122,787.58	75.00%	39.57%	Provide early HS services to 30 low income infant, toddlers and pregnant women

FRESNO MIGRANT EARLY HS -TRAINING (09/01/20 - 08/31/21) 338	6,949.00	653.51	75.00%	9.40%	Provide training for staff and parents
FRESNO MIGRANT HEAD START CARES (09/01/20 - 08/31/21) 831	454,125.00	233,872.76	75.00%	51.50%	Provide funds to prevent, prepare for and respond to COVID-19 in the Fresno Migrant Head Start
FRESNO MIGRANT EARLY HEAD START CARES (09/01/20 - 08/31/21) 837	26,250.00	8,360.47	75.00%	31.85%	Provide funds to prevent, prepare for and respond to COVID-19 in the Fresno Early Head Start
DSS STRENGTHENING FAMILIES (07/01/2020 - 06/30/2021) 371	189,600.00	148,725.02	91.67%	78.44%	Provides training and education to parents to strengthen family relationships
RESOURCE & REFERRAL:					
CSCP - ONE TIME FUNDS (07/01/20 - 06/30/22) 400	225,201.00	37,672.04	45.83%	16.73%	Training and supplies for child care providers
CCDF-HEALTH & SAFETY (07/01/20 - 06/30/21) 411	4,702.00	792.45	91.67%	16.85%	Training and supplies for child care providers
R & R GENERAL (07/01/20 - 06/30/21) 401	196,708.00	164,975.33	91.67%	83.87%	Provide resources and referrals regarding child care and related issues
EMERGENCY CHILD CARE BRIDGE PROGRAM (07/01/20 - 06/30/21) 407	219,899.00	183,444.70	91.67%	83.42%	Provide subsidized child care for eligible foster children
CHILD CARE INITIATIVE PROJECT (07/01/20 - 06/30/21) 424	33,509.00	31,822.88	91.67%	94.97%	Recruiting and training child care providers for infants and toddlers
ALTERNATIVE PAYMENT (07/01/20 - 06/30/22) 426/432	6,544,277.00	2,856,703.44	45.83%	43.65%	Provide subsidized child care for eligible families
ALTERNATIVE PAYMENT STAGE 2 (07/01/20 - 06/30/21) 427	2,659,629.00	1,827,633.88	91.67%	68.72%	Provide subsidized child care for eligible families
ALTERNATIVE PAYMENT STAGE 3 (07/01/20 - 06/30/21) 428	1,383,572.00	1,073,862.08	91.67%	77.62%	Provide subsidized child care for eligible families
ALTERNATIVE PAYMENT ONE TIME ONLY PROVIDER STIPENDS (07/01/20 - 06/30/21) 439	132,985.55	114,354.98	91.67%	85.99%	Provide supplies and one-time stipend to child care providers
CRRSA ONE TIME ONLY PROVIDER STIPENDS (04/01/20 - 06/30/21) 440	433,833.75	431,628.75	66.67%	99.49%	Provide supplies and one-time stipend to child care providers through the Coronavirus Response and Relief Supplemental Appropriations Act.
VICTIM SERVICES:					
RSVP/CALOES (10/01/20 - 09/30/21) 500	331,285.00	199,027.74	66.67%	60.08%	Assist victims of sexual assault
VICTIM WITNESS/CALOES (10/01/20 - 09/30/21) 501	363,566.00	247,960.36	66.67%	68.20%	Assist victims of crime
DOM.VIO.MAR.LIC. (07/01/20 - 06/30/21) 502	35,113.00	57,178.41	91.67%	162.84%	Provides shelter and services to domestic violence victims
DOMESTIC VIOLENCE RESTITUTION (07/01/20 - 06/30/21) 504	2,400.00	0.00	91.67%	0.00%	Provides shelter and services to domestic violence victims
VSC DOMESTIC VIOLENCE GENERAL FUND (07/01/20 - 06/30/21) DONATIONS ONLY 507/525	2,000.00	1,670.95	91.67%	83.55%	Assist victims of domestic violence
UNSERVED/UNDERSERVED VICTIM ADVOCACY & OUTREACH (01/01/21 - 12/31/21) 508	162,896.00	64,810.19	41.67%	39.79%	Assist unserved/underserved, primarily Hispanic, victims of crime

VICTIM SERVICES CENTER FUND (07/01/20 - 06/30/21) DONATIONS ONLY 510	2,500.00	5,297.78	91.67%	211.91%	Assist with program operations for all Victim Services clients
SHELTER-BASED DOMESTIC VIOLENCE (10/01/20 - 09/30/21) 533	537,587.00	399,474.04	66.67%	74.31%	Provide shelter services for domestic violence victims
TRANSITIONAL HOUSING (01/01/21 - 12/31/21) 531	126,808.00	49,703.26	41.67%	39.20%	Provide long-term shelter services for domestic violence and human trafficking victims
EMERGENCY SERVICES:					
E.C.I.P./LIHEAP (10/01/19 - 10/31/21) 203	754,299.00	628,056.47	80.00%	83.26%	Assistance for low income clients for energy bills and weatherization services
FEMA (01/01/20 - 10/31/21) 205	1,826.00	1,826.00	77.27%	100.00%	Administration of the FEMA program
E.C.I.P./LIHEAP (11/01/20 - 06/30/22) 207	684,900.00	133,721.76	36.84%	19.52%	Assistance for low income clients for energy bills and weatherization services
FEMA CARES (01/27/20 - 10/31/21) 210	32,603.00	23,686.41	71.43%	72.65%	Housing assistance for clients impacted by COVID-19 and administration of FEMA CARES
MADERA MENTAL HEALTH PROPERTY MGMT (07/01/20 - 06/30/21) 216	30,000.00	12,397.32	91.67%	41.32%	Provides property management services for the County of Madera Behavioral Health
SHUNAMMITE PLACE (11/01/20 - 10/31/21) 224	541,520.00	263,014.99	58.33%	48.57%	Provides permanent supportive housing for homeless women with disabilities
CITY OF MADERA - CDBG (07/01/20 - 06/30/21) 231	20,000.00	7,588.44	91.67%	37.94%	Provides funding for Fresno-Madera Continuum of Care and homeless support
FEMA (01/01/20 - 10/31/21) 235	1,587.00	260.60	77.27%	16.42%	Administration of the FEMA program
LIHEAP CARES (07/01/20 - 04/30/21) 234	155,591.00	119,731.28	110.00%	76.95%	Assistance for low income clients for energy bills impacted by COVID-19
SENIOR MEAL - MADERA COUNTY (07/01/20 - 06/30/21) 237	43,734.00	33,891.76	91.67%	77.50%	Provides lunch meal program for seniors in eastern Madera County & Ranchos
CDBG CARES (09/17/20 - 06/30/21) 244	90,000.00	76,730.96	100.00%	85.26%	Provides utility and rental assistance for clients within the City of Madera jurisdiction.
HOMELESS HOUSING, ASSISTANCE & PREVENTION (HHAP) BEHAVIORAL HEALTH (06/01/20 - 6/30/25) 246	411,434.00	270,638.87	24.49%	65.78%	Provides rental assistance and rapid rehousing, outreach and coordination, prevention and shelter diversion to permanent housing
MADERA CO. SENIOR MEAL HOME DELIVERY (08/17/20 - 12/31/21) 247	350,000.00	289,759.70	57.58%	82.79%	Provides meals for seniors in eastern Madera County & Ranchos due to COVID-19 restrictions
Kaiser Rapid Rehousing (12/01/2020 - 12/31/2021) 249	90,000.00	59,132.01	46.15%	65.70%	Provides rental assistance to clients
DRINKING WATER - STATE WATER RESOURCES (09/22/17 - 06/30/21) 252	117,905.00	100,407.05	97.78%	85.16%	Provides bottled water for continuation of drought water assistance
PROJECT ROOMKEY (12/01/20 - 06/30/21) 257	45,178.00	45,178.00	85.71%	100.00%	Provides hotel and motel vouchers to homeless clients
BEHAVIORAL HEALTH PATH PROGRAM (07/01/20 - 06/30/21) 259	39,045.00	36,778.28	91.67%	94.19%	Provides outreach and case management for homeless individuals that have a serious mental illness
FMCOC HEAP (03/15/21 - 06/30/21) 265	150,000.00	113,725.03	71.43%	75.82%	Provides emergency shelter for the vulnerable homeless

EMERGENCY SOLUTIONS GRANT (01/01/21 - 12/31/21) 268	110,000.00	1,128.09	41.67%	1.03%	Provides funds for hotel emergency housing, rapid rehousing, homeless prevention, HMIS and outreach
ESG CARES (01/01/21 - 12/31/21) 269	110,000.00	76,298.18	41.67%	69.36%	Provides emergency shelter and rapid rehousing to homeless
HOMELESS OUTREACH CCP AB109 07/01/20 - 06/30/21 272	231,000.00	222,732.55	91.67%	96.42%	Provides funds outreach workers to provide case management & resources to homeless or at-risk
YOUTH AND SPECIALIZED SERVICES:					
MENTAL HEALTH FULL SERVICES (07/01/20 - 6/30/21) 607	5,000.00	4,603.66	91.67%	92.07%	Provides direct benefits for clients
CHILD ADVOCACY CENTER (07/01/20 - 6/30/21) 516	1,000.00	735.53	91.67%	73.55%	Provide child sexual assault interviews

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Consolidated Balance Sheet by Object April 30, 2021

	<u>This Year</u>
Assets	
1113- CASH IN WESTAMERICA PAYROLL CK	5,666.76
1115- CASH IN WESTAMERICA MENTAL HEALTH	9,558.24
1116- CASH IN WESTAMERICA HEAD START MONEY MARKET	2,514.32
1117- CASH IN WESTAMERICA ACCTS PAYABLE CHECKING	99,435.95
1122- SAVINGS - WESTAMERICA	3,139,172.77
1130- PETTY CASH	810.00
1310- GRANTS RECEIVABLE	2,273,387.00
1320- ACCOUNTS RECEIVABLE	0.00
1322- A/R INTERSTATE ASSOC. - CHURCH OF GOD	490.64
1326- EMPLOYEE RECEIVABLES	0.00
1327- A/R-OTHER	25.00
1329- ADVANCE CLEARING	9,768.56
1410- PREPAID EXPENSES	42,887.33
1414- PREPAID RENT	0.00
1420- SECURITY DEPOSITS	29,366.04
1421- WORKERS' COMP DEPOSIT	59,629.96
1450- INVENTORY	12,630.65
1512- EQUIPMENT	1,194,731.87
1513- VEHICLES	842,974.24
1514- BUILDINGS	4,364,110.45
1515- LAND IMPROVEMENTS	180,369.83
1516- BUILDING IMPROVEMENTS	72,459.76
1519- LAND	59,005.00
1522- ACC DEPR - EQUIPMENT	(889,832.07)
1523- ACC DEPR - VEHICLES	(740,258.13)
1524- ACC DEPR - BUILDINGS	(3,317,018.45)
1525- ACC DEPR - LAND IMPROVE.	(123,189.99)
1526- ACC DEPR - BUILDING IMPROVE.	(71,202.78)
	<hr/>
Total Assets	<u><u>7,257,492.95</u></u>
Liabilities and Net Assets	
2101- ACCOUNTS PAYABLE	857,506.27
2111- ACCOUNTS PAYABLE - MANUAL	174,156.96
2112- ACCOUNTS PAY-FUNDING SOURCE	507.57
2115- A/P OTHERS	6,177.08

2121- ACCRUED PAYROLL	0.00
2122- ACCRUED VACATION	1,100,430.38
2123- ACCRUED PAYROLL - MANUAL	114,320.18
2211- FICA PAYABLE	626.93
2212- FICA-MED PAYABLE	203.06
2213- FIT PAYABLE	1,349.00
2215- SIT PAYABLE	584.42
2216- SDI PAYABLE	84.03
2217- SUI PAYABLE	0.00
2218- GARNISHMENTS PAYABLE	0.00
2220- WORKER'S COMP PAYABLE	39,857.17
2231- RETIREMENT PAYABLE-ER CONTRIB	584,625.30
2232- W/H RETIREMENT	0.00
2233- W/H RETIREMENT-ER403B BENEFIT	0.00
2244- KAISER MID20	(534.64)
2245- KAISER HIGH15	(860.62)
2248- KAISER LOW30	(1,007.46)
2252- SELF INSURANCE - LIFE & ADD	(226.51)
2253- VISION INSURANCE PAYABLE	2,723.78
2254- SELF INSURANCE - DENTAL	67,144.25
2255- UNION DUES & FEE PAYMENTS	24.98
2258- TELEMEDICINE	8.00
2260- MADERA RHS PARENT GROUPS	552.34
2262- FRESNO MHS PARENT GROUPS	2,130.16
2264- MCAC EMP FUND-UNIFICATION	64.15
2265- FRESNO - EDS - FUNDS	1,854.17
2266- R & R PROGRAM	6,205.21
2410- DEFERRED GRANT REVENUE	1,873,030.87
2415- RESERVE ACCOUNT	39,976.00
2420- OTHER DEFERRED REVENUE	10,206.17
2600- INVESTMENT IN FIXED ASSETS	0.00
	<hr/>
Total Liabilities	4,881,719.20
3000- NET ASSETS W/O DONOR RESTRICTIONS	389,324.33
3050- NET ASSETS - BOARD DESIGNATED	560,000.00
3100- NET ASSETS - RESTRICTED FIXED ASSETS	1,480,328.32
Change in Net Assets	(53,878.90)
	<hr/>
Total Net Assets	2,375,773.75
	<hr/>
Total Liabilities and Net Assets	7,257,492.95
	<hr/> <hr/>

COMMUNITY ACTION PARTERNSHIP OF MADERA COUNTY, INC.
Consolidated Revenue and Expense
April 30, 2021

Year-To-Date

Revenues

4110- GRANT INCOME-FEDERAL	18,563,167.82
4120- GRANT INCOME-STATE	5,588,385.16
4130- GRANT INCOME-AREA	256,745.42
4210- DONATIONS	112,677.31
4220- IN KIND CONTRIBUTIONS	1,217,188.07
4315- CHILD CRE REVENUE-STATE	233,777.00
4320- INTEREST INCOME	1,173.08
4350- RENTAL INCOME	32,063.95
4370- MERCHANDISE SALES	655.95
4390- MISCELLANEOUS INCOME	8,768.40
4900- INDIRECT COST REIMBURSEMENT	1,909,395.06
	<hr/>
Total Revenues	<u>27,923,997.22</u>

Expenses

5010- SALARIES & WAGES	9,658,378.43
5012- DIRECTOR'S SALARY	123,774.85
5019- SALARIES & WAGES C19	1,217.41
5020- ACCRUED VACATION PAY	615,074.30
5112- HEALTH INSURANCE	912,977.56
5114- WORKER'S COMPENSATION	292,803.55
5115- Worker's Compensation C19	91.02
5116- PENSION	478,414.75
5117- Pension C19	82.57
5121- FICA C19	145.54
5122- FICA	765,257.99
5124- SUI	115,058.93
5125- DIRECTOR'S FRINGE	70,895.31
5130- ACCRUED VACATION FRINGE	39,602.29
6110- OFFICE SUPPLIES	136,691.24
6112- DATA PROCESSING SUPPLIES	607,463.73
6121- FOOD	132,524.14
6122- KITCHEN SUPPLIES	46,575.14
6130- PROGRAM SUPPLIES	760,716.72
6132- MEDICAL & DENTAL SUPPLIES	48,501.91

6134- INSTRUCTIONAL SUPPLIES	88,395.46
6140- CUSTODIAL SUPPLIES	75,612.38
6142- LINEN/LAUNDRY	9.16
6143- FURNISHINGS	35,862.37
6150- UNIFORM RENTAL/PURCHASE	750.00
6160- RESALE ITEMS	790.11
6170- POSTAGE & SHIPPING	25,206.85
6180- EQUIPMENT RENTAL	113,950.90
6181- EQUIPMENT MAINTENANCE	26,210.75
6221- EQUIPMENT OVER > \$5000	255,892.98
6232- BUILDING IMPROVEMENTS	0.00
6310- PRINTING & PUBLICATIONS	19,116.04
6312- ADVERTISING & PROMOTION	15,761.83
6320- TELEPHONE	450,369.32
6410- RENT	716,644.47
6420- UTILITIES/ DISPOSAL	296,638.91
6432- BUILDING REPAIRS/ MAINTENANCE	591,884.56
6433- GROUNDS MAINTENANCE	89,112.15
6436- PEST CONTROL	16,401.00
6437- BURGLAR & FIRE ALARM	21,933.97
6440- PROPERTY INSURANCE	49,432.44
6510- AUDIT	69,797.50
6520- CONSULTANTS	68,617.59
6522- CONSULTANT EXPENSES	3,036.20
6524- CONTRACTS	550,873.05
6530- LEGAL	102,512.44
6540- CUSTODIAL SERVICES	68,168.65
6555- MEDICAL SCREENING/DEAT/STAFF	7,414.00
6562- MEDICAL EXAM	566.00
6610- GAS & OIL	15,741.86
6620- VEHICLE INSURANCE	54,354.82
6640- VEHICLE REPAIR & MAINTENANCE	23,668.52
6712- STAFF TRAVEL-LOCAL	13,793.04
6714- STAFF TRAVEL-OUT OF AREA	4,207.48
6730- VOLUNTEER TRAVEL	(30.00)
6742- TRAINING - STAFF	129488.98
6744- TRAINING - VOLUNTEER	250.00
6745- TRAINING - PARTICIPANT/CLIENTS	1,278.61
6746- TRAINING - PARENT	1,312.50
6748- EDUCATION REIMBURSEMENT	138.00
6810- BANK CHARGES	5,208.41
6832- LIABILITY INSURANCE	29,268.96

6834- STUDENT ACTIVITY INSURANCE	5,407.51
6840- PROPERTY TAXES	13,714.58
6850- FEES & LICENSES	75,549.31
6851- CPR FEES	966.35
6852- FINGERPRINT	2,747.29
6875- EMPLOYEE HEALTH & WELFARE COSTS	28,442.86
7111- PARENT MILEAGE	205.05
7114- PC ALLOWANCE	4,065.04
7210- TRANSPORTATION VOUCHERS	1,640.98
7222- MOTEL VOUCHERS	24,695.00
7224- CLIENT RENT	466,968.47
7226- CLIENT LODGING/SHELTER	173,852.88
7230- CLIENT FOOD	770.91
7234- FOOD - INDIVIDUAL	36.00
7236- FOOD BOX/MASS	20,000.00
7240- DIRECT BENEFITS	4,929,833.49
7245- DIRECT BENEFITS - STATE	233,777.00
7250- FURNACE REPAIRS/REPLACEMENT	22,730.63
8110- IN KIND SALARIES	854,262.97
8120- IN KIND RENT	327,814.89
8130- IN KIND - OTHER	35,110.21
9010- INDIRECT COST ALLOCATION	<u>1,909,395.06</u>
Total Expenses	<u><u>27,977,876.12</u></u>
Excess Revenue Over (Under) Expenditures	<u>(53,878.90)</u>

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

<u>203 0 HOME ENERGY ASSISTANCE PROGRAM</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual April 30, 2021</u>	<u>YTD Budget April 30, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	\$754,299.00	\$48,393.10	\$627,915.95	\$754,299.00	(0.83)	\$0.00	\$627,915.95	\$126,383.05
Total Revenues	\$754,299.00	\$48,393.10	\$627,915.95	\$754,299.00	(0.83)	\$0.00	\$627,915.95	\$126,383.05
<u>Expenses</u>								
5010- SALARIES & WAGES	\$203,621.00	\$0.00	\$182,351.16	\$203,621.00	0.90	\$0.00	\$182,351.16	\$21,269.84
5019- SALARIES & WAGES C19	0.00	0.00	7,500.45	0.00	0.00	0.00	7,500.45	(7,500.45)
5020- ACCRUED VACATION PAY	0.00	0.00	13,986.18	0.00	0.00	0.00	13,986.18	(13,986.18)
5112- HEALTH INSURANCE	22,592.00	0.00	16,324.74	22,592.00	0.72	0.00	16,324.74	6,267.26
5114- WORKER'S COMPENSATION	1,254.00	0.00	1,132.78	1,254.00	0.90	0.00	1,132.78	121.22
5115- Worker's Compensation C19	0.00	0.00	39.90	0.00	0.00	0.00	39.90	(39.90)
5116- PENSION	11,529.00	0.00	8,063.74	11,529.00	0.70	0.00	8,063.74	3,465.26
5117- Pension C19	0.00	0.00	223.01	0.00	0.00	0.00	223.01	(223.01)
5121- FICA C19	0.00	0.00	559.00	0.00	0.00	0.00	559.00	(559.00)
5122- FICA	16,131.00	0.00	14,721.93	16,131.00	0.91	0.00	14,721.93	1,409.07
5124- SUI	2,356.00	0.00	2,867.57	2,356.00	1.22	0.00	2,867.57	(511.57)
5130- ACCRUED VACATION FICA	0.00	0.00	306.39	0.00	0.00	0.00	306.39	(306.39)
6110- OFFICE SUPPLIES	3,747.00	0.00	3,272.88	3,747.00	0.87	0.00	3,272.88	474.12
6112- DATA PROCESSING SUPPLIES	16,335.00	0.00	18,523.67	16,335.00	1.13	0.00	18,523.67	(2,188.67)
6130- PROGRAM SUPPLIES	650.00	0.00	673.47	650.00	1.04	0.00	673.47	(23.47)
6142- LINEN/LAUNDRY	10.00	0.00	0.00	10.00	0.00	0.00	0.00	10.00
6170- POSTAGE & SHIPPING	2,360.00	0.00	2,225.39	2,360.00	0.94	0.00	2,225.39	134.61
6180- EQUIPMENT RENTAL	3,030.00	0.00	2,487.68	3,030.00	0.82	0.00	2,487.68	542.32
6181- EQUIPMENT MAINTENANCE	4,505.00	0.00	3,190.74	4,505.00	0.71	0.00	3,190.74	1,314.26
6310- PRINTING & PUBLICATIONS	10.00	0.00	0.00	10.00	0.00	0.00	0.00	10.00
6312- ADVERTISING & PROMOTION	30.00	0.00	5,155.14	30.00	171.84	0.00	5,155.14	(5,125.14)
6320- TELEPHONE	7,050.00	0.00	8,594.54	7,050.00	1.22	0.00	8,594.54	(1,544.54)
6410- RENT	16,400.00	0.00	17,231.61	16,400.00	1.05	0.00	17,231.61	(831.61)
6420- UTILITIES/ DISPOSAL	3,160.00	0.00	3,680.91	3,160.00	1.16	0.00	3,680.91	(520.91)
6432- BUILDING REPAIRS/ MAINTENANCE	10.00	0.00	0.00	10.00	0.00	0.00	0.00	10.00
6440- PROPERTY INSURANCE	770.00	0.00	576.03	770.00	0.75	0.00	576.03	193.97
6520- CONSULTANTS	0.00	0.00	2,540.00	0.00	0.00	0.00	2,540.00	(2,540.00)
6524- CONTRACTS	375,419.00	45,124.10	249,059.31	375,419.00	0.66	0.00	249,059.31	126,359.69
6530- LEGAL	100.00	0.00	87.50	100.00	0.88	0.00	87.50	12.50
6555- MEDICAL SCREENING/DEAT/STAFF	150.00	0.00	0.00	150.00	0.00	0.00	0.00	150.00

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

<u>203 0 HOME ENERGY ASSISTANCE PROGRAM</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual April 30, 2021</u>	<u>YTD Budget April 30, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
6610- GAS & OIL	80.00	0.00	64.23	80.00	0.80	0.00	64.23	15.77
6640- VEHICLE REPAIR & MAINTENANCE	20.00	0.00	0.00	20.00	0.00	0.00	0.00	20.00
6712- STAFF TRAVEL-LOCAL	50.00	0.00	257.30	50.00	5.15	0.00	257.30	(207.30)
6714- STAFF TRAVEL-OUT OF AREA	0.00	0.00	192.48	0.00	0.00	0.00	192.48	(192.48)
6742- TRAINING - STAFF	833.00	0.00	316.54	833.00	0.38	0.00	316.54	516.46
6840- PROPERTY TAXES	30.00	0.00	22.29	30.00	0.74	0.00	22.29	7.71
6850- FEES & LICENSES	1,266.00	0.00	1,037.68	1,266.00	0.82	0.00	1,037.68	228.32
6852- FINGERPRINT	32.00	0.00	32.25	32.00	1.01	0.00	32.25	(0.25)
6875- EMPLOYEE HEALTH & WELFARE	500.00	0.00	119.50	500.00	0.24	0.00	119.50	380.50
7240- DIRECT BENEFITS	19,000.00	3,269.00	19,190.00	19,000.00	1.01	0.00	19,190.00	(190.00)
7250- FURNACE REPAIRS/REPLACEMENT	10,000.00	0.00	10,062.32	10,000.00	1.01	0.00	10,062.32	(62.32)
9010- INDIRECT COST ALLOCATION	31,269.00	0.00	31,245.64	31,269.00	1.00	0.00	31,245.64	23.36
Total Expenses	<u>\$754,299.00</u>	<u>\$48,393.10</u>	<u>\$627,915.95</u>	<u>\$754,299.00</u>	<u>0.83</u>	<u>\$0.00</u>	<u>\$627,915.95</u>	<u>\$126,383.05</u>
Excess Revenue Over (Under) Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

