

Community Action Partnership *of* Kern



CSBG

Community Action Plan

2012-2013

Executive Summary

The Community Opportunities, Accountability, and Training and Educational Services Act of 1998 (COATES Human Services Reauthorization Act of 1998), states that each Community Action Agency (CAA) Board of Directors across the nation is required to submit a plan covering a period of not less than one fiscal year and not more than two fiscal years.

The State of California requires that each CAA within its jurisdiction prepare a Community Action Plan (CAP) every two years. The CAP is the plan for expenditure of Community Service Block Grant (CSBG) funds based upon the needs of the community and must by law, address assurances that the money will be used for the following purpose:

Activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under Part A Title IV of the Social Security Act (42 USC 601 et seq), homeless families and individuals, migrant or seasonal farm workers, and elderly low-income individuals and families, and a description of how such activities will enable families to:

- Obtain emergency assistance
- Obtain adequate housing
- Obtain employment
- Attain adequate education/training
- Make better use of income
- Attain self-sufficiency
- Address the needs of low-income youth
- Attain greater participation in community affairs

The CAP is based upon the needs of the community and is verified through the completion of a Community Needs Assessment. The public is offered the opportunity to review the CAP, allow testimony to be presented by the poor and whether concerns expressed by that testimony have been addressed in the CAP. Additionally, the Community Action Agency must also provide assurances that it provides linkages to other local anti-poverty programs, use innovative programs and techniques, and participate in the Results Oriented Management Accountability (ROMA) System or another performance measure system. The Plan contains the following sections:

Certification of Community Action Plan and Assurances
Agency Vision and Mission Statement
Requirement 1 - Community Information Profile and Needs Assessment
Requirement 2 - State Objectives
Requirement 3 - Statewide Priority Statement
Requirement 4 - Federal Assurances
Requirement 5 - State Assurances
Requirement 6 - Public Hearing Documentation
Requirement 7 - Monitoring and Evaluation Plan

The National Performance Indicators identify the outcome measures used to monitor progress on activities that address community problems. It should be noted that it is not required to address all six goals, only the goals that are relevant to the community that can be supported through the Community Assessment and Public Hearings.

The CAP 2012/2013 is due in Sacramento June 30, 2011. Questions regarding the CAP can be forwarded to Ralph Martinez, Director of Planning Research and Development at (661) 336-5236 x 114.

**COMMUNITY SERVICES BLOCK GRANT
2012/2013 PROGRAM YEAR COMMUNITY ACTION PLAN
COVER PAGE**

TO: Department of Community Services and Development
Attention: Field Operations
P. O. Box 1947
Sacramento, CA 95812-1947

FROM: Agency: Community Action Partnership of Kern
Address: 300 19th Street
City: Bakersfield, CA 93301

Agency Contact Person Regarding Community Action Plan

Name: Ralph Martinez
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CERTIFICATION OF COMMUNITY ACTION PLAN AND ASSURANCES

The undersigned hereby certify that this agency complies with the Assurances and Requirements of this 2012/2013 Community Action Plan and the information in this CAP is correct and has been authorized by the governing body of this organization.

Board Chairperson

Date

Executive Director

Date

COMMUNITY ACTION PLAN REQUIREMENTS Summary/Checklist

The 2012/2013 request for Community Action Plan (CAP) must meet specific requirements as defined by law and are described in detail in this document. The CAP forms, with specific instructions on how to complete each form, are assembled separately for ease in preparing. Once you have completed your CAP, submit to CSD one original document (marked "original") and two copies (marked "copy") no later than **June 30, 2011**. The following is a check list of the components to be included in the CAP:

- CAP Cover Page with appropriate signatures
- Table of Contents and all CAP pages numbered consecutively
- Agency Vision & Mission Statements
- Requirement 1: Community Information Profile and Needs Assessment
- Requirement 2: Statewide Priority
- Requirement 3: Federal Assurances (Indicate the applicable assurances)
- Requirement 4: State Assurances (Indicate the applicable assurances)
- Requirement 5: Documentation of Public Hearing(s)
- Requirement 6: Monitoring and Evaluation Plan

AGENCY VISION & MISSION STATEMENTS

The Vision Statement describes a desired future based on your agency's values. The vision is broader than what any one agency can achieve; the agency collaborates with others in pursuit of the vision.

Provide your agency's Vision Statement.

VISION STATEMENT:

Kern County residents will have the skills and resources necessary to improve their quality of life and be self-sufficient.

The Mission Statement describes the agency's reason for existence and may state its role in achieving its vision.

Provide your agency's Mission Statement.

MISSION STATEMENT:

The Community Action Partnership of Kern will provide and advocate for resources that will empower Kern County residents to be self-sufficient.

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REQUIREMENT 1 COMMUNITY INFORMATION PROFILE & NEEDS ASSESSMENT

State law requires each CSBG eligible entity to develop a Community Action Plan (CAP) that will assess poverty-related needs, available resources, feasible goals, and strategies to prioritize its services and activities to promote the goals of self-sufficiency among the low-income populations in its service area. (*Government Code 12747(a)*)

Each CAP shall include the Community Information Profile and Needs Assessment as follows:

1. **Community Information Profile:** Describes the problems and causes of poverty in the agency's service area based on objective, verifiable data and information. (*Government Code 12754(a)*)

Attach the agency's Community Information Profile. This must include corresponding heading (i.e., Community Information Profile), sequence, and description of:

- A) Agency's service area in terms of factors such as poverty, unemployment, educational attainment, health, nutrition, housing conditions, homelessness, crime rates, incidents of delinquency, the degree of participation by community members in the affairs of their communities and/or other similar factors deemed appropriate by the agency. Factors described in the Community Information Profile must be typical for baseline data and substantiated by corroboration gained through public forums, customer questionnaires, surveys of service providers, surveys of potential customers, statistical data, evaluation studies, key informants, anecdotal sources and/or other sources deemed reliable by the agency.**

County Description

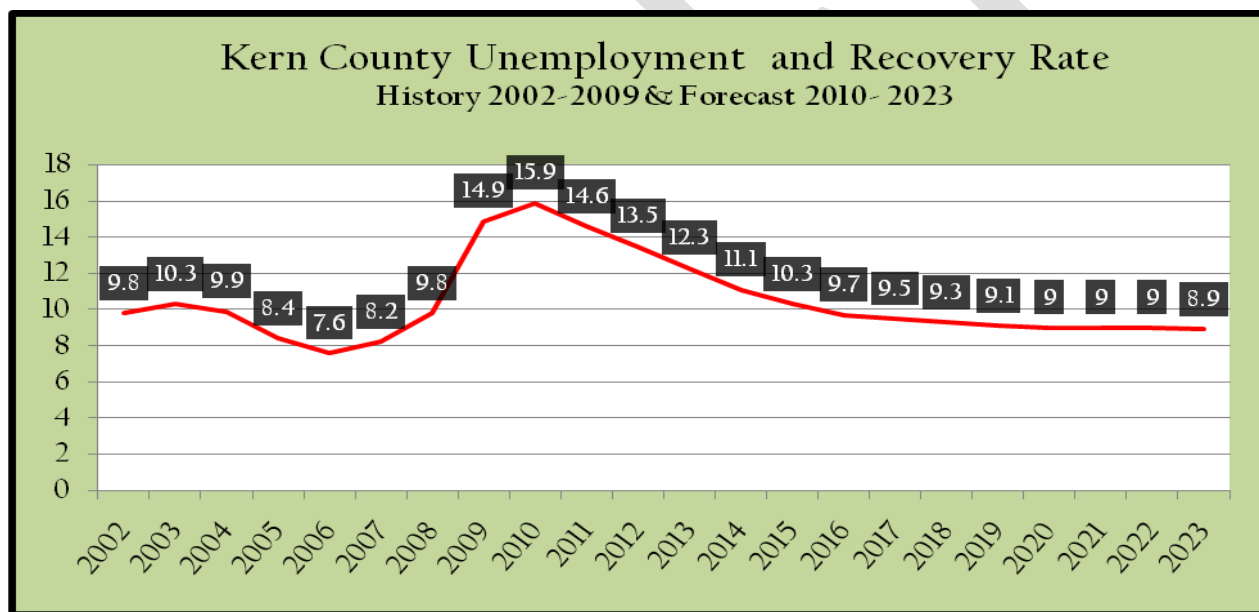
Kern County is located in Central California at the southern end of San Joaquin Valley, and is the State's third-largest county in land area. At 8,172 square miles, Kern is larger than the land area of Massachusetts, New Jersey, or Hawaii and is as diverse as it is large. Terrain varies dramatically within the County, from the fertile lowlands of the San Joaquin Valley, rugged mountain peaks of the southern Sierra Nevada and Tehachapi Mountains, to the sweeping panoramas of the Mojave Desert. Because of this diversity, the county has a wide range of climates, determined largely by elevation and precipitation. Temperatures are marked by extremes, with summertime highs topping 100 degrees in the San Joaquin Valley and Mojave Desert and winter temperatures dipping into the teens during snowfalls in the higher mountains.

Kern County's total population based on 2010 dicentennial census data is 839,631 persons with 48.4 percent female and 51.6 percent male. From 2000-2010 Kern was the third fastest-growing county in California based on its 26.9 percent growth. Based on current 2010 census data and the most recent estimates for 2011, Kern's population experienced a 1-year increase of roughly 1 percent or 7,252 persons. The county seat, which is in Bakersfield, is home to over one-third of the County's residents and struggles with continued unemployment, foreclosure and other economic issues. Largely in response to the poor performance of the state's economy, Kern County's population growth slowed dramatically starting in 2008. Nevertheless, the county's rate of population continues to outpace California, which grew at 0.9 percent from 2009 to 2010. Kern County had the fifth highest growth rate among California's 58 counties (Kern County

Network for Children, 2011 Report Card). The county's child population in 2010 made up 31 percent of its total population, the seventh largest percentage in the state. (CA Dept. of Finance).

Economy and Unemployment

From 2007 to 2010, Kern County's annual average unemployment rate nearly doubled from 8.1 percent to 15.9 percent. In comparison, the annual average unemployment rate in 2010 was 12.4 percent for California and 9.6 percent for the nation (Kern County Network for Children, 2011 Report Card). Unemployment rates fluctuate throughout the year, especially in regions with seasonal economies like agriculture. In 2010, the County's highest monthly unemployment rates 17.8 and 17.5 occurred during March and February. Outlying communities often have higher unemployment rates than Metro-Bakersfield with Arvin (39.9 percent), Delano (38.0 percent) and Onyx (38.0 percent) closing out 2010 with the County's highest unemployment for December. According to the Department of Labor, Kern's Metropolitan Statistical Area (Bakersfield-Delano, CA MSA) had an unemployment rate of 17.5 percent compared to a U.S. rate of 9.2 percent in March 2011. As a result, the Bakersfield-Delano, CA MSA ranked 363 out of 372 MSAs in the U.S. According to the Kern County Unemployment and Recovery Rate chart, Kern isn't expected to reach unemployment level lows of 2006/2007 for another 12-13 years.



Poverty

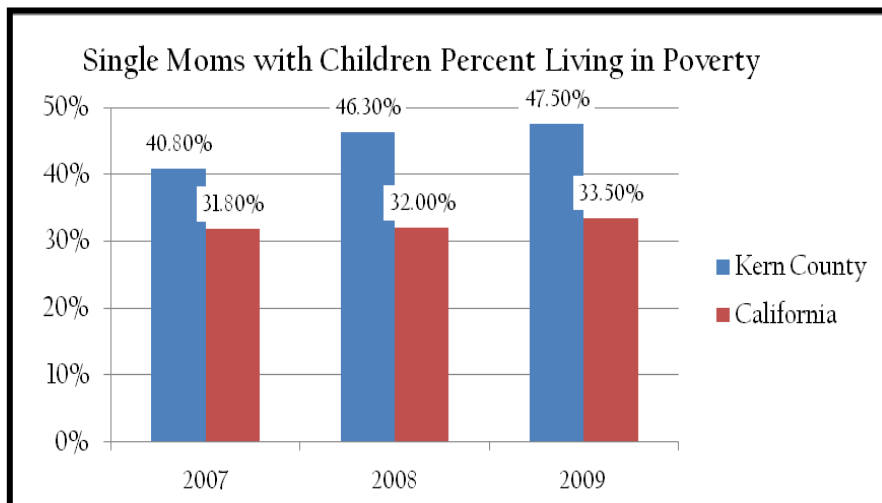
Based on the US Census 2005-2009 American Community Survey estimates, the percentage of people whose income in the past 12 months was below the federal poverty level in Kern County was 20.4 percent compared to 13.2 percent for the State. According to the Bureau of Economic Analysis, in 2009, Kern had a per capita personal income of \$29,630 compared to \$42,395 in California and \$39,635 in the United States.

In 2009, 27,865 Kern families (25 percent of all families) were raising their children in households with incomes below the poverty line. The Census Bureau estimates the median income for Kern families with children was \$44,166 in 2009. By comparison, the median income for families raising children in California was \$61,035 and \$58,314 nationwide. This places Kern County with a median family income that is 27.6 percent less than the state and 24.3 percent less than the nation.

Among families with children, single parent households were most likely to be poor. Fifty-one percent of children in single families were poor, compared with 18 percent of children in married couple families in 2009.