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

<u>207 0 HOME ENERGY ASSIST. PROG.</u>	<u>Grant</u>	<u>Current</u>	<u>YTD Actual</u>	<u>YTD</u>		<u>YTD</u>	<u>Actual Plus</u>	<u>Budget</u>
	<u>Budget</u>	<u>Month</u>	<u>April 30,</u>	<u>Budget</u>	<u>% Spent</u>	<u>Encumbrance</u>	<u>Encumbrance</u>	<u>Balance</u>
		<u>Actual</u>	<u>2021</u>	<u>April 30,</u>				
				<u>2021</u>				
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	\$407,634.00	\$29,009.12	\$100,782.29	\$203,820.00	(0.25)	\$0.00	\$100,782.29	\$306,851.71
Total Revenues	\$407,634.00	\$29,009.12	\$100,782.29	\$203,820.00	(0.25)	\$0.00	\$100,782.29	\$306,851.71
<u>Expenses</u>								
5010- SALARIES & WAGES	\$106,857.00	\$12,837.31	\$42,140.56	\$53,430.00	0.39	\$0.00	\$42,140.56	\$64,716.44
5020- ACCRUED VACATION PAY	0.00	708.56	2,500.48	0.00	0.00	0.00	2,500.48	(2,500.48)
5112- HEALTH INSURANCE	13,156.00	2,024.46	5,574.30	6,576.00	0.42	0.00	5,574.30	7,581.70
5114- WORKER'S COMPENSATION	581.00	65.75	216.56	288.00	0.37	0.00	216.56	364.44
5116- PENSION	5,592.00	652.63	2,100.97	2,796.00	0.38	0.00	2,100.97	3,491.03
5122- FICA	8,353.00	1,064.99	3,321.61	4,176.00	0.40	0.00	3,321.61	5,031.39
5124- SUI	1,108.00	15.38	769.57	552.00	0.69	0.00	769.57	338.43
5130- ACCRUED VACATION FICA	0.00	(41.88)	48.12	0.00	0.00	0.00	48.12	(48.12)
6110- OFFICE SUPPLIES	2,500.00	587.89	2,629.47	1,248.00	1.05	586.64	3,216.11	(716.11)
6112- DATA PROCESSING SUPPLIES	15,264.00	1,333.55	7,302.90	7,632.00	0.48	42.21	7,345.11	7,918.89
6130- PROGRAM SUPPLIES	10.00	11.84	11.84	6.00	1.18	0.00	11.84	(1.84)
6142- LINEN/LAUNDRY	5.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00
6170- POSTAGE & SHIPPING	1,200.00	287.14	3,279.51	600.00	2.73	0.00	3,279.51	(2,079.51)
6180- EQUIPMENT RENTAL	1,500.00	647.16	2,547.78	750.00	1.70	0.00	2,547.78	(1,047.78)
6181- EQUIPMENT MAINTENANCE	1,800.00	124.43	124.43	900.00	0.07	0.00	124.43	1,675.57
6310- PRINTING & PUBLICATIONS	25.00	0.00	27.06	12.00	1.08	0.00	27.06	(2.06)
6312- ADVERTISING & PROMOTION	2,990.00	0.00	0.00	1,494.00	0.00	0.00	0.00	2,990.00
6320- TELEPHONE	8,200.00	529.70	3,108.87	4,098.00	0.38	0.00	3,108.87	5,091.13
6410- RENT	16,900.00	1,287.83	7,295.35	8,448.00	0.43	0.00	7,295.35	9,604.65
6420- UTILITIES/ DISPOSAL	3,566.00	159.94	816.85	1,782.00	0.23	0.00	816.85	2,749.15
6432- BUILDING REPAIRS/ MAINTENANCE	20.00	0.00	0.00	12.00	0.00	0.00	0.00	20.00
6440- PROPERTY INSURANCE	575.00	69.86	558.88	288.00	0.97	0.00	558.88	16.12
6524- CONTRACTS	180,864.00	1,614.59	1,614.59	90,432.00	0.01	0.00	1,614.59	179,249.41
6530- LEGAL	88.00	0.00	0.00	42.00	0.00	0.00	0.00	88.00
6555- MEDICAL SCREENING/DEAT/STAFF	0.00	0.00	255.50	0.00	0.00	0.00	255.50	(255.50)
6610- GAS & OIL	30.00	0.00	17.75	18.00	0.59	0.00	17.75	12.25
6640- VEHICLE REPAIR & MAINTENANCE	10.00	0.00	0.00	6.00	0.00	0.00	0.00	10.00
6712- STAFF TRAVEL-LOCAL	125.00	0.00	0.00	60.00	0.00	0.00	0.00	125.00
6742- TRAINING - STAFF	428.00	0.00	0.00	216.00	0.00	0.00	0.00	428.00
6810- BANK CHARGES	0.00	0.00	25.00	0.00	0.00	0.00	25.00	(25.00)

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

	<u>Grant</u>	<u>Current</u>	<u>YTD Actual</u>	<u>YTD</u>		<u>YTD</u>	<u>Actual Plus</u>	<u>Budget</u>
	<u>Budget</u>	<u>Month</u>	<u>April 30,</u>	<u>Budget</u>	<u>% Spent</u>	<u>Encumbrance</u>	<u>Encumbrance</u>	<u>Balance</u>
<u>207 0 HOME ENERGY ASSIST. PROG.</u>		<u>Actual</u>	<u>2021</u>	<u>2021</u>				
6820- INTEREST EXPENSE	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
6840- PROPERTY TAXES	10.00	0.00	39.65	6.00	3.97	0.00	39.65	(29.65)
6850- FEES & LICENSES	150.00	0.00	193.53	78.00	1.29	0.00	193.53	(43.53)
6852- FINGERPRINT	0.00	0.00	17.75	0.00	0.00	0.00	17.75	(17.75)
6875- EMPLOYEE HEALTH & WELFARE	60.00	0.00	29.54	30.00	0.49	0.00	29.54	30.46
7240- DIRECT BENEFITS	6,000.00	3,159.00	8,386.00	3,000.00	1.40	0.00	8,386.00	(2,386.00)
7250- FURNACE REPAIRS/REPLACEMENT	10,000.00	0.00	0.00	4,998.00	0.00	0.00	0.00	10,000.00
9010- INDIRECT COST ALLOCATION	19,666.00	2,156.15	7,706.75	9,834.00	0.39	0.00	7,706.75	11,959.25
Total Expenses	<u>\$407,634.00</u>	<u>\$29,296.28</u>	<u>\$102,661.17</u>	<u>\$203,808.00</u>	<u>0.25</u>	<u>\$628.85</u>	<u>\$103,290.02</u>	<u>\$304,343.98</u>
Excess Revenue Over (Under) Expenditures	\$0.00	-\$287.16	-\$1,878.88	\$12.00	0.00	-\$628.85	-\$2,507.73	\$2,507.73
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>-\$287.16</u>	<u>-\$1,878.88</u>	<u>\$12.00</u>	<u>0.00</u>	<u>-\$628.85</u>	<u>-\$2,507.73</u>	<u>\$2,507.73</u>

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

<u>224 0 HUD SHUNAMMITE PLACE</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual April 30, 2021</u>	<u>YTD Budget April 30, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	\$541,520.00	\$38,032.35	\$216,581.63	\$0.00	(0.40)	\$0.00	\$216,581.63	\$324,938.37
4350- RENTAL INCOME	0.00	4,259.95	19,899.81	0.00	0.00	0.00	19,899.81	(19,899.81)
Total Revenues	<u>\$541,520.00</u>	<u>\$42,292.30</u>	<u>\$236,481.44</u>	<u>\$0.00</u>	<u>(0.44)</u>	<u>\$0.00</u>	<u>\$236,481.44</u>	<u>\$305,038.56</u>
<u>Expenses</u>								
5010- SALARIES & WAGES	\$157,808.00	\$12,259.71	\$64,891.88	\$0.00	0.41	\$0.00	\$64,891.88	\$92,916.12
5020- ACCRUED VACATION PAY	0.00	565.64	4,979.63	0.00	0.00	0.00	4,979.63	(4,979.63)
5112- HEALTH INSURANCE	22,695.00	1,130.19	6,990.62	0.00	0.31	0.00	6,990.62	15,704.38
5114- WORKER'S COMPENSATION	9,123.00	598.13	3,322.41	0.00	0.36	0.00	3,322.41	5,800.59
5116- PENSION	6,312.00	582.14	2,305.31	0.00	0.37	0.00	2,305.31	4,006.69
5122- FICA	12,072.00	890.68	5,197.48	0.00	0.43	0.00	5,197.48	6,874.52
5124- SUI	1,517.00	0.00	1,332.90	0.00	0.88	0.00	1,332.90	184.10
5130- ACCRUED VACATION FICA	0.00	82.77	139.11	0.00	0.00	0.00	139.11	(139.11)
6110- OFFICE SUPPLIES	2,900.00	8.04	1,637.52	0.00	0.56	0.00	1,637.52	1,262.48
6112- DATA PROCESSING SUPPLIES	7,402.00	857.35	5,298.63	0.00	0.72	0.00	5,298.63	2,103.37
6122- KITCHEN SUPPLIES	0.00	781.40	1,296.84	0.00	0.00	0.00	1,296.84	(1,296.84)
6130- PROGRAM SUPPLIES	8,230.00	1,779.98	5,098.48	0.00	0.62	0.00	5,098.48	3,131.52
6132- MEDICAL & DENTAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00	(1,500.00)
6140- CUSTODIAL SUPPLIES	1,250.00	386.77	922.92	0.00	0.74	0.00	922.92	327.08
6143- FURNISHINGS	25,272.00	4,537.77	23,207.36	0.00	0.92	1,027.72	24,235.08	1,036.92
6170- POSTAGE & SHIPPING	150.00	0.00	41.15	0.00	0.27	0.00	41.15	108.85
6180- EQUIPMENT RENTAL	1,350.00	65.24	388.25	0.00	0.29	0.00	388.25	961.75
6181- EQUIPMENT MAINTENANCE	2,065.00	131.48	131.48	0.00	0.06	0.00	131.48	1,933.52
6310- PRINTING & PUBLICATIONS	150.00	0.00	108.25	0.00	0.72	0.00	108.25	41.75
6320- TELEPHONE	4,945.00	432.39	2,730.71	0.00	0.55	0.00	2,730.71	2,214.29
6410- RENT	197,157.00	14,070.44	77,527.26	0.00	0.39	0.00	77,527.26	119,629.74
6420- UTILITIES/ DISPOSAL	28,048.00	1,446.78	9,213.78	0.00	0.33	0.00	9,213.78	18,834.22
6432- BUILDING REPAIRS/ MAINTENANCE	7,700.00	710.00	701.82	0.00	0.09	0.00	701.82	6,998.18
6433- GROUNDS MAINTENANCE	1,860.00	160.00	1,460.00	0.00	0.78	0.00	1,460.00	400.00
6440- PROPERTY INSURANCE	1,880.00	94.79	1,523.32	0.00	0.81	0.00	1,523.32	356.68
6530- LEGAL	6,569.00	0.00	787.50	0.00	0.12	0.00	787.50	5,781.50
6540- CUSTODIAL SERVICES	0.00	700.00	3,196.82	0.00	0.00	0.00	3,196.82	(3,196.82)
6562- MEDICAL EXAM	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
6566- DENTAL EXAM	300.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
6610- GAS & OIL	150.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00
6640- VEHICLE REPAIR & MAINTENANCE	30.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00
6712- STAFF TRAVEL-LOCAL	682.00	0.00	0.00	0.00	0.00	0.00	0.00	682.00

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

	<u>Grant</u>	<u>Current</u>	<u>YTD Actual</u>	<u>YTD</u>			<u>Actual Plus</u>	<u>Budget</u>
<u>224 0 HUD SHUNAMMITE PLACE</u>	<u>Budget</u>	<u>Month</u>	<u>April 30,</u>	<u>Budget</u>	<u>% Spent</u>	<u>YTD</u>	<u>Encumbrance</u>	<u>Balance</u>
		<u>Actual</u>	<u>2021</u>	<u>April 30,</u>		<u>Encumbrance</u>		
				<u>2021</u>				
6742- TRAINING - STAFF	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
6745- TRAINING - PARTICIPANT/CLIENTS	47.00	0.00	0.00	0.00	0.00	0.00	0.00	47.00
6832- LIABILITY INSURANCE	25.00	1.31	13.05	0.00	0.52	0.00	13.05	11.95
6850- FEES & LICENSES	5,241.00	0.00	733.00	0.00	0.14	0.00	733.00	4,508.00
7210- TRANSPORTATION VOUCHERS	320.00	16.00	266.35	0.00	0.83	0.00	266.35	53.65
7226- CLIENT LODGING/SHELTER	0.00	0.00	595.00	0.00	0.00	0.00	595.00	(595.00)
7230- CLIENT FOOD	575.00	0.00	169.65	0.00	0.30	0.00	169.65	405.35
9010- INDIRECT COST ALLOCATION	26,445.00	0.00	10,231.30	0.00	0.39	0.00	10,231.30	16,213.70
Total Expenses	<u>\$541,520.00</u>	<u>\$42,289.00</u>	<u>\$236,439.78</u>	<u>\$0.00</u>	<u>0.44</u>	<u>\$2,527.72</u>	<u>\$238,967.50</u>	<u>\$302,552.50</u>
Excess Revenue Over (Under) Expenditures	\$0.00	\$3.30	\$41.66	\$0.00	0.00	-\$2,527.72	-\$2,486.06	\$2,486.06
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>\$3.30</u>	<u>\$41.66</u>	<u>\$0.00</u>	<u>0.00</u>	<u>-\$2,527.72</u>	<u>-\$2,486.06</u>	<u>\$2,486.06</u>

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
April 30, 2021**

<u>246 0 HOMELESS HOUSING ASSIST. & PREVENTION (HHAP) - MADERA CO BEHAVIORAL HEALTH</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual April 30, 2021</u>	<u>YTD Budget April 30, 2021</u>	<u>% Spent</u>	<u>YTD Encumbran ce</u>	<u>Actual Plus Encumbran ce</u>	<u>Budget Balance</u>
<u>Revenues</u>								
4120- GRANT INCOME-STATE	\$411,434.00	\$1,287.27	\$262,056.00	\$0.00	(0.64)	\$0.00	\$262,056.00	\$149,378.00
Total Revenues	<u>\$411,434.00</u>	<u>\$1,287.27</u>	<u>\$262,056.00</u>	<u>\$0.00</u>	<u>(0.64)</u>	<u>\$0.00</u>	<u>\$262,056.00</u>	<u>\$149,378.00</u>
<u>Expenses</u>								
5010- SALARIES & WAGES	\$55,865.00	\$1,904.33	\$10,902.07	\$0.00	0.20	\$0.00	\$10,902.07	\$44,962.93
5020- ACCRUED VACATION PAY	0.00	115.58	1,933.01	0.00	0.00	0.00	1,933.01	(1,933.01)
5112- HEALTH INSURANCE	3,455.00	257.67	1,249.87	0.00	0.36	0.00	1,249.87	2,205.13
5114- WORKER'S COMPENSATION	303.00	8.87	96.01	0.00	0.32	0.00	96.01	206.99
5116- PENSION	2,344.00	94.51	476.61	0.00	0.20	0.00	476.61	1,867.39
5122- FICA	4,483.00	144.60	850.90	0.00	0.19	0.00	850.90	3,632.10
5124- SUI	445.00	0.00	203.29	0.00	0.46	0.00	203.29	241.71
5130- ACCRUED VACATION FICA	0.00	1.26	97.51	0.00	0.00	0.00	97.51	(97.51)
6112- DATA PROCESSING SUPPLIES	0.00	0.00	41.75	0.00	0.00	0.00	41.75	(41.75)
6130- PROGRAM SUPPLIES	1,879.00	0.00	0.00	0.00	0.00	0.00	0.00	1,879.00
6180- EQUIPMENT RENTAL	300.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
6181- EQUIPMENT MAINTENANCE	400.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00
6320- TELEPHONE	600.00	82.95	251.11	0.00	0.42	0.00	251.11	348.89
6410- RENT	1,300.00	116.41	592.02	0.00	0.46	0.00	592.02	707.98
6420- UTILITIES/ DISPOSAL	400.00	14.46	80.80	0.00	0.20	0.00	80.80	319.20
6610- GAS & OIL	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
6640- VEHICLE REPAIR & MAINTENANCE	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6712- STAFF TRAVEL-LOCAL	3,242.00	0.00	0.00	0.00	0.00	0.00	0.00	3,242.00
7210- TRANSPORTATION VOUCHERS	3,750.00	0.00	51.00	0.00	0.01	0.00	51.00	3,699.00
7224- CLIENT RENT	297,420.00	4,265.00	220,904.86	0.00	0.74	0.00	220,904.86	76,515.14
7230- CLIENT FOOD	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
9010- INDIRECT COST ALLOCATION	34,318.00	0.00	21,750.65	0.00	0.63	0.00	21,750.65	12,567.35
Total Expenses	<u>\$411,434.00</u>	<u>\$7,005.64</u>	<u>\$259,481.46</u>	<u>\$0.00</u>	<u>0.63</u>	<u>\$0.00</u>	<u>\$259,481.46</u>	<u>\$151,952.54</u>
Excess Revenue Over (Under) Expenditures	\$0.00	-\$5,718.37	\$2,574.54	\$0.00	0.00	\$0.00	\$2,574.54	-\$2,574.54
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>-\$5,718.37</u>	<u>\$2,574.54</u>	<u>\$0.00</u>	<u>0.00</u>	<u>\$0.00</u>	<u>\$2,574.54</u>	<u>-\$2,574.54</u>

Madera County Corona Virus Relief Fund Senior Meal Homebound Deliveries August 2020 - June 2021 Revenue and Expense with Encumbrance and Net Assets April 2021

<u>247 0 SENIOR MEAL HOME DELIVERY PROG - MADERA COUNTY</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual April 30, 2021</u>	<u>YTD Budget April 30, 2021</u>	<u>% Spent</u>	<u>YTD Encumbran ce</u>	<u>Actual Plus Encumbran ce</u>	<u>Budget Balance</u>
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	\$350,000.00	\$28,376.40	\$289,016.70	\$0.00	(0.83)	\$0.00	\$289,016.70	\$60,983.30
Total Revenues	<u>\$350,000.00</u>	<u>\$28,376.40</u>	<u>\$289,016.70</u>	<u>\$0.00</u>	<u>(0.83)</u>	<u>\$0.00</u>	<u>\$289,016.70</u>	<u>\$60,983.30</u>
<u>Expenses</u>								
5010- SALARIES & WAGES	\$14,192.00	\$510.33	\$8,428.16	\$0.00	0.59	\$0.00	\$8,428.16	\$5,763.84
5020- ACCRUED VACATION PAY	0.00	22.73	2,877.62	0.00	0.00	0.00	2,877.62	(2,877.62)
5112- HEALTH INSURANCE	858.00	9.05	184.57	0.00	0.22	0.00	184.57	673.43
5114- WORKER'S COMPENSATION	78.00	3.03	45.07	0.00	0.58	0.00	45.07	32.93
5116- PENSION	591.00	67.05	893.49	0.00	1.51	0.00	893.49	(302.49)
5122- FICA	1,146.00	49.25	716.89	0.00	0.63	0.00	716.89	429.11
5124- SUI	255.00	0.00	102.72	0.00	0.40	0.00	102.72	152.28
5130- ACCRUED VACATION FICA	0.00	(5.79)	193.65	0.00	0.00	0.00	193.65	(193.65)
6110- OFFICE SUPPLIES	25.00	2.70	9.38	0.00	0.38	0.00	9.38	15.62
6120- FOOD/KITCHEN SUPPLIES	25.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00
6130- PROGRAM SUPPLIES	42.00	0.00	0.00	0.00	0.00	0.00	0.00	42.00
6140- CUSTODIAL SUPPLIES	25.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00
6170- POSTAGE & SHIPPING	100.00	0.00	0.55	0.00	0.01	0.00	0.55	99.45
6180- EQUIPMENT RENTAL	335.00	16.99	71.97	0.00	0.21	0.00	71.97	263.03
6181- EQUIPMENT MAINTENANCE	477.00	0.09	0.09	0.00	0.00	0.00	0.09	476.91
6312- ADVERTISING & PROMOTION	40.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
6410- RENT	8,100.00	0.00	0.00	0.00	0.00	0.00	0.00	8,100.00
6420- UTILITIES/ DISPOSAL	105.00	0.00	0.00	0.00	0.00	0.00	0.00	105.00
6524- CONTRACTS	318,826.00	27,639.50	271,986.84	0.00	0.85	0.00	271,986.84	46,839.16
6610- GAS & OIL	30.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00
6712- STAFF TRAVEL-LOCAL	65.00	0.00	0.00	0.00	0.00	0.00	0.00	65.00
9010- INDIRECT COST ALLOCATION	4,685.00	61.47	3,505.70	0.00	0.75	0.00	3,505.70	1,179.30
Total Expenses	<u>\$350,000.00</u>	<u>\$28,376.40</u>	<u>\$289,016.70</u>	<u>\$0.00</u>	<u>0.83</u>	<u>\$0.00</u>	<u>\$289,016.70</u>	<u>\$60,983.30</u>
Excess Revenue Over (Under) Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Victim Services-Domestic Violence Program
October 1, 2020 to April 30, 2021

533 0 SHELTER BASED DV SERVICES	<u>Grant</u> <u>Budget</u>	<u>Current</u> <u>Month</u> <u>Actual</u>	<u>YTD Actual</u> <u>April 30, 2021</u>	<u>YTD Budget</u> <u>April 30, 2021</u>	<u>% Spent</u>	<u>YTD</u> <u>Encumbrance</u>	<u>Actual Plus</u> <u>Encumbrance</u>	<u>Budget</u> <u>Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	335,607.00	24,194.40	232,283.41	0.00	(0.69)	0.00	232,283.41	103,323.59
4120- GRANT INCOME-STATE	201,980.00	18,000.00	115,004.00	0.00	(0.57)	0.00	115,004.00	86,976.00
4220- IN KIND CONTRIBUTIONS	0.00	0.00	7,201.00	0.00	0.00	0.00	7,201.00	(7,201.00)
Total Revenues	537,587.00	42,194.40	354,488.41	0.00	0.66	0.00	354,488.41	183,098.59
Expenses								
5010- SALARIES & WAGES	338,016.00	25,314.36	201,606.43	0.00	0.60	0.00	201,606.43	136,409.57
5020- ACCRUED VACATION PAY	0.00	1,151.46	7,819.22	0.00	0.00	0.00	7,819.22	(7,819.22)
5112- HEALTH INSURANCE	29,902.00	2,071.66	15,955.81	0.00	0.53	0.00	15,955.81	13,946.19
5114- WORKER'S COMPENSATION	8,465.00	681.98	4,785.58	0.00	0.57	0.00	4,785.58	3,679.42
5116- PENSION	15,427.00	1,232.39	8,940.72	0.00	0.58	0.00	8,940.72	6,486.28
5122- FICA	26,053.00	2,018.58	16,076.55	0.00	0.62	0.00	16,076.55	9,976.45
5124- SUI	3,641.00	71.27	3,384.04	0.00	0.93	0.00	3,384.04	256.96
5130- ACCRUED VACATION FICA	0.00	69.49	41.13	0.00	0.00	0.00	41.13	(41.13)
6110- OFFICE SUPPLIES	420.00	93.51	2,193.72	0.00	5.22	0.00	2,193.72	(1,773.72)
6112- DATA PROCESSING SUPPLIES	780.00	137.94	5,555.48	0.00	7.12	0.00	5,555.48	(4,775.48)
6121- FOOD	0.00	0.00	296.02	0.00	0.00	0.00	296.02	(296.02)
6130- PROGRAM SUPPLIES	6,045.00	25.04	2,173.61	0.00	0.36	662.49	2,836.10	3,208.90
6132- MEDICAL & DENTAL SUPPLIES	0.00	0.00	148.18	0.00	0.00	0.00	148.18	(148.18)
6140- CUSTODIAL SUPPLIES	360.00	48.77	294.13	0.00	0.82	0.00	294.13	65.87
6170- POSTAGE & SHIPPING	360.00	0.00	90.95	0.00	0.25	0.00	90.95	269.05
6180- EQUIPMENT RENTAL	960.00	112.34	700.31	0.00	0.73	0.00	700.31	259.69
6181- EQUIPMENT MAINTENANCE	480.00	0.00	164.83	0.00	0.34	0.00	164.83	315.17
6310- PRINTING & PUBLICATIONS	239.00	0.00	0.00	0.00	0.00	0.00	0.00	239.00
6312- ADVERTISING & PROMOTION	480.00	0.00	451.24	0.00	0.94	0.00	451.24	28.76
6320- TELEPHONE	8,040.00	990.04	5,871.66	0.00	0.73	0.00	5,871.66	2,168.34
6410- RENT	13,457.00	1,143.48	8,004.36	0.00	0.59	0.00	8,004.36	5,452.64
6420- UTILITIES/ DISPOSAL	10,680.00	626.73	7,994.96	0.00	0.75	0.00	7,994.96	2,685.04
6432- BUILDING REPAIRS/ MAINTENANCE	1,200.00	0.00	2,361.08	0.00	1.97	0.00	2,361.08	(1,161.08)
6433- GROUNDS MAINTENANCE	2,880.00	1,475.00	3,925.00	0.00	1.36	0.00	3,925.00	(1,045.00)
6436- PEST CONTROL	1,560.00	124.00	868.00	0.00	0.56	0.00	868.00	692.00
6437- BURGLAR & FIRE ALARM	2,160.00	227.45	1,190.41	0.00	0.55	0.00	1,190.41	969.59
6440- PROPERTY INSURANCE	2,640.00	218.98	1,751.84	0.00	0.66	0.00	1,751.84	888.16
6520- CONSULTANTS	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
6530- LEGAL	0.00	0.00	350.00	0.00	0.00	0.00	350.00	(350.00)
6540- CUSTODIAL SERVICES	1,200.00	274.88	2,886.24	0.00	2.41	0.00	2,886.24	(1,686.24)
6610- GAS & OIL	600.00	206.13	847.65	0.00	1.41	0.00	847.65	(247.65)
6620- VEHICLE INSURANCE	2,760.00	219.36	1,456.22	0.00	0.53	0.00	1,456.22	1,303.78
6640- VEHICLE REPAIR & MAINTENANCE	360.00	8.00	442.21	0.00	1.23	0.00	442.21	(82.21)
6712- STAFF TRAVEL-LOCAL	230.00	0.00	0.00	0.00	0.00	0.00	0.00	230.00
6830- INSURANCE & BONDING	720.00	0.00	0.00	0.00	0.00	0.00	0.00	720.00
6832- LIABILITY INSURANCE	72.00	85.64	626.90	0.00	8.71	0.00	626.90	(554.90)
6840- PROPERTY TAXES	840.00	0.00	21.62	0.00	0.03	0.00	21.62	818.38
6850- FEES & LICENSES	720.00	15.00	493.08	0.00	0.68	0.00	493.08	226.92
6852- FINGERPRINT	0.00	0.00	41.00	0.00	0.00	0.00	41.00	(41.00)
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	231.69	0.00	0.00	0.00	231.69	(231.69)
7226- CLIENT LODGING/SHELTER	5,600.00	0.00	8,135.94	0.00	1.45	0.00	8,135.94	(2,535.94)

Victim Services-Domestic Violence Program
October 1, 2020 to April 30, 2021

<u>533 0 SHELTER BASED DV SERVICES</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual April 30, 2021</u>	<u>YTD Budget April 30, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Expenses (Continued)								
7230- CLIENT FOOD	0.00	0.00	95.96	0.00	0.00	0.00	95.96	(95.96)
7240- DIRECT BENEFITS	400.00	0.00	46.50	0.00	0.12	0.00	46.50	353.50
8120- IN KIND RENT	0.00	0.00	6,906.00	0.00	0.00	0.00	6,906.00	(6,906.00)
8130- IN KIND - OTHER	0.00	0.00	295.00	0.00	0.00	0.00	295.00	(295.00)
9010- INDIRECT COST ALLOCATION	44,840.00	3,519.42	28,967.14	0.00	0.65	0.00	28,967.14	15,872.86
Total Expenses	<u>537,587.00</u>	<u>42,162.90</u>	<u>354,488.41</u>	<u>0.00</u>	<u>0.66</u>	<u>662.49</u>	<u>355,150.90</u>	<u>182,436.10</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>31.50</u>	<u>0.00</u>	<u>0.00</u>		<u>(662.49)</u>	<u>(662.49)</u>	<u>662.49</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>
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00		0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>31.50</u>	<u>0.00</u>	<u>0.00</u>		<u>(662.49)</u>	<u>(662.49)</u>	<u>662.49</u>

July 1, 2020 to June 30, 2021

State Migrant Full-Day Program - Basic Program
Budget to Actual

		For the Period Ending			4/30/2021			Start Date	7/1/2020		
					Current	Previous			Current Mnth	10	82%
Account	Description	Budget	MTD	Actual YTD	Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance	
REVENUES											
4120	GRANT INCOME-STATE	750,881	36,369.09	597,842.18	561,473.09	625,736	79.62%	-	597,842.18	153,038.82	
4220	IN KIND CONTRIBUTIONS		-					-			
4315	CHILD CRE REVENUE-STATE		-					-			
4350	RENTAL INCOME		-					-			
	TOTAL REVENUES	750,881	36,369.09	597,842.18	561,473.09	625,736	79.62%	-	597,842.18	153,038.82	
EXPENDITURES											
5010	SALARIES & WAGES	500,256	24,513.42	388,841.84	364,328.42	416,880	77.73%	-	388,841.84	111,414.16	
5020	ACCRUED VACATION PAY	31,100	1,749.79	24,838.20	23,088.41	25,917	79.87%	-	24,838.20	6,261.80	
5112	HEALTH INSURANCE	54,352	1,597.68	45,962.17	44,364.49	45,293	84.56%	-	45,962.17	8,389.83	
5114	WORKER'S COMPENSATION	24,821	1,293.66	19,055.78	17,762.12	20,684	76.77%	-	19,055.78	5,765.22	
5116	PENSION	22,258	1,621.97	19,930.86	18,308.89	18,548	89.54%	-	19,930.86	2,327.14	
5122	FICA	35,002	2,310.62	29,996.15	27,685.53	29,168	85.70%	-	29,996.15	5,005.85	
5124	SUI	6,198	114.59	7,411.17	7,296.58	5,165	119.57%	-	7,411.17	(1,213.17)	
5130	ACCRUED VACATION FRINGE	2,500	133.83	1,899.86	1,766.03	2,083	75.99%	-	1,899.86	600.14	
6110	OFFICE SUPPLIES	-	-	-	-	-	-	-	-	-	
6112	DATA PROCESSING SUPPLIES	-	-	-	-	-	-	-	-	-	
6121	FOOD	-	-	-	-	-	-	-	-	-	
6122	KITCHEN SUPPLIES	-	-	-	-	-	-	-	-	-	
6130	PROGRAM SUPPLIES	3,014	-	-	-	2,512	-	-	-	3,014.00	
6132	MEDICAL & DENTAL SUPPLIES	-	-	-	-	-	-	-	-	-	
6134	INSTRUCTIONAL SUPPLIES	-	-	-	-	-	-	-	-	-	
6140	CUSTODIAL SUPPLIES	-	-	925.64	925.64	-	-	-	925.64	(925.64)	
6170	POSTAGE & SHIPPING	-	-	-	-	-	-	-	-	-	
6221	EQUIPMENT OVER > \$5000	9,545	-	9,596.07	9,596.07	7,954	-	-	9,596.07	(51.07)	
6310	PRINTING & PUBLICATIONS	-	-	-	-	-	-	-	-	-	
6312	ADVERTISING & PROMOTION	-	-	-	-	-	-	-	-	-	
6320	TELEPHONE	-	-	-	-	-	-	-	-	-	
6540	CUSTODIAL SERVICES	-	-	-	-	-	-	-	-	-	
6610	GAS & OIL	-	-	-	-	-	-	-	-	-	
6620	VEHICLE INSURANCE	-	-	235.14	235.14	-	-	-	235.14	(235.14)	
6630	VEHICLE LICENSE & FEES	-	-	-	-	-	-	-	-	-	
6640	VEHICLE REPAIR & MAINTENANCE	-	-	83.86	83.86	-	-	-	83.86	(83.86)	
6742	TRAINING - STAFF	-	-	-	-	-	-	-	-	-	
6834	STUDENT ACTIVITY INSURANCE	-	-	-	-	-	-	-	-	-	
6850	FEES & LICENSES	-	-	-	-	-	-	-	-	-	
6852	FINGER PRINTING	-	-	-	-	-	-	-	-	-	
6875	EE HEALTH & WELFARE COSTS	-	-	-	-	-	-	-	-	-	
7110	PARENT ACTIVITIES	-	-	-	-	-	-	-	-	-	
7111	PARENT MILEAGE	-	-	-	-	-	-	-	-	-	
7112	PARENT INVOLVEMENT	-	-	-	-	-	-	-	-	-	
7114	PPC ALLOWANCE	-	-	-	-	-	-	-	-	-	
7116	PPC FOOD ALLOWANCE	-	-	-	-	-	-	-	-	-	
9010	INDIRECT COST ALLOCATION	61,835	3,033.53	49,065.44	46,031.91	51,529	79.35%	-	49,065.44	12,769.56	
	Total Expenses	750,881	36,369.09	597,842.18	561,473.09	625,733	79.62%	-	597,842.18	153,038.82	
		-	-	-	-	3.00			79.6%		

In Direct Calc. @ 9.1%
49,065.44
49,065.44 Total

Madera Migrant Head Start
Budget to Actual

For the Period Ending **4/30/2021**

Start Date 3/1/2021
Current Mnth 2.00
12%

Account	Description	Grant Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4110	GRANT INCOME-	5,159,852	347,156.21	649,737.64	302,581.43	859,975.36	13%	48,146.95	697,884.59	4,461,967.41
4220	IN KIND CONTRIBUTIONS	364,695	50,842.40	71,543.77	20,701.37	60,782.50	20%	-	71,543.77	293,151.23
4120	GRANT INCOME-STATE	-	-	-	-	-	-	-	-	-
4390	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
	TOTAL REVENUES	5,524,547	397,998.61	721,281.41	323,282.80	920,757.86	13%	48,146.95	769,428.36	4,755,118.64
EXPENDITURES										
5010	Salaries & Wages	2,801,103	170,431.40	319,109.70	148,678.30	466,850.50	11%	-	319,109.70	2,481,993.30
5020	Accrued Vacation Pay	159,000	12,998.04	22,265.97	9,267.93	26,500.00	14%	-	22,265.97	136,734.03
5112	Health Insurance	294,354	29,591.94	54,271.93	24,679.99	49,059.00	18%	-	54,271.93	240,082.07
5114	Worker's Compensation	107,790	7,951.88	13,444.25	5,492.37	17,965.00	12%	-	13,444.25	94,345.75
5116	Pension	112,072	12,824.24	22,290.28	9,466.04	18,678.67	20%	-	22,290.28	89,781.72
5122	FICA	210,448	16,510.03	27,884.27	11,374.24	35,074.67	13%	-	27,884.27	182,563.73
5124	SUI	37,910	384.05	1,483.36	1,099.31	6,318.33	4%	-	1,483.36	36,426.64
5130	Accrued Vacation Fringe	16,000	994.29	1,703.36	709.07	2,666.67	11%	-	1,703.36	14,296.64
6110	Office supplies	41,003	(78.08)	543.56	621.64	6,833.83	1%	1,153.39	1,696.95	39,306.05
6112	Data Processing Supplies	40,000	16,793.14	27,057.24	10,264.10	6,666.67	68%	21,995.54	49,052.78	(9,052.78)
6121	Food	3,000	-	128.97	128.97	500.00	4%	-	128.97	2,871.03
6122	Kitchen Supplies	1,200	-	-	-	200.00	0%	-	-	1,200.00
6130	Program Supplies	197,124	1,571.14	4,233.11	2,661.97	32,854.00	2%	9,482.46	13,715.57	183,408.43
6132	Medical & Dental Supplies	25,000	-	-	-	4,166.67	0%	1,160.03	1,160.03	23,839.97
6134	Instructional Supplies	25,000	254.33	254.33	-	4,166.67	1%	-	254.33	24,745.67
6140	Custodial Supplies	45,000	-	1,156.54	1,156.54	7,500.00	3%	-	1,156.54	43,843.46
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	-	-	-	-	-	-	-	-	-
6150	Uniform Rental / Purchases	300	150.00	150.00	-	50.00	50%	-	150.00	150.00
6170	Postage & Shipping	500	-	-	-	83.33	0%	-	-	500.00
6221	Equipment Over > \$5,000	52,844	-	9,960.71	9,960.71	8,807.33	19%	-	9,960.71	42,883.29
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	30,000	1,061.26	2,480.79	1,419.53	5,000.00	8%	-	2,480.79	27,519.21
6181	Equipment Maintenance	6,100	300.00	300.00	-	1,016.67	5%	-	300.00	5,800.00
6310	Printing & Publications	4,000	2,314.82	3,321.66	1,006.84	666.67	83%	52.61	3,374.27	625.73
6312	Advertising & Promotion	-	-	-	-	-	-	-	-	-
6320	Telephone	38,017	14,841.53	26,582.70	11,741.17	6,336.17	70%	-	26,582.70	11,434.30
6410	Rent	97,780	7,062.77	14,125.54	7,062.77	16,296.67	14%	-	14,125.54	83,654.46
6420	Utilities / Disposal	110,400	2,436.55	8,864.38	6,427.83	18,400.00	8%	-	8,864.38	101,535.62
6432	Building Repairs / Maintenan	50,000	5,798.44	7,223.25	1,424.81	8,333.33	14%	8,512.00	15,735.25	34,264.75
6433	Grounds Maintenance	15,000	4,039.34	5,489.34	1,450.00	2,500.00	37%	1,775.00	7,264.34	7,735.66
6436	Pest Control	2,700	208.94	417.88	208.94	450.00	15%	-	417.88	2,282.12
6437	Burglar & Fire Alarm	1,200	22.23	44.46	22.23	200.00	4%	-	44.46	1,155.54
6440	Property Insurance	16,300	1,399.30	2,798.60	1,399.30	2,716.67	17%	-	2,798.60	13,501.40
6521 / 6520	Consultants	45,000	-	-	-	7,500.00	0%	-	-	45,000.00
6522	Consultants Expense	100	-	-	-	16.67	0%	-	-	100.00
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	10,000	175.00	175.00	-	1,666.67	2%	-	175.00	9,825.00
6540	Custodial Services	46,800	3,956.00	7,912.00	3,956.00	7,800.00	17%	-	7,912.00	38,888.00
6555	Medical Screening / DEAT / Staff	5,000	688.31	688.31	-	833.33	14%	-	688.31	4,311.69
6562	Medical Exam	100	-	-	-	16.67	0%	-	-	100.00
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-
6566	Dental Exam	100	-	-	-	16.67	0%	-	-	100.00
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-

Account	Description	Grant Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
6610	Gas & Oil	8,000	495.56	1,280.86	785.30	1,333.33	16%	-	1,280.86	6,719.14
6620	Vehicle Insurance	18,000	1,172.95	2,345.90	1,172.95	3,000.00	13%	-	2,345.90	15,654.10
6630	Vehicle License & Fees	-	-	-	-	-	-	-	-	-
6640	Vehicle Repair & Maintenanc	8,000	1,305.19	3,932.42	2,627.23	1,333.33	49%	-	3,932.42	4,067.58
6712	Staff Travel-Local	1,300	-	-	-	216.67	0%	-	-	1,300.00
6714	Staff Travel-Out of Area	463	-	-	-	77.17	0%	-	-	463.00
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-
6742	Training - Staff	7,775	435.78	1,515.24	1,079.46	1,295.83	19%	-	1,515.24	6,259.76
6746	Training - Parent	-	-	-	-	-	-	-	-	-
6748	Education Reimbursement	-	-	-	-	-	-	-	-	-
6750	Field Trips	-	-	-	-	-	-	-	-	-
6810	Bank Charges	-	-	-	-	-	-	-	-	-
6820	Interest Expense	-	-	-	-	-	-	-	-	-
6832	Liability Insurance	600	32.64	65.28	32.64	100.00	11%	-	65.28	534.72
6834	Student Activity Insurance	2,300	-	-	-	383.33	0%	-	-	2,300.00
6840	Property Taxes	-	-	-	-	-	-	-	-	-
6850	Fees & Licenses	10,000	3.00	256.63	253.63	1,666.67	3%	-	256.63	9,743.37
6852	Finger Printing	3,000	74.00	74.00	-	500.00	2%	-	74.00	2,926.00
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-
6875	Employee Health & Welfare	9,095	-	417.59	417.59	1,515.83	5%	-	417.59	8,677.41
7110	Parent Activities	10,000	-	-	-	1,666.67	0%	-	-	10,000.00
7111	Parent Mileage	500	-	4.62	4.62	83.33	1%	-	4.62	495.38
7112	Parent Involvement	2,600	-	-	-	433.33	0%	-	-	2,600.00
7114	PPC Allowance	2,800	-	120.00	120.00	466.67	4%	-	120.00	2,680.00
7116	PPC Food Allowance	1,200	-	-	-	200.00	0%	-	-	1,200.00
8110	In-Kind Salaries	238,563	40,414.74	50,688.45	10,273.71	39,760.50	21%	-	50,688.45	187,874.55
8120	In-Kind Rent	125,132	427.66	10,855.32	10,427.66	20,855.33	9%	-	10,855.32	114,276.68
8130	In-Kind Other	1,000	-	-	-	166.67	0%	-	-	1,000.00
9010	In-Direct Cost Allocation	425,974	28,956.20	53,363.61	24,407.41	70,995.67	13%	4,015.92	57,379.53	368,594.47
Total Expenses		5,524,547	387,998.61	711,281.41	323,282.80	920,757.86	13%	48,146.95	759,428.36	4,765,118.64
Excess Revenue Over		-	10,000.00	10,000.00	-	-	-	-	10,000.00	(10,000.00)
Total Expenses w/o In Kind		5,159,852	347,156.21	649,737.64	302,581.43				697,884.59	4,461,967.41
In-Kind		364,695	40,842.40						13.53%	

ADMINISTRATION BUDGET LIMIT	\$610,100
YEAR-TO DATE ADMIN EXP.	\$72,456
PERCENT OF TOTAL EXPENSES	1.13%
ADMINISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%	53,363.61
	53,363.61

July 1, 2020 to June 30, 2021

State Migrant Full-Day Program - Basic Program
Budget to Actual

		For the Period Ending			3/31/2021				Start Date	7/1/2020
		Current			Previous				Current Mnth	9
									82%	
Account	Description	Budget	MTD	Actual YTD	Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4120	GRANT INCOME-STATE	750,881	63,939.00	561,473.09	497,534.09	563,163	74.78%	-	561,473.09	189,407.91
4220	IN KIND CONTRIBUTIONS		-					-	-	-
4315	CHILD CRE REVENUE-STATE		-					-	-	-
4350	RENTAL INCOME		-					-	-	-
	TOTAL REVENUES	750,881	63,939.00	561,473.09	497,534.09	563,163	74.78%	-	561,473.09	189,407.91
EXPENDITURES										
5010	SALARIES & WAGES	500,256	39,954.24	364,328.42	324,374.18	375,192	72.83%	-	364,328.42	135,927.58
5020	ACCRUED VACATION PAY	31,100	2,401.33	23,088.41	20,687.08	23,325	74.24%	-	23,088.41	8,011.59
5112	HEALTH INSURANCE	54,352	7,271.85	44,364.49	37,092.64	40,764	81.62%	-	44,364.49	9,987.51
5114	WORKER'S COMPENSATION	24,821	1,684.95	17,762.12	16,077.17	18,616	71.56%	-	17,762.12	7,058.88
5116	PENSION	22,258	2,404.58	18,308.89	15,904.31	16,694	82.26%	-	18,308.89	3,949.11
5122	FICA	35,002	2,990.51	27,685.53	24,695.02	26,252	79.10%	-	27,685.53	7,316.47
5124	SUI	6,198	470.08	7,296.58	6,826.50	4,649	117.72%	-	7,296.58	(1,098.58)
5130	ACCRUED VACATION FRINGE	2,500	183.68	1,766.03	1,582.35	1,875	70.64%	-	1,766.03	733.97
6110	OFFICE SUPPLIES	-	-	-	-	-	-	-	-	-
6112	DATA PROCESSING SUPPLIES	-	-	-	-	-	-	-	-	-
6121	FOOD	-	-	-	-	-	-	-	-	-
6122	KITCHEN SUPPLIES	-	-	-	-	-	-	-	-	-
6130	PROGRAM SUPPLIES	3,014	-	-	-	2,261	-	-	-	3,014.00
6132	MEDICAL & DENTAL SUPPLIES	-	-	-	-	-	-	-	-	-
6134	INSTRUCTIONAL SUPPLIES	-	-	-	-	-	-	-	-	-
6140	CUSTODIAL SUPPLIES	-	925.64	925.64	-	-	-	-	925.64	(925.64)
6170	POSTAGE & SHIPPING	-	-	-	-	-	-	-	-	-
6221	EQUIPMENT OVER > \$5000	9,545	-	9,596.07	9,596.07	7,159	-	-	9,596.07	(51.07)
6310	PRINTING & PUBLICATIONS	-	-	-	-	-	-	-	-	-
6312	ADVERTISING & PROMOTION	-	-	-	-	-	-	-	-	-
6320	TELEPHONE	-	-	-	-	-	-	-	-	-
6540	CUSTODIAL SERVICES	-	-	-	-	-	-	-	-	-
6610	GAS & OIL	-	-	-	-	-	-	-	-	-
6620	VEHICLE INSURANCE	-	235.14	235.14	-	-	-	-	235.14	(235.14)
6630	VEHICLE LICENSE & FEES	-	-	-	-	-	-	-	-	-
6640	VEHICLE REPAIR & MAINTENANCE	-	83.86	83.86	-	-	-	-	83.86	(83.86)
6742	TRAINING - STAFF	-	-	-	-	-	-	-	-	-
6834	STUDENT ACTIVITY INSURANCE	-	-	-	-	-	-	-	-	-
6850	FEES & LICENSES	-	-	-	-	-	-	-	-	-
6852	FINGER PRINTING	-	-	-	-	-	-	-	-	-
6875	EE HEALTH & WELFARE COSTS	-	-	-	-	-	-	-	-	-
7110	PARENT ACTIVITIES	-	-	-	-	-	-	-	-	-
7111	PARENT MILEAGE	-	-	-	-	-	-	-	-	-
7112	PARENT INVOLVEMENT	-	-	-	-	-	-	-	-	-
7114	PPC ALLOWANCE	-	-	-	-	-	-	-	-	-
7116	PPC FOOD ALLOWANCE	-	-	-	-	-	-	-	-	-
9010	INDIRECT COST ALLOCATION	61,835	5,333.14	46,031.91	40,698.77	46,376	74.44%	-	46,031.91	15,803.09
	Total Expenses	750,881	63,939.00	561,473.09	497,534.09	563,163	74.78%	-	561,473.09	189,407.91
									74.8%	

In Direct Calc. @ 9.1%
46,031.91
46,031.91 Total

Madera Migrant Head Start
Budget to Actual

For the Period Ending **3/31/2021**

Start Date 3/1/2021
Current Mnth 1.00
6%

Account	Description	Grant Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4110	GRANT INCOME-	5,159,852	302,581.43	302,581.43	-	429,987.64	6%	24,524.52	327,105.95	4,832,746.05
4220	IN KIND CONTRIBUTIONS	364,695	20,701.37	20,701.37	-	30,391.25	6%	-	20,701.37	343,993.63
4120	GRANT INCOME-STATE	-	-	-	-	-	-	-	-	-
4390	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
	TOTAL REVENUES	5,524,547	323,282.80	323,282.80	-	460,378.89	6%	24,524.52	347,807.32	5,176,739.68
EXPENDITURES										
5010	Salaries & Wages	2,801,103	148,678.30	148,678.30	-	233,425.25	5%	-	148,678.30	2,652,424.70
5020	Accrued Vacation Pay	159,000	9,267.93	9,267.93	-	13,250.00	6%	-	9,267.93	149,732.07
5112	Health Insurance	294,354	24,679.99	24,679.99	-	24,529.50	8%	-	24,679.99	269,674.01
5114	Worker's Compensation	107,790	5,492.37	5,492.37	-	8,982.50	5%	-	5,492.37	102,297.63
5116	Pension	112,072	9,466.04	9,466.04	-	9,339.33	8%	-	9,466.04	102,605.96
5122	FICA	210,448	11,374.24	11,374.24	-	17,537.33	5%	-	11,374.24	199,073.76
5124	SUI	37,910	1,099.31	1,099.31	-	3,159.17	3%	-	1,099.31	36,810.69
5130	Accrued Vacation Fringe	16,000	709.07	709.07	-	1,333.33	4%	-	709.07	15,290.93
6110	Office supplies	41,003	621.64	621.64	-	3,416.92	2%	543.09	1,164.73	39,838.27
6112	Data Processing Supplies	40,000	10,264.10	10,264.10	-	3,333.33	26%	7,912.17	18,176.27	21,823.73
6121	Food	3,000	128.97	128.97	-	250.00	4%	-	128.97	2,871.03
6122	Kitchen Supplies	1,200	-	-	-	100.00	0%	-	-	1,200.00
6130	Program Supplies	197,124	2,661.97	2,661.97	-	16,427.00	1%	2,938.77	5,600.74	191,523.26
6132	Medical & Dental Supplies	25,000	-	-	-	2,083.33	0%	103.46	103.46	24,896.54
6134	Instructional Supplies	25,000	-	-	-	2,083.33	0%	270.57	270.57	24,729.43
6140	Custodial Supplies	45,000	1,156.54	1,156.54	-	3,750.00	3%	-	1,156.54	43,843.46
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	-	-	-	-	-	-	-	-	-
6150	Uniform Rental / Purchases	300	-	-	-	25.00	0%	-	-	300.00
6170	Postage & Shipping	500	-	-	-	41.67	0%	-	-	500.00
6221	Equipment Over > \$5,000	52,844	9,960.71	9,960.71	-	4,403.67	19%	-	9,960.71	42,883.29
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	30,000	1,419.53	1,419.53	-	2,500.00	5%	-	1,419.53	28,580.47
6181	Equipment Maintenance	6,100	-	-	-	508.33	0%	300.00	300.00	5,800.00
6310	Printing & Publications	4,000	1,006.84	1,006.84	-	333.33	25%	1,392.88	2,399.72	1,600.28
6312	Advertising & Promotion	-	-	-	-	-	-	-	-	-
6320	Telephone	38,017	11,741.17	11,741.17	-	3,168.08	31%	-	11,741.17	26,275.83
6410	Rent	97,780	7,062.77	7,062.77	-	8,148.33	7%	-	7,062.77	90,717.23
6420	Utilities / Disposal	110,400	6,427.83	6,427.83	-	9,200.00	6%	-	6,427.83	103,972.17
6432	Building Repairs / Maintenan	50,000	1,424.81	1,424.81	-	4,166.67	3%	9,018.00	10,442.81	39,557.19
6433	Grounds Maintenance	15,000	1,450.00	1,450.00	-	1,250.00	10%	-	1,450.00	13,550.00
6436	Pest Control	2,700	208.94	208.94	-	225.00	8%	-	208.94	2,491.06
6437	Burglar & Fire Alarm	1,200	22.23	22.23	-	100.00	2%	-	22.23	1,177.77
6440	Property Insurance	16,300	1,399.30	1,399.30	-	1,358.33	9%	-	1,399.30	14,900.70
6521 / 6520	Consultants	45,000	-	-	-	3,750.00	0%	-	-	45,000.00
6522	Consultants Expense	100	-	-	-	8.33	0%	-	-	100.00
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	10,000	-	-	-	833.33	0%	-	-	10,000.00
6540	Custodial Services	46,800	3,956.00	3,956.00	-	3,900.00	8%	-	3,956.00	42,844.00
6555	Medical Screening / DEAT / Staff	5,000	-	-	-	416.67	0%	-	-	5,000.00
6562	Medical Exam	100	-	-	-	8.33	0%	-	-	100.00
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-
6566	Dental Exam	100	-	-	-	8.33	0%	-	-	100.00
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-

Account	Description	Grant Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance	6%
6610	Gas & Oil	8,000	785.30	785.30	-	666.67	10%	-	785.30	7,214.70	
6620	Vehicle Insurance	18,000	1,172.95	1,172.95	-	1,500.00	7%	-	1,172.95	16,827.05	
6630	Vehicle License & Fees	-	-	-	-	-	-	-	-	-	
6640	Vehicle Repair & Maintenanc	8,000	2,627.23	2,627.23	-	666.67	33%	-	2,627.23	5,372.77	
6712	Staff Travel-Local	1,300	-	-	-	108.33	0%	-	-	1,300.00	
6714	Staff Travel-Out of Area	463	-	-	-	38.58	0%	-	-	463.00	
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-	
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-	
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-	
6742	Training - Staff	7,775	1,079.46	1,079.46	-	647.92	14%	-	1,079.46	6,695.54	
6746	Training - Parent	-	-	-	-	-	-	-	-	-	
6748	Education Reimbursement	-	-	-	-	-	-	-	-	-	
6750	Field Trips	-	-	-	-	-	-	-	-	-	
6810	Bank Charges	-	-	-	-	-	-	-	-	-	
6820	Interest Expense	-	-	-	-	-	-	-	-	-	
6832	Liability Insurance	600	32.64	32.64	-	50.00	5%	-	32.64	567.36	
6834	Student Activity Insurance	2,300	-	-	-	191.67	0%	-	-	2,300.00	
6840	Property Taxes	-	-	-	-	-	-	-	-	-	
6850	Fees & Licenses	10,000	253.63	253.63	-	833.33	3%	-	253.63	9,746.37	
6852	Finger Printing	3,000	-	-	-	250.00	0%	-	-	3,000.00	
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-	
6875	Employee Health & Welfare	9,095	417.59	417.59	-	757.92	5%	-	417.59	8,677.41	
7110	Parent Activities	10,000	-	-	-	833.33	0%	-	-	10,000.00	
7111	Parent Mileage	500	4.62	4.62	-	41.67	1%	-	4.62	495.38	
7112	Parent Involvement	2,600	-	-	-	216.67	0%	-	-	2,600.00	
7114	PPC Allowance	2,800	120.00	120.00	-	233.33	4%	-	120.00	2,680.00	
7116	PPC Food Allowance	1,200	-	-	-	100.00	0%	-	-	1,200.00	
8110	In-Kind Salaries	238,563	10,273.71	10,273.71	-	19,880.25	4%	-	10,273.71	228,289.29	
8120	In-Kind Rent	125,132	10,427.66	10,427.66	-	10,427.67	8%	-	10,427.66	114,704.34	
8130	In-Kind Other	1,000	-	-	-	83.33	0%	-	-	1,000.00	
9010	In-Direct Cost Allocation	425,974	24,407.41	24,407.41	-	35,497.83	6%	2,045.58	26,452.99	399,521.01	
Total Expenses		5,524,547	323,282.80	323,282.80	-	460,378.89	6%	24,524.52	347,807.32	5,176,739.68	
Excess Revenue Over		-	-	-	-	-		-	-	-	
Total Expenses w/o In Kind		5,159,852	302,581.43	302,581.43	-				327,105.95	4,832,746.05	
In-Kind		364,695	20,701.37						6.34%		