See “*Single Moms with Children Percent Living in Poverty*” chart for a three-year comparison.

The median family income for single fathers in Kern County in 2009 was higher than the median income for single mothers (\$24,953 versus \$20,663), but far lower than the income of a married-couple family with children (\$61,530).



According to the 2009 American Community Survey, Kern County per capita income was \$19,341 in 2009. By comparison, the per capita income in California was \$27,885 and \$26,409 for the nation. Kern County’s per capita income was 30.6 percent below the state and 26.8 percent less than the nation. (Kern County Network for Children 2011 Report Card)

In 2010, with a reported 20 percent of the total population and 24.8 percent (62,540) of children living in poverty, Kern County ranked 53 out of 58 California counties for food insecurity. Additionally, 40.5 percent of the adult population (2 out of 5 residents) lives in food insecure households compared to 34.8 percent of adults state-wide.

Education Attainment

Educational attainment is a determining factor for poverty. Among families who had someone living in their household with less than a high school diploma, 36 percent lived in poverty in 2009. Of those families who had someone living in their household with a high school diploma, the rate of poverty dropped to 18 percent. For those families with someone living in their household with at least a bachelor’s degree, the poverty rate fell dramatically to 4 percent.

In the fall of 2009, 441 fewer (7,916 full-time-equivalent (FTE)) elementary and secondary school teachers were engaged in classroom instruction than two years earlier. The number of public school teachers has declined faster than the number of public school students since 2007 resulting in gradual increases classroom sizes and the student/teacher ratio. Between the 2008-09 and 2009-10 school years, the number of Kern County students per teacher has risen from 20.7 to 21.7. California’s ratio also increased to 21.3 students per teacher during the academic year 2009-10.

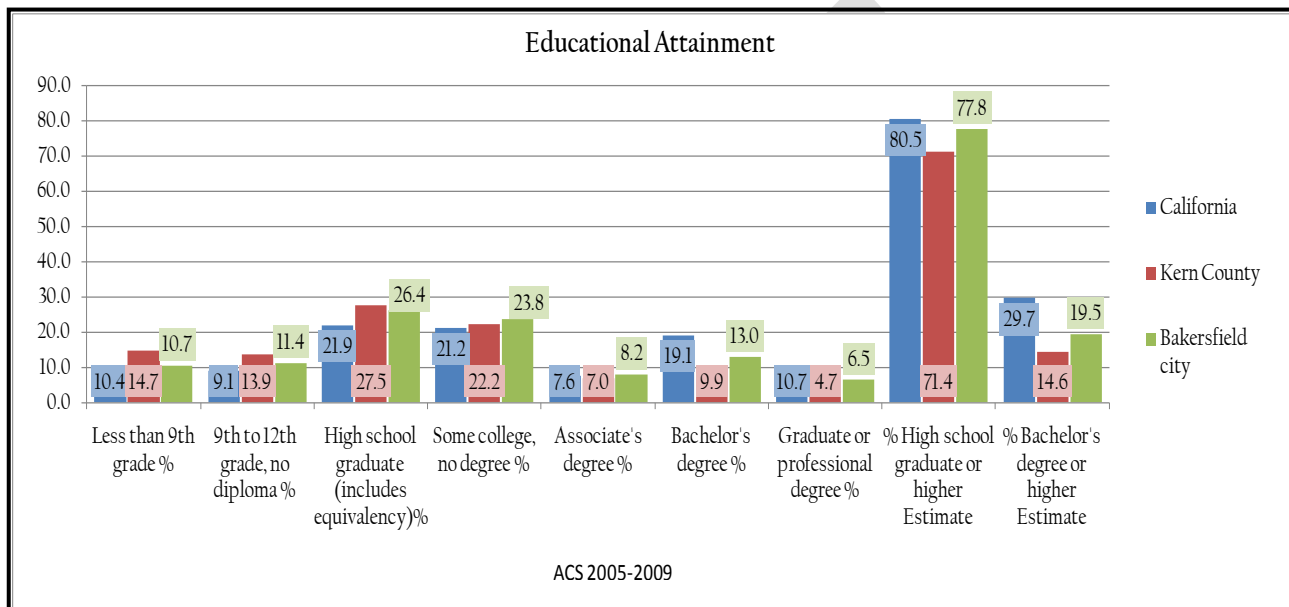
Key Findings* (Kern County)

- 14.7 percent had less than 9th grade compared to 10.4 statewide;
- 13.9 percent went to high school but did not receive a diploma;
- 27.5 percent were high school graduate (includes equivalency);
- 22.2 percent had some college, no degree;

- 9.9 percent possess a Bachelor's degree, compared to 19.1 percent statewide;
- 7 percent an Associate's degree
- 4.7 percent a graduate or professional degree

*Includes population 25 years and older

While the percentages presented in the “Educational Attainment” chart reflect the overall educational attainment rates for Bakersfield and Kern County residents 25 years and older, rates vary significantly throughout specific geographic areas. Worth noting is that of East and Southeast Metropolitan Bakersfield, also identified as Medical Service Study Area 66b (MSSA



66b) - Bakersfield East/Lakeview/La Loma; where 69 percent of the population do not have a

high school diploma and 41 percent of those individuals without a high school diploma have less than a 9th grade educational attainment. Additionally, the number of individuals in MSSA 66b with a high school diploma has declined from 22,279 in 1980 to 14,050 (41 percent of the population) in 2000. According to US Census data MSSA 66b had a population of almost 82,000 in 1990 and just under 140,000 in 2010.

Health

All information included in this section of the report has been extrapolated from the Healthy Kern.org resource page, unless otherwise indicated.

Access to Healthcare

Based on 2007 data, 57 percent of the Kern County population has private health insurance and 87.5 percent has a usual source of health insurance. People with a usual source of care are more likely to go in for routine checkups and screenings, and are more likely to know where to go for treatment in acute situations. Not having a usual source of care or a usual place to go to when sick or in need of health advice can cause a delay of necessary care, leading to increased risk of complications. Additionally, 91 percent of Kern children are insured. African American and Latino populations are the least insured at 47.9 percent and 36.3 percent respectively.

Top health problems and community issues (not ranked)

- Obesity
- Basic Needs: Poverty and Unemployment
- Educational Attainment
- Sexually Transmitted Infections
- Access to Healthcare
- Teen Birth Rate and Infant Health
- Diabetes
- Mortality rates
- Air Quality
- Public Safety and Social Environment

Obesity

Obesity increases the risk of many diseases and health conditions including heart disease, Type 2 diabetes, cancer, hypertension, stroke, liver and gallbladder disease, respiratory problems, and osteoarthritis. Losing weight and maintaining a healthy weight help to prevent and control these diseases. Being overweight or obese also carries significant economic costs due to increased healthcare spending and lost earnings. Twenty-nine percent of Kern County adults are obese and the percentage has consistently increased over the past four years. Among the Kern County population, Latinos are the most obese at 34 percent with Whites next at 26 percent. Males between the ages of 45 and 65 have the highest obesity rates.

Sexually Transmitted Infections

Kern County has exceedingly high rates of sexually transmitted infections, as reflected in California's Department of Public Health- *County Health Status Profiles 2011*. The major areas identified are HIV, Chlamydia, and Gonorrhea rates. Kern's HIV prevalence rate of 69 cases per 100,000 residents ranks 53rd out of 58 California counties. The Chlamydia incidence rate of 616 cases per 100,000 residents ranks 58th of 58 counties in California; and the gonorrhea incidence rate of 113 per 100,000 residents ranks 55th, behind only Sacramento, Alameda and San Francisco counties. In 2009, Kern County had 622.8 cases per 100,000 female population of Chlamydia. The cases of Chlamydia have primarily increased from 2004 to 2008 with a small decline in 2006 and again in 2009. Under reporting of Chlamydia is substantial, as most people with Chlamydia are not aware of their infections and do not seek testing. This can lead to more serious health outcomes such as Pelvic Inflammatory Disease and infertility.

The gonorrhea incidence rate in Kern County does not meet national targets. In 2009, the reported gonorrhea incidence rate in Kern County was 98.8 per 100,000 residents; whereas, the Healthy People 2020 target is 19 per 100,000 residents. However, unlike Chlamydia, gonorrhea rates have been in steady decline since 2006. Compared to older adults, adolescents are at higher risk for acquiring sexually transmitted diseases (STDs) for a number of reasons, including limited access to preventive and regular health care and physiologically increased susceptibility to infection. Responsible sexual behavior can eliminate or reduce the chances of contracting a sexually transmitted disease and unintended pregnancies, thus reducing the number of cases of STDs and births. The Healthy People 2020 national health target is to increase the proportion of adolescents aged 17 years and younger who have never had sexual intercourse to 75 percent. (Source: CA Department of Public Health)

Teen Birth Rate and Infant Health

The teen birth rate in Kern County has been consistently high for many years. This has led to more low birth weight babies, and also leads to a lack of education attainment for female youth. In 2006-2008, Kern County had the highest teen birth rate of all California counties at 63.7 births per 1,000 female ages 15 – 19, compared to 36.6 per 1,000 females ages 15 – 19 in the State of California.

High teen birth rates result in a high percent of babies with a low (<2500 grams) or very low (<1500 grams) birth weight. The Healthy People 2020 national health target is to reduce the proportion of infants born with low birth weight to 5.0 percent. In California, 6.9 percent of infants have a low birth weight. At 7.4 percent, Kern County ranks 50th out of 58 California counties. The percentage of babies with a low birth weight has continued to increase over the past five years. While it is not trending up in high percentages, infants born with very low birth weight is also rising. The 2010 national health target is to reduce the proportion of infants born with very low birth weight to .09 percent. In 2009, 1.4 percent of babies in Kern County were born with a very low birth weight.

Babies born with a low or very low birth weight are more likely than babies of normal weight to require specialized medical care, and often must stay in the intensive care unit. Low birth weight is often associated with premature birth and babies born with very low birth weight are at the highest risk of dying in their first year. While there have been many medical advances enabling premature infants to survive, there is still risk of infant death or long-term disability.

The Infant Mortality Rate in Kern County is also exceedingly high. Kern County ranks 45th out of all 58 counties in California with an infant mortality rate of 7.2/1,000 and the trend is rising. The leading causes of death among infants are birth defects, pre-term delivery, low birth weight, Sudden Infant Death Syndrome (SIDS), and maternal complications during pregnancy. The Healthy People 2020 national health target is to reduce the infant mortality rate to 4.5 deaths per 1,000 live births.

Preterm births from 2005 to 2008 in Kern County have been rising steadily. The 2008 preterm birth rate was 13.9 percent. The Healthy People 2020 national health target is to reduce the proportion of infants who are born preterm to 7.6 percent. In all of the above cases, the most important things an expectant mother can do to prevent and/or reduce prematurity, low and very low birth weight and also preterm births are to take prenatal vitamins, stop smoking, stop drinking alcohol and using drugs, and most importantly, get prenatal care. The good news is that the trend of mothers who received early prenatal care is going up. Kern County is at 72.2 percent, close to meeting the State of California at 78.7 percent, and is rising to meet the 2010 Healthy People 2020 goal of 90 percent.

Disparities can be seen among indicators of teen sexual health, maternal health, and infant health such as teen birth rate, prenatal care, low birth weight, and infant mortality rates. Birth and infant health outcomes tend to be the worst for African Americans. Additionally, in Kern County, African American and Hispanic teens have a birth rate nearly 3.5 times as high as White females.