ADMINISTRATION BUDGET LIMIT	\$610,100
YEAR-TO DATE ADMIN EXP.	\$33,113
PERCENT OF TOTAL EXPENSES	0.52%
ADMINISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%	24,407.41
	24,407.41

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
309 0 EARLY HEAD START T&TA								
Revenues								
4110- GRANT INCOME-FEDERAL	13,373.00	0.00	14,944.62	13,373.00	(1.12)	0.00	14,944.62	(1,571.62)
Total Revenues	<u>13,373.00</u>	<u>0.00</u>	<u>14,944.62</u>	<u>13,373.00</u>	<u>(1.12)</u>	<u>0.00</u>	<u>14,944.62</u>	<u>(1,571.62)</u>
Expenses								
6110- OFFICE SUPPLIES	478.00	0.00	0.00	478.00	0.00	0.00	0.00	478.00
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	850.00	0.00	0.00	0.00	850.00	(850.00)
6520- CONSULTANTS	0.00	0.00	300.00	0.00	0.00	0.00	300.00	(300.00)
6714- STAFF TRAVEL-OUT OF AREA	8,070.00	0.00	10,015.00	8,070.00	1.24	0.00	10,015.00	(1,945.00)
6742- TRAINING - STAFF	3,710.00	0.00	2,454.35	3,710.00	0.66	1,275.00	3,729.35	(19.35)
6746- TRAINING - PARENT	0.00	0.00	78.75	0.00	0.00	0.00	78.75	(78.75)
9010- INDIRECT COST ALLOCATION	1,115.00	0.00	1,246.52	1,115.00	1.12	0.00	1,246.52	(131.52)
Total Expenses	<u>13,373.00</u>	<u>0.00</u>	<u>14,944.62</u>	<u>13,373.00</u>	<u>1.12</u>	<u>1,275.00</u>	<u>16,219.62</u>	<u>(2,846.62)</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,275.00)</u>	<u>(1,275.00)</u>	<u>1,275.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,275.00)</u>	<u>(1,275.00)</u>	<u>1,275.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

310 0 HEAD START-MADERA REG. T&TA	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	46,025.00	27,712.34	46,025.00	45,799.00	(1.00)	0.00	46,025.00	0.00
Total Revenues	<u>46,025.00</u>	<u>27,712.34</u>	<u>46,025.00</u>	<u>45,799.00</u>	<u>(1.00)</u>	<u>0.00</u>	<u>46,025.00</u>	<u>0.00</u>
Expenses								
6130- PROGRAM SUPPLIES	2,070.00	0.00	0.00	1,863.00	0.00	0.00	0.00	2,070.00
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	3,060.00	0.00	0.00	0.00	3,060.00	(3,060.00)
6410- RENT	1,500.00	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00
6714- STAFF TRAVEL-OUT OF AREA	21,977.00	0.00	914.87	21,977.00	0.04	0.00	914.87	21,062.13
6742- TRAINING - STAFF	16,638.00	17,756.79	29,858.38	16,638.00	1.79	7,629.00	37,487.38	(20,849.38)
6746- TRAINING - PARENT	0.00	0.00	708.75	0.00	0.00	0.00	708.75	(708.75)
6850- FEES & LICENSES	0.00	0.00	0.00	0.00	0.00	15.00	15.00	(15.00)
9010- INDIRECT COST ALLOCATION	3,840.00	2,311.55	3,839.00	3,821.00	1.00	0.00	3,839.00	1.00
Total Expenses	<u>46,025.00</u>	<u>20,068.34</u>	<u>38,381.00</u>	<u>45,799.00</u>	<u>0.83</u>	<u>7,644.00</u>	<u>46,025.00</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	0.00	7,644.00	7,644.00	0.00	0.00	(7,644.00)	0.00	0.00
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	7,644.00	7,644.00	0.00	0.00	(7,644.00)	0.00	0.00

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

311 0 HEAD START-MADERA REGIONAL	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	4,060,640.00	299,559.63	2,634,418.35	3,589,730.34	(0.65)	0.00	2,634,418.35	1,426,221.65
4220- IN KIND CONTRIBUTIONS	1,026,666.00	80,176.86	396,833.22	907,459.00	(0.39)	0.00	396,833.22	629,832.78
Total Revenues	<u>5,087,306.00</u>	<u>379,736.49</u>	<u>3,031,251.57</u>	<u>4,497,189.34</u>	<u>(0.60)</u>	<u>0.00</u>	<u>3,031,251.57</u>	<u>2,056,054.43</u>
Expenses								
5010- SALARIES & WAGES	2,213,193.00	125,628.78	1,275,998.10	1,936,413.00	0.58	0.00	1,275,998.10	937,194.90
5019- SALARIES & WAGES C19	0.00	0.00	2,799.25	0.00	0.00	0.00	2,799.25	(2,799.25)
5020- ACCRUED VACATION PAY	124,930.00	8,253.61	80,398.10	109,304.00	0.64	0.00	80,398.10	44,531.90
5112- HEALTH INSURANCE	222,472.00	14,451.35	120,729.74	200,811.60	0.54	0.00	120,729.74	101,742.26
5114- WORKER'S COMPENSATION	113,398.00	4,853.71	46,759.47	99,215.00	0.41	0.00	46,759.47	66,638.53
5115- Worker's Compensation C19	0.00	0.00	118.78	0.00	0.00	0.00	118.78	(118.78)
5116- PENSION	96,173.00	8,524.38	68,577.73	84,151.00	0.71	0.00	68,577.73	27,595.27
5117- Pension C19	0.00	0.00	105.91	0.00	0.00	0.00	105.91	(105.91)
5121- FICA C19	0.00	0.00	198.57	0.00	0.00	0.00	198.57	(198.57)
5122- FICA	179,270.00	11,003.53	101,319.85	156,855.00	0.57	0.00	101,319.85	77,950.15
5124- SUI	43,066.00	434.14	18,680.39	37,686.00	0.43	0.00	18,680.39	24,385.61
5130- ACCRUED VACATION FICA	10,120.00	631.41	6,148.64	8,859.00	0.61	0.00	6,148.64	3,971.36
6110- OFFICE SUPPLIES	25,000.00	(1,397.51)	14,749.11	22,796.00	0.59	1,359.08	16,108.19	8,891.81
6112- DATA PROCESSING SUPPLIES	50,000.00	20,345.98	105,145.11	45,245.00	2.10	26,545.07	131,690.18	(81,690.18)
6121- FOOD	4,000.00	363.57	4,414.75	2,600.00	1.10	0.00	4,414.75	(414.75)
6122- KITCHEN SUPPLIES	2,000.00	9,060.25	11,868.62	2,000.00	5.93	243.06	12,111.68	(10,111.68)
6130- PROGRAM SUPPLIES	49,478.00	39,155.48	102,207.95	44,815.00	2.07	127,359.64	229,567.59	(180,089.59)
6132- MEDICAL & DENTAL SUPPLIES	100.00	266.02	2,881.33	100.00	28.81	880.20	3,761.53	(3,661.53)
6134- INSTRUCTIONAL SUPPLIES	8,000.00	12,824.91	24,239.25	7,233.00	3.03	6,281.12	30,520.37	(22,520.37)
6140- CUSTODIAL SUPPLIES	25,000.00	(1,159.56)	4,751.51	22,500.00	0.19	0.00	4,751.51	20,248.49
6142- LINEN/LAUNDRY	650.00	0.00	0.00	585.00	0.00	0.00	0.00	650.00
6150- UNIFORM RENTAL/PURCHASE	300.00	0.00	300.00	300.00	1.00	0.00	300.00	0.00
6170- POSTAGE & SHIPPING	900.00	0.00	290.24	825.00	0.32	0.00	290.24	609.76
6180- EQUIPMENT RENTAL	27,500.00	(1,074.62)	15,146.27	25,021.00	0.55	0.00	15,146.27	12,353.73
6181- EQUIPMENT MAINTENANCE	12,200.00	329.71	4,076.20	11,000.00	0.33	500.00	4,576.20	7,623.80
6310- PRINTING & PUBLICATIONS	2,600.00	699.99	4,726.71	2,600.00	1.82	39.95	4,766.66	(2,166.66)
6312- ADVERTISING & PROMOTION	200.00	0.00	10.13	200.00	0.05	0.00	10.13	189.87
6320- TELEPHONE	48,000.00	5,589.55	93,251.25	44,000.00	1.94	0.00	93,251.25	(45,251.25)
6410- RENT	112,790.00	15,856.75	104,317.35	103,191.00	0.92	0.00	104,317.35	8,472.65
6420- UTILITIES/ DISPOSAL	80,900.00	(3,753.67)	40,848.35	74,156.74	0.50	0.00	40,848.35	40,051.65
6432- BUILDING REPAIRS/ MAINTENANCE	80,000.00	8,637.03	46,714.01	73,333.00	0.58	2,820.00	49,534.01	30,465.99
6433- GROUNDS MAINTENANCE	18,400.00	5,199.31	19,692.49	16,864.00	1.07	0.00	19,692.49	(1,292.49)
6436- PEST CONTROL	4,744.00	31.67	3,464.01	4,346.00	0.73	0.00	3,464.01	1,279.99
6437- BURGLAR & FIRE ALARM	2,316.00	(128.96)	1,015.65	2,171.00	0.44	0.00	1,015.65	1,300.35
6440- PROPERTY INSURANCE	5,638.00	(899.82)	5,287.64	5,165.00	0.94	0.00	5,287.64	350.36
6520- CONSULTANTS	31,690.00	0.00	4,799.28	29,390.00	0.15	9,666.67	14,465.95	17,224.05
6522- CONSULTANT EXPENSES	1,200.00	0.00	0.00	1,200.00	0.00	0.00	0.00	1,200.00
6524- CONTRACTS	18,820.00	0.00	21,020.20	16,938.00	1.12	0.00	21,020.20	(2,200.20)
6530- LEGAL	5,000.00	0.00	5,831.50	5,000.00	1.17	0.00	5,831.50	(831.50)

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
311 0 HEAD START-MADERA REGIONAL								
6540- CUSTODIAL SERVICES	0.00	911.85	2,663.12	0.00	0.00	3,600.00	6,263.12	(6,263.12)
6555- MEDICAL SCREENING/DEAT/STAFF	2,500.00	41.62	1,456.62	2,500.00	0.58	0.00	1,456.62	1,043.38
6610- GAS & OIL	9,000.00	513.75	2,142.45	8,250.00	0.24	0.00	2,142.45	6,857.55
6620- VEHICLE INSURANCE	13,334.00	992.53	11,486.45	12,222.00	0.86	0.00	11,486.45	1,847.55
6640- VEHICLE REPAIR & MAINTENANCE	12,000.00	1,056.50	6,023.33	11,000.00	0.50	0.00	6,023.33	5,976.67
6712- STAFF TRAVEL-LOCAL	6,000.00	(96.08)	1,471.29	5,400.00	0.25	0.00	1,471.29	4,528.71
6714- STAFF TRAVEL-OUT OF AREA	9,500.00	0.00	0.00	7,125.00	0.00	0.00	0.00	9,500.00
6722- PER DIEM - STAFF	100.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00
6730- VOLUNTEER TRAVEL	0.00	0.00	(30.00)	0.00	0.00	0.00	(30.00)	30.00
6742- TRAINING - STAFF	4,000.00	(13,862.79)	3,946.42	4,000.00	0.99	0.00	3,946.42	53.58
6750- FIELD TRIPS	1,474.00	0.00	0.00	1,474.00	0.00	0.00	0.00	1,474.00
6832- LIABILITY INSURANCE	888.00	26.11	331.73	814.00	0.37	0.00	331.73	556.27
6834- STUDENT ACTIVITY INSURANCE	1,990.00	(60.18)	1,611.64	1,791.00	0.81	0.00	1,611.64	378.36
6840- PROPERTY TAXES	8.00	0.00	42.41	8.00	5.30	0.00	42.41	(34.41)
6850- FEES & LICENSES	15,442.00	1,257.36	17,255.71	14,155.00	1.12	0.00	17,255.71	(1,813.71)
6852- FINGERPRINT	1,500.00	222.00	546.50	1,350.00	0.36	0.00	546.50	953.50
6875- EMPLOYEE HEALTH & WELFARE COSTS	16,409.00	(34.36)	2,814.39	16,409.00	0.17	7,117.74	9,932.13	6,476.87
7111- PARENT MILEAGE	1,950.00	(7.59)	40.84	1,625.00	0.02	0.00	40.84	1,909.16
7112- PARENT INVOLVEMENT	2,280.00	0.00	0.00	2,052.00	0.00	0.00	0.00	2,280.00
7114- PC ALLOWANCE	2,520.00	(114.26)	1,386.47	2,268.00	0.55	0.00	1,386.47	1,133.53
7116- POLICY COUNCIL FOOD ALLOWANCE	1,000.00	0.00	0.00	900.00	0.00	0.00	0.00	1,000.00
8110- IN KIND SALARIES	881,983.00	67,037.11	257,390.97	779,560.00	0.29	0.00	257,390.97	624,592.03
8120- IN KIND RENT	139,143.00	12,630.25	138,932.75	123,002.00	1.00	0.00	138,932.75	210.25
8130- IN KIND - OTHER	5,540.00	509.50	509.50	4,897.00	0.09	0.00	509.50	5,030.50
9010- INDIRECT COST ALLOCATION	338,697.00	24,986.18	218,345.54	299,418.00	0.64	0.00	218,345.54	120,351.46
Total Expenses	<u>5,087,306.00</u>	<u>379,736.49</u>	<u>3,031,251.57</u>	<u>4,497,189.34</u>	<u>0.60</u>	<u>186,412.53</u>	<u>3,217,664.10</u>	<u>1,869,641.90</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>(186,412.53)</u>	<u>(186,412.53)</u>	<u>186,412.53</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(186,412.53)</u>	<u>(186,412.53)</u>	<u>186,412.53</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

312 0 EARLY HEAD START - MADERA	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	601,117.00	43,554.89	513,567.48	535,164.36	(0.85)	0.00	513,567.48	87,549.52
4220- IN KIND CONTRIBUTIONS	153,623.00	13,663.58	42,066.50	136,763.00	(0.27)	0.00	42,066.50	111,556.50
Total Revenues	<u>754,740.00</u>	<u>57,218.47</u>	<u>555,633.98</u>	<u>671,927.36</u>	<u>(0.74)</u>	<u>0.00</u>	<u>555,633.98</u>	<u>199,106.02</u>
Expenses								
5010- SALARIES & WAGES	318,238.00	21,217.05	246,822.76	279,759.00	0.78	0.00	246,822.76	71,415.24
5019- SALARIES & WAGES C19	0.00	0.00	7,658.62	0.00	0.00	0.00	7,658.62	(7,658.62)
5020- ACCRUED VACATION PAY	21,212.00	1,538.80	19,087.68	18,649.00	0.90	0.00	19,087.68	2,124.32
5112- HEALTH INSURANCE	28,806.00	2,240.79	22,973.81	26,406.00	0.80	0.00	22,973.81	5,832.19
5114- WORKER'S COMPENSATION	4,040.00	246.85	2,860.34	3,551.52	0.71	0.00	2,860.34	1,179.66
5115- Worker's Compensation C19	0.00	0.00	65.21	0.00	0.00	0.00	65.21	(65.21)
5116- PENSION	17,620.00	1,465.10	14,530.14	15,489.52	0.82	0.00	14,530.14	3,089.86
5117- Pension C19	0.00	0.00	298.51	0.00	0.00	0.00	298.51	(298.51)
5121- FICA C19	0.00	0.00	564.28	0.00	0.00	0.00	564.28	(564.28)
5122- FICA	25,140.00	1,787.17	19,652.96	22,101.32	0.78	0.00	19,652.96	5,487.04
5124- SUI	3,144.00	15.31	2,465.78	2,764.00	0.78	0.00	2,465.78	678.22
5130- ACCRUED VACATION FRINGE	1,676.00	117.71	1,453.20	1,474.00	0.87	0.00	1,453.20	222.80
6110- OFFICE SUPPLIES	6,000.00	0.00	2,373.91	5,500.00	0.40	50.29	2,424.20	3,575.80
6112- DATA PROCESSING SUPPLIES	5,000.00	3,588.57	34,377.52	4,600.00	6.88	1,421.17	35,798.69	(30,798.69)
6121- FOOD	540.00	0.00	0.00	495.00	0.00	0.00	0.00	540.00
6130- PROGRAM SUPPLIES	6,440.00	0.00	2,378.41	5,902.00	0.37	8,694.54	11,072.95	(4,632.95)
6132- MEDICAL & DENTAL SUPPLIES	0.00	9.25	241.09	0.00	0.00	106.32	347.41	(347.41)
6134- INSTRUCTIONAL SUPPLIES	7,014.00	0.00	4,258.71	6,428.00	0.61	0.00	4,258.71	2,755.29
6140- CUSTODIAL SUPPLIES	540.00	0.00	94.70	495.00	0.18	0.00	94.70	445.30
6170- POSTAGE & SHIPPING	6.00	0.00	5.78	6.00	0.96	0.00	5.78	0.22
6180- EQUIPMENT RENTAL	2,700.00	(113.84)	1,691.07	2,475.00	0.63	0.00	1,691.07	1,008.93
6181- EQUIPMENT MAINTENANCE	1,500.00	0.00	2,236.92	1,375.00	1.49	0.00	2,236.92	(736.92)
6310- PRINTING & PUBLICATIONS	2,400.00	85.37	575.19	2,200.00	0.24	4.87	580.06	1,819.94
6312- ADVERTISING & PROMOTION	0.00	0.00	2.81	0.00	0.00	0.00	2.81	(2.81)
6320- TELEPHONE	26,400.00	2,898.15	25,980.28	24,200.00	0.98	0.00	25,980.28	419.72
6410- RENT	33,300.00	2,869.47	42,677.25	30,525.00	1.28	0.00	42,677.25	(9,377.25)
6420- UTILITIES/ DISPOSAL	4,800.00	823.78	4,689.56	4,400.00	0.98	0.00	4,689.56	110.44
6432- BUILDING REPAIRS/ MAINTENANCE	300.00	129.29	769.20	275.00	2.56	0.00	769.20	(469.20)
6433- GROUNDS MAINTENANCE	300.00	0.00	0.00	275.00	0.00	0.00	0.00	300.00
6436- PEST CONTROL	600.00	52.00	572.00	550.00	0.95	0.00	572.00	28.00
6437- BURGLAR & FIRE ALARM	216.00	17.50	192.50	198.00	0.89	0.00	192.50	23.50
6440- PROPERTY INSURANCE	2,796.00	183.18	2,180.62	2,563.00	0.78	0.00	2,180.62	615.38
6520- CONSULTANTS	9,600.00	0.00	1,227.18	8,000.00	0.13	1,666.67	2,893.85	6,706.15
6522- CONSULTANT EXPENSES	540.00	0.00	0.00	450.00	0.00	0.00	0.00	540.00
6530- LEGAL	100.00	0.00	788.68	100.00	7.89	0.00	788.68	(688.68)
6555- MEDICAL SCREENING/DEAT/STAFF	0.00	5.07	5.07	0.00	0.00	0.00	5.07	(5.07)
6610- GAS & OIL	600.00	0.00	0.00	550.00	0.00	0.00	0.00	600.00
6620- VEHICLE INSURANCE	0.00	156.31	1,745.19	0.00	0.00	0.00	1,745.19	(1,745.19)
6640- VEHICLE REPAIR & MAINTENANCE	1,500.00	521.01	767.77	1,375.00	0.51	0.00	767.77	732.23

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
312 0 EARLY HEAD START - MADERA								
6712- STAFF TRAVEL-LOCAL	1,218.00	0.00	0.00	1,118.00	0.00	0.00	0.00	1,218.00
6714- STAFF TRAVEL-OUT OF AREA	4,260.00	0.00	0.00	4,260.00	0.00	0.00	0.00	4,260.00
6742- TRAINING - STAFF	9,854.00	0.00	2,359.13	9,854.00	0.24	0.00	2,359.13	7,494.87
6834- STUDENT ACTIVITY INSURANCE	588.00	68.10	613.49	539.00	1.04	0.00	613.49	(25.49)
6850- FEES & LICENSES	1,200.00	0.00	292.06	900.00	0.24	0.00	292.06	907.94
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	156.19	0.00	0.00	0.00	156.19	(156.19)
7111- PARENT MILEAGE	58.00	0.00	0.00	53.00	0.00	0.00	0.00	58.00
7112- PARENT INVOLVEMENT	252.00	0.00	0.00	231.00	0.00	0.00	0.00	252.00
7114- PC ALLOWANCE	480.00	0.00	0.00	440.00	0.00	0.00	0.00	480.00
8110- IN KIND SALARIES	152,723.00	13,663.58	42,066.50	135,962.00	0.28	0.00	42,066.50	110,656.50
8130- IN KIND - OTHER	900.00	0.00	0.00	801.00	0.00	0.00	0.00	900.00
9010- INDIRECT COST ALLOCATION	50,139.00	3,632.90	41,881.91	44,638.00	0.84	0.00	41,881.91	8,257.09
Total Expenses	<u>754,740.00</u>	<u>57,218.47</u>	<u>555,633.98</u>	<u>671,927.36</u>	<u>0.74</u>	<u>11,943.86</u>	<u>567,577.84</u>	<u>187,162.16</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>(11,943.86)</u>	<u>(11,943.86)</u>	<u>11,943.86</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(11,943.86)</u>	<u>(11,943.86)</u>	<u>11,943.86</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

319 0 MADERA STATE CSPP/RHS LAYERED	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4120- GRANT INCOME-STATE	0.00	235,375.00	684,697.00	0.00	0.00	0.00	684,697.00	(684,697.00)
Total Revenues	<u>0.00</u>	<u>235,375.00</u>	<u>684,697.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>684,697.00</u>	<u>(684,697.00)</u>
Expenses								
5010- SALARIES & WAGES	0.00	158,201.90	452,898.56	0.00	0.00	0.00	452,898.56	(452,898.56)
5019- SALARIES & WAGES C19	0.00	(95.22)	(303.24)	0.00	0.00	0.00	(303.24)	303.24
5020- ACCRUED VACATION PAY	0.00	10,405.61	29,645.16	0.00	0.00	0.00	29,645.16	(29,645.16)
5112- HEALTH INSURANCE	0.00	17,340.26	46,346.97	0.00	0.00	0.00	46,346.97	(46,346.97)
5114- WORKER'S COMPENSATION	0.00	5,638.74	16,106.23	0.00	0.00	0.00	16,106.23	(16,106.23)
5115- Worker's Compensation C19	0.00	3.50	14.08	0.00	0.00	0.00	14.08	(14.08)
5116- PENSION	0.00	8,299.78	22,111.69	0.00	0.00	0.00	22,111.69	(22,111.69)
5117- Pension C19	0.00	3.17	12.76	0.00	0.00	0.00	12.76	(12.76)
5121- FICA C19	0.00	5.97	24.02	0.00	0.00	0.00	24.02	(24.02)
5122- FICA	0.00	12,533.02	35,642.14	0.00	0.00	0.00	35,642.14	(35,642.14)
5124- SUI	0.00	2,610.18	5,383.99	0.00	0.00	0.00	5,383.99	(5,383.99)
5130- ACCRUED VACATION FICA	0.00	795.91	2,267.16	0.00	0.00	0.00	2,267.16	(2,267.16)
6180- EQUIPMENT RENTAL	0.00	0.00	741.33	0.00	0.00	0.00	741.33	(741.33)
6181- EQUIPMENT MAINTENANCE	0.00	0.00	577.41	0.00	0.00	0.00	577.41	(577.41)
6320- TELEPHONE	0.00	0.00	4,333.74	0.00	0.00	0.00	4,333.74	(4,333.74)
6410- RENT	0.00	0.00	2,525.16	0.00	0.00	0.00	2,525.16	(2,525.16)
6420- UTILITIES/ DISPOSAL	0.00	0.00	4,710.88	0.00	0.00	0.00	4,710.88	(4,710.88)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	0.00	1,491.01	0.00	0.00	0.00	1,491.01	(1,491.01)
6433- GROUNDS MAINTENANCE	0.00	0.00	1,830.12	0.00	0.00	0.00	1,830.12	(1,830.12)
6436- PEST CONTROL	0.00	0.00	212.11	0.00	0.00	0.00	212.11	(212.11)
6437- BURGLAR & FIRE ALARM	0.00	0.00	208.23	0.00	0.00	0.00	208.23	(208.23)
6440- PROPERTY INSURANCE	0.00	0.00	430.72	0.00	0.00	0.00	430.72	(430.72)
6540- CUSTODIAL SERVICES	0.00	0.00	150.24	0.00	0.00	0.00	150.24	(150.24)
6712- STAFF TRAVEL-LOCAL	0.00	0.00	16.16	0.00	0.00	0.00	16.16	(16.16)
6834- STUDENT ACTIVITY INSURANCE	0.00	0.00	70.07	0.00	0.00	0.00	70.07	(70.07)
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	47.73	0.00	0.00	0.00	47.73	(47.73)
7111- PARENT MILEAGE	0.00	0.00	1.77	0.00	0.00	0.00	1.77	(1.77)
7114- PC ALLOWANCE	0.00	0.00	90.80	0.00	0.00	0.00	90.80	(90.80)
9010- INDIRECT COST ALLOCATION	0.00	19,632.18	57,110.00	0.00	0.00	0.00	57,110.00	(57,110.00)
Total Expenses	<u>0.00</u>	<u>235,375.00</u>	<u>684,697.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>684,697.00</u>	<u>(684,697.00)</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	<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 6/01/2020 to 4/30/2021

380 0 MADERA REGIONAL HS BLENDED	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	0.00	(83,106.83)	537,672.15	0.00	0.00	0.00	537,672.15	(537,672.15)
Total Revenues	<u>0.00</u>	<u>(83,106.83)</u>	<u>537,672.15</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>537,672.15</u>	<u>(537,672.15)</u>
Expenses								
5010- SALARIES & WAGES	0.00	(100,757.48)	264,895.72	0.00	0.00	0.00	264,895.72	(264,895.72)
5019- SALARIES & WAGES C19	0.00	95.22	(159.45)	0.00	0.00	0.00	(159.45)	159.45
5020- ACCRUED VACATION PAY	0.00	(6,246.49)	17,425.01	0.00	0.00	0.00	17,425.01	(17,425.01)
5112- HEALTH INSURANCE	0.00	(9,606.29)	29,037.73	0.00	0.00	0.00	29,037.73	(29,037.73)
5114- WORKER'S COMPENSATION	0.00	(3,371.87)	9,442.57	0.00	0.00	0.00	9,442.57	(9,442.57)
5115- Worker's Compensation C19	0.00	(3.50)	5.85	0.00	0.00	0.00	5.85	(5.85)
5116- PENSION	0.00	(4,557.56)	13,898.64	0.00	0.00	0.00	13,898.64	(13,898.64)
5117- Pension C19	0.00	(3.17)	5.31	0.00	0.00	0.00	5.31	(5.31)
5121- FICA C19	0.00	(5.97)	10.00	0.00	0.00	0.00	10.00	(10.00)
5122- FICA	0.00	(7,485.24)	20,987.56	0.00	0.00	0.00	20,987.56	(20,987.56)
5124- SUI	0.00	(2,583.05)	4,370.97	0.00	0.00	0.00	4,370.97	(4,370.97)
5130- ACCRUED VACATION FICA	0.00	(477.71)	1,332.81	0.00	0.00	0.00	1,332.81	(1,332.81)
6110- OFFICE SUPPLIES	0.00	1,449.41	6,052.61	0.00	0.00	0.00	6,052.61	(6,052.61)
6112- DATA PROCESSING SUPPLIES	0.00	2,946.37	8,963.82	0.00	0.00	0.00	8,963.82	(8,963.82)
6121- FOOD	0.00	556.34	825.62	0.00	0.00	0.00	825.62	(825.62)
6122- KITCHEN SUPPLIES	0.00	804.52	804.52	0.00	0.00	0.00	804.52	(804.52)
6130- PROGRAM SUPPLIES	0.00	9,714.94	16,274.20	0.00	0.00	649.18	16,923.38	(16,923.38)
6132- MEDICAL & DENTAL SUPPLIES	0.00	(101.59)	452.52	0.00	0.00	0.00	452.52	(452.52)
6134- INSTRUCTIONAL SUPPLIES	0.00	2,455.41	4,300.21	0.00	0.00	0.00	4,300.21	(4,300.21)
6140- CUSTODIAL SUPPLIES	0.00	1,159.56	2,727.89	0.00	0.00	0.00	2,727.89	(2,727.89)
6180- EQUIPMENT RENTAL	0.00	2,204.32	4,577.12	0.00	0.00	0.00	4,577.12	(4,577.12)
6181- EQUIPMENT MAINTENANCE	0.00	603.16	2,038.86	0.00	0.00	0.00	2,038.86	(2,038.86)
6320- TELEPHONE	0.00	13,425.68	25,993.98	0.00	0.00	0.00	25,993.98	(25,993.98)
6410- RENT	0.00	4,909.89	13,069.54	0.00	0.00	0.00	13,069.54	(13,069.54)
6420- UTILITIES/ DISPOSAL	0.00	7,951.72	20,980.85	0.00	0.00	0.00	20,980.85	(20,980.85)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	4,656.39	8,901.36	0.00	0.00	0.00	8,901.36	(8,901.36)
6433- GROUNDS MAINTENANCE	0.00	2,852.20	8,338.25	0.00	0.00	0.00	8,338.25	(8,338.25)
6436- PEST CONTROL	0.00	408.85	1,037.60	0.00	0.00	0.00	1,037.60	(1,037.60)
6437- BURGLAR & FIRE ALARM	0.00	176.01	552.88	0.00	0.00	0.00	552.88	(552.88)
6440- PROPERTY INSURANCE	0.00	1,771.03	3,809.43	0.00	0.00	0.00	3,809.43	(3,809.43)
6540- CUSTODIAL SERVICES	0.00	108.15	357.94	0.00	0.00	0.00	357.94	(357.94)
6712- STAFF TRAVEL-LOCAL	0.00	96.08	149.50	0.00	0.00	0.00	149.50	(149.50)
6834- STUDENT ACTIVITY INSURANCE	0.00	266.99	590.98	0.00	0.00	0.00	590.98	(590.98)
6850- FEES & LICENSES	0.00	102.64	152.48	0.00	0.00	0.00	152.48	(152.48)
6875- EMPLOYEE HEALTH & WELFARE	0.00	34.36	113.70	0.00	0.00	0.00	113.70	(113.70)
7111- PARENT MILEAGE	0.00	11.51	18.72	0.00	0.00	0.00	18.72	(18.72)
7114- PC ALLOWANCE	0.00	264.26	487.77	0.00	0.00	0.00	487.77	(487.77)
9010- INDIRECT COST ALLOCATION	0.00	(6,931.92)	44,847.08	0.00	0.00	0.00	44,847.08	(44,847.08)
Total Expenses	<u>0.00</u>	<u>(83,106.83)</u>	<u>537,672.15</u>	<u>0.00</u>	<u>0.00</u>	<u>649.18</u>	<u>538,321.33</u>	<u>(538,321.33)</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

380 0 MADERA REGIONAL HS BLENDED	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
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>(649.18)</u>	<u>(649.18)</u>	<u>649.18</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><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>(649.18)</u></u>	<u><u>(649.18)</u></u>	<u><u>649.18</u></u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

811 0 COVID-19 CARES - RHS

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	216,187.00	14,079.73	193,515.98	0.00	(0.90)	0.00	193,515.98	22,671.02
Total Revenues	<u>216,187.00</u>	<u>14,079.73</u>	<u>193,515.98</u>	<u>0.00</u>	<u>(0.90)</u>	<u>0.00</u>	<u>193,515.98</u>	<u>22,671.02</u>
Expenses								
5010- SALARIES & WAGES	75,546.00	0.00	92,366.70	0.00	1.22	0.00	92,366.70	(16,820.70)
5020- ACCRUED VACATION PAY	3,570.00	0.00	0.00	0.00	0.00	0.00	0.00	3,570.00
5112- HEALTH INSURANCE	5,571.00	0.00	0.00	0.00	0.00	0.00	0.00	5,571.00
5114- WORKER'S COMPENSATION	2,222.00	0.00	3,170.05	0.00	1.43	0.00	3,170.05	(948.05)
5116- PENSION	2,371.00	0.00	3,168.11	0.00	1.34	0.00	3,168.11	(797.11)
5122- FICA	4,569.00	0.00	7,066.05	0.00	1.55	0.00	7,066.05	(2,497.05)
5124- SUI	659.00	0.00	218.55	0.00	0.33	0.00	218.55	440.45
5130- ACCRUED VACATION FRINGE	272.00	0.00	0.00	0.00	0.00	0.00	0.00	272.00
6110- OFFICE SUPPLIES	0.00	0.00	257.78	0.00	0.00	0.00	257.78	(257.78)
6112- DATA PROCESSING SUPPLIES	0.00	0.00	13,349.75	0.00	0.00	0.00	13,349.75	(13,349.75)
6120- FOOD/KITCHEN SUPPLIES	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
6130- PROGRAM SUPPLIES	20,000.00	5,835.41	33,707.40	0.00	1.69	535.12	34,242.52	(14,242.52)
6132- MEDICAL & DENTAL SUPPLIES	30,000.00	4,889.35	12,789.51	0.00	0.43	9,426.36	22,215.87	7,784.13
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	226.09	0.00	0.00	971.70	1,197.79	(1,197.79)
6140- CUSTODIAL SUPPLIES	19,200.00	0.00	2,081.29	0.00	0.11	0.00	2,081.29	17,118.71
6310- PRINTING & PUBLICATIONS	5,000.00	0.00	97.43	0.00	0.02	0.00	97.43	4,902.57
6432- BUILDING REPAIRS/ MAINTENANCE	15,000.00	2,180.59	5,588.66	0.00	0.37	0.00	5,588.66	9,411.34
6520- CONSULTANTS	0.00	0.00	1,687.50	0.00	0.00	0.00	1,687.50	(1,687.50)
6742- TRAINING - STAFF	0.00	0.00	1,600.00	0.00	0.00	0.00	1,600.00	(1,600.00)
6746- TRAINING - PARENT	4,175.00	0.00	0.00	0.00	0.00	0.00	0.00	4,175.00
9010- INDIRECT COST ALLOCATION	18,032.00	1,174.38	16,141.11	0.00	0.90	0.00	16,141.11	1,890.89
Total Expenses	<u>216,187.00</u>	<u>14,079.73</u>	<u>193,515.98</u>	<u>0.00</u>	<u>0.90</u>	<u>10,933.18</u>	<u>204,449.16</u>	<u>11,737.84</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>(10,933.18)</u>	<u>(10,933.18)</u>	<u>10,933.18</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(10,933.18)</u>	<u>(10,933.18)</u>	<u>10,933.18</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
812 0 COVID-19 CARES - REGIONAL EHS								
Revenues								
4110- GRANT INCOME-FEDERAL	36,910.00	0.00	19,481.17	0.00	(0.53)	0.00	19,481.17	17,428.83
Total Revenues	<u>36,910.00</u>	<u>0.00</u>	<u>19,481.17</u>	<u>0.00</u>	<u>(0.53)</u>	<u>0.00</u>	<u>19,481.17</u>	<u>17,428.83</u>
Expenses								
5010- SALARIES & WAGES	5,285.00	0.00	9,312.35	0.00	1.76	0.00	9,312.35	(4,027.35)
5020- ACCRUED VACATION PAY	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
5112- HEALTH INSURANCE	390.00	0.00	0.00	0.00	0.00	0.00	0.00	390.00
5114- WORKER'S COMPENSATION	155.00	0.00	92.96	0.00	0.60	0.00	92.96	62.04
5116- PENSION	166.00	0.00	369.49	0.00	2.23	0.00	369.49	(203.49)
5122- FICA	320.00	0.00	712.40	0.00	2.23	0.00	712.40	(392.40)
5124- SUI	46.00	0.00	0.00	0.00	0.00	0.00	0.00	46.00
5130- ACCRUED VACATION FRINGE	19.00	0.00	0.00	0.00	0.00	0.00	0.00	19.00
6130- PROGRAM SUPPLIES	6,600.00	0.00	566.82	0.00	0.09	0.00	566.82	6,033.18
6132- MEDICAL & DENTAL SUPPLIES	6,744.00	0.00	0.00	0.00	0.00	0.00	0.00	6,744.00
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	6,194.84	0.00	0.00	0.00	6,194.84	(6,194.84)
6140- CUSTODIAL SUPPLIES	5,357.00	0.00	0.00	0.00	0.00	0.00	0.00	5,357.00
6310- PRINTING & PUBLICATIONS	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00
6520- CONSULTANTS	0.00	0.00	375.00	0.00	0.00	0.00	375.00	(375.00)
6746- TRAINING - PARENT	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
9010- INDIRECT COST ALLOCATION	3,078.00	0.00	1,857.31	0.00	0.60	0.00	1,857.31	1,220.69
Total Expenses	<u>36,910.00</u>	<u>0.00</u>	<u>19,481.17</u>	<u>0.00</u>	<u>0.53</u>	<u>0.00</u>	<u>19,481.17</u>	<u>17,428.83</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

Report Recap	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	4,974,252.00	301,799.76	3,959,624.75	4,184,066.70	(0.80)	0.00	3,959,624.75	1,014,627.25
4120- GRANT INCOME-STATE	0.00	235,375.00	684,697.00	0.00	0.00	0.00	684,697.00	(684,697.00)
4220- IN KIND CONTRIBUTIONS	1,180,289.00	93,840.44	438,899.72	1,044,222.00	(0.37)	0.00	438,899.72	741,389.28
Total Revenues	6,154,541.00	631,015.20	5,083,221.47	5,228,288.70	(0.83)	0.00	5,083,221.47	1,071,319.53
Expenses								
5010- SALARIES & WAGES	2,612,262.00	204,290.25	2,342,294.19	2,216,172.00	0.90	0.00	2,342,294.19	269,967.81
5019- SALARIES & WAGES C19	0.00	0.00	9,995.18	0.00	0.00	0.00	9,995.18	(9,995.18)
5020- ACCRUED VACATION PAY	149,962.00	13,951.53	146,555.95	127,953.00	0.98	0.00	146,555.95	3,406.05
5112- HEALTH INSURANCE	257,239.00	24,426.11	219,088.25	227,217.60	0.85	0.00	219,088.25	38,150.75
5114- WORKER'S COMPENSATION	119,815.00	7,367.43	78,431.62	102,766.52	0.65	0.00	78,431.62	41,383.38
5115- Worker's Compensation C19	0.00	0.00	203.92	0.00	0.00	0.00	203.92	(203.92)
5116- PENSION	116,330.00	13,731.70	122,655.80	99,640.52	1.05	0.00	122,655.80	(6,325.80)
5117- Pension C19	0.00	0.00	422.49	0.00	0.00	0.00	422.49	(422.49)
5121- FICA C19	0.00	0.00	796.87	0.00	0.00	0.00	796.87	(796.87)
5122- FICA	209,299.00	17,838.48	185,380.96	178,956.32	0.89	0.00	185,380.96	23,918.04
5124- SUI	46,915.00	476.58	31,119.68	40,450.00	0.66	0.00	31,119.68	15,795.32
5130- ACCRUED VACATION FICA	12,087.00	1,067.32	11,201.81	10,333.00	0.93	0.00	11,201.81	885.19
6110- OFFICE SUPPLIES	31,478.00	51.90	23,433.41	28,774.00	0.74	1,409.37	24,842.78	6,635.22
6112- DATA PROCESSING SUPPLIES	55,000.00	26,880.92	161,836.20	49,845.00	2.94	27,966.24	189,802.44	(134,802.44)
6120- FOOD/KITCHEN SUPPLIES	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
6121- FOOD	4,540.00	919.91	5,240.37	3,095.00	1.15	0.00	5,240.37	(700.37)
6122- KITCHEN SUPPLIES	2,000.00	9,864.77	12,673.14	2,000.00	6.34	243.06	12,916.20	(10,916.20)
6130- PROGRAM SUPPLIES	84,588.00	54,705.83	155,134.78	52,580.00	1.83	137,238.48	292,373.26	(207,785.26)
6132- MEDICAL & DENTAL SUPPLIES	36,844.00	5,063.03	16,364.45	100.00	0.44	10,412.88	26,777.33	10,066.67
6134- INSTRUCTIONAL SUPPLIES	15,014.00	15,280.32	43,129.10	13,661.00	2.87	7,252.82	50,381.92	(35,367.92)
6140- CUSTODIAL SUPPLIES	50,097.00	0.00	9,655.39	22,995.00	0.19	0.00	9,655.39	40,441.61
6142- LINEN/LAUNDRY	650.00	0.00	0.00	585.00	0.00	0.00	0.00	650.00
6150- UNIFORM RENTAL/PURCHASE	300.00	0.00	300.00	300.00	1.00	0.00	300.00	0.00
6170- POSTAGE & SHIPPING	906.00	0.00	296.02	831.00	0.33	0.00	296.02	609.98
6180- EQUIPMENT RENTAL	30,200.00	1,015.86	22,155.79	27,496.00	0.73	0.00	22,155.79	8,044.21
6181- EQUIPMENT MAINTENANCE	13,700.00	932.87	8,929.39	12,375.00	0.65	500.00	9,429.39	4,270.61
6310- PRINTING & PUBLICATIONS	13,500.00	785.36	5,399.33	4,800.00	0.40	44.82	5,444.15	8,055.85
6312- ADVERTISING & PROMOTION	200.00	0.00	12.94	200.00	0.06	0.00	12.94	187.06
6320- TELEPHONE	74,400.00	21,913.38	149,559.25	68,200.00	2.01	0.00	149,559.25	(75,159.25)
6410- RENT	147,590.00	23,636.11	162,589.30	135,216.00	1.10	0.00	162,589.30	(14,999.30)
6420- UTILITIES/ DISPOSAL	85,700.00	5,021.83	71,229.64	78,556.74	0.83	0.00	71,229.64	14,470.36
6432- BUILDING REPAIRS/ MAINTENANCE	95,300.00	15,603.30	63,464.24	73,608.00	0.67	2,820.00	66,284.24	29,015.76
6433- GROUNDS MAINTENANCE	18,700.00	8,051.51	29,860.86	17,139.00	1.60	0.00	29,860.86	(11,160.86)
6436- PEST CONTROL	5,344.00	492.52	5,285.72	4,896.00	0.99	0.00	5,285.72	58.28
6437- BURGLAR & FIRE ALARM	2,532.00	64.55	1,969.26	2,369.00	0.78	0.00	1,969.26	562.74
6440- PROPERTY INSURANCE	8,434.00	1,054.39	11,708.41	7,728.00	1.39	0.00	11,708.41	(3,274.41)
6520- CONSULTANTS	41,290.00	0.00	8,388.96	37,390.00	0.20	11,333.34	19,722.30	21,567.70
6522- CONSULTANT EXPENSES	1,740.00	0.00	0.00	1,650.00	0.00	0.00	0.00	1,740.00

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2020 to 4/30/2021

Report Recap	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6524- CONTRACTS	18,820.00	0.00	21,020.20	16,938.00	1.12	0.00	21,020.20	(2,200.20)
6530- LEGAL	5,100.00	0.00	6,620.18	5,100.00	1.30	0.00	6,620.18	(1,520.18)
6540- CUSTODIAL SERVICES	0.00	1,020.00	3,171.30	0.00	0.00	3,600.00	6,771.30	(6,771.30)
6555- MEDICAL SCREENING/DEAT/STAFF	2,500.00	46.69	1,461.69	2,500.00	0.58	0.00	1,461.69	1,038.31
6610- GAS & OIL	9,600.00	513.75	2,142.45	8,800.00	0.22	0.00	2,142.45	7,457.55
6620- VEHICLE INSURANCE	13,334.00	1,148.84	13,231.64	12,222.00	0.99	0.00	13,231.64	102.36
6640- VEHICLE REPAIR & MAINTENANCE	13,500.00	1,577.51	6,791.10	12,375.00	0.50	0.00	6,791.10	6,708.90
6712- STAFF TRAVEL-LOCAL	7,218.00	0.00	1,636.95	6,518.00	0.23	0.00	1,636.95	5,581.05
6714- STAFF TRAVEL-OUT OF AREA	43,807.00	0.00	10,929.87	41,432.00	0.25	0.00	10,929.87	32,877.13
6722- PER DIEM - STAFF	100.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00
6730- VOLUNTEER TRAVEL	0.00	0.00	(30.00)	0.00	0.00	0.00	(30.00)	30.00
6742- TRAINING - STAFF	34,202.00	3,894.00	40,218.28	34,202.00	1.18	8,904.00	49,122.28	(14,920.28)
6746- TRAINING - PARENT	9,175.00	0.00	787.50	0.00	0.09	0.00	787.50	8,387.50
6750- FIELD TRIPS	1,474.00	0.00	0.00	1,474.00	0.00	0.00	0.00	1,474.00
6832- LIABILITY INSURANCE	888.00	26.11	331.73	814.00	0.37	0.00	331.73	556.27
6834- STUDENT ACTIVITY INSURANCE	2,578.00	274.91	2,886.18	2,330.00	1.12	0.00	2,886.18	(308.18)
6840- PROPERTY TAXES	8.00	0.00	42.41	8.00	5.30	0.00	42.41	(34.41)
6850- FEES & LICENSES	16,642.00	1,360.00	17,700.25	15,055.00	1.06	15.00	17,715.25	(1,073.25)
6852- FINGERPRINT	1,500.00	222.00	546.50	1,350.00	0.36	0.00	546.50	953.50
6875- EMPLOYEE HEALTH & WELFARE	16,409.00	0.00	3,132.01	16,409.00	0.19	7,117.74	10,249.75	6,159.25
7111- PARENT MILEAGE	2,008.00	3.92	61.33	1,678.00	0.03	0.00	61.33	1,946.67
7112- PARENT INVOLVEMENT	2,532.00	0.00	0.00	2,283.00	0.00	0.00	0.00	2,532.00
7114- PC ALLOWANCE	3,000.00	150.00	1,965.04	2,708.00	0.66	0.00	1,965.04	1,034.96
7116- POLICY COUNCIL FOOD ALLOWANCE	1,000.00	0.00	0.00	900.00	0.00	0.00	0.00	1,000.00
8110- IN KIND SALARIES	1,034,706.00	80,700.69	299,457.47	915,522.00	0.29	0.00	299,457.47	735,248.53
8120- IN KIND RENT	139,143.00	12,630.25	138,932.75	123,002.00	1.00	0.00	138,932.75	210.25
8130- IN KIND - OTHER	6,440.00	509.50	509.50	5,698.00	0.08	0.00	509.50	5,930.50
9010- INDIRECT COST ALLOCATION	414,901.00	44,805.27	385,268.47	348,992.00	0.93	0.00	385,268.47	29,632.53
Total Expenses	6,154,541.00	623,371.20	5,075,577.47	5,228,288.70	0.82	218,857.75	5,294,435.22	860,105.78
Excess Revenue Over (Under) Expenditures	0.00	7,644.00	7,644.00	0.00	0.00	(218,857.75)	(211,213.75)	211,213.75
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	7,644.00	7,644.00	0.00	0.00	(218,857.75)	(211,213.75)	211,213.75

FUND #311 Basic
Madera Regional Head Start
Budget to Actual
For the period ending April 31, 2021

Account	Grant	Current	Current Mth	Prior Mth	YTD		Actual +		
Description	Budget	Period	YTD	YTD	Budget	% Spent	Encumbered	Encumbered	Balance
Revenues									
4110- GRANT INCOME-FEDERAL	4,060,640.00	268,131.62	3,172,090.50	2,903,958.88	3,589,730.34	83%	204,084.33	3,376,174.83	(684,465.17)
4210- DONATIONS	-	-	-	-	-	0%	-	-	-
4220- IN KIND CONTRIBUTIONS	1,026,666.00	80,176.86	396,833.22	316,656.36	907,459.00	39%	-	396,833.22	(629,832.78)
4330- SALE OF ASSETS	-	-	-	-	-	0%	-	-	-
4350- RENTAL INCOME	-	-	-	-	-	0%	-	-	-
4390- MISC INCOME	-	-	-	-	-	0%	-	-	-
Total Revenues	5,087,306.00	348,308.48	3,569,082.82	3,220,615.24	4,497,189.34	70%	204,084.33	3,773,008.05	(1,314,297.95)
5010 SALARIES & WAGES	2,213,193.00	24,871.30	1,540,893.82	1,516,022.52	1,936,413.00	70%	-	1,540,893.82	(672,299.18)
5019- SALARIES & WAGES C19	-	95.22	2,639.80	2,544.58	-	-	-	2,639.80	2,639.80
5020 ACCRUED VACATION PAY	124,930.00	2,007.12	97,823.11	95,815.99	109,304.00	78%	-	97,823.11	(27,106.89)
5112 HEALTH INSURANCE	222,472.00	4,845.06	149,767.47	144,922.41	200,811.60	67%	-	149,767.47	(72,704.53)
5114 WORKER'S COMPENSATION	113,398.00	1,481.84	56,202.04	54,720.04	99,215.00	50%	-	56,202.04	(57,195.96)
5115- Worker's Compensation C19	-	(3.50)	124.63	128.13	-	-	-	124.63	124.63
5116 PENSION	96,173.00	3,966.82	82,476.37	78,509.55	84,151.00	86%	-	82,476.37	(13,696.63)
5117- Pension C19	-	(3.17)	111.22	114.39	-	-	-	111.22	111.22
5121- FICA C19	-	(5.97)	208.57	214.54	-	-	-	208.57	208.57
5122 FICA	179,270.00	3,518.29	122,307.41	118,789.12	156,855.00	68%	-	122,307.41	(56,962.59)
5123- SUI C19	-	-	-	-	-	0%	-	-	-
5124 SUI	43,066.00	(2,148.91)	23,051.36	25,200.27	37,686.00	54%	-	23,051.36	(20,014.64)
5130 ACCRUED VACATION FRINGE	10,120.00	153.70	7,481.45	7,327.75	8,859.00	74%	-	7,481.45	(2,638.55)
6110 OFFICE SUPPLIES	25,000.00	2,267.03	20,801.72	18,534.69	22,796.00	89%	1,359.08	22,160.80	(2,839.20)
6112 DATA PROCESSING	50,000.00	32,386.45	114,108.93	81,722.48	45,245.00	281%	26,545.07	140,654.00	90,654.00
6121 FOOD	4,000.00	2,506.75	5,240.37	2,733.62	2,600.00	131%	-	5,240.37	1,240.37
6122 KITCHEN SUPPLIES	2,000.00	11,163.17	12,673.14	1,509.97	2,000.00	646%	243.06	12,916.20	10,916.20
6130 PROGRAM SUPPLIES	49,478.00	64,607.25	118,482.15	53,874.90	44,815.00	498%	128,008.82	246,490.97	197,012.97
6132 MEDICAL & DENTAL SUPPLIES	100.00	164.43	3,333.85	3,169.42	100.00	4214%	880.20	4,214.05	4,114.05
6134 INSTRUCTIONAL SUPPLIES	8,000.00	17,259.22	28,539.46	11,280.24	7,233.00	435%	6,281.12	34,820.58	26,820.58
6140 CUSTODIAL SUPPLIES	25,000.00	1,309.25	7,479.40	6,170.15	22,500.00	30%	-	7,479.40	(17,520.60)
6142 LINEN/LAUNDRY	650.00	-	-	-	585.00	0%	-	-	(650.00)
6150 UNIFORM RENTAL/PURCHASE	300.00	-	300.00	300.00	300.00	100%	-	300.00	-
6170 POSTAGE & SHIPPING	900.00	-	290.24	290.24	825.00	32%	-	290.24	(609.76)
6180 EQUIPMENT RENTAL	27,500.00	1,626.27	19,723.39	18,097.12	25,021.00	72%	-	19,723.39	(7,776.61)
6181 EQUIPMENT MAINTENANCE	12,200.00	1,736.81	6,115.06	4,378.25	11,000.00	54%	500.00	6,615.06	(5,584.94)
6221 EQUIPMENT OVER >\$5000	-	-	-	-	-	0%	-	-	-
6231- BUILDING RENOVATION	-	-	-	-	-	0%	-	-	-
6232- BUILDING IMPROVEMENTS	-	(16,671.24)	-	16,671.24	-	-	-	-	-
6310 PRINTING & PUBLICATIONS	2,600.00	699.99	4,726.71	4,026.72	2,600.00	183%	39.95	4,766.66	2,166.66
6312 ADVERTISING & PROMOTION	200.00	-	10.13	10.13	200.00	5%	-	10.13	(189.87)
6320 TELEPHONE	48,000.00	16,756.12	119,245.23	102,489.11	44,000.00	248%	-	119,245.23	71,245.23
6410 RENT	112,790.00	37,437.88	117,386.89	79,949.01	103,191.00	104%	-	117,386.89	4,596.89
6420 UTILITIES/ DISPOSAL	80,900.00	4,228.05	61,829.20	57,601.15	74,156.74	76%	-	61,829.20	(19,070.80)
6432 BUILDING REPAIRS/ MAINTEN	80,000.00	21,433.43	55,615.37	34,181.94	73,333.00	73%	2,820.00	58,435.37	(21,564.63)
6433 GROUNDS MAINTENANCE	18,400.00	8,051.51	28,030.74	19,979.23	16,864.00	152%	-	28,030.74	9,630.74
6436 PEST CONTROL	4,744.00	440.52	4,501.61	4,061.09	4,346.00	95%	-	4,501.61	(242.39)
6437 BURGLAR & FIRE ALARM	2,316.00	47.05	1,568.53	1,521.48	2,171.00	68%	-	1,568.53	(747.47)
6440 PROPERTY INSURANCE	5,638.00	871.21	9,097.07	8,225.86	5,165.00	161%	-	9,097.07	3,459.07
6520 CONSULTANTS	31,690.00	-	4,799.28	4,799.28	29,390.00	46%	9,666.67	14,465.95	(17,224.05)
6522 CONSULTANT EXPENSES	1,200.00	-	-	-	1,200.00	0%	-	-	(1,200.00)
6524 CONTRACTS	18,820.00	7,048.22	21,020.20	13,971.98	16,938.00	112%	-	21,020.20	2,200.20
6530 LEGAL	5,000.00	-	5,831.50	5,831.50	5,000.00	117%	-	5,831.50	831.50
6540 CUSTODIAL SERVICES	-	1,020.00	3,021.06	2,001.06	-	0%	3,600.00	6,621.06	6,621.06
6555 MEDICAL SCREENING/DEAT/ST	2,500.00	41.62	1,456.62	1,415.00	2,500.00	58%	-	1,456.62	(1,043.38)
6562 MEDICAL EXAM	-	-	-	-	-	0%	-	-	-
6564 MEDICAL FOLLOW-UP	-	-	-	-	-	0%	-	-	-
6566 DENTAL EXAM	-	-	-	-	-	0%	-	-	-