Diabetes

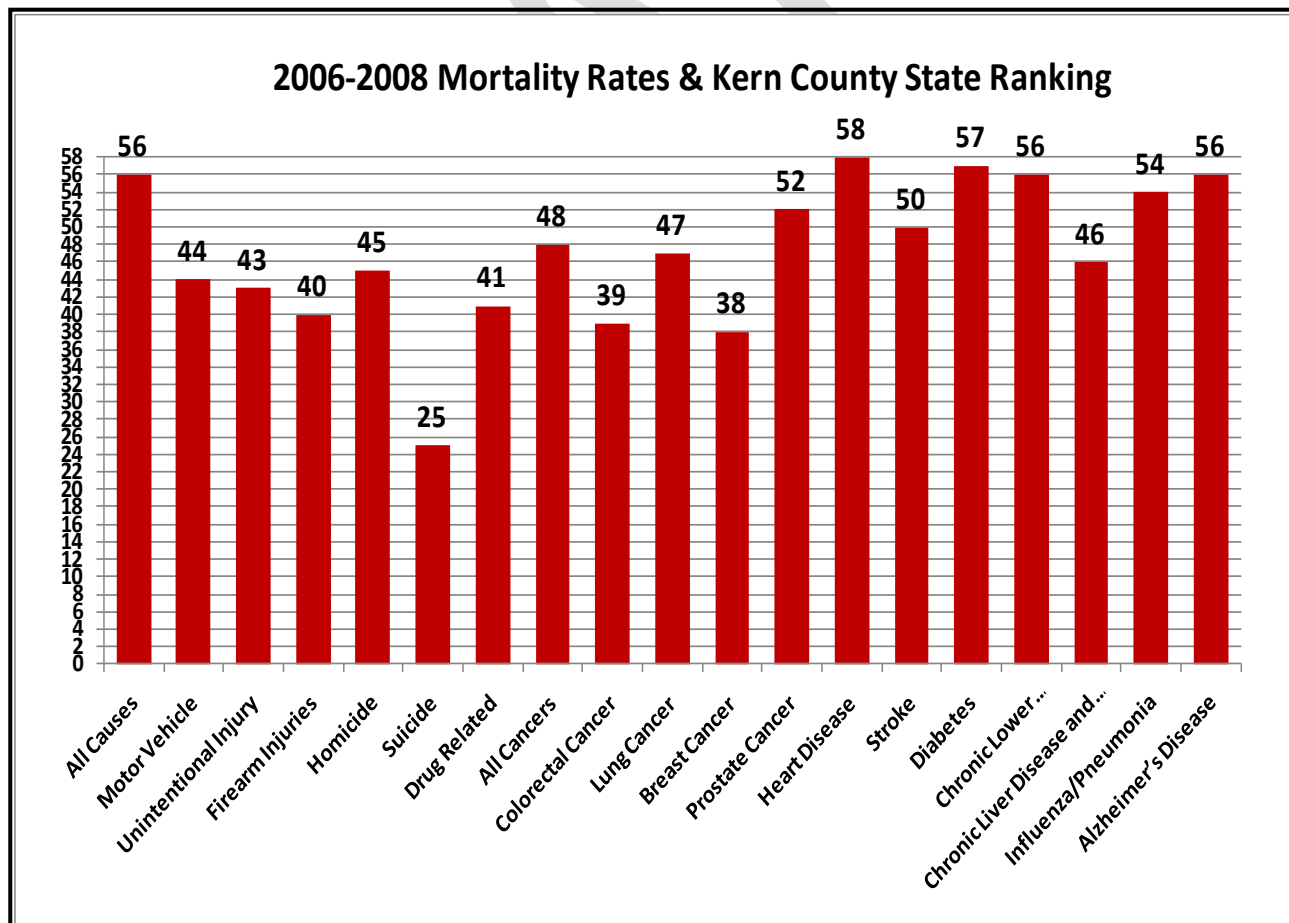
Kern County places in the bottom quartile of California counties for all diabetes-related indicators. The age-adjusted diabetes death rate averaged over 3 years (2006-2008) is nearly 34 per 100,000 compared to the State value of 21 per 100,000. Diabetes risk factors such as

obesity and physical inactivity contribute to the prevalence of diabetes and diabetes-related health outcomes in the community. Age, race, and ethnicity are also important risk factors. In Kern County, Asians have the lowest diabetes death rate of 17.5 per 100,000 residents; whereas African Americans, Hispanics, and American Indians have death rates 3 – 4 times this rate.

Kern County ranks in the bottom ten percent for all hospital utilization rates due to diabetes-related admissions and emergency room visits. During the 2006-2008 measurement period, the hospitalization rate due to diabetes was 28.4 hospitalizations per 10,000 residents and ranked 55 out of 58 California counties. The hospitalization rate due to long-term and short-term complications of diabetes was 17.2 and 8.9 hospitalizations per 10,000 residents, respectively – ranking 52nd and 54th out of 58 California counties. Persons with diabetes are at risk for ischemic heart disease, neuropathy, and stroke. Healthy People has identified 17 goals that aim to “reduce the disease and economic burden of diabetes, and improve the quality of life for all persons who have or are at risk for diabetes.” Goals include improved diabetes education, improved compliance with recommended care and screening procedures, and reduced rates of serious complications such as foot ulcers, amputation, and death.

Kern Health Summary

The chart below details the 2006 – 2008 Kern County State Ranking for mortality rates by source. As detailed in the chart, Kern County ranks among the highest for prostate cancer, diabetes, Alzheimer’s disease and all causes.



It is clear that Kern County has many health and quality of life areas that need attention and concerted effort to improve. This 2010 Kern County Community Needs Assessment is the beginning effort to address the most pressing needs. These needs will be addressed by the individual hospitals, health and human service organizations within the community, as well as the collaborative efforts by the organizations gathered to create the most significant needs summarized in this needs assessment.

The 2010 needs assessment provided a listing of the top ten health priority areas that the county of Kern would need to address in order to create a healthier community for its residents. Of those ten identified areas, five rose to the top of the list as critical to the immediate health crisis in our community. Our community in collaboration through public agencies, private organizations and nonprofit groups will work diligently to implement evidence based strategies to close the gaps for service and quality thus creating a healthier community.

The top five priority areas of the 2010 needs assessment are:

1. *Obesity*
2. *Basic Needs/Unemployment Rate*
3. *Education Attainment*
4. *Access to Healthcare*
5. *Mortality Rates*

Nutrition

Poverty, unemployment, and food insecurity are serious and significant issues facing many populations in Kern County. The current food security status of Bakersfield and other Kern County communities is evident in the California Food Policy Advocates' 2010 Food Insecurity Profile. Kern County ranked 53 out of 58 California counties for food insecurity, with a reported 20 percent of the total population living in poverty and 24.8 percent (62,540) children. Additionally, 40.5 percent of the adult population (2 out of 5 residents) lives in food insecure households compared to 34.8 percent of adults state-wide.

In January of last year, a Food Research and Action Center report *Food Hardship: A Closer Look at Hunger* ranked Bakersfield 2nd of the 100 largest metropolitan cities in the U.S. for food insecurity. More alarming, is that it reported the rate to be higher in households with children. According to a 2010 CA Food Policy Advocates report, 40,000 individuals in Kern have Type II Diabetes, 57.1 percent of the adult population is obese, and 11.2 percent of the child population is overweight for their age.

According to the 2010 Kern County Health Status Profile of 2006-2008 mortality rates, Kern County ranked #1 for Heart Disease and #2 for Diabetes. Both conditions are strong indicators of poor diet and nutrition among Kern's low to moderate income populations that often rely on nutrition assistance.

Housing and Homelessness

According to the CA Department of Housing and Community Development, "the largest percentage household growth between 1997 and 2010, and then again between 2010 and 2020, will occur in the eight-county San Joaquin Valley Metropolitan Region. This region, which extends from San Joaquin County in the north to Kern and Kings counties in the south, will, we project, add 420,000 additional households between 1997 and 2010, and 320,000 more

households between 2010 and 2020. By 2020 the number of households in the San Joaquin Metropolitan Region will, it is projected, have increased more than 70 percent over 1997 levels.”

Home Sales

Average price per square foot for Bakersfield CA was \$83, a decrease of 47.5 percent compared to the same period last year. The median sales price for homes in Bakersfield CA for Feb 11 to Apr 11 was \$125,000 based on 2,702 home sales. Compared to the same period one year ago, the median home sales price decreased 10.7 percent, or \$15,000, and the number of home sales decreased 10.9 percent. There are currently 2,178 resale and new homes in Bakersfield on Trulia, including 7 open houses, as well as 4,816 homes in the pre-foreclosure, auction, or bank-owned stages of the foreclosure process. The average listing price for homes for sale in Bakersfield CA was \$188,332 for the week ending May 11, which represents an increase of 2.3 percent, or \$4,188, compared to the prior week. Popular neighborhoods in Bakersfield include Masterpiece Estates and Seven Oaks, with average listing prices of \$324,843 and \$560,179.

Source: Trulia.com, May 19, 2011

Affordable Housing

In the Housing Authority of the County of Kern Annual Report 2009-2010, the agency reports that “In addition to meeting the needs of over 15,000 low income Kern county residents, the Housing Authority partners with local agencies partners with local agencies to help residents become self-sufficient. The agency is an active developer of affordable housing, acquiring and building housing to help meet the affordable needs in Kern County.” One such agreement came about in early 2010 between the Housing Authority and CAPK. Utilizing ARRA funding, the CAPK Green Energy program is able to install solar panels at no cost to residents of the Housing Authorities Haciendas del Sol development in the rural Kern community of Arvin, CA. In addition to reduced environmental impact, residents benefit from lower utility bills.

Other highlights of the Housing Authority’s report include the purchase of the idle Baker Street Village redevelopment project in Old Town Kern area of East Bakersfield. When complete the project, “will consist of 5 three-story buildings, including 24 three-bedroom town homes, thirteen one-bedroom lofts, and 10,000 sq ft. of community/commercial space.” In addition the Housing Authority reports allocating over 3.8 million in federal funds during the past year for improvements to existing agency housing. Focusing on modernization and energy efficiency, work has been completed on 188 units throughout Kern County.

Homelessness

The Kern County Homeless Collaborative’s latest count of the county’s homeless, conducted over a 24-hour period from January 26-27, revealed 1,418 unduplicated homeless persons, 81 fewer than in the previous “Homeless Census” of January 2009.

“This is good news,” Census Committee Chair Gene St. Amand said about the point-in-time count, which is designed to give the federal government a “snapshot” view of homelessness in communities throughout the country. “We expected to see an increase in homelessness during the recession. But it looks like expanded efforts by local agencies to rapidly re-house homeless people and prevent those at risk from losing their housing have paid off.”

These efforts included housing voucher programs, including for homeless veterans, from the Housing Authority of the County of Kern, and Bakersfield City and Kern County Homelessness Prevention and Rapid Re-Housing direct aid programs conducted through several local nonprofits: Bakersfield Homeless Center, Employers Training Resource,

FLOOD Bakersfield Ministries, Greater Bakersfield Legal Assistance, and the Alliance Against Family Violence and Sexual Assault. “Without these efforts, the average point-in-time homeless count for Kern, which in past years has hovered around 1,500, could have been as high as 1,700,” St. Amand said.

Most of the homeless in this year’s census (92%) were counted in Metro Bakersfield again, where shelters and services are concentrated. The greatest single concentration of homeless people was in southeast Bakersfield, where almost 40 percent of the unsheltered homeless were found. Only 115 homeless people were counted outside of Bakersfield, the largest concentrations being in Delano (30), Tehachapi (15), Wasco (13) and Lake Isabella (11).

Of the 1,418 homeless people counted, only 592 (42%) had shelter on the night of January 26. Sixty-nine homeless families with 134 children were counted countywide, including 17 families and 28 children who had no shelter.

“These are just preliminary results from a hand tally,” St. Amand stated. “More detailed information about sex, age, living situation, veteran status, reasons for being homeless and disability should be available in May when all the surveys have been entered into a database and a full analysis can be done...Homeless counts are always undercounts by their very nature,” St. Amand highlighted. “We were able to count everyone in the shelters, but I’m sure we missed a couple hundred people who were living on the streets.” This was the Homeless Collaborative’s most comprehensive count yet, he said.

Almost 175 surveyors took part countywide, including 119 volunteers in Bakersfield and 53 volunteers in outlying areas. Altogether, 54 public, non-profit and faith-based agencies lent staff or support to the effort. This included more than 40 students and professors from Cal State Bakersfield.

“The data collected in this study will assist us in our efforts to prevent and end homelessness in Kern County,” St. Amand said.

Source: Kern County Homeless Collaborative, Preliminary 2010 Homeless Census Report

Recent Milestones in Homelessness Prevention in Kern County

Date	Milestone
January 2007	Kern County Point-In-Time (PIT) Homeless Census: 1,537 Counted
May 2008	Mayor Harvey Hall formally announces Home First: Kern County’s Plan to End Chronic Homelessness
January 2009	Kern Homeless Census: 1,499 Counted
May 2009	Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act is signed into law by President Obama
Fall 2009	Homelessness Prevention and Rapid Re-Housing (HPRP) Program is implemented locally.
January 2011	Kern Homeless Census: 1,418 Counted

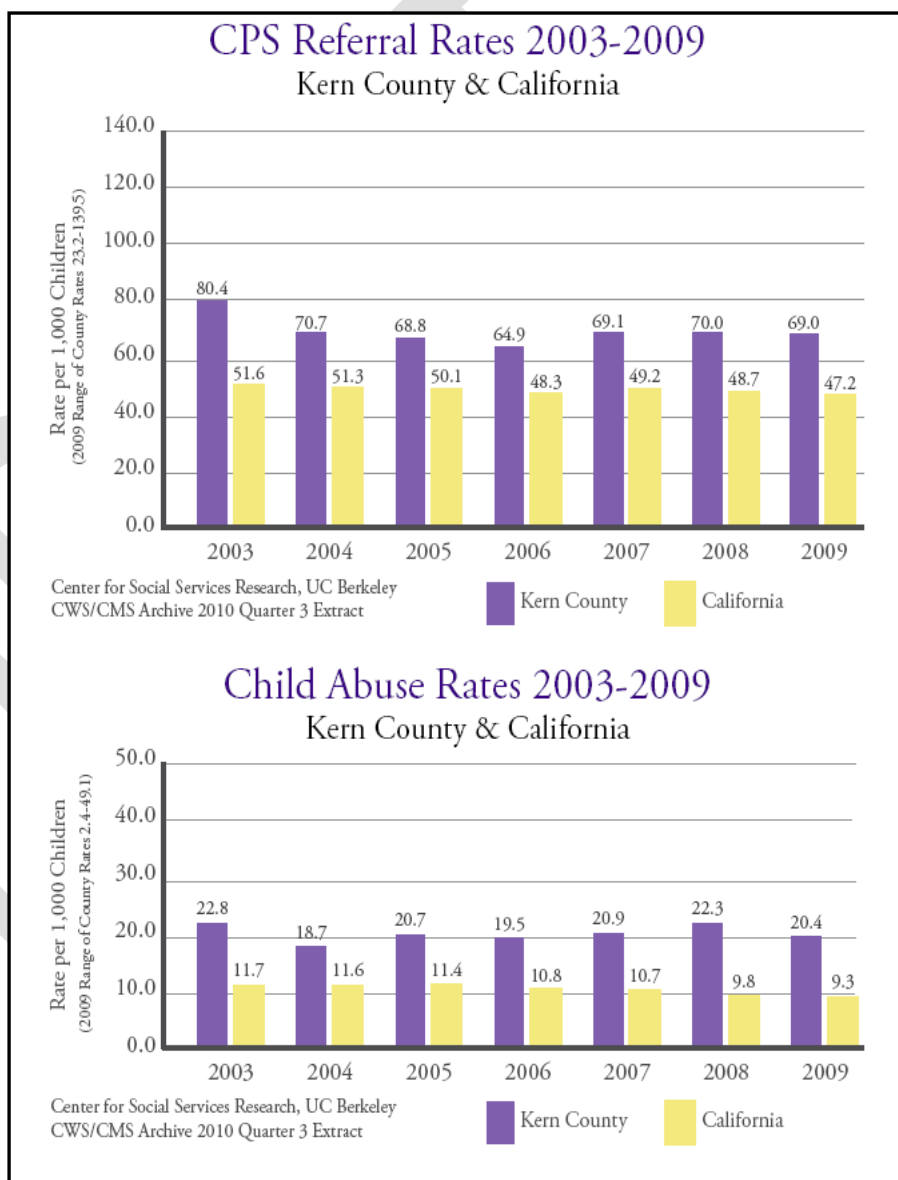
According to local Point-In-Time (PIT) homeless counts, homelessness was reduced locally by 8 percent between 2007 and 2011. Although this doesn’t sound like a lot, consider the backdrop against which this occurred:

- Skyrocketing unemployment (8.1 percent average for 2007; up to 16.9 percent in January 2011)
- Alarming numbers of foreclosures (27,236 from January 2007 to January 2011)
- Tremendous general population growth between 2000 and 2010
 - Bakersfield: 41 percent increase from 247,057 to 347,483
 - Kern: 27 percent increase from 661,645 to 839,631

Public Safety and the Social Environment

Kern County is disproportionately affected by violence. According to the CA Department of Justice, in 2009 Kern County ranked 29th of 36 reporting counties in California, with a Violent Crime Rate of 586.5 crimes per 1,000,000 population; up from a rate of 562.3 in 2008. The violent crime rate includes homicide, assault, rape and robbery. Violence surrounds and threatens many people in their homes, schools and neighborhoods. In addition, race, ethnic and gender disparities are an issue.

The CA Department of Justice Preliminary Crime Report for 2010 provides data on crimes reported January- June 2010 by law enforcement jurisdictions serving populations of 100,000 or more. The city of Bakersfield reported 15.2 percent increase in violent crimes, 5.7 percent increase in property crimes and a 7 percent decrease in larceny/theft.



Source: KCNC Report Card 2011

In addition to a high violent crime rate, the Child Abuse Rate in Kern County ranks 52nd of the 58 California counties. From 2004-2008 child abuse in Kern County steadily increased. In 2009, the rate decreased from 22.3 cases/1,000 population to 18.5 cases/1,000 population - a step in the right direction; however, the Healthy People 2020 national health target is to reduce the child maltreatment rate to 10.3 cases per 1,000 children less than 18 years of age. The current rate in Kern County is nearly two times the target value. Child abuse and neglect can have enduring physical, intellectual, and psychological repercussions into adolescence and adulthood. Abuse can affect a person's ability to lead a healthy life at home, at work, and at school.

B) Community resources and services, other than CSBG, which are available in the agency's service area to ameliorate the causes of poverty and the extent to which the agency has established linkages with those service providers.

Community Action Partnership of Kern (CAPK) offers services in 37 cities and communities, and over 100 sites throughout the County. CAPK offers assistance where the service is needed most in the community. The local proximity of the agency to neighborhoods and families requiring services facilitates linkages to fill the gaps in service.

Kern County has an extensive "neighborhood collaborative" network. There are currently 21 local collaboratives operating in Kern County. Kern County's diverse communities have set the pace for California in developing community strength through local collaboratives. Neighborhood based coalitions identify and address local issues and gaps in service ranging from joblessness to gang violence to graffiti removal. Many communities have brought together health and social service agencies to offer locally based family-centered services. Through the collaborative network, linkages are developed to avoid duplication of programs, share "best practices," and eliminate gaps in services. Once identified, gaps in services are addressed and resolved through the network.

CAPK is charged with the responsibility of continuing the battle to alleviate poverty in Kern County by developing and implementing creative and innovative programs. All of the agency's programs have extensive referral networks and partnership with outside service providers ranging from health, and education to emergency food, and disaster relief. Each program has developed and maintained relationships with other service providers dependent on the needs of the clients they service.

CAPK currently administers the following seventeen human services and within each of the programs are targeted and/or specialized services with local service providers that assist by providing referrals, linkages, or direct program support: Head Start, Early Head Start, Home Base, State Child Care Fatherhood Program, Green Energy/Weatherization, 2-1-1 Helpline, Friendship House Community Center, Shafter Youth Center, Migrant Childcare Alternative Payment Program, VITA (Volunteer Income Tax Assistance), IDA (Individual Development Account), Family Health Center, WIC (Women, Infants, and Children), Central Kitchen, HIV/AIDS Education and Food Bank.

C) The agency's plan for regularly reviewing and revising the Community Information Profile. In particular, describe how the agency ensures that the most current data and relevant factors are included.

CAPK administers a large Head Start/Early Head Start (HS/EHS) contract that also covers the entire Kern County area. This HS contract requires a comprehensive community assessment

every three years with updates in each of the two years in between. The Head Start Staff work in conjunction with CAPK staff that prepares the CAP report to include research and data gathered to be used for both assessments. Information for the Community Information Profile is compiled using the most recent data including information in annual Kern County Assessments, current Kern County Network for Children Annual Report Card, and supplemental information gathered from the agency's HelpLine/2-1-1 referral and information program. 2-1-1 Kern data is compiled from callers request for information and services provided to County residents. These agency reports and assessments are used to update the Community Information Profile annually, for the CAP Report.

2. Needs Assessment: Describes local poverty-related needs, with further identification and prioritization of the eligible activities to be funded by CSBG. It also serves as the basis for the agency's goals, problem statement(s) and program delivery strategy(s).

A) Assessment of existing resources providing the minimum services listed in Government Code section 12745(f). These services shall include, but shall not be limited to, all of the following:

- i. A service to help the poor complete the various required application forms, and when necessary and possible, to help them gather verification of the contents of completed applications.**

It is the innate tendency of CAPK's programs to provide assistance to applicants in completing forms and gathering documentation required for services. All necessary information, applications, and forms are offered in both English and Spanish. CAPK makes every effort to provide an applicant with a translator if needed. CAPK regularly requests funding for outreach and recruitment activities and when funding is available programs have dedicated staff to assist community members through various required application forms and processes.

- ii. A service to explain program requirements and client responsibilities in programs serving the poor.**

Funding to administer programs offered by the agency are from a variety of funding sources, including federal, state, local governments, and private sources including major corporations and foundations. Each program has unique eligibility and participation requirements or expectations based on funding sources or professional standards. In the interest of ensuring participant and program success, as well as, compliance with program regulations and eligibility requirements, it is standard practice that, during application and/or enrollment processes, trained intake/eligibility staff, recruitment and enrollment staff, program specialists or other appropriate personnel explain fully the various program requirements and participant responsibilities.

- iii. A service to provide transportation, when necessary and possible.**

CAPK is charged with serving the entire 8,172 square miles of Kern County. Unfortunately the county is characterized with high unemployment rates, high poverty rates, low individual and family income levels, poor educational attainment rates, and other factors that demonstrate a large number of residents in need. With the high costs of transportation and the expansive service area, CAPK offers limited transportation services to clients beyond what is provided by specific programs. Limited transportation is offered though the Head Start program assisting parents and children to health and employment appointment meetings, as well as the

Fatherhood program assisting fathers to required appointments. The Shafter Youth Center (SYC) offers transportation to youth to participate in local events requiring travel assistance.

iv. A service which does all things necessary to make the programs accessible to the poor, so that they may become self-sufficient.

As stated above, the sheer size of Kern County, as well as, the rural and remote nature of many of Kern's smaller communities presents significant challenges in efforts to ensure program accessibility to all in need, however through the use of CSBG funds, CAPK strives to make programs and services accessible to the greatest numbers of those in need. These efforts include, but aren't limited to, conducting outreach and education to all parts of Kern County, utilization of community partners in service delivery, mobile program services such as WIC, emergency food distribution and limited transportation services.

B) Specific information about how much and how effective assistance is being provided to deal with the problems and causes of poverty. (Government Code 12754(a))

The causes of poverty in Kern have been documented in previous sections of the CAP report. CAPK utilizes CSBG funds to coordinate a centralized administration of programs to meet the needs of low-income individuals in Kern. The result is an agency with a \$47 million operating budget offering a range of emergency and basic services throughout Kern County. CSBG funds are used to seek initial program funding for new initiatives such as 2-1-1, the Individual Development Accounts program, the Volunteer Income Tax assistance program, the Migrant Childcare Alternative Payment program, the Shafter Youth Center, the Friendship House Community Center, the low-income housing solar project and others.

CAPK Head Start program offers child education and development services at Center based childcare facilities in 47 facilities in Kern County as well as to individual families in their home through the Home Base option. The WIC program offers assistance at 25 WIC sites in 17 individual communities throughout Kern County as well as to rural areas using a newly acquired Mobile WIC vehicle. Recently the WIC program also successfully competed to offer WIC services in San Bernardino County. In total the WIC program provides monthly assistance to 20,775 individuals. CAPKs Food Bank administers emergency food assistance through a network that includes 102 pantry and commodity sites, 20 referral agencies in 26 distinct communities throughout Kern County, as well as, providing low-income childcare providers the opportunity to purchase food for the children at reduced rates to assist in providing nutritious foods to children. In addition the Food Bank offers weekend food assistance to children in need through the Back Pack Buddies program, and to seniors and low-mobility individuals. The Energy Program offers emergency utility bill payment assistance and weatherization services to every community in Kern. The Family Health Center is located in central Bakersfield and offers free medical services to residents in need regardless of where they live or ability to pay.

C) Establishment of priorities among projects, activities and areas for the best and most efficient use of CSBG resources. (Government Code 12754(a))

The agency sets its direction based on program information, clients, community surveys, census data, and other information gathered from our annual Kern County Assessment, the Head Start Community Needs Assessment, and Kern County Network for Children Report Card. From these information sources, we are able to identify trends, gaps in service, emerging needs, current service providers, all which are used in the development of the Strategic Plan. The

Strategic Plan outlines the general direction of CAPK and this directs the funding and resource opportunities pursued by CAPK's programs.

D) The process the agency utilizes to collect the most applicable information to be included as part of the needs assessment. In particular, describe how the agency ensures that the needs assessment reflects the current priorities of the low-income population in the service area, beyond the legal requirement for a local public hearing of the community action plan.

CAPK's Child Education and Development Services (CEDS) Division update the Head Start's Community Needs Assessment annually. The most current data and applicable information available are included. Information is derived from the US Census Bureau, Kern Council of Governments community surveys, Community, Stakeholder and Consumer Engagements i.e. - community barbeques, round table discussions, Community Collaborative/Neighborhood Partnership meetings, County and State Annual Public Health Profiles, CA Department of Finance, CA Employment Development Department, Data Quest, Kern County Superintendent of Schools Annual Community Report, and the Kern County Network for Children Annual Report Card and several others. Supplemental information is gathered from CAPK's HelpLine/2-1-1 referral and information program. Data is assembled from caller geography, nature of requests and services or referrals provided to County residents. These various data sources, reports, engagements and assessments are used to ensure that agency priorities are consistent with the priorities and needs of low-income residents, while offering the most applicable, relevant information available in updating the Community Information Profile annually, for the CAP Report.

E) The agency's plan for regularly reviewing and revising the needs assessment.

Much like the provisional CSD CAP Report, CAPK is required, as a provision of Head Start funding, to complete a comprehensive Community Needs Assessment every three years. During intervening years CAPK must submit an update identifying if any significant changes and their impact. These requirements provide the basis for which regular review and revision of community needs are conducted. In addition, Planning, Research and Development Division staff are constantly engaged in data collection, research, need assessment and other relevant activities as part of their primary roles and responsibilities. Information gleaned through these processes are documented, shared and utilized in program planning and development efforts on a regular basis.

REQUIREMENT 2
2012/2013 STATEWIDE PRIORITY/STRATEGY STATEMENT
Government Code Section 12745(e)

The department may prescribe statewide priorities among eligible activities or strategies that shall be considered and addressed in the local planning process and described in the community action plan submitted to the state. Each eligible entity shall be authorized to set its own program priorities in conformance to its own determination of local needs. (*Government Code 12745(e)*)

Does the Agency accept the Family Self-Sufficiency Statewide Priority? Yes No
(If "No", answer question 3)

1. What is the agency's definition of Family Self-Sufficiency?

Self-sufficiency- capacity of an individual or family to maintain a total family income at a level that enables a family unit to support its basic needs with minimal or no outside assistance

2. Describe the strategies utilized to support and achieve the Family Self-Sufficiency priority.

The Community Action Partnership of Kern (CAPK) accepts the Family Self-Sufficiency Statewide Priority as a strategy used in local planning as required by Government Code Section 12745(e). To effectively move families towards self-sufficiency, CAPK will continue to employ educated, trained, and certified staff, and develop creative uses of resources to support the family-development approach to self-sufficiency.