FUND #311 Basic
Madera Regional Head Start
Budget to Actual
For the period ending April 31, 2021

Account	Grant	Current	Current Mth	Prior Mth	YTD		Actual +		
Description	Budget	Period	YTD	YTD	Budget	% Spent	Encumbered	Encumbered	Balance
6568 DENTAL FOLLOW-UP		-				0%	-	-	-
6610 GAS & OIL	9,000.00	628.44	2,142.45	1,514.01	8,250.00	24%	-	2,142.45	(6,857.55)
6620 VEHICLE INSURANCE	13,334.00	992.53	11,486.45	10,493.92	12,222.00	86%	-	11,486.45	(1,847.55)
6640 VEHICLE REPAIR & MAINTENA	12,000.00	1,056.50	6,023.33	4,966.83	11,000.00	50%	-	6,023.33	(5,976.67)
6712 STAFF TRAVEL-LOCAL	6,000.00	21.28	1,620.79	1,599.51	5,400.00	27%	-	1,620.79	(4,379.21)
6714 STAFF TRAVEL-OUT OF AREA	9,500.00	-	-	-	7,125.00	0%	-	-	(9,500.00)
6722 PER DIEM - STAFF	100.00	-	-	-	100.00	0%	-	-	(100.00)
6724 PER DIEM - PARENT		-				0%	-	-	-
6730 VOLUNTEER TRAVEL		-	(30.00)	(30.00)	-	0%	-	(30.00)	(30.00)
6742 TRAINING - STAFF	4,000.00	(13,862.79)	3,946.42	17,809.21	4,000.00	99%	-	3,946.42	(53.58)
6744 TRAINING VOLUNTEERS		-				0%	-	-	-
6746 TRAINING PARENTS		-				0%	-	-	-
6748 EDUCATION REIMBURSEMENT		-				0%	-	-	-
6750 FIELD TRIPS	1,474.00	-	-	-	1,474.00	0%	-	-	(1,474.00)
6810 BANK CHARGES		-				0%	-	-	-
6820 INTEREST CHARGES		-				0%	-	-	-
6832 LIABILITY INSURANCE	888.00	26.11	331.73	305.62	814.00	37%	-	331.73	(556.27)
6834 STUDENT ACTIVITY INSURANC	1,990.00	206.81	2,202.62	1,995.81	1,791.00	111%	-	2,202.62	212.62
6840 PROPERTY TAXES	8.00	-	42.41	42.41	8.00	530%	-	42.41	34.41
6850 FEES & LICENSES	15,442.00	1,360.00	17,408.19	16,048.19	14,155.00	113%	-	17,408.19	1,966.19
6851 CPR FEES		-				0%	-	-	-
6852 FINGER PRINTING	1,500.00	222.00	546.50	324.50	1,350.00	36%	-	546.50	(953.50)
6860 DEPRECIATION EXPENSE		-				0%	-	-	-
6870 EMPLOYEE RECOGNITION		-				0%	-	-	-
6875- EMPLOYEE HEALTH & WELFARE COSTS	16,409.00	(246.75)	2,928.09	3,174.84	16,409.00	61%	7,117.74	10,045.83	(6,363.17)
6880 VOLUNTEER RECONGNITION		-				0%	-	-	-
6892 CASH SHORT / OVER		-				0%	-	-	-
7110 PARENT ACTIVITIES		-				0%	-	-	-
7111 PARENT MILEAGE	1,950.00	3.92	59.56	55.64	1,625.00	3%	-	59.56	(1,890.44)
7112 PARENT INVOLVEMENT	2,280.00	-	-	-	2,052.00	0%	-	-	(2,280.00)
7114 PPC ALLOWANCE	2,520.00	150.00	1,874.24	1,724.24	2,268.00	74%	-	1,874.24	(645.76)
7115 PPC FOOD ALLOWANCE		-				0%	-	-	-
7116 POLICY COUN. FOOD ALLOWAN	1,000.00	-	-	-	900.00	0%	-	-	(1,000.00)
8110 IN KIND SALARIES	881,983.00	67,037.11	257,390.97	190,353.86	779,560.00	29%	-	257,390.97	(624,592.03)
8120 IN KIND RENT	139,143.00	12,630.25	138,932.75	126,302.50	123,002.00	100%	-	138,932.75	(210.25)
8130 IN KIND - OTHER	5,540.00	509.50	509.50	-	4,897.00	9%	-	509.50	(5,030.50)
9010 INDIRECT COST ALLOCATION	338,697.00	22,364.78	263,192.62	240,827.84	299,418.00	83%	17,022.62	280,215.24	(58,481.76)
Total Expenses	5,087,306.00	348,308.48	3,569,082.82	3,220,615.24	4,497,189.34	74%	204,084.33	3,773,008.05	(1,314,297.95)
Excess Revenue Over (Under) Expenditures	-	-	-	-	-	-	-	-	-

						ADMINISTRATIVE EXPENSES	\$475,176.86
	245,766.84	2,909,056.98	2,663,131.04			PERCENT ADMINISTRATIVE	13.17%
	22,364.78	264,724.19	242,344.92	9.10%		LIMIT IS 15%	

YTD Contract % 83.14%

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 4/30/2021

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
330 0 HEAD START-FRESNO MIGRANT T&TA								
Revenues								
4110- GRANT INCOME-FEDERAL	82,690.00	14,209.75	33,963.29	31,431.00	(0.41)	0.00	33,963.29	48,726.71
Total Revenues	<u>82,690.00</u>	<u>14,209.75</u>	<u>33,963.29</u>	<u>31,431.00</u>	<u>(0.41)</u>	<u>0.00</u>	<u>33,963.29</u>	<u>48,726.71</u>
Expenses								
6130- PROGRAM SUPPLIES	8,871.00	0.00	0.00	0.00	0.00	0.00	0.00	8,871.00
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	0.00	0.00	0.00	0.00	200.00	200.00	(200.00)
6520- CONSULTANTS	17,500.00	0.00	0.00	0.00	0.00	0.00	0.00	17,500.00
6714- STAFF TRAVEL-OUT OF AREA	25,047.00	0.00	156.33	25,047.00	0.01	0.00	156.33	24,890.67
6722- PER DIEM - STAFF	1,712.00	0.00	0.00	1,712.00	0.00	0.00	0.00	1,712.00
6724- PER DIEM - PARENT	2,050.00	0.00	0.00	2,050.00	0.00	0.00	0.00	2,050.00
6742- TRAINING - STAFF	17,613.00	13,049.50	28,098.50	0.00	1.60	6,300.00	34,398.50	(16,785.50)
6746- TRAINING - PARENT	3,000.00	0.00	525.00	0.00	0.18	0.00	525.00	2,475.00
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	2,375.57	0.00	0.00	0.00	2,375.57	(2,375.57)
9010- INDIRECT COST ALLOCATION	6,897.00	1,160.25	2,807.89	2,622.00	0.41	0.00	2,807.89	4,089.11
Total Expenses	<u>82,690.00</u>	<u>14,209.75</u>	<u>33,963.29</u>	<u>31,431.00</u>	<u>0.41</u>	<u>6,500.00</u>	<u>40,463.29</u>	<u>42,226.71</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>(6,500.00)</u>	<u>(6,500.00)</u>	<u>6,500.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(6,500.00)</u>	<u>(6,500.00)</u>	<u>6,500.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 4/30/2021

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
331 0 HEAD START-FRESNO MIGRANT								
Revenues								
4110- GRANT INCOME-FEDERAL	4,806,650.00	184,330.73	2,253,350.12	2,332,399.68	(0.47)	0.00	2,253,350.12	2,553,299.88
4220- IN KIND CONTRIBUTIONS	<u>666,728.00</u>	<u>8,400.32</u>	<u>166,516.17</u>	<u>340,722.64</u>	<u>(0.25)</u>	<u>0.00</u>	<u>166,516.17</u>	<u>500,211.83</u>
Total Revenues	<u>5,473,378.00</u>	<u>192,731.05</u>	<u>2,419,866.29</u>	<u>2,673,122.32</u>	<u>(0.44)</u>	<u>0.00</u>	<u>2,419,866.29</u>	<u>3,053,511.71</u>
Expenses								
5010- SALARIES & WAGES	2,544,511.00	69,904.31	985,171.01	1,119,491.00	0.39	0.00	985,171.01	1,559,339.99
5020- ACCRUED VACATION PAY	152,718.00	4,268.27	60,226.17	67,254.00	0.39	0.00	60,226.17	92,491.83
5112- HEALTH INSURANCE	193,684.00	6,473.28	89,758.14	129,120.00	0.46	0.00	89,758.14	103,925.86
5114- WORKER'S COMPENSATION	107,775.00	1,488.21	37,363.24	47,405.00	0.35	0.00	37,363.24	70,411.76
5116- PENSION	140,699.00	3,234.77	38,905.59	60,443.00	0.28	0.00	38,905.59	101,793.41
5122- FICA	227,802.00	5,240.12	84,600.36	100,224.00	0.37	0.00	84,600.36	143,201.64
5124- SUI	46,571.00	955.84	6,792.58	18,979.00	0.15	0.00	6,792.58	39,778.42
5130- ACCRUED VACATION FICA	13,667.00	326.51	4,606.96	6,018.68	0.34	0.00	4,606.96	9,060.04
6110- OFFICE SUPPLIES	27,200.00	(494.37)	4,024.88	7,400.00	0.15	3,130.62	7,155.50	20,044.50
6112- DATA PROCESSING SUPPLIES	90,000.00	10,248.22	35,424.42	44,000.00	0.39	6,764.75	42,189.17	47,810.83
6121- FOOD	12,000.00	179.31	3,352.75	7,677.00	0.28	0.00	3,352.75	8,647.25
6122- KITCHEN SUPPLIES	5,000.00	0.00	140.33	0.00	0.03	0.00	140.33	4,859.67
6130- PROGRAM SUPPLIES	107,433.00	1,227.44	10,026.99	44,700.00	0.09	4,761.65	14,788.64	92,644.36
6132- MEDICAL & DENTAL SUPPLIES	160.00	993.81	991.25	0.00	6.20	0.00	991.25	(831.25)
6134- INSTRUCTIONAL SUPPLIES	30,000.00	0.00	64.66	12,000.00	0.00	0.00	64.66	29,935.34
6140- CUSTODIAL SUPPLIES	29,450.00	(6,097.69)	6,100.08	12,500.00	0.21	0.00	6,100.08	23,349.92
6170- POSTAGE & SHIPPING	2,040.00	82.11	541.93	1,350.00	0.27	0.00	541.93	1,498.07
6180- EQUIPMENT RENTAL	26,184.00	1,743.34	22,026.62	17,456.00	0.84	0.00	22,026.62	4,157.38
6181- EQUIPMENT MAINTENANCE	21,850.00	567.60	4,476.80	14,568.00	0.20	0.00	4,476.80	17,373.20
6221- EQUIPMENT OVER > \$5000	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00
6310- PRINTING & PUBLICATIONS	7,000.00	3,367.15	5,190.99	5,600.00	0.74	717.21	5,908.20	1,091.80
6312- ADVERTISING & PROMOTION	500.00	0.00	0.00	400.00	0.00	0.00	0.00	500.00
6320- TELEPHONE	48,996.00	15,488.34	97,323.34	32,664.00	1.99	0.00	97,323.34	(48,327.34)
6410- RENT	87,032.00	7,176.38	57,596.04	58,023.00	0.66	0.00	57,596.04	29,435.96
6420- UTILITIES/ DISPOSAL	84,396.00	3,772.35	45,330.35	56,264.00	0.54	0.00	45,330.35	39,065.65
6432- BUILDING REPAIRS/ MAINTENANCE	176,462.00	22,060.33	358,245.64	165,097.00	2.03	0.00	358,245.64	(181,783.64)
6433- GROUNDS MAINTENANCE	31,284.00	1,595.01	13,000.03	20,856.00	0.42	5,055.47	18,055.50	13,228.50
6436- PEST CONTROL	7,260.00	595.00	5,132.00	4,840.00	0.71	0.00	5,132.00	2,128.00
6437- BURGLAR & FIRE ALARM	5,328.00	122.50	1,902.41	3,552.00	0.36	0.00	1,902.41	3,425.59
6440- PROPERTY INSURANCE	13,013.00	1,075.84	8,606.72	8,677.00	0.66	0.00	8,606.72	4,406.28
6520- CONSULTANTS	10,000.00	0.00	12,935.80	0.00	1.29	20,000.00	32,935.80	(22,935.80)
6522- CONSULTANT EXPENSES	900.00	0.00	0.00	360.00	0.00	0.00	0.00	900.00
6530- LEGAL	2,004.00	0.00	10,710.84	1,336.00	5.34	0.00	10,710.84	(8,706.84)
6540- CUSTODIAL SERVICES	4,776.00	398.00	3,184.00	3,184.00	0.67	0.00	3,184.00	1,592.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	680.00	400.00	0.68	0.00	680.00	320.00
6610- GAS & OIL	10,008.00	987.76	4,575.94	6,672.00	0.46	0.00	4,575.94	5,432.06
6620- VEHICLE INSURANCE	15,660.00	1,365.84	10,926.72	10,440.00	0.70	0.00	10,926.72	4,733.28
6640- VEHICLE REPAIR & MAINTENANCE	20,000.00	0.00	3,274.95	13,200.00	0.16	0.00	3,274.95	16,725.05
6712- STAFF TRAVEL-LOCAL	5,000.00	202.16	1,691.32	2,000.00	0.34	0.00	1,691.32	3,308.68

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 4/30/2021

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
331 0 HEAD START-FRESNO MIGRANT								
6714- STAFF TRAVEL-OUT OF AREA	1,750.00	1,150.00	1,150.00	0.00	0.66	0.00	1,150.00	600.00
6722- PER DIEM - STAFF	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
6742- TRAINING - STAFF	34,834.00	1,088.00	1,710.68	4,400.00	0.05	0.00	1,710.68	33,123.32
6746- TRAINING - PARENT	16,277.00	0.00	0.00	0.00	0.00	0.00	0.00	16,277.00
6832- LIABILITY INSURANCE	504.00	32.64	261.12	336.00	0.52	0.00	261.12	242.88
6834- STUDENT ACTIVITY INSURANCE	1,260.00	0.00	411.94	756.00	0.33	0.00	411.94	848.06
6840- PROPERTY TAXES	1,600.00	0.00	7,626.34	1,600.00	4.77	0.00	7,626.34	(6,026.34)
6850- FEES & LICENSES	18,000.00	8,005.00	15,557.29	14,852.00	0.86	0.00	15,557.29	2,442.71
6851- CPR FEES	0.00	0.00	240.00	0.00	0.00	0.00	240.00	(240.00)
6852- FINGERPRINT	0.00	0.00	249.25	0.00	0.00	0.00	249.25	(249.25)
6875- EMPLOYEE HEALTH & WELFARE	7,650.00	0.00	2,381.00	300.00	0.31	0.00	2,381.00	5,269.00
7110- PARENT ACTIVITIES	2,800.00	0.00	0.00	1,225.00	0.00	0.00	0.00	2,800.00
7111- PARENT MILEAGE	675.00	12.38	39.36	270.00	0.06	0.00	39.36	635.64
7114- PC ALLOWANCE	1,000.00	120.00	870.00	400.00	0.87	0.00	870.00	130.00
7116- POLICY COUNCIL FOOD ALLOWANCE	600.00	0.00	0.00	400.00	0.00	0.00	0.00	600.00
8110- IN KIND SALARIES	566,743.00	164.40	100,628.81	274,441.00	0.18	0.00	100,628.81	466,114.19
8120- IN KIND RENT	97,936.00	8,235.92	65,887.36	65,290.64	0.67	0.00	65,887.36	32,048.64
8130- IN KIND - OTHER	2,049.00	0.00	0.00	991.00	0.00	0.00	0.00	2,049.00
9010- INDIRECT COST ALLOCATION	400,087.00	15,374.97	187,951.29	193,710.00	0.47	0.00	187,951.29	212,135.71
Total Expenses	<u>5,473,378.00</u>	<u>192,731.05</u>	<u>2,419,866.29</u>	<u>2,673,122.32</u>	<u>0.44</u>	<u>40,429.70</u>	<u>2,460,295.99</u>	<u>3,013,082.01</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>(40,429.70)</u>	<u>(40,429.70)</u>	<u>40,429.70</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>(40,429.70)</u>	<u>(40,429.70)</u>	<u>40,429.70</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 4/30/2021

337 0 FRESNO MIGRANT - EARLY HEAD START	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	310,267.00	8,628.65	100,301.76	183,208.00	(0.32)	0.00	100,301.76	209,965.24
4220- IN KIND CONTRIBUTIONS	35,246.00	44.74	3,159.80	20,877.00	(0.09)	0.00	3,159.80	32,086.20
Total Revenues	<u>345,513.00</u>	<u>8,673.39</u>	<u>103,461.56</u>	<u>204,085.00</u>	<u>(0.30)</u>	<u>0.00</u>	<u>103,461.56</u>	<u>242,051.44</u>
Expenses								
5010- SALARIES & WAGES	51,840.00	5,413.59	42,548.98	34,360.00	0.82	0.00	42,548.98	9,291.02
5020- ACCRUED VACATION PAY	2,850.00	363.09	2,574.56	1,887.00	0.90	0.00	2,574.56	275.44
5112- HEALTH INSURANCE	6,534.00	703.62	5,105.41	4,356.00	0.78	0.00	5,105.41	1,428.59
5114- WORKER'S COMPENSATION	3,680.00	173.22	1,504.30	2,439.00	0.41	0.00	1,504.30	2,175.70
5116- PENSION	3,030.00	256.76	2,166.00	2,007.00	0.71	0.00	2,166.00	864.00
5122- FICA	4,882.00	404.70	3,431.64	3,235.00	0.70	0.00	3,431.64	1,450.36
5124- SUI	450.00	0.00	479.71	450.00	1.07	0.00	479.71	(29.71)
5130- ACCRUED VACATION FICA	269.00	27.77	196.91	181.00	0.73	0.00	196.91	72.09
6110- OFFICE SUPPLIES	1,500.00	0.00	0.00	1,050.00	0.00	0.00	0.00	1,500.00
6112- DATA PROCESSING SUPPLIES	2,000.00	6.90	79.72	1,000.00	0.04	643.50	723.22	1,276.78
6121- FOOD	386.00	0.00	0.00	226.00	0.00	0.00	0.00	386.00
6130- PROGRAM SUPPLIES	4,500.00	0.00	(25.58)	3,500.00	(0.01)	0.00	(25.58)	4,525.58
6134- INSTRUCTIONAL SUPPLIES	1,800.00	0.00	0.00	1,200.00	0.00	0.00	0.00	1,800.00
6180- EQUIPMENT RENTAL	0.00	36.53	112.34	0.00	0.00	0.00	112.34	(112.34)
6310- PRINTING & PUBLICATIONS	360.00	0.00	161.29	360.00	0.45	0.00	161.29	198.71
6312- ADVERTISING & PROMOTION	120.00	0.00	0.00	120.00	0.00	0.00	0.00	120.00
6320- TELEPHONE	648.00	51.04	407.93	432.00	0.63	0.00	407.93	240.07
6410- RENT	2,160.00	180.00	1,440.00	2,160.00	0.67	0.00	1,440.00	720.00
6520- CONSULTANTS	2,500.00	0.00	0.00	1,300.00	0.00	6,000.00	6,000.00	(3,500.00)
6522- CONSULTANT EXPENSES	300.00	0.00	195.00	180.00	0.65	0.00	195.00	105.00
6524- CONTRACTS	181,200.00	0.00	28,960.00	94,600.00	0.16	0.00	28,960.00	152,240.00
6610- GAS & OIL	804.00	104.11	743.11	584.00	0.92	0.00	743.11	60.89
6620- VEHICLE INSURANCE	0.00	162.69	1,320.28	0.00	0.00	0.00	1,320.28	(1,320.28)
6640- VEHICLE REPAIR & MAINTENANCE	0.00	0.00	67.38	0.00	0.00	0.00	67.38	(67.38)
6712- STAFF TRAVEL-LOCAL	9,000.00	0.00	0.00	9,000.00	0.00	0.00	0.00	9,000.00
6742- TRAINING - STAFF	0.00	0.00	236.00	0.00	0.00	6,189.00	6,425.00	(6,425.00)
6746- TRAINING - PARENT	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00
6834- STUDENT ACTIVITY INSURANCE	0.00	24.92	149.52	0.00	0.00	0.00	149.52	(149.52)
6850- FEES & LICENSES	20.00	0.00	21.12	20.00	1.06	0.00	21.12	(1.12)
7111- PARENT MILEAGE	315.00	0.00	0.00	160.00	0.00	0.00	0.00	315.00
7114- PC ALLOWANCE	240.00	0.00	60.00	120.00	0.25	0.00	60.00	180.00
8110- IN KIND SALARIES	33,403.00	44.74	3,159.80	19,784.00	0.09	0.00	3,159.80	30,243.20
8130- IN KIND - OTHER	1,843.00	0.00	0.00	1,093.00	0.00	0.00	0.00	1,843.00
9010- INDIRECT COST ALLOCATION	25,879.00	719.71	8,366.14	15,281.00	0.32	0.00	8,366.14	17,512.86
Total Expenses	<u>345,513.00</u>	<u>8,673.39</u>	<u>103,461.56</u>	<u>204,085.00</u>	<u>0.30</u>	<u>12,832.50</u>	<u>116,294.06</u>	<u>229,218.94</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>(12,832.50)</u>	<u>(12,832.50)</u>	<u>12,832.50</u>

Beginning Net Assets - Unrestricted

0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00

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COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 4/30/2021

	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual April 30, 2021</u>	<u>YTD Budget April 30, 2021</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
337 0 FRESNO MIGRANT - EARLY HEAD START	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	0.00	0.00	0.00	0.00	(12,832.50)	(12,832.50)	12,832.50

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 4/30/2021

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
338 0 FRESNO EARLY HEAD START - T&TA								
Revenues								
4110- GRANT INCOME-FEDERAL	6,949.00	0.00	653.51	6,012.00	(0.09)	0.00	653.51	6,295.49
Total Revenues	<u>6,949.00</u>	<u>0.00</u>	<u>653.51</u>	<u>6,012.00</u>	<u>(0.09)</u>	<u>0.00</u>	<u>653.51</u>	<u>6,295.49</u>
Expenses								
6121- FOOD	450.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00
6130- PROGRAM SUPPLIES	834.00	0.00	0.00	500.00	0.00	0.00	0.00	834.00
6520- CONSULTANTS	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00
6712- STAFF TRAVEL-LOCAL	75.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00
6714- STAFF TRAVEL-OUT OF AREA	2,882.00	0.00	0.00	2,961.00	0.00	0.00	0.00	2,882.00
6722- PER DIEM - STAFF	428.00	0.00	0.00	349.00	0.00	0.00	0.00	428.00
6742- TRAINING - STAFF	1,700.00	0.00	599.00	1,200.00	0.35	0.00	599.00	1,101.00
9010- INDIRECT COST ALLOCATION	580.00	0.00	54.51	502.00	0.09	0.00	54.51	525.49
Total Expenses	<u>6,949.00</u>	<u>0.00</u>	<u>653.51</u>	<u>6,012.00</u>	<u>0.09</u>	<u>0.00</u>	<u>653.51</u>	<u>6,295.49</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 4/30/2021

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
351 0 FRESNO COE 1-TIME FUND								
Revenues								
4120- GRANT INCOME-STATE	0.00	0.00	48,800.00	0.00	0.00	0.00	48,800.00	(48,800.00)
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>48,800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>48,800.00</u>	<u>(48,800.00)</u>
Expenses								
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>48,800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>48,800.00</u>	<u>(48,800.00)</u>
Beginning Net Assets - Unrestricted	0.00	56,112.32	56,112.32	0.00	0.00	0.00	56,112.32	(56,112.32)
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>56,112.32</u>	<u>104,912.32</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>104,912.32</u>	<u>(104,912.32)</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 4/30/2021

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
831 0 COVID-19 CARES - FRESNO MHS								
Revenues								
4110- GRANT INCOME-FEDERAL	454,125.00	38,252.43	219,274.67	0.00	(0.48)	0.00	219,274.67	234,850.33
Total Revenues	<u>454,125.00</u>	<u>38,252.43</u>	<u>219,274.67</u>	<u>0.00</u>	<u>(0.48)</u>	<u>0.00</u>	<u>219,274.67</u>	<u>234,850.33</u>
Expenses								
5010- SALARIES & WAGES	0.00	0.00	133,130.25	0.00	0.00	0.00	133,130.25	(133,130.25)
5114- WORKER'S COMPENSATION	0.00	0.00	5,138.72	0.00	0.00	0.00	5,138.72	(5,138.72)
5116- PENSION	0.00	0.00	4,549.23	0.00	0.00	0.00	4,549.23	(4,549.23)
5122- FICA	0.00	0.00	10,184.48	0.00	0.00	0.00	10,184.48	(10,184.48)
5124- SUI	0.00	0.00	302.25	0.00	0.00	0.00	302.25	(302.25)
6110- OFFICE SUPPLIES	0.00	535.22	535.22	0.00	0.00	0.00	535.22	(535.22)
6112- DATA PROCESSING SUPPLIES	0.00	0.00	9,128.64	0.00	0.00	0.00	9,128.64	(9,128.64)
6130- PROGRAM SUPPLIES	416,247.00	3,249.42	5,716.10	0.00	0.01	13,396.80	19,112.90	397,134.10
6140- CUSTODIAL SUPPLIES	0.00	6,147.96	7,170.94	0.00	0.00	0.00	7,170.94	(7,170.94)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	25,129.20	25,129.20	0.00	0.00	18,650.00	43,779.20	(43,779.20)
9010- INDIRECT COST ALLOCATION	37,878.00	3,190.63	18,289.64	0.00	0.48	0.00	18,289.64	19,588.36
Total Expenses	<u>454,125.00</u>	<u>38,252.43</u>	<u>219,274.67</u>	<u>0.00</u>	<u>0.48</u>	<u>32,046.80</u>	<u>251,321.47</u>	<u>202,803.53</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>(32,046.80)</u>	<u>(32,046.80)</u>	<u>32,046.80</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(32,046.80)</u>	<u>(32,046.80)</u>	<u>32,046.80</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 4/30/2021

	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
837 0 COVID-19 CARES - FRESNO EHS								
Revenues								
4110- GRANT INCOME-FEDERAL	26,250.00	0.00	5,381.92	0.00	(0.21)	0.00	5,381.92	20,868.08
Total Revenues	<u>26,250.00</u>	<u>0.00</u>	<u>5,381.92</u>	<u>0.00</u>	<u>(0.21)</u>	<u>0.00</u>	<u>5,381.92</u>	<u>20,868.08</u>
Expenses								
5010- SALARIES & WAGES	0.00	0.00	1,764.00	0.00	0.00	0.00	1,764.00	(1,764.00)
5114- WORKER'S COMPENSATION	0.00	0.00	67.39	0.00	0.00	0.00	67.39	(67.39)
5116- PENSION	0.00	0.00	69.00	0.00	0.00	0.00	69.00	(69.00)
5122- FICA	0.00	0.00	134.94	0.00	0.00	0.00	134.94	(134.94)
6112- DATA PROCESSING SUPPLIES	0.00	0.00	1,825.73	0.00	0.00	0.00	1,825.73	(1,825.73)
6130- PROGRAM SUPPLIES	24,060.00	0.00	985.73	0.00	0.04	2,978.55	3,964.28	20,095.72
9010- INDIRECT COST ALLOCATION	<u>2,190.00</u>	<u>0.00</u>	<u>535.13</u>	<u>0.00</u>	<u>0.24</u>	<u>0.00</u>	<u>535.13</u>	<u>1,654.87</u>
Total Expenses	<u>26,250.00</u>	<u>0.00</u>	<u>5,381.92</u>	<u>0.00</u>	<u>0.21</u>	<u>2,978.55</u>	<u>8,360.47</u>	<u>17,889.53</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>(2,978.55)</u>	<u>(2,978.55)</u>	<u>2,978.55</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>(2,978.55)</u>	<u>(2,978.55)</u>	<u>2,978.55</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 4/30/2021

Report Recap	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	5,686,931.00	245,421.56	2,612,925.27	2,553,050.68	(0.46)	0.00	2,612,925.27	3,074,005.73
4120- GRANT INCOME-STATE	0.00	0.00	48,800.00	0.00	0.00	0.00	48,800.00	(48,800.00)
4220- IN KIND CONTRIBUTIONS	701,974.00	8,445.06	169,675.97	361,599.64	(0.24)	0.00	169,675.97	532,298.03
Total Revenues	6,388,905.00	253,866.62	2,831,401.24	2,914,650.32	(0.44)	0.00	2,831,401.24	3,557,503.76
Expenses								
5010- SALARIES & WAGES	2,596,351.00	75,317.90	1,162,614.24	1,153,851.00	0.45	0.00	1,162,614.24	1,433,736.76
5020- ACCRUED VACATION PAY	155,568.00	4,631.36	62,800.73	69,141.00	0.40	0.00	62,800.73	92,767.27
5112- HEALTH INSURANCE	200,218.00	7,176.90	94,863.55	133,476.00	0.47	0.00	94,863.55	105,354.45
5114- WORKER'S COMPENSATION	111,455.00	1,661.43	44,073.65	49,844.00	0.40	0.00	44,073.65	67,381.35
5116- PENSION	143,729.00	3,491.53	45,689.82	62,450.00	0.32	0.00	45,689.82	98,039.18
5122- FICA	232,684.00	5,644.82	98,351.42	103,459.00	0.42	0.00	98,351.42	134,332.58
5124- SUI	47,021.00	955.84	7,574.54	19,429.00	0.16	0.00	7,574.54	39,446.46
5130- ACCRUED VACATION FICA	13,936.00	354.28	4,803.87	6,199.68	0.34	0.00	4,803.87	9,132.13
6110- OFFICE SUPPLIES	28,700.00	40.85	4,560.10	8,450.00	0.16	3,130.62	7,690.72	21,009.28
6112- DATA PROCESSING SUPPLIES	92,000.00	10,255.12	46,458.51	45,000.00	0.50	7,408.25	53,866.76	38,133.24
6121- FOOD	12,836.00	179.31	3,352.75	7,903.00	0.26	0.00	3,352.75	9,483.25
6122- KITCHEN SUPPLIES	5,000.00	0.00	140.33	0.00	0.03	0.00	140.33	4,859.67
6130- PROGRAM SUPPLIES	561,945.00	4,476.86	16,703.24	48,700.00	0.03	21,137.00	37,840.24	524,104.76
6132- MEDICAL & DENTAL SUPPLIES	160.00	993.81	991.25	0.00	6.20	0.00	991.25	(831.25)
6134- INSTRUCTIONAL SUPPLIES	31,800.00	0.00	64.66	13,200.00	0.00	0.00	64.66	31,735.34
6140- CUSTODIAL SUPPLIES	29,450.00	50.27	13,271.02	12,500.00	0.45	0.00	13,271.02	16,178.98
6170- POSTAGE & SHIPPING	2,040.00	82.11	541.93	1,350.00	0.27	0.00	541.93	1,498.07
6180- EQUIPMENT RENTAL	26,184.00	1,779.87	22,138.96	17,456.00	0.85	0.00	22,138.96	4,045.04
6181- EQUIPMENT MAINTENANCE	21,850.00	567.60	4,476.80	14,568.00	0.20	0.00	4,476.80	17,373.20
6221- EQUIPMENT OVER > \$5000	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00
6310- PRINTING & PUBLICATIONS	7,360.00	3,367.15	5,352.28	5,960.00	0.73	717.21	6,069.49	1,290.51
6312- ADVERTISING & PROMOTION	620.00	0.00	0.00	520.00	0.00	0.00	0.00	620.00
6320- TELEPHONE	49,644.00	15,539.38	97,731.27	33,096.00	1.97	0.00	97,731.27	(48,087.27)
6410- RENT	89,192.00	7,356.38	59,036.04	60,183.00	0.66	0.00	59,036.04	30,155.96
6420- UTILITIES/ DISPOSAL	84,396.00	3,772.35	45,330.35	56,264.00	0.54	0.00	45,330.35	39,065.65
6432- BUILDING REPAIRS/ MAINTENANCE	176,462.00	47,189.53	383,374.84	165,097.00	2.17	18,850.00	402,224.84	(225,762.84)
6433- GROUNDS MAINTENANCE	31,284.00	1,595.01	13,000.03	20,856.00	0.42	5,055.47	18,055.50	13,228.50
6436- PEST CONTROL	7,260.00	595.00	5,132.00	4,840.00	0.71	0.00	5,132.00	2,128.00
6437- BURGLAR & FIRE ALARM	5,328.00	122.50	1,902.41	3,552.00	0.36	0.00	1,902.41	3,425.59
6440- PROPERTY INSURANCE	13,013.00	1,075.84	8,606.72	8,677.00	0.66	0.00	8,606.72	4,406.28
6520- CONSULTANTS	30,000.00	0.00	12,935.80	1,800.00	0.43	26,000.00	38,935.80	(8,935.80)
6522- CONSULTANT EXPENSES	1,200.00	0.00	195.00	540.00	0.16	0.00	195.00	1,005.00
6524- CONTRACTS	181,200.00	0.00	28,960.00	94,600.00	0.16	0.00	28,960.00	152,240.00
6530- LEGAL	2,004.00	0.00	10,710.84	1,336.00	5.34	0.00	10,710.84	(8,706.84)
6540- CUSTODIAL SERVICES	4,776.00	398.00	3,184.00	3,184.00	0.67	0.00	3,184.00	1,592.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	680.00	400.00	0.68	0.00	680.00	320.00
6610- GAS & OIL	10,812.00	1,091.87	5,319.05	7,256.00	0.49	0.00	5,319.05	5,492.95
6620- VEHICLE INSURANCE	15,660.00	1,528.53	12,247.00	10,440.00	0.78	0.00	12,247.00	3,413.00

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2020 to 4/30/2021

Report Recap	Grant Budget	Current Month Actual	YTD Actual April 30, 2021	YTD Budget April 30, 2021	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6640- VEHICLE REPAIR & MAINTENANCE	20,000.00	0.00	3,342.33	13,200.00	0.17	0.00	3,342.33	16,657.67
6712- STAFF TRAVEL-LOCAL	14,075.00	202.16	1,691.32	11,000.00	0.12	0.00	1,691.32	12,383.68
6714- STAFF TRAVEL-OUT OF AREA	29,679.00	1,150.00	1,306.33	28,008.00	0.04	0.00	1,306.33	28,372.67
6722- PER DIEM - STAFF	2,390.00	0.00	0.00	2,061.00	0.00	0.00	0.00	2,390.00
6724- PER DIEM - PARENT	2,050.00	0.00	0.00	2,050.00	0.00	0.00	0.00	2,050.00
6742- TRAINING - STAFF	54,147.00	14,137.50	30,644.18	5,600.00	0.57	12,489.00	43,133.18	11,013.82
6746- TRAINING - PARENT	22,277.00	0.00	525.00	3,000.00	0.02	0.00	525.00	21,752.00
6832- LIABILITY INSURANCE	504.00	32.64	261.12	336.00	0.52	0.00	261.12	242.88
6834- STUDENT ACTIVITY INSURANCE	1,260.00	24.92	561.46	756.00	0.45	0.00	561.46	698.54
6840- PROPERTY TAXES	1,600.00	0.00	7,626.34	1,600.00	4.77	0.00	7,626.34	(6,026.34)
6850- FEES & LICENSES	18,020.00	8,005.00	15,578.41	14,872.00	0.86	0.00	15,578.41	2,441.59
6851- CPR FEES	0.00	0.00	240.00	0.00	0.00	0.00	240.00	(240.00)
6852- FINGERPRINT	0.00	0.00	249.25	0.00	0.00	0.00	249.25	(249.25)
6875- EMPLOYEE HEALTH & WELFARE	7,650.00	0.00	4,756.57	300.00	0.62	0.00	4,756.57	2,893.43
7110- PARENT ACTIVITIES	2,800.00	0.00	0.00	1,225.00	0.00	0.00	0.00	2,800.00
7111- PARENT MILEAGE	990.00	12.38	39.36	430.00	0.04	0.00	39.36	950.64
7114- PC ALLOWANCE	1,240.00	120.00	930.00	520.00	0.75	0.00	930.00	310.00
7116- POLICY COUNCIL FOOD ALLOWANCE	600.00	0.00	0.00	400.00	0.00	0.00	0.00	600.00
8110- IN KIND SALARIES	600,146.00	209.14	103,788.61	294,225.00	0.17	0.00	103,788.61	496,357.39
8120- IN KIND RENT	97,936.00	8,235.92	65,887.36	65,290.64	0.67	0.00	65,887.36	32,048.64
8130- IN KIND - OTHER	3,892.00	0.00	0.00	2,084.00	0.00	0.00	0.00	3,892.00
9010- INDIRECT COST ALLOCATION	473,511.00	20,445.56	218,004.60	212,115.00	0.46	0.00	218,004.60	255,506.40
Total Expenses	<u>6,388,905.00</u>	<u>253,866.62</u>	<u>2,782,601.24</u>	<u>2,914,650.32</u>	<u>0.44</u>	<u>94,787.55</u>	<u>2,877,388.79</u>	<u>3,511,516.21</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>48,800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(94,787.55)</u>	<u>(45,987.55)</u>	<u>45,987.55</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>56,112.32</u>	<u>56,112.32</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>56,112.32</u>	<u>(56,112.32)</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>56,112.32</u>	<u>104,912.32</u>	<u>0.00</u>	<u>0.00</u>	<u>(94,787.55)</u>	<u>10,124.77</u>	<u>(10,124.77)</u>

**Fresno Migrant Head Start
Budget to Actual (Combined)
Period Ending Apr-21**

Account Description		Grant Budget	Current Period	Current Mth YTD	Prior Month YTD	YTD Budget	% Spent	Encumbered	YTD Actual + Encumbered	Budget Balance
REVENUES										
4110 GRANT INCOME-FEDERAL		4,896,289.00	218,186.41	2,287,013.91	2,068,827.50	2,363,830.68	46.71%	51,200.30	2,338,214.21	(2,558,074.79)
4130 GRANT INCOME-AREA		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
4210 DONATIONS		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
4220 IN KIND CONTRIBUTIONS		666,728.00	8,400.32	166,516.17	158,115.85	340,722.64	24.98%	0.00	166,516.17	(500,211.83)
4390 MISC INCOME		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
TOTAL REVENUES		5,563,017.00	226,586.73	2,453,530.08	2,226,943.35	2,704,553.32	44.10%	51,200.30	2,504,730.38	(3,058,286.62)
5010 SALARIES & WAGES	6A	2,544,511.00	69,904.31	985,171.01	915,266.70	1,119,491.00	38.72%	0.00	985,171.01	(1,559,339.99)
5012- DIRECTOR'S SALARY			60,226.17	60,226.17	0.00	67,254.00	0.00%	0.00	60,226.17	60,226.17
5019- SALARIES & WAGES C19			0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5020 ACCRUED VACATION PAY	6A	152,718.00	(55,957.90)	0.00	55,957.90	0.00	0.00%	0.00	0.00	(152,718.00)
5112 HEALTH INSURANCE	6B	193,684.00	6,473.28	89,758.14	83,284.86	129,120.00	46.34%	0.00	89,758.14	(103,925.86)
5114 WORKER'S COMPENSATION	6B	107,775.00	1,488.21	37,363.24	35,875.03	47,405.00	34.67%	0.00	37,363.24	(70,411.76)
5115- Worker's Compensation C19				0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5116 PENSION	6B	140,699.00	3,234.77	38,905.59	35,670.82	60,443.00	27.65%	0.00	38,905.59	(101,793.41)
5117- Pension C19				0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5121- FICA C19				0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5122 FICA	6B	227,802.00	5,240.12	84,600.36	79,360.24	100,224.00	37.14%	0.00	84,600.36	(143,201.64)
5124 SUI	6B	46,571.00	955.84	6,792.58	5,836.74	18,979.00	14.59%	0.00	6,792.58	(39,778.42)
5125- DIRECTOR'S FRINGE				0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5130 ACCRUED VACATION FRINGE	6B	13,667.00	326.51	4,606.96	4,280.45	6,018.68	33.71%	0.00	4,606.96	(9,060.04)
6714 STAFF TRAVEL-OUT OF AREA	6C	29,758.00	1,150.00	1,306.33	156.33	25,047.00	4.39%	0.00	1,306.33	(28,451.67)
6722 PER DIEM - STAFF	6C	2,311.00	0.00	0.00	0.00	1,712.00	0.00%	0.00	0.00	(2,311.00)
6221 EQUIPMENT OVER > \$5000	6D	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	(10,000.00)
6110 OFFICE SUPPLIES	6E	27,200.00	2,046.28	4,024.88	1,978.60	7,400.00	14.80%	3,130.62	7,155.50	(20,044.50)
6112 DATA PROCESSING SUPPLIES	6E	90,000.00	16,896.47	35,424.42	18,527.95	44,000.00	39.36%	6,764.75	42,189.17	(47,810.83)
6121 FOOD	6E	12,450.00	179.31	3,352.75	3,173.44	7,677.00	26.93%	0.00	3,352.75	(9,097.25)
6122 KITCHEN SUPPLIES	6E	5,000.00	0.00	140.33	140.33	0.00	2.81%	0.00	140.33	(4,859.67)
6130 PROGRAM SUPPLIES	6E	117,138.00	1,227.44	10,026.99	8,799.55	44,700.00	8.56%	4,961.65	14,988.64	(102,149.36)
6134 INSTRUCTIONAL SUPPLIES	6E	30,000.00	0.00	64.66	64.66	12,000.00	0.22%	0.00	64.66	(29,935.34)
6140 CUSTODIAL SUPPLIES	6E	29,450.00	(6,097.69)	6,100.08	12,197.77	12,500.00	20.71%	0.00	6,100.08	(23,349.92)
6142 LINEN/LAUNDRY	6E	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6170 POSTAGE & SHIPPING	6E	2,040.00	82.11	541.93	459.82	1,350.00	26.57%	0.00	541.93	(1,498.07)
6132 MEDICAL & DENTAL SUPPLIES	6H	160.00	993.81	991.25	(2.56)	0.00	619.53%	0.00	991.25	831.25
6150 UNIFORM RENTAL/PURCHASE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6180 EQUIPMENT RENTAL	6H	26,184.00	8,008.47	22,026.62	14,018.15	17,456.00	84.12%	0.00	22,026.62	(4,157.38)
6181 EQUIPMENT MAINTENANCE	6H	21,850.00	2,285.26	4,476.80	2,191.54	14,568.00	20.49%	0.00	4,476.80	(17,373.20)
6212 EQUIPMENT PURCHASES < \$500	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6214 EQUIPMENT OVER > 500	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6216 EQUIPMENT OVER > \$1000	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6231 BUILDING RENOVATION	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6232 BUILDING IMPROVEMENTS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6310 PRINTING & PUBLICATIONS	6H	7,000.00	3,367.15	5,190.99	1,823.84	5,600.00	74.16%	717.21	5,908.20	(1,091.80)
6312 ADVERTISING & PROMOTION	6H	500.00	0.00	0.00	0.00	400.00	0.00%	0.00	0.00	(500.00)
6320 TELEPHONE	6H	48,996.00	16,318.02	97,323.34	81,005.32	32,664.00	198.64%	0.00	97,323.34	48,327.34
6410 RENT	6H	87,032.00	7,176.38	57,596.04	50,419.66	58,023.00	66.18%	0.00	57,596.04	(29,435.96)
6420 UTILITIES/ DISPOSAL	6H	84,396.00	3,964.90	45,330.35	41,365.45	56,264.00	53.71%	0.00	45,330.35	(39,065.65)
6432 BUILDING REPAIRS/ MAINTE	6H	176,462.00	22,060.33	358,245.64	336,185.31	165,097.00	203.02%	0.00	358,245.64	181,783.64
6433 GROUNDS MAINTENANCE	6H	31,284.00	1,629.98	13,000.03	11,370.05	20,856.00	41.55%	5,055.47	18,055.50	(13,228.50)
6436 PEST CONTROL	6H	7,260.00	595.00	5,132.00	4,537.00	4,840.00	70.69%	0.00	5,132.00	(2,128.00)
6437 BURGLAR & FIRE ALARM	6H	5,328.00	122.50	1,902.41	1,779.91	3,552.00	35.71%	0.00	1,902.41	(3,425.59)
6440 PROPERTY INSURANCE	6H	13,013.00	1,075.84	8,606.72	7,530.88	8,677.00	66.14%	0.00	8,606.72	(4,406.28)
6520 CONSULTANTS	6H	28,000.00	0.00	12,935.80	12,935.80	0.00	46.20%	20,000.00	32,935.80	4,935.80

**Fresno Migrant Head Start
Budget to Actual (Combined)
Period Ending Apr-21**

Account Description		Grant Budget	Current Period	Current Mth YTD	Prior Month YTD	YTD Budget	% Spent	Encumbered	YTD Actual + Encumbered	Budget Balance
6522 CONSULTANT EXPENSES	6H	900.00	0.00	0.00	0.00	360.00	0.00%	0.00	0.00	(900.00)
6524 CONTRACTS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6530 LEGAL	6H	2,004.00	0.00	10,710.84	10,710.84	1,336.00	534.47%	0.00	10,710.84	8,706.84
6540 CUSTODIAL SERVICES	6H	4,776.00	398.00	3,184.00	2,786.00	3,184.00	66.67%	0.00	3,184.00	(1,592.00)
6555 MEDICAL SCREENING/DEAT/S	6H	1,000.00	0.00	680.00	680.00	400.00	68.00%	0.00	680.00	(320.00)
6562 MEDICAL EXAM	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6564 MEDICAL FOLLOW-UP	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6566 DENTAL EXAM	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6568 DENTAL FOLLOW-UP	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6610 GAS & OIL	6H	10,008.00	987.76	4,575.94	3,588.18	6,672.00	45.72%	0.00	4,575.94	(5,432.06)
6620 VEHICLE INSURANCE	6H	15,660.00	1,365.84	10,926.72	9,560.88	10,440.00	69.77%	0.00	10,926.72	(4,733.28)
6630 VEHICLE LICENSE AND FEES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6640 VEHICLE REPAIR & MAINTENANCE	6H	20,000.00	0.00	3,274.95	3,274.95	13,200.00	16.37%	0.00	3,274.95	(16,725.05)
6712 STAFF TRAVEL-LOCAL	6H	5,000.00	202.16	1,691.32	1,489.16	2,000.00	33.83%	0.00	1,691.32	(3,308.68)
6724 PER DIEM - PARENT	6H	2,125.00	0.00	0.00	0.00	2,050.00	0.00%	0.00	0.00	(2,125.00)
6730 VOLUNTEER TRAVEL	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6742 TRAINING - STAFF	6H	53,647.00	13,838.00	29,509.68	15,671.68	4,400.00	55.01%	6,300.00	35,809.68	(17,837.32)
6744 TRAINING - VOLUNTEER	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6745 TRAINING - PARTICIPANTS/CLIENTS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6746 TRAINING - PARENT	6H	19,277.00	0.00	525.00	525.00	0.00	2.72%	0.00	525.00	(18,752.00)
6748 EDUCATION REIMBURSEMENT	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6750 FIELD TRIPS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6820 INTEREST EXPENSE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6832 LIABILITY INSURANCE	6H	504.00	32.64	261.12	228.48	336.00	51.81%	0.00	261.12	(242.88)
6834 STUDENT ACTIVITY INSURAN	6H	1,260.00	0.00	411.94	411.94	756.00	32.69%	0.00	411.94	(848.06)
6840 PROPERTY TAXES	6H	1,600.00	0.00	7,626.34	7,626.34	1,600.00	476.65%	0.00	7,626.34	6,026.34
6850 FEES & LICENSES	6H	18,000.00	8,005.00	15,557.29	7,552.29	14,852.00	86.43%	0.00	15,557.29	(2,442.71)
6851 CPR FEES	6H	0.00	0.00	240.00	240.00	0.00	0.00%	0.00	240.00	240.00
6852 FINGER PRINTING	6H	0.00	0.00	249.25	249.25	0.00	0.00%	0.00	249.25	249.25
6860 DEPRECIATION EXPENSE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6870 EMPLOYEE RECOGNITION	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6875- EMPLOYEE HEALTH & WELFARE	6H	7,650.00	0.00	4,756.57	4,756.57	300.00	62.18%	0.00	4,756.57	(2,893.43)
6892 CASH SHORT/OVER	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
7110 PARENT ACTIVITIES	6H	2,800.00	0.00	0.00	0.00	1,225.00	0.00%	0.00	0.00	(2,800.00)
7111- PARENT MILEAGE	6H	675.00	35.28	39.36	4.08	270.00	5.83%	0.00	39.36	(635.64)
7112 PARENT INVOLVEMENT	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
7114 PC ALLOWANCE	6H	1,000.00	150.00	870.00	720.00	400.00	87.00%	0.00	870.00	(130.00)
7116 PC FOOD	6H	600.00	0.00	0.00	0.00	400.00	0.00%	0.00	0.00	(600.00)
8110 INKIND SALARIES		566,743.00	164.40	100,628.81	100,464.41	274,441.00	17.76%	0.00	100,628.81	(466,114.19)
8120 INKIND RENT		97,936.00	8,235.92	65,887.36	57,651.44	65,290.64	67.28%	0.00	65,887.36	(32,048.64)
8130 INKIND OTHER		2,049.00	0.00	0.00	0.00	991.00	0.00%	0.00	0.00	(2,049.00)
9010 INDIRECT EXPENSE	6J	407,564.00	18,198.86	190,759.18	172,560.32	196,332.00	46.80%	4,270.60	195,029.78	(212,534.22)
TOTAL EXPENSES		5,563,017.00	226,586.73	2,453,530.08	2,226,943.35	2,704,553.32	44.10%	51,200.30	2,504,730.38	(3,058,286.62)
CHANGE IN NET ASSETS		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00