There is no one program or effort that can achieve this objective on its own. Given this realization, CAPK has developed programs that assist low-income families in stabilizing certain aspects of their challenges to self-sufficiency. These challenges may include food security, education, childcare, housing, healthcare, and others. Stabilizing these challenges is the first step towards achieving self-sufficiency. Success requires outside assistance from other agencies, individuals and families as well. Our role is to assist families and individuals to stabilize their lives work with available resources and service providers to move towards self-sufficiency.

CAPK offers a number of programs aimed at assisting individuals and families to stabilize specific needs. The range of CAPK's programs and services offered to low-income residents include:

- Early childhood education
- Emergency food
- Primary healthcare
- Case management
- Fatherhood services
- Financial Literacy and Asset Building Savings Accounts (IDA)
- Food and nutrition education
- Energy and weatherization assistance

- Income tax preparation assistance
- HIV/AIDS education and counseling
- Information and referral assistance for social service programs

3. If the agency rejects the statewide priority, state the reason(s) for the agency's rejection.

Not Applicable.

DRAFT

**REQUIREMENT 3
FEDERAL ASSURANCES
COATES Human Services Reauthorization Act of 1998: Public Law 105-285**

In an attachment, with corresponding headings and sequence (i.e., 1. Section 676(b)(1)(A), vii:) identify and provide a narrative description for the agency activities, as applicable, in accordance with the Federal Assurances 676(b)(1)(A-C).

1. Section 676(b)(1)(A):

To support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.), homeless families and individuals, migrant or seasonal farm workers and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals—

- i. remove obstacles and solve problems that block the achievement of self-sufficiency, (including self-sufficiency 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);**

CAPK programs remove obstacles and solve problems that block the achievement of self-sufficiency through a provision of services that not only meet the immediate emergency needs of children and families, but address the skills and knowledge that they need to transition off State programs and sustain self-sufficiency. CAPK programs help individuals who are seeking services to identify the cause(s) of their problems and find ways to solve their problems through connecting these individuals to resources both within the agency and outside of the agency's scope of work. Additionally, emergency services and assistance provide a safety net for families and individuals to ensure progress made toward self-sufficiency is not lost; while working to prevent at-risk families from becoming dependant on Temporary Assistance for Needy Families.

Specific types of programs include:

- Case management services through the early childhood education program offering a multigenerational approach that works with children and parents. Through the Head Start program Family Service Workers work with parents to develop a Family Partnership Agreement, establish family goals, and provide counseling, guidance and referrals to assist families in attaining their goals. Goals range from securing employment, securing additional education or vocational assistance, acquiring healthcare insurance, increasing their involvement in their child's education, and more.
- The Fatherhood program provides home visitations and intensive case management for fathers of at-risk/in crisis children ages 0-5 and intervention services to at-risk teens/adult fathers in Kern County. The program also provides court-mandated parenting classes that teach parents, whose children have been removed from their custody by child protective services due to neglect, how to responsibly care for their children.
- The Pregnant Women's program in which healthcare and nutrition are emphasized prior to birth and education, case management and childcare are provided after birth. The

program serves families with children prenatal to age three. This year, the Pregnant Women program provided services to 31 pregnant women.

- Women, Infants, and Children (WIC) provides supplemental food assistance, health and nutrition education to pregnant or breastfeeding women.
- The CAPK Food Bank provides emergency food assistance that help clients who do not have enough money during the month to provide for their basic needs. Children's HealthWatch, reports that children ages 0-3 years old who live in food insecure homes have a higher chance of negative brain and cognitive development placing them at greater risks for health problems, developmental delay, and impaired school performance. Food insecurity among children 0-5 years old will affect their school readiness for preschool. In addition, a controlled Early Childhood Longitudinal Study (ECLS) found food insecurity to have negative impacts on school performance, social functioning, weight status and the health of children in kindergarten to third grade. Even in kindergarten, children in households with food insecurity score lower and learn less during the school year. By providing emergency food services, CAPK is helping food insecure families to prepare their children for a better education.
- Individual Development Account (IDA) and Financial Literacy programs are essential components to helping CAPK clients achieve and sustain self-sufficiency. These programs teach clients how to manage their finances and plan for the future. Under the IDA program, clients are provided a match of 2 to 1 for every dollar saved up to \$4,000 towards the purchase of a new home, the start of a new business, or to pursue a higher education.

ii. secure and retain meaningful employment;

Traditionally, CAPK operates as the largest non-profit agency in Kern County employing an annual staff of over 800 individuals priding itself on its ability to recruit staff from the pool of over 130,000 clients served annually. The Head Start program under the agency's Child Education and Development Services Division (CEDS) provides the greatest outcomes in the agency's efforts to help clients to secure and retain meaningful employment. Over the years, the CEDS division has provided entry level positions with full benefits to Head Start parents and other low-income residents annually. CAPK has recruited, trained, and hired many of the parents to work as classroom staff. Parents hired by CAPK gain valuable experience and are provided education assistance to advance through the childcare system at CAPK or even move on to higher-level positions outside of the agency. Additionally, Head Start Family Service Workers assist parents in acquiring basic life and employability skills, job search skills, childcare referrals, securing healthcare, and obtaining transportation to and from job interviews. This is accomplished through referrals to the county's One Stop Job Centers for job training assistance, interviewing techniques, clothing vouchers, bus passes to meet their transportation needs, and follow-up support, and through referrals to other agencies and organizations such as the Bakersfield Adult School, the Mexican American Opportunity Foundation (MAOF) and Employers Training Resource.

In addition to the agency's hiring practices, child care services provided through the CAPK Migrant Child Care Alternative Payment (MCAP) program help migrant and seasonal farm workers sustain employment by caring for their children while they work. The children of migrant farm workers are provided with safe, nurturing, and educationally growing environments. To be

eligible for the program, the parents must be working, seeking employment, incapacitated, homeless and seeking permanent housing, or attending vocational training.

The aftermath of the global economic crisis continues to wreak havoc on many businesses, non-profits, and federal, state, and local government budgets. An economy that was flourishing at its peak, still five years later, is struggling to regain momentum and provide better employment opportunities. From 2007 to 2010, Kern County's annual average unemployment rate nearly doubled from 8.1 percent to 15.9 percent. In comparison, the annual average unemployment rate in 2010 was 12.4 percent for California and 9.6 percent for the nation (Kern County Network for Children, 2011 Report Card). The government's response in the form of an infusion of American Reinvestment and Recovery Act (ARRA) dollars into the economy boosted the agency's ability to hire staff. CAPK was able to turn volunteers into full-time and part-time employees. However, as ARRA funding ended in September 2010 and more budget cuts are forthcoming, many of the agency's programs, similarly to other state and local agencies, are being forced to downsize in the face of economic uncertainty.

iii. attain an adequate education, with particular attention toward improving literacy skills of low-income families in the communities involved, which may include carrying out family literacy initiatives;

CAPK's primary programs are through the Head Start, Early Head Start, and Migrant Childcare Alternative Payment programs which focus on preparing children for kindergarten and training parents to be their children's primary teachers. Children and parents are taught to value education and support life-long learning. Case management activities include assistance for parents in furthering their education and in providing basic literacy skills.

Non-English speaking parents within the CEDS program are encouraged to learn English. Parents are further encouraged to obtain their GED and complete college-level classes as needed. Program funds are available to allow classes to be taken free of charge, with assistance including purchasing books, tuition, and paying for parking. Many CAPK childcare staff are also offered the opportunity to complete their Associates of Arts and Bachelors of Arts degrees in early childhood education or related fields. Assistance is similar to that provided to the parents and includes educational leave from their normal job duties/hours if classroom hours conflict with their work schedule.

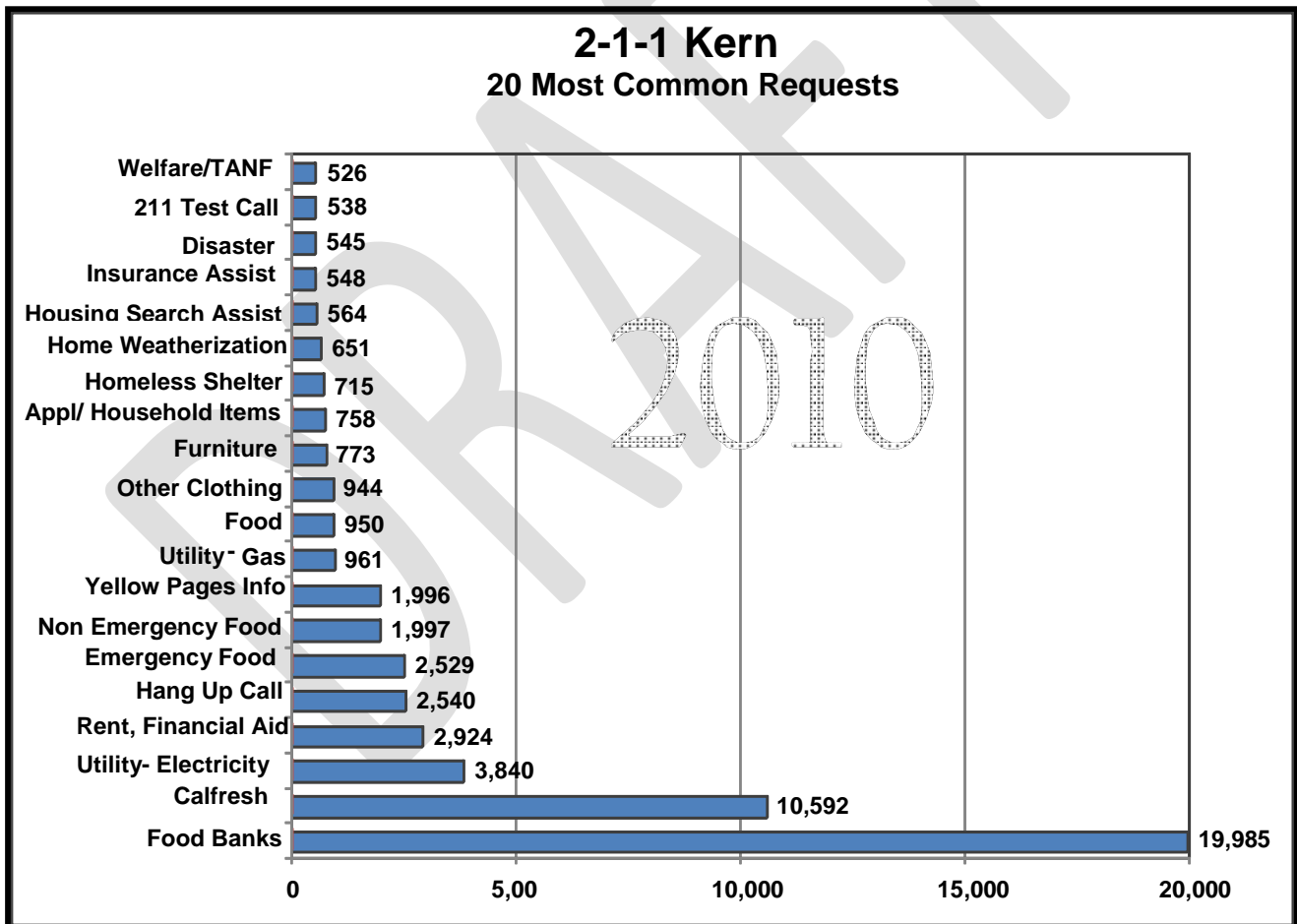
iv. make better use of available income;

CAPK operates two asset development programs that help clients to make better use of their available income. The agency's Individual Development Account (IDA) program provides a \$2 to \$1 match for every dollar saved towards pursuing a higher education, starting a business, or buying a home. The program will have its first home purchase close escrow in mid June 2011. As part of the IDA program, an extensive education component provides information and guidance in budgeting, money management, credit cards, loans, risks and benefits of credit, and strategies for achieving financial goals. In addition to the Financial Literacy program, CAPK operates a Volunteer Income Tax Assistance (VITA) program, which provides individuals and families free tax preparation services. The program helps families to identify Earned Income Tax Credit (EITC) and other tax credits including child/dependent care costs that they might qualify for, but not be aware of, resulting in larger refunds to participants. During the 2010 tax season, the program served 3,660 clients and brought over \$2.2 million in Earned Income Tax Credit (EITC) funds to Kern residents.

v. obtain and maintain adequate housing and a suitable living environment;

Although CAPK does not provide direct assistance to individuals in the area of housing and suitable living environments, the agency provides active referrals to residents seeking information in housing resources via the 2-1-1 Information and Referral Service. 2-1-1 Kern County is the only Information and Referral program of its kind in the County. The service is a toll-free number that can be reached from anywhere in Kern County. The 2-1-1 staff conducts an assessment of each caller before providing at least 3 referrals to an appropriate social service. All Information & Referral Specialists are Spanish/English bilingual and can offer services in a culturally relevant manner to Spanish speaking callers. 2-1-1 provides multi-lingual live interpreter services and is accessible to persons with hearing impairments through a dedicated TTY line. The service is provided 24 hours a day, 7 days a week through a partnership with Ventura County 2-1-1. The 2-1-1 database contains information on more than 1,200 social service programs in Kern County and maintains demographic and needs data on its callers.