Contract 45%

**Fresno Migrant Early Head Start
Budget to Actual (Combined)
Period Ending April-21**

Account Description	Grant Budget	Current Period	Current Mth YTD	Prior Month YTD	YTD Budget	% Spent	Encumbered	YTD Actual + Encumbered	Budget Balance
REVENUES									
4110 GRANT INCOME-FEDERAL	317,216.00	8,681.86	100,956.27	92,274.41	189,220.00	31.83%	14,000.26	114,956.53	(202,259.47)
4130 GRANT INCOME-AREA	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
4210 DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
4220 IN KIND CONTRIBUTIONS	35,246.00	44.74	3,159.80	3,115.06	20,877.00	8.96%	0.00	3,159.80	(32,086.20)
4390 MISC INCOME	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
TOTAL REVENUES	352,462.00	8,726.60	104,116.07	95,389.47	210,097.00	29.54%	14,000.26	118,116.33	(234,345.67)
5010 SALARIES & WAGES	6A 51,840.00	5,413.59	42,548.98	37,135.39	34,360.00	82.08%	0.00	42,548.98	(9,291.02)
5019- SALARIES & WAGES C19	6A 0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5020 ACCRUED VACATION PAY	6A 2,850.00	363.09	2,574.56	2,211.47	1,887.00	90.34%	0.00	2,574.56	(275.44)
5112 HEALTH INSURANCE	6B 6,534.00	703.62	5,105.41	4,401.79	4,356.00	78.14%	0.00	5,105.41	(1,428.59)
5114 WORKER'S COMPENSATION	6B 3,680.00	173.22	1,504.30	1,331.08	2,439.00	40.88%	0.00	1,504.30	(2,175.70)
5115- Worker's Compensation C19	6B 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5116 PENSION	6B 3,030.00	256.76	2,166.00	1,909.24	2,007.00	71.49%	0.00	2,166.00	(864.00)
5117- Pension C19	6B 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5121- FICA C19	6B 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
5122 FICA	6B 4,882.00	404.70	3,431.64	3,026.94	3,235.00	70.29%	0.00	3,431.64	(1,450.36)
5124 SUI	6B 450.00	0.00	479.71	479.71	450.00	106.60%	0.00	479.71	29.71
5130 ACCRUED VACATION FRINGE	6B 269.00	27.77	196.91	169.14	181.00	73.20%	0.00	196.91	(72.09)
6714 STAFF TRAVEL-OUT OF AREA	6C 2,961.00	0.00	0.00	0.00	2,961.00	0.00%	0.00	0.00	(2,961.00)
6722 PER DIEM - STAFF	6C 424.00	0.00	0.00	0.00	349.00	0.00%	0.00	0.00	(424.00)
6221 EQUIPMENT OVER > \$5000	6D 0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6110 OFFICE SUPPLIES	6E 1,500.00	0.00	0.00	0.00	1,050.00	0.00%	0.00	0.00	(1,500.00)
6112 DATA PROCESSING SUPPLIES	6E 2,000.00	54.75	79.72	24.97	1,000.00	3.99%	643.50	723.22	(1,276.78)
6121 FOOD	6E 836.00	0.00	0.00	0.00	226.00	0.00%	0.00	0.00	(836.00)
6122 KITCHEN SUPPLIES	6E 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6130 PROGRAM SUPPLIES	6E 5,334.00	0.00	(25.58)	(25.58)	4,000.00	-0.48%	0.00	(25.58)	(5,359.58)
6134 INSTRUCTIONAL SUPPLIES	6E 1,800.00	0.00	0.00	0.00	1,200.00	0.00%	0.00	0.00	(1,800.00)
6140 CUSTODIAL SUPPLIES	6E 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6142 LINEN/LAUNDRY	6E 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6170 POSTAGE & SHIPPING	6E 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6132 MEDICAL & DENTAL SUPPLIES	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6150 UNIFORM RENTAL/PURCHASE	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6180 EQUIPMENT RENTAL	6H 0.00	36.53	112.34	75.81	0.00	0.00%	0.00	112.34	112.34
6181 EQUIPMENT MAINTENANCE	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6212 EQUIPMENT PURCHASES < \$500	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6214 EQUIPMENT OVER > 500	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6216 EQUIPMENT OVER > \$1000	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6231 BUILDING RENOVATION	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6232 BUILDING IMPROVEMENTS	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6310 PRINTING & PUBLICATIONS	6H 360.00	0.00	161.29	161.29	360.00	44.80%	0.00	161.29	(198.71)
6312 ADVERTISING & PROMOTION	6H 120.00	0.00	0.00	0.00	120.00	0.00%	0.00	0.00	(120.00)
6320 TELEPHONE	6H 648.00	51.04	407.93	356.89	432.00	62.95%	0.00	407.93	(240.07)
6410 RENT	6H 2,160.00	180.00	1,440.00	1,260.00	2,160.00	66.67%	0.00	1,440.00	(720.00)
6420 UTILITIES/ DISPOSAL	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6432 BUILDING REPAIRS/ MAINTE	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6433 GROUNDS MAINTENANCE	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6436 PEST CONTROL	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6437 BURGLAR & FIRE ALARM	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6440 PROPERTY INSURANCE	6H 0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6520 CONSULTANTS	6H 2,500.00	0.00	0.00	0.00	1,300.00	0.00%	6,000.00	6,000.00	3,500.00
6522 CONSULTANT EXPENSES	6H 300.00	0.00	195.00	195.00	180.00	65.00%	0.00	195.00	(105.00)
6524 CONTRACTS	6H 181,200.00	0.00	28,960.00	28,960.00	94,600.00	15.98%	0.00	28,960.00	(152,240.00)

**Fresno Migrant Early Head Start
Budget to Actual (Combined)
Period Ending April-21**

Account Description		Grant Budget	Current Period	Current Mth YTD	Prior Month YTD	YTD Budget	% Spent	Encumbered	YTD Actual + Encumbered	Budget Balance
6530 LEGAL	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6540 CUSTODIAL SERVICES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6555 MEDICAL SCREENING/DEAT/S	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6562 MEDICAL EXAM	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6564 MEDICAL FOLLOW-UP	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6566 DENTAL EXAM	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6568 DENTAL FOLLOW-UP	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6610 GAS & OIL	6H	804.00	104.11	743.11	639.00	584.00	92.43%	0.00	743.11	(60.89)
6620 VEHICLE INSURANCE	6H	0.00	162.69	1,320.28	1,157.59	0.00	0.00%	0.00	1,320.28	1,320.28
6630 VEHICLE LICENSE AND FEES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6640 VEHICLE REPAIR & MAINTENANCE	6H	0.00	0.00	67.38	67.38	0.00	0.00%	0.00	67.38	67.38
6712 STAFF TRAVEL-LOCAL	6H	9,000.00	0.00	0.00	0.00	9,000.00	0.00%	0.00	0.00	(9,000.00)
6724 PER DIEM - PARENT	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6730 VOLUNTEER TRAVEL	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6742 TRAINING - STAFF	6H	1,700.00	0.00	835.00	835.00	1,700.00	49.12%	6,189.00	7,024.00	5,324.00
6744 TRAINING - VOLUNTEER	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6745 TRAINING - PARTICIPANTS/CLIENTS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6746 TRAINING - PARENT	6H	3,000.00	0.00	0.00	0.00	3,000.00	0.00%	0.00	0.00	(3,000.00)
6748 EDUCATION REIMBURSEMENT	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6750 FIELD TRIPS	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6820 INTEREST EXPENSE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6832 LIABILITY INSURANCE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6834 STUDENT ACTIVITY INSURAN	6H	0.00	24.92	149.52	124.60	0.00	0.00%	0.00	149.52	149.52
6840 PROPERTY TAXES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6850 FEES & LICENSES	6H	20.00	0.00	21.12	21.12	20.00	105.60%	0.00	21.12	1.12
6851 CPR FEES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6852 FINGER PRINTING	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6860 DEPRECIATION EXPENSE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6870 EMPLOYEE RECOGNITION	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6875- EMPLOYEE HEALTH & WELFARE	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
6892 CASH SHORT/OVER	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
7110 PARENT ACTIVITIES	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
7111- PARENT MILEAGE	6H	315.00	0.00	0.00	0.00	160.00	0.00%	0.00	0.00	(315.00)
7112 PARENT INVOLVEMENT	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
7114 PC ALLOWANCE	6H	240.00	0.00	60.00	60.00	120.00	25.00%	0.00	60.00	(180.00)
7116 PC FOOD	6H	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
8110 INKIND SALARIES		33,403.00	44.74	3,159.80	3,115.06	19,784.00	9.46%	0.00	3,159.80	(30,243.20)
8120 INKIND RENT		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
8130 INKIND OTHER		1,843.00	0.00	0.00	0.00	1,093.00	0.00%	0.00	0.00	(1,843.00)
9010 INDIRECT EXPENSE	6J	26,459.00	725.07	8,421.65	7,696.58	15,783.00	31.83%	1,167.76	9,589.41	(16,869.59)
TOTAL EXPENSES		352,462.00	8,726.60	104,116.07	95,389.47	210,097.00	29.54%	14,000.26	118,116.33	(234,345.67)
CHANGE IN NET ASSETS		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00

CAPMC
Work Related Injuries Report - May 2021
BOARD OF DIRECTORS

Recordable Injuries

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
Center Director II	Pomona	Twist	5/6/2021	2:30 PM	EE was walking in the lobby when EE's left foot slid sideways in shoe causing pain to left ankle.	0	EE did not report injury until 5/11/21. On 5/11/21: EE went to personal medical provider to receive treatment.
Homeless Outreach Worker	Riverbed (Elm & Yosemite)	Swelling	5/18/2021	10:00 AM	EE was walking uphill from out of the riverbed. When EE got to her vehicle her right knee was swollen. By the end of the day both of her ankles were also swollen.	0	5/19/21: EE went to Concentra to seek medical treatment. EE was placed on modified work/activity. The Agency is able to accommodate the restrictions.
Site Supervisor/Teacher	Verdell McKelvey	Strain	5/20/2021	2:00 PM	EE was moving divider/cubby in the classroom when she felt pain to her lower left side.	7	5/20/21: EE went to personal medical provider to receive treatment. On 5/21/21: EE went to Concentra to seek treatment. EE was placed on modified work/activity. The Agency is not able to accommodate the restrictions. Therefore, EE is placed on workers' comp leave.

First Aid

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days
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Claims

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
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Up To Date Injuries: January 2021 to December 2021

(1) Hand Injuries	(1) Feet Injuries	() Chest Injuries					
(1) Back Injuries	() Eye Injuries	() Neck Injuries	(1) Bottom				
(3) Knee Injuries	(1) Leg Injuries	() Head Injuries	() Hip				
() Arm Injuries	() Wrist Injuries	(3) Ankle Injuries					
() Elbow Injuries	() Burn Injuries	() Respiratory Injuries					
() Shoulder Injuries	() Abdomen Injuries	() Face Injuries					
		DOI: DATE OF INJURY					
		TOI: TIME OF INJURY					



BOARD OF DIRECTORS 2021 ATTENDANCE

Director	Area Represented	January	February	March	April	May	June	July	August	September	October	November	December
Public Officials													
Deborah Martinez A: Miguel Gonzalez	Department of Social Services	P	X	P	X	P							
David Hernandez <i>Secretary/Treasurer</i>	Madera Unified School District	P	P	P	P	P							
Leticia Gonzalez A: Robert Poythress	Madera County Board of Supervisors	P	P	P	P	P							
Steve Montes A: Artemio Villegas	Madera City Council	P	P/A	P/A	P	P							
John Chavez A: Diana Palmer	Chowchilla City Council	P	X	X	P	P							
Private Sector Officials													
Debi Bray	Madera Chamber of Commerce	P	X	X	P	X							
Patricia Trevino	Head Start Policy Council	P	X	X	X	P							
Donald Holley	Community Affairs	P	P	P	P	P							
Eric LiCalsi <i>Vice-Chairperson</i>	Attorney at Law	P	P	P	P	X							
Vickie Bandy	Early Childhood Education & Development	P	P	P	X	X							
Low-Income Target Area Officials													
Martha Garcia A: Joann Lorange	Central Madera/Alpha	P	P	P	P	P							
Tyson Pogue <i>Chairperson</i>	Eastern Madera County	P	X	P	P	P							
Richard Gutierrez	Eastside/Parksdale	P	P	X	X	X							
Molly Hernandez	Fairmead/Chowchilla	P	P	P	P	P							
Aurora Flores A: Octavio Pineda	Monroe/Washington	X	P	P	X	P							
<i>Total Directors</i>		14/15	10/15	11/15	10/15	11/15							

P = Primary Present | A = Alternate Present | X = Absent

STAFFING CHANGES
May 3, 2021 - June 1, 2021
BOARD OF DIRECTORS

NON-HEAD START DEPARTMENTS					
NEW HIRES					
Identification Number	Position	Location	Effective Date	Hours	Justification
61285	Shelter/Resident Support Aide	Martha Diaz - Victim Services	5/25/2021	32	Open Position
SUBSTITUTES					
Identification Number	Position	Location	Effective Date	Hours	Justification
VOLUNTARY RESIGNATIONS					
Identification Number	Position	Location	Effective Date	Hours	Justification
TERMINATION					
Identification Number	Position	Location	Effective Date	Hours	Justification
HEAD START DEPARTMENTS					
NEW HIRES					
Identification Number	Position	Location	Effective Date	Hours	Justification
61128	Associate Teacher	Mis Angelitos - Madera Migrant Head Start	5/3/2021	80	Open Position
61220	Associate Teacher	Pomona - Madera Migrant Head Start	5/3/2021	80	Open Position
60504	Center Director II	Los Ninos - Madera Migrant Head Start	5/3/2021	80	Open Position
61312	Advocate III	Five Points - Fresno Migrant Head Start	5/6/2021	80	Open Position
61314	Teacher	Inez Rodriguez - Fresno Migrant Head Start	5/6/2021	80	Open Position
61311	Advocate III	Sierra Vista - Madera Migrant Head Start	5/10/2021	80	Open Position
61183	Instrucational Aide III	Los Ninos - Madera Migrant Head Start	5/12/2021	80	Open Position
61313	Instrucational Aide III	Mis Angelitos - Madera Migrant Head Start	5/12/2021	80	Open Position
60127	Food Services Worker I	Orange Cove - Fresno Migrante Head Start	5/14/2021	80	Open Position
61315	Instrucational Aide III	Pomona - Madera Migrant Head Start	5/25/2021	80	Open Position
60786	Instrucational Aide III	Sierra Vista - Madera Migrant Head Start	5/25/2021	80	Open Position
SUBSTITUTES					
Identification Number	Position	Location	Effective Date	Hours	Justification
VOLUNTARY RESIGNATIONS					
Identification Number	Position	Location	Effective Date	Hours	Justification
61195	Instructional Aide II/Janitor	Pomona - Madera Migrant Head Start	5/10/2021	80	Resignation
61232	Food Service / Cook	Selma - Fresno Migrant Head Start	5/17/2021	80	Resignation
61314	Teacher	Inez Rodriguez - Fresno Migrant Head Start	5/21/2021	80	Resignation
60396	Advocate II	Mariposa - Madera Regional Head Start	5/28/2021	80	Resignation
TERMINATION					
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-HS-21-03	2. Issuance Date: 05/04/2021
	3. Originating Office: Office of Head Start	
	4. Key Words: American Rescue Plan (ARP); Appropriations; Fiscal Year (FY) 2021; COVID-19	

PROGRAM INSTRUCTION

TO: Head Start and Early Head Start Grantees and Delegate Agencies

SUBJECT: FY 2021 American Rescue Plan Funding Increase for Head Start Programs

INSTRUCTION:

President Biden signed Public Law 117-2, the American Rescue Plan Act, 2021 (ARP), into law on March 11, 2021. The \$1.9 trillion American Rescue Plan includes \$1 billion for Head Start programs. All Head Start, Early Head Start, and Early Head Start-Child Care (EHS-CC) Partnership grantees are eligible to receive additional funds proportionally based on funded enrollment levels.

When combined with the \$750 million in the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the \$250 million in supplemental funds in the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, the Head Start program has received a total of \$2 billion in additional funding to support staff, children, and families during this unprecedented time.

This Program Instruction (PI) provides examples of activities grantees can consider as they continue supporting children and families and investing in safe and high-quality early childhood learning opportunities for children. This PI also describes the application requirements for these funds.

Use of Funding

The Office of Head Start (OHS) strongly encourages grantees to prioritize additional weeks of Head Start and Early Head Start programming with this funding, through summer programs or as extensions of the program year. At this time, Head Start programs are serving one-third fewer children than before the pandemic began. With ARP funding, programs have an opportunity to reach eligible children and families who did not enroll last year, or who did not engage in a full program year, due to the many uncertainties caused by the pandemic. Grantees are encouraged to prioritize programs for rising kindergartners, children with disabilities, children experiencing food or housing insecurity, children that were not able to receive any in-person services this year, or other areas determined by community needs.

Grantees do have flexibility to determine which one-time investments best support the needs of staff, children, and families, while adhering to federal, state, and local guidance. In making these determinations, grantees should consider how the use of the one-time funds could meet both short- and long-term needs and determine whether purchasing, leasing, or contracting for services is more prudent.

Other uses of funding include, but are not limited to, the following:

Reach More Families

- **Enrollment and recruitment.** Now is the time to focus on re-enrollment and enrolling new families. Programs can use funds to purchase services, materials, and technology to ramp up recruitment and enrollment efforts so that as a program you are able to enroll the eligible children and families in your community.
- **Additional weeks of Head Start or Early Head Start programming.** Extending the program year or offering summer programming to increase the time children and families receive services.
- **Family supports.** Addressing families' economic security by partnering with them on employment, education, and career goals. Investing in the development of partnerships with local community colleges, apprenticeship programs, and local employers committed to helping Head Start and Early Head Start families find meaningful employment and career tracks. Assessing families' nutritional, health, and wellness needs more frequently. Ensuring materials and resources are available in languages families understand.
- **Mental health support for children and families.** Employing additional family service workers and mental health consultants to assist families with adverse circumstances, including families who may be experiencing homelessness.
- **Provision of meals and snacks not reimbursed by the U.S. Department of Agriculture,** including purchasing kitchen equipment and supplies to support in-person meal service.
- **Transportation.** Hiring bus drivers and monitors to allow more trips with fewer children per bus. Purchasing buses and other vehicles that support continuity of program service and reaching families most in need of services, including families experiencing homelessness.
- **Partnerships to increase the inclusion of children with disabilities.** Providing more training for teachers and families and more support for families. Remodeling classrooms and playgrounds to be accessible.
- **Partnerships to increase the enrollment of children experiencing homelessness.** Partnering with local shelters and public schools to identify and serve children and families experiencing homelessness.
- **Addressing unique needs within their communities,** such as providing internet access to support extended learning.

Get Facilities Ready for In-person Comprehensive Services

- **Ventilation to reduce risk of indoor transmission and make facilities safer.** Installing new heating, ventilation, and air conditioning (HVAC) systems or other improvements, such as windows that can open with safety measures to prevent falls.
- **Outdoor learning and play.** Purchasing or enhancing outdoor learning spaces, including nature-based learning and outdoor classrooms. Creating play areas and landscape features that promote exploration and discovery in a natural environment, such as plantings, gardens, and “loose parts” (i.e., materials for construction and pretend play), rather than traditional play structures or playgrounds.
- **Cleaning supplies and services.** Purchasing necessary supplies or contracting services to clean and disinfect facilities and vehicles.
- **Renovations or other space modification.** Converting available space into classrooms, modifying current classroom designs with room dividers, or adding well-ventilated modular classrooms.
- **Additional space.** Renting additional classroom space, due to physical distancing, to increase opportunities for more children to return to in-person services. Contracting for slots with child care providers in center-based or family child care settings to deliver comprehensive services.
- **Other locally determined facility, staff, and equipment or partnership actions** that are necessary to safely resume and maintain full in-person program operations.

Support Head Start Employees

- **Planning sessions for staff.** Preparing for a return to in-person comprehensive services starts to ensure everyone has the knowledge, skills, and resources necessary to operate effectively. This funding can be used to invest in planning sessions to prepare for providing services now and in the summer and fall.
- **Staff wellness and mental health support.** Conducting employee wellness surveys or engaging in other data collection to better understand the needs of team members. Increasing access to mental health consultation and therapy services for staff, contracting with an Employee Assistance Program (EAP), and instituting a staff wellness program that includes activities such as mindfulness breaks and opportunity for self reflection.
- **Additional staff.** Hiring additional classroom staff to meet physical distancing requirements or reduce group size. Bringing in full-time floaters to reduce the need to bring in outside substitutes.
- **Professional learning and development for staff.** Providing professional learning experiences on key topics such as equity, diversity, inclusion, bias, economic mobility, trauma-skilled practices, and other topics.
- **Other personnel costs.** Offering fringe benefits and expanding sick leave.
- **Vaccine support.** Providing transportation assistance to vaccination sites and temporary coverage to allow absence from the workplace for vaccination. Offering paid time off, sick leave, or other paid leave for the time spent receiving vaccination and if staff members experience side effects post-vaccination.

Grantees should carefully plan to engage in activities that are one-time or temporary in nature but have a long-term impact. Additional funding cannot be made available to sustain ongoing, long-term, or permanent expenses. For any ongoing activities, grantees would be responsible for

sustaining additional costs either within their existing operations budget or securing outside support to continue activities beyond what is allocated through this opportunity.

Application Requirements

All Head Start, Early Head Start, and EHS-CC Partnership grantees are eligible to receive additional funds. Each grantee may apply for a proportionate amount of the \$1 billion based on their total funded enrollment. Funds will be made available through a supplemental application in the Head Start Enterprise System (HSES). The funds will be awarded as supplements to the HE, HA, and HN grants currently used for the \$250 million in CRSSA funds. Additional instructions will be forthcoming. Note that grantees will also be asked to report on the ARP funds in HSES, similar to the fall prior data collection.

Waiver of Non-Federal Match

The COVID-19 pandemic is a national emergency seriously affecting economic conditions in communities throughout the U.S. The Head Start Act recognizes that lack of resources in a community adversely impacted by a major disaster may prevent Head Start grantees from providing all or a portion of their required non-federal contribution. OHS has determined that the widespread impact of the COVID-19 pandemic adversely impacts all Head Start grantees. Consequently, OHS will approve requests for waivers of non-federal match for the funds awarded from the ARP. To request a waiver of non-federal match, enter \$0 in SF-424A Section C of your application. No additional justification of the waiver is required. The issuance of a notice of award constitutes approval of the requested waiver.

Additional Information

Additional information and materials related to the pandemic are available on the [COVID-19 and the Head Start Community](#) webpage on the Early Childhood Learning and Knowledge Center (ECLKC) website. This webpage continues to be updated on a regular basis.

Please direct any questions regarding this PI to your Regional Office.

Thank you for your work on behalf of children and families.

/ Dr. Bernadine Futrell /

Dr. Bernadine Futrell
Director
Office of Head Start

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-PI-HS-21-04	2. Issuance Date: 05/20/2021
	3. Originating Office: Office of Head Start	
	4. Key Words: ERSEA; Recruitment; Selection; Enrollment; Virtual and Remote Services; In-person Services	

PROGRAM INSTRUCTION

TO: Head Start and Early Head Start Grantees and Delegate Agencies

SUBJECT: Office of Head Start (OHS) Expectations for Head Start Programs in Program Year (PY) 2021–2022

INSTRUCTION:

Since the onset of the COVID-19 pandemic, Head Start programs — inclusive of Head Start, Early Head Start, Migrant and Seasonal Head Start, American Indian and Alaska Native Head Start, and Early Head Start-Child Care Partnership programs — have faced unprecedented challenges. Beginning in spring 2020 and throughout PY 2020–2021, all of our directors, staff, and families have demonstrated resiliency, innovation, and perseverance. To date, OHS has provided needed flexibilities and guidance that allowed programs to adapt services based on the changing health conditions in their communities. Now, as programs prepare for PY 2021–2022, OHS is providing updated guidance.

This Program Instruction (PI) outlines OHS’s expectations for Head Start programs to begin working toward full enrollment and providing in-person comprehensive services for all enrolled children, regardless of program option. The PI also addresses whether virtual or remote services are an allowable, long-term, locally designed option (LDO).

By *virtual*, OHS means services for children provided through technology. *Remote* refers to services provided via the delivery of supports and resources, such as educational materials or food boxes.

Operating Status and Enrollment

OHS expects Head Start programs to provide comprehensive services in their approved program options beginning in PY 2021–2022, to the extent possible, as local health conditions allow.

OHS acknowledges programs are in different stages of fully returning to in-person services. Many programs continued to provide in-person services for children and families throughout the COVID-19 pandemic. These programs are expected to continue serving children in person, as local health conditions allow.

Other Head Start programs have been alternating between in-person services, virtual or remote services, or some combination of the two, due to community health conditions. These programs are expected to move to in-person services, as local health conditions allow.

OHS expects programs to work toward full enrollment and full comprehensive services, contingent upon U.S. Centers for Disease Control and Prevention (CDC) guidelines and state and local health department guidance and in consideration of local school districts' decisions.

In September 2021, OHS will begin reviewing monthly enrollment in the Head Start Enterprise System (HSES) and discuss program plans for moving to full enrollment. Programs should build toward full enrollment and provide comprehensive services for all enrolled children as soon as possible. Programs must communicate with their Regional Office and be able to demonstrate why they are unable to be fully enrolled or serve children in person in their approved program options. All programs must have plans in place that allow for adaptation to changing guidance and to changes in community conditions, which may affect achieving full enrollment or cause programs to temporarily suspend in-person services.

Beginning January 2022, OHS will reinstate pre-pandemic practices for tracking and monitoring enrollment. OHS will also resume evaluating which programs enter into the Full Enrollment Initiative in January 2022. All programs will start fresh, including those participating in the Full Enrollment Initiative prior to the pandemic. Reported enrollment in January 2022 is the first month of enrollment that OHS will evaluate for the under-enrollment process.

Virtual and Remote Services

Virtual and remote services for children are considered an interim strategy in the presence of an emergency or disaster and will not be approved as an LDO.

OHS has supported the implementation of virtual and remote services over the past 13 months. However, they are not an acceptable replacement for in-person comprehensive services. For PY 2021–2022, it is unallowable to have a program option run entirely by technology or delivering educational material, for example. OHS may still support some portion of services to continue remotely, as necessary.

OHS also recognizes that programs have discovered new virtual strategies for engaging families and reinforcing early learning and development at home. Innovations in virtual practice should be used as enhancements rather than substitutes for previously approved program options and service delivery.

Given their increased capacity to conduct virtual and remote services, programs may establish policies and procedures for temporary, weather-related virtual and remote services.

Head Start grantees have significant one-time funds and layered mitigation strategies available to support a return to in-person services. This includes access to the COVID-19 vaccine for adults.

Recruitment and Selection

As grantees look to summer programming and PY 2021–2022, OHS expects programs to prioritize recruiting eligible children and families.

Almost one third of children served in Head Start programs before the pandemic — approximately 250,000 — have not received any services to date.

The pandemic has created and exacerbated long-standing disparities and inequities for families who have been marginalized for decades. The number of children and families in poverty has grown significantly. All grantees should update their community assessments to guide their intensive recruitment efforts and to ensure they are reaching families most in need of services. If a program determines that their pre-pandemic approved program option will not meet the needs of the community, they must submit an updated community assessment and request approval for a change in scope.

Programs should also revisit their established selection criteria based on findings from their updated community assessment. As always, programs must include specific efforts to actively locate and recruit all eligible children and, in particular, those whose families are English language learners, experiencing homelessness, or affected by substance misuse, as well as children with disabilities and children in foster care.

The funds grantees have received from the Coronavirus Aid, Relief, and Economic Security (CARES) and Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Acts, as well from the American Rescue Plan, can and should be used to support enhanced community partnerships and related recruitment efforts. Per OHS guidance in [ACF-PI-HS-21-03 FY 2021 American Rescue Plan Funding Increase for Head Start Programs](#), grantees have flexibility to determine which one-time investments best support the needs of staff, children, and families, while adhering to federal, state, and local guidance. This includes using funds to purchase services, materials, and technology to ramp up recruitment efforts, as well as to provide vaccine outreach and support as one layer of mitigation and protection for staff, children, and families.

Program planning for a full return to in-person services should include new and returning families at every step. Clear communication with families and regular invitations for input ensure Head Start services are most responsive to families, children, and the community.

Additional Information

OHS will support grantees through webinars and guidance as programs continue and return fully to in-person services. Additional resources and information are available on the [Early Childhood Learning and Knowledge Center \(ECLKC\)](#) website.

Please direct any questions regarding this PI to your Regional Office.

Thank you for your work on behalf of children and families.

/ Dr. Bernadine Futrell /

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