2-1-1 Kern Calls by Need



2-1-1 Kern Calls by Location

Geo Area	2011			2010						Total
	January	February	March	July	August	Sep	Oct	Nov	Dec	
Arvin/Lamont	177	194	199	114	125	116	140	181	201	1447
Buttonwillow	3	9	9	1	3	10	5	9	4	53
California City/Mojave	46	44	58	71	56		28	48	23	374
Delano/McFarland	98	123	124	84	68	58	47	77	86	765
East Kern	30	31	27	18	6	35	2	18	29	196
Frazier Park Area	7	9	29	10	27	14	15	2	12	125
Lake Isabella Area	13	18	18	7	25	121	10	7	47	266
Metro Bakersfield	4248	3712	3892	3742	4270	3742	4097	4612	4223	36538
Ridgecrest Area	17	13	17	20	9	21	13	16	58	184
Rosamond/Edwards	27	19	29	22	43	36	29	30	38	273
Shafter Area	56	74	80	62	64	66	34	57	45	538
Taft/Maricopa	29	32	42	32	20	34	26	29	28	272
Tehachapi Area	25	37	42	38	30	86	17	26	42	343
Wasco/Lost Hills	71	103	88	57	78	50	51	46	62	606
Central Valley-ALL CA	93	98	131	117	119	98	106	96	101	959
Total	4940	4516	4785	4395	4943	4487	4620	5254	4999	42939

vi. obtain emergency assistance through loans, grants or other means to meet immediate and urgent family and individual needs; and

The CAPK Food Bank provides direct emergency food assistance to the economically disadvantaged, senior citizens, homeless individuals and families, victims of crime or disaster, the unemployed, migrant and seasonal agricultural workers, and any other persons that are in need of emergency food in Kern County. Last year, the Food Bank distributed over 7.9 million pounds of food to over 373,197 individuals throughout Kern County. All direct food services are free of charge to those in need and any individual is able to receive food from the Food Bank through a written referral or through self referral up to twelve times per year.

The CAPK Low-Income Home Energy Assistance Program (HEAP) provides emergency utility assistance to more than 8,000 households on an annual basis. An applicant can only receive this benefit once in a 12 month period. Qualifying applicants must reside in Kern County, have a total household income at or below 150 percent of the federal poverty income guidelines, and have a utility bill with at least 22 days of service. Emergency services are provided to clients who have a 48-hour notice or their utilities that have been disconnected.

Kern County residents can also access the 2-1-1 Information and Referral service line 24 hour/ 7 day a week through the CAPK operated 2-1-1 Kern Program. The program offers assistance in locating social services programs free of charge and is available to help residents identify local resources in their times of need.

- vii. achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to**

Parents in the agency's Child Education and Development Services program are encouraged to become involved in the life of the broader community through volunteering in their child's classroom and involvement in the shared governance of the Head Start contract by participating in Parent Policy Councils. This experience provides training to develop leadership skills including how to run a meeting; reading a budget; how to interview prospective staff and how to advocate for the needs of their families. These experiences build the parent's self-confidence and self-esteem as well as modeling community involvement to their children. Hopefully this experience will lead to future participation in school PTAs, school board or city council meetings, as well as to advocate for their needs in their workplace.

- i. document best practices based on successful grassroots intervention in urban areas, to develop methodologies for widespread replication; and;**

At the CAPK Shafter Youth Center, program staff collaborates with the local Police Activity League (PAL) to provide youth athletics through a boxing program. CAPK collaborates with the Housing Authority of Kern County in providing childcare in Housing Authority residential complexes, as well as, in the Sunset Migrant Camp, and the Shafter Migrant Camp.

Through the mutual efforts of the Bakersfield Police Department and CAPK, the agency began a CAPK Food Bank referral system that allows field and other officers to hand out Food Bank referrals to individuals in the community in need of food. The Executive Director has met with the Chief of Police for the cities of Bakersfield and Shafter, as well as, with the Kern County Sheriff's Department to expand the referral program and discuss areas of cooperation.

- ii. remove obstacles and solve problems that block the achievement of self-sufficiency, (including self-sufficiency 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);**

CAPK's Board of Directors includes a representative from the Mayor of Bakersfield. He is a City of Bakersfield Police officer from the Crime Prevention Unit and has been active for over 7 years in the agency and keeps CAPK abreast of the needs of the community. He also disseminates information on the services offered by CAPK to the community as well as to other police officers on the force. Included in this information is a business card with 2-1-1 Kern program offering social services information free of charge. It is a one stop call for information.

2. Section 676(b)(1)(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

CAPK's Family, Youth and Community Services Division provides oversight of the Friendship House Community Center and the Shafter Youth Center. The CAPK Friendship House Community Center has been a neighborhood tradition in Southeast Bakersfield for over 40 years providing children, youth, families and seniors with a place to meet, receive much-needed social services, and a warm environment for social, educational and physical activities. Three generations of residents have grown up in and around the center and consider it to be a source of the strength in the community. In 2001, at the request of the Friendship House Board of Directors, CAPK assumed responsibility for the administration and operation of the Center. For several years CAPK operated the center with limited funds and ever increasing costs to maintain the facilities due to their deteriorating condition. In 2003, CAPK efforts generated the \$3 million in grant funding from the California Department of Parks and Recreation and the City of Bakersfield needed to construct a new facility. In 2005, the facility was demolished with hopes of being rebuilt by summer 2007. However, a number of challenges have delayed the project, including the California state budget crisis and funding freeze. Through perseverance and great tenacity, these challenges have been overcome. On December 2, 2010, the long awaited reconstruction of the Center began. The Center is scheduled to be reopened, with much community anticipation and support, in August 2011.

While the Friendship House has been in the reconstruction process, CAPK partnered with the Corporation for Better Housing to ensure continuance of assistance in the area and offer the 2010 Summer Youth Program for Southeast Bakersfield youth. The summer program operated five days a week for nine weeks, offering youth development, enrichment and recreational activities. In December 2010, CAPK received the green light from the State of California Department of Parks and Recreation to proceed with the re-construction of the Friendship House Community Center. Prior to this, funds had been frozen due to a state fiscal crisis.

The CAPK Shafter Youth Center (SYC) provides youth ages 6-21 with programs that focus on nutrition, recreation, education, and active healthy living. SYC is located at 455 E. Euclid Ave, Shafter, California 93263. Services are open to youth ages 6-21, free of charge Monday – Friday, 2:30-5:30pm (School Days); Monday – Friday, 8:00 - 5:00pm (summer). Programs for local youth include: Annual Boys & Girls Summit, Excel Club, Wii Stay Fit, Shafter PAL Boxing Workshops, Summer Nutrition Program (breakfast and lunch), reading, tutoring, math enrichment activities, team sports, and occasional youth dances.

(ii) After-school childcare programs.

In Shafter, CA the CAPK Shafter Youth Center, provides youth ages 6-17 the opportunity to engage in after-school enrichment activities. Participants are provided homework assistance and take part in recreational activities in a safe and supportive environment. Daily snacks are provided and services are provided on a first come first served basis. Participants must be at least six years of age and parent or guardian must complete a registration form prior to entry into the program. This program is free of charge. Days of Operation: Monday – Friday, 1:30pm-5:00pm.

Additionally, the Friendship House Community Center is expected to provide the Southeast Bakersfield community with an after-school program once it is opened in August 2011.

**3. Section 676(b)(1)(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).**

CAPK staff serves on a number of community board of directors, neighborhood collaboratives, and local associations. CAPK staff is involved with the Workforce Investment Board (WIB); Kern County Homeless Collaborative; Vision 2020; Kern County Child Care Council; Southeast Neighborhood Partnership; 34th Street Partnership; Special Needs Collaborative, and city collaboratives in Arvin, Lamont, Greenfield, and Indian Wells Valley. Staff members are also part of the following:

- Kern County Network for Children
- Kern Health Services
- Kern County AIDS Advisory Board
- HIV Service Providers
- Adult Viral Hepatitis Statewide Planning Group
- Turning Point Community Advisory Board
- Substance Abuse Providers
- CCICS Change Agent Group
- Kern County Homeless Collaborative Steering Committee
- Homeless Census Committee
- HMIS Data Committee
- Kern County Mental Health Dept./Substance Abuse System of Care
- California Association of Food Banks
- Nutrition Education Consortium WIC Central California Region
- Promotoras
- California WIC Ambassadors
- Get Moving Kern
- Kern County Network for Children Global Imaging Systems (GIS)
- Breastfeeding Coalition
- Kern Comprehensive Cancer Awareness Partnership KCCAP
- Children's Health Initiative's Outreach and Enrollment Committee
- Network for Children's General Collaborative
- Early Childhood Council of Kern
- Kern County Comprehensive Economic Dev. Strategy Committee

This involvement assists in disseminating information regarding services offered by CAPK, learning about services provided by others, as well as minimizing or eliminating duplication of services. The results of these involvements are better coordination of services and ultimately a focused delivery of services to individuals and families in need.

In addition, the CAPK Food Bank relies on an extensive network of 102 pantry and commodity sites and 20 referral agencies and hundreds of volunteers throughout Kern County to accomplish the reach of its services. Pantry and commodity sites are an essential component to the CAPK Food Bank's service provision across Kern County. Fifty-seven (57) of the 102 pantry sites are located in the City of Bakersfield. Other sites are located in Arvin, Boron, Buttonwillow,

California City, Caliente, Delano, Frazier Park, Inyokern, Johannesburg, Lake Isabella, Lamont, Lost Hills, Maricopa, McFarland, Mojave, Ridgecrest, Rosamond, Shafter, Taft, Tehachapi, Wofford Heights, Wasco, and Weldon.

Attach a narrative description, with corresponding headings (i.e., 1. Section 676(b)(4):), of the agency activities for each of the Federal Assurances listed below:

- 1. Section 676(b)(4): 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.**

Last year, the CAPK Food Bank distributed over 7.9 million pounds of food to 95,736 unduplicated families throughout Kern County. This service is provided through a partnership with 102 pantry and commodity sites throughout the roughly 8,171 square miles that make up Kern County. Over the year, the Food Bank staff has worked tirelessly to promote healthy eating and increase access to fresh produce and other nutrient rich foods by Kern County's food insecure households. Last year, twenty-six percent (26 percent) of food distributed was in the form of fresh produce. Additionally, funding was secured to purchase of a new industrial fork-lift accessible refrigeration unit to increase the Food Bank's capacity to sustain the procurement of better quality foods.

In addition to increasing the amount of nutrient rich foods procured and distributed, the CAPK Food Bank collaborates with 14 health and social service organizations per month to provide monthly resource fairs. The monthly resource fairs were birthed in June 2010 out of the success of the annual Community Access to Nutritious Foods (CANF) community health fair. The fairs consist of cooking demonstrations, information on tobacco awareness and prevention, infant health, dental screenings, food stamp outreach, and more. Last year, the resource fairs saw participation from more than 1,510 clients and in November 2010, the CAPK Food Bank received the Kern Council of Governments' "Regional Award of Merit for Community Involvement" as a result of the success of the fairs. The award-winning monthly resource fairs provide an excellent opportunity to increase the knowledge, skills, and abilities of CAPK Food Bank clients to prepare healthy meals through cooking demonstrations, recipe pamphlets, and instruction on healthy eating. Thus far, the Food Bank has been able to implement the monthly resource fairs and nutrition activities at two commodity sites in Bakersfield; the Blessing Corner in zip code 93304, and New Life Church in zip code 93309. By providing

The CAPK Women, Infant, and Children (WIC) program provides vouchers for nutritious foods, nutrition education, and referrals to health and other social services to participants at no charge. WIC serves Kern County's low-income pregnant, postpartum and breastfeeding women, infants, and children up to age 5 that are deemed nutritionally at-risk by a physician. Women who participate or have family members that participate in other benefit programs, such as the Food Stamp Program, Medicaid, or Temporary Assistance for Needy Families (TANF), automatically meet the income eligibility requirement. Over the last year, WIC has also worked diligently to change the way it provides nutritious meal options its clients. In October 2010, for the first time in

30 years, WIC families can receive fruits, vegetables and whole grains with WIC. Now mothers and children can make healthier choices for healthier habits everyday. In addition to new foods, the CAPK WIC program launched a mobile office to reach outlying Kern communities where an expressed gap in the provision of WIC services existed. The WIC mobile travels to 12 sites throughout the county, once per month providing WIC vouchers for the purchase of healthy foods, breastfeeding support and pumps, and referrals to other services.

2. Section 676(b)(5): Entities will coordinate and establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals and to avoid duplication of such services and a description of how the State and eligible entities will coordinate the provision of employment and training activities, as defined in section 101 of such Act, in the State and in communities with entities providing activities through statewide and local workforce investment system under the Workforce Investment Act of 1998.

The CAPK 2-1-1 Information and Referral Services was created in 1997, to meet the emergency social service needs of the county. This service is essential to connecting social service providers with individuals seeking assistance. The referral service operates 24/7 for Kern County.

CAPK administers programs that offer case management services such as Head Start/Early Head Start, Pregnant Women's Program, Fatherhood Program, and HIV/AIDS Education, Prevention, and Testing Program to identify potential low-income individuals in need of services. Included in the case management services are assistance in securing employment, advancing their careers by furthering their education, and refining job search skills.

Individuals that need specific job skills are referred to the One Stops' Career Services Center/Employer's Training Resource. Career Services Center/Employer's Training Resource is the administrative arm of the Kern/Inyo/Mono Workforce Investment Board (WIB), which provides policy guidance. The WIB, through the involvement of community leaders from business, government, education, economic development, training, social services, and the non-profit community, develops workforce investment strategies to prepare and train the workforce for the needs of the business community. This effort focuses not only on pre-employment strategies (helping unemployed persons prepare for jobs) and employment strategies (helping them find jobs), but also on post-employment strategies (keeping jobs and helping workers boost their pay and responsibilities). CAPK's Executive Director currently sits on the WIB and is involved in the decision-making of vocational and educational training opportunities that will be provided to the Kern County community.

CAPK management and program staff are actively involved and communicate with government and social service programs to ensure a collaboration of efforts and resources.

CAPK has been very active and supportive of Cal/Neva, the association of California and Nevada Community Action Agencies, attending quarterly and annual conferences, conducting workshops and collaborating with member agencies exchanging program and administrative information. As well the agency has participated in national CAP conferences, providing workshops on self-sufficiency and marketing.

3. Section 676(b)(6): Will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that the emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in such community.

CAPK is the primary Community Service Block Grant (CSBG) funded agency serving the Kern County service area. The agency administers and coordinates activities for CSBG, Home Energy Assistance Program (HEAP), Low-Income Home Energy Assistance Program (LIHEAP), and Department of Energy (DOE) energy contracts. In order to increase participation by all communities within Kern County for the emergency energy programs, CAPK solicits assistance from a number of collaborative partners that work with low-income residents to disseminate information and recruit clients for energy services.

Services related to emergency energy crisis intervention programs under title XXVI [42 U.S.C. 8621 et seq.] (relating to low-income home energy assistance) include:

- utility payment assistance;
- weatherization repairs, weather-stripping, insulations;
- replacement of: doors, windows showerheads; and
- carbon monoxide alarms

In early 2010, CAPK in coordination with the Housing authority of Kern County entered into an agreement that utilizes ARRA funding to provide and install solar panels at the Housing Authority's Haciendas del Sol development. At no costs to residents, additional benefits include lower utility bills and reduction in the carbon footprint of the complex's single family homes.

4. Section 676(b)(9): Entities 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.

The CAPK Food Bank partners with 102 pantry and commodity sites throughout Kern County which include churches and other social service providers. In addition to partnering with pantry and commodity sites, the CAPK Food Bank collaborates with 14 health and social service organizations per month to provide monthly resource fairs. The monthly resource fairs were birthed in June 2010 out of the success of the annual Community Access to Nutritious Foods (CANF) community health fair. The fairs consist of cooking

demonstrations, information on tobacco awareness and prevention, infant health, dental screenings, food stamp outreach, and more. Last year, the resource fairs saw participation from more than 1,510 clients and in November 2010, the CAPK Food Bank received the Kern Council of Governments' "Regional Award of Merit for Community Involvement" as a result of the success of the fairs. Among the partnering organizations at the fair include:

- Kern Health Systems
- Anthem Blue Cross
- National Health Services, Inc.
- Kern County Public Health Services - Asthma and Nursing
- Planned Parenthood
- California Veterans Assistance Foundation
- Kern County Children's Dental Health Network
- Boys and Girls Club
- Greater Los Angeles Health Care Systems
- CAPK Family Health Center
- Career Services Center
- United Farm Workers Foundation
- Golden Empire Transit
- Stay Focused Ministry
- BRAVO Ministry
- Bakersfield Homeless Center
- Girl Scouts
- CAPK Head Start
- 2-1-1 Kern County
- CAPK - WIC
- Stewards Inc.
- Public Health Services –Tobacco Program
- Employment Development Services
- Kern County Public Health Services
- BARC
- Greater Bakersfield Legal Assistance
- Santa Barbara Business College
- KHSD/Career Resource Dept
- CAPK-VITA
- Goodwill

In addition to the coordination at the Food Bank level, CAPK relies on community members and leaders to assist with the needs assessment process for many of the funding opportunity that are pursued. In 2010, the agency conducted a Shafter community assessment that consisted of a Spaghetti dinner where community members and leaders were able to come together under one roof and discuss the issues that concerned them the most. Among those who participated were: Si Se Puede Learning Center, Richland School District, City of Shafter Mayor and other city council members, Shafter Police Department, and local residents.

5. Section 676(b)(10): Each eligible entity 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.

CAPK is governed by a 15-member volunteer Board of Directors which is legally required as a community action agency to include one-third membership for low-income residents or individuals representing low-income residents. Among the five low-income residents is the Head Start Policy Council President. The remaining four members are recruited and selected through a democratic process of elections in four areas of the county as defined by the boundaries of the municipal districts: Bakersfield, East Kern, North Kern, and South Kern. Potential representatives must certify by signature that he/she meets all eligibility requirements. Applicants are provided election rules and official petition forms and elections are held during the week. If no nomination papers are received by the deadline, the Board of Directors has the option of appointing a representative for the District consistent with eligibility criteria.

In addition, in the 52 childcare centers, parents of the children enrolled in the program participate in Parent Councils, one at each center, as well as, participating in six, Regional Policy Councils, and the main program Policy Council. Low-income parents in the programs participate in the design, implementation, and monitoring of the childcare program. As issues and concerns are raised, they are brought up the chain of command until a satisfactory answer or resolution to a problem is reached.

6. Section 676(b)(12): All eligible entities will not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System (ROMA), or 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 a description of outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization.

Since March of 2002, the agency has been reporting outcomes based upon the ROMA system. As of January of 2005, CAPK utilizes the National Performance Indicators (NPIs) to track outcome measures and performance.

CAPK participates in the Results Oriented Management and Accountability system of performance measurements for our Community Action Plan service outcomes. Although some funding sources require the use of their own performance measurement system, CAPK has developed an alternative system to produce the required demographic and outcome data to meet the needs of CSBG reporting.

7. Section 678D(a)(1) and Budget apply to a recipient of the funds under this subtitle.

(B):

CAPK maintains financial records that comply with the cost and accounting standards of the Office of Management and Budget. CAPK conducts a comprehensive agency-wide single audit. CSD representatives are provided copies of each audit and offered access to inspect financial files, processes, and systems.

The Board Chair and the Executive Director assures that CAPK will use CSBG funds in compliance with the Coates Human Services Reauthorization Act of 1998 and Public Law 105-285, and that the eligible beneficiaries will be as defined by California Government Code Section 12730(f). CAPK maintains financial records that comply with the cost and accounting standards of the Office of Management and Budget. CAPK conducts a comprehensive agency-wide single audit. CSD representatives are provided copies of each audit and offered access to inspect financial files, processes and systems. The Chairman of the Board of Directors and the Executive Director assures that the agency will use CSBG funds in compliance with the Coates Human Services Reauthorization Act of 1998 and Public Law 105-285, and that the eligible beneficiaries will be as defined by California Government Code Section 12730(f).

8. Section 676(b)(3) Provide a description of the service delivery system, for services provided or coordinated with funds made available through grants under section 675C (a), targeted to low-income individuals and families in communities within the State.

(A):

CAPK is the largest private non-profit organization in Kern County. The agency provides a wide range of social and emergency services to residents of Kern County, each of which establishes unique eligibility requirements. In general, programs offered by CAPK serve: low-income persons who are living at or below federal poverty level; individuals who receive or are eligible to receive SSI benefits; and families who receive or are eligible to receive TANF benefits; homeless; farm workers; low-income youth; and seniors.

While guidelines for various government programs such as CSBG, HUD, and CalWORKs are unique so that uniformity is challenging, CAPK recently took steps in meeting these state assurances. CAPK is in the process of implementing an agency-wide data and information management system. Developed specifically to meet the unique needs of CAAs, CAP 60 provides one of the most comprehensive and tightly-integrated Administrative and Data Management Program available. CAP 60 will provide program staff with secure on-site point of service access to an agency-wide consumer data base including intake, usage, eligibility and case management capabilities, among others.

Centralized outreach and marketing efforts are utilized to deliver a comprehensive message to the community about the range of services offered by CAPK. Part of this centralized marketing effort is the agency website located

at www.capk.org. The website provides a one-stop shop that allows users to access information on all services provided, eligibility requirements, and contact information to access the services of choice. In addition to the agency website, some programs have a Facebook page that assists with attracting donors, and promoting program services. The CAPK Food Bank was the first program to launch a Facebook page within the agency. The page has been a great success and has been instrumental to informing the public of the many outreach efforts committed by the food bank to advocate for hunger-relief and promote healthy eating and a healthy lifestyle. CAPK also has a dedicated Youtube channel that features public service announcements promoting agency programs and events such as awards banquets, check presentations, press conferences, etc.

The following is a summary of direct service programs

Child Education and Development Services (CEDS)

- Early Child Education - Administers Head Start, Early Head Start, Home Base, and State Preschool/Child Care; provides comprehensive child education and development services for income eligible children six weeks to five years of age, and their families.
- Fatherhood - Provides services to fathers or significant male role models of children ages zero to five years. Services are provided to assist fathers in bonding with their children, parenting skills, support groups and Case Management Services to enhance the family's stability.
- Pregnant Women - Provides supportive services for optimum health and infant development, through weekly visits and monthly socializations, promoting quality prenatal and postpartum care.

Health and Nutrition Division

- Women, Infants, and Children (WIC) - Temporary nutritional assistance and counseling for pregnant and non-pregnant women, men, and grandparents, who are raising infants and children who are nutritionally at risk.
- Food Bank - The third largest food bank in California, provides emergency food assistance through private and public donations. The food bank participates in the programs such as: Senior Brown Bag, Emergency Food Assistance, Emergency Food and Shelter, and Provider Pantries.
- Family Health Center - Providing primary health care to low-income residents regardless of their ability to pay. Services include newborn physicals, well-child assessments, immunizations/vaccines, OB/GYN services, infectious disease care, family planning services, geriatrics and adult medicine.
- HIV/AIDS - Education and Prevention HIV Outreach, Prevention and Testing Services are available to high risk individuals and substance users in treatment.

Family, Youth and Community Services

- Green Energy - Provides utility payment assistance to eligible low-income residents in Kern County.
- VITA Tax Preparation - Free tax preparation services to individuals and

families throughout Kern County. Services are provided year-round.

- Individual Development Account (IDA) Program - The IDA Program is intended to change long-term savings behavior among low and very-low income families through budgeting and assisting individuals and families to plan and provide for daily and emergency needs while saving for long-term asset goals such as buying a house, starting a small business or post-secondary education.
- Financial Literacy Program - Provides financial literacy classes to low-income clients to help them gain knowledge of budgeting, banking and savings options available to them.
- 2-1-1 Kern - Comprehensive computerized information and referral services to callers seeking assistance and/or information by linking them to appropriate service providers. Services are available 24 hours a day/7 days a week. Just pick-up the phone and dial 2-1-1.
- Shafter Youth Center - Educational and support services for children and adults in Shafter, including parenting classes, after school and summer programs with a focus on education, nutrition, recreation, and healthy living.
- Migrant Child Care Alternative Payment (MCAP) Program - Maintains a statewide childcare program, with entry into the program available in six counties (Kern, Tulare, Kings, Fresno, Madera, and Merced) followed by assistance statewide. The mission of this program is to provide children of migrant farm workers with a safe, nurturing, and educationally growing environment.
- Friendship House Community Center (FHCC) – Community center located in Southeast Bakersfield. With much anticipation, the center is scheduled to open in August 2011.

9. Section 676(b)(3) (B): Provide a description of how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations.

CAPK currently collaborates with many other service/faith-based organizations, county and city departments that provide services throughout the community. CAPK's HelpLine/2-1-1 Information and Referral Program provide information, referrals, and follow-up with clients in need of social services throughout the county.

In addition, CAPK staff participates in many committees throughout the county that support or pertain to their specific program and client base. These committees include the Head Start Community Committee, Homeless Collaborative, County Comprehensive Economic Development Strategy Committee, WIB, and the Kern County Voluntary Organizations Active in Disaster (KC VOAD). Participation in these committees provides valuable information on emerging needs and service.

10. Section 676(b)(3) (C): Provide a description of how funds made available through grants under section 675C (a) will be coordinated with other public and private resources.

CAPK is a large organization, employing roughly 750 people and administering over 54 separate contracts and grants. CSBG funds are used in two distinct

categories. The primary use of CSBG dollars is to fund a centralized administrative support system for the various contracts and grants from which services are provided. The Finance Division's services include centralized auditing, payroll, accounts payable, and accounts receivable. The same is true for the Human Resources Division, which coordinates all hiring, orientation, and benefits services for all CAPK staff. A Planning Research & Development Division coordinates all procurement, contracts, leases, information technology, grant writing and strategic planning within CAPK

The second use of CSBG funds is for direct program support for the Food Bank, 2-1-1 Kern, the Family Health Center, Shafter Youth Center, Friendship House Community Center, VITA and IDA programs. Funds are allocated from CSBG for salaries to support program staff. This direct support allows for thousands of individuals and families to receive direct services and/or referral services. Kern County's geographic size, 8,172 square miles makes it necessary for collaboration by the area's safety net system of care in order to remain effective. As the County's designated Community Action Agency, CAPK coordinates with over 600 social service agencies and private groups to provide services to the County's low-income residents. From these 600+ agencies comes over 1,300 programs and departments that support the needs of the low-income community.

**11. Section
676(b)(3)
(D):**

Provide a description of how the local entity will use the funds 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 effective parenting.

CAPK administers a Fatherhood program funded by the Head Start Grant and funds from First 5 Kern. The program focuses on engaging men to become involved in the lives, the education and development of their children. The scope of the program ranges from education and training to workshops, lectures, and one-on-one counseling.

CAPK collaborates with numerous other agencies within the county to pool resources and to ensure that the needs of the community are being met. The Fatherhood program operates in conjunction with and is funded by the CEDS childcare program and First 5 Kern. The program also receives support from the National Fatherhood Initiative. Training sessions, workshops, and seminars are offered to program staff that assists in providing parenting classes and bonding activities for the fathers. As well, many fathers are recruited to participate in training. Case management and home visits are offered through the CEDS, Fatherhood, and Pregnant Women's programs, family advocates, and case managers are required to make home visits to children's homes. Such home visits allow staff to gather first hand information that will assist them to prevent, reduce, and treat adverse health, social and economic conditions in the home.

Home visits coupled with parenting classes and other activities are designed to address the following outcome strategies: (1) decrease the rate of childhood

illnesses; (2) decrease behavioral problems; (3) reduce interventions by Child Welfare, Law Enforcement, and the courts; (4) decrease the use of tobacco and alcohol in families. Services provided by the CAPK's family advocates include linkages to supportive services, transportation, parent education, and access to no or low-cost health care.

The purpose of CAPK's MCAP program is to establish a system that provides seamless access to alternative payment options for childcare and development services to migrant children. To qualify for these childcare services, parents must move or have moved within a 12-month period to find agricultural work. Families can register in any of six Central Valley counties and thereafter be eligible to receive childcare services throughout the state. This unique regional program serves the "migrant community" parents who earn at least 50 percent of their income from agricultural work. While participating in the program, migrant parents also receive information about child development, home safety, and the social service network of the county in which they are living or working. Family Advocates in each county provide referral services to participating families.

As required by various contracts, a number of community assessments are conducted throughout CAPK. This includes major assessments for the CSBG and the Head Start contracts, as well as, smaller assessments limited in scope and geographic area for a particular program. Timing in conducting the various assessments created challenges in developing agency-wide goals. CAPK is in the process of realigning the strategic planning process to better coordinate needs assessments, self-assessments, and strategic planning to incorporate all CAPK programs in agency-wide goal setting.

The current CAP is being developed utilizing the Strategic Plan adopted in October 2010, and like other entities, CAPK utilizes community and self-assessments as the basis from which to lay a foundation for strategic planning. The unique needs of our assessments were included in the scope of this work and thus we are able to utilize this single countywide assessment for the CAP. Based on needs identified, funding for grants to support these activities are prepared, and as received are implemented into the delivery service to the community. Goals and objectives, eligibility, and reporting requirements vary greatly based on the funding source; therefore, CAPK seeks to implement programs to assist the greatest number of Kern residents.

**REQUIREMENT 4
STATE ASSURANCES
California Government Code**

Attach a narrative description, with corresponding headings (i.e., 1. Section 12730(h) :), of how your agency is meeting the State Assurances listed below:

- 1. Section 12730(h):** Eligible beneficiaries are the following: (1) all individuals living in households whose income is at or below official poverty income guidelines as defined by the United States Office of Management and Budget; (2) All individuals eligible to receive Temporary Assistance to Needy Families or Federal Supplemental Security Income benefits, and (3) Residents of a target area or members of a target group having a measurably high incidence of poverty and which is the specific focus of a project financed under this chapter.

1964 to fight America's War on Poverty. One year later, the Kern County Economic Opportunity Corporation, later known as Community Action Partnership of Kern (CAPK), was organized under the auspices of this groundbreaking legislation, to serve the low-income residents of Kern County.

CAPK is a non-profit 501(c) (3) agency, and is the designated community action agency for Kern County. The mission of the agency is to provide and advocate for resources that will empower Kern County low-income residents to become self-sufficient. Operating under the direction of a fifteen-member Board of Directors CAPK provides assistance to more than 140,000 low-income individuals and families of all ages and ethnic backgrounds each year.

Programs administered by CAPK to assist low-income individuals and families, the disabled, children, youth, and the elderly. All individuals eligible to receive TANF or SSI are eligible for assistance.

CAPK administers a wide range of programs, each of which establishes unique eligibility requirements. In general, programs offered by the CAPK serve: low-income persons who are living at or below federal poverty level; individuals who receive or are eligible to receive SSI benefits; and families who receive or are eligible to receive TANF benefits; homeless; farm workers; low-income youth; and seniors.

While guidelines for various government programs such as CSBG, HUD, and CalWORKs are unique so that uniformity is challenging, CAPK recently took steps in meeting these state assurances. CAPK is in the process of implementing an agency-wide data and information management system. Developed specifically to meet the unique needs of CAAs, CAP 60 provides one of the most comprehensive and tightly-integrated Administrative and Data Management Program available. CAP 60 will provide program staff with secure on-site point of service access to an agency-wide consumer data base including intake, usage, eligibility and case

management capabilities, among others.

2. Section 12747(a): Community action plans shall provide for the contingency of reduced federal funding. Provide your agency's contingency plan for reduced federal funding. Also, include a description of how your agency will be impacted in the event of reduced CSBG funding.

CAPK continues to experience funding reductions, fiscal uncertainty and instability at both state and federal levels. The Executive Director, Board of Directors and other agency administrators have been actively taking measures to monitor, assess and mitigate recent and potential reductions in funding. As a result of these efforts, in 2010 the agency created the **Community Action Partnership of Kern Strategic Plan 2011-2013** as follows:

Organizational Objectives and Strategies

People: Ensure the capabilities of clients, employees and volunteers

- Develop a performance-based culture that aligns individual and organizational results with rewards
- Create an environment that supports on-going learning among employees and volunteers to meet current and future organizational needs
- Enhance strategic leadership skills among the CEO and key staff members

Growth: Cultivate resources that support current and future organization needs

- Improve financial stability through alternative funding and contingency planning
- Implement an integrated outreach strategy that increases community awareness of the organization

Efficiency: Continually improve and innovate to maximize available resources

- Enhance the organization's accounting model
- Evaluate the efficiency and effectiveness of agency programs and processes
- Enhance organizational communication methods
- Implement an integrated information technology solution

Initial implementation activities included the creation of task teams made up of various levels of agency staff charged with carrying out their respective objectives. The initial four task teams include the Performance Evaluation Team, Indirect Cost Rate Team, Procurement Team and IT Plan Team.

Additional steps/measures initiated to mitigate the impacts of recent and potential reductions in funding while ensuring CAPK is prepared to accept these challenges moving forward, and continues to be in a position to provide the needed services to our community include,

- A review by Division Directors of the process and efficiencies of each area they oversee to ensure we are conducting our business as efficiently, and effectively as possible

- The development of strategic program plans by CAPK Analysts and individual program managers and staff that include: assessment of current and changing community needs, identification of short and long term goals, cultivation of partnerships for collaborative efforts, development of measurable objectives and program evaluation models. These efforts are being carried out for the purposes of enhancing program efficiency and effectiveness in service delivery, while increasing program viability in an increasingly competitive funding environment.
- Cost cutting measures, including: alternative, less costly strategies in addressing CAPK annual staff development events, review and consolidation of administrative positions and research into the available options and impacts of consolidating administrative and program facilities.

CAPK currently utilizes CSBG funds to support centralized administration for the many contracts and grants. Administrative functions include Finance, Human Resources, and Planning Research & Development. Strategies that may be implemented to address reduced CSBG funding include:

1. Identify the individual programs to which administrative costs can be charged directly;
2. Consolidation of administrative functions to reduce overall costs;
3. Review and adjust agency and programs priorities to ensure continued level of service and reconsider engagements into new ventures or projects;
4. Shift in funds may require termination or transfer of administrative staff to program positions, or administrative position within specific programs.

3. Section 12760: Community Action Agencies funded under this article shall coordinate their plans and activities with other eligible entities funded under Articles 7 (commencing with Section 12765) and 8 (commencing with Section 12770) which 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 grantees and the populations they serve.

CAPK is actively involved with other agencies in Kern that serve low-income residents and others in need that we serve. There is communication and exchange of plans, activities and delivery of services with stakeholders in order to minimize the duplication of efforts. For example the Director of our Child Education and Development Services program serves on the Local Investment in Child Care (LINCC) Leadership Committee which is made up of county childcare agencies and private and non-profit childcare providers to exchange information on best practices, strategies for dealing with service, the economy, rising costs as well as expansion plans. The Executive Director sits on the Workforce Investment Board to learn about job training opportunities and strategies, as well as, share information about the challenges to low-income residents.

In order to maximize the delivery of services and minimize duplication of efforts, CAPK is extensively involved in collaborative efforts with other nonprofits, government agencies, private sector, and faith-based organizations in Kern. Our involvement includes participating as board directors, on advisory boards, committees, focus groups, planning sessions, etc. Senior management conducts annual presentations to County Board of Supervisors and City Council officials to apprise them of the current services offered by CAPK and to solicit support for future activities. In addition, management staff makes presentations to county agencies, service organizations, and major corporations in Kern to solicit their involvement, support and participation.

DRAFT

**REQUIREMENT 5
DOCUMENTATION OF PUBLIC HEARING(S)
Government Code Section 12747(d)**

Agencies holding public hearings pursuant to this Article shall identify all testimony presented by the poor and shall determine whether the concerns expressed by that testimony have been addressed in the Community Action Plan (CAP). If the agency determines that any of the concerns have not been included in the CAP, it shall specify in its response to the CAP information about those concerns and comment as to their validity. (*Government Code 12747(d)*)

- 1. Attach a narrative description of the agency's public hearing process. Agencies should describe the methods used to invite the local community to the public hearings. Note: Public hearing(s) shall not be held outside of the service area(s).**

Hearings were conducted with the public in Shafter, California and in Central and Southeast Bakersfield to gather comments and concerns of area residents. Residents, business owners, elected officials and youth expressed areas of need, and the status of services offered by CAPK and their vision for the future of their communities. From the meetings CAPK staff utilized testimony in addressing concerns. Specifically the Shafter Youth Center Youth Advisory Board utilized testimony which was used in applying for funds to support youth activities at the SYC. And the Friendship House Community Center Advisory Board used the testimony to develop a Strategic Plan for the future operation of the FHCC. Grant writing staff is geared to seeking funding opportunities to satisfy these goals. This information is also incorporated into this CAP report.

A copy of the draft report was made available to all community members and residents within the service area. The draft copy was posted on the CAPK web site and email notification was sent to stakeholders, agencies and organizations representing and/or servicing the poor, as well as, others to express concerns and/or comments related to the report. All testimony provided during this process will be addressed as appropriate in the CAP Report final draft.

- 2. One copy of each public notice published in the media to advertise the public hearing.**

Please see attached copies of materials regarding public notices, hearings and opportunities for community and stakeholder input.

- 3. Attach a summary of all testimony presented by the poor and identify the following:**

In preparation of the 2012/2013 Community Action Plan (CAP) CAPK implemented a number of activities to encourage community input and support for this needs assessment. These activities included agency work groups, a community planning meeting and a community café,

On March 24, 2010 CAPK Executive Director, Low Income Sector Board Member, Director of Finance, Planning, Research & Development Director, Director of Family Youth & Community Services, Shafter Youth Center Program Manager, three Administrative Analysts and one

Researcher met to determine the course of the Shafter Community Assessment/Shafter Youth Center focus. A four minute photovoice of the City of Shafter created the Sunday before the meeting was presented and set the stage for the work group. An Appreciative Inquiry (AI) approach was selected as the methodology upon which to base the planning phase, implementation, and evaluation. Some of the benefits of youth development identified include:

- Improved Academics
- Better Career Opportunities
- Stronger Family Values
- Positive Attitude
- Impact/input on future of the community
- Opportunity to connect different generations
- In Youth able to make better choices (Reduce risk behaviors & delinquency)
- Increase Learning opportunities (Youth more aware of what's out there)
- Increased Self-esteem
- Increased Ownership of Community
- Build Work Ethics
- Build Physical & Mental Health
- Build physical & mental health of child

In addition to determining the benefits of youth development, the group identified the following strengths, weaknesses and opportunities of the SYC.

Strengths

Place for youth to gather; Resource Center (WIC, VITA, Commodities Distribution, HEAP, Summer Nutrition); Community Resources Services (ESL, Computer Lab, City of Shafter Evening Program, PAL Boxing Program, City of Shafter Exercise Program); Volunteer Opportunities (Youth & Adults); H.S. Community Service Credit; Parenting Classes (Court Mandated); Teen Pregnancy Prevention (Boys & Girls Summit); Physical Education (Basketball).

Weaknesses

Underutilized, not integrated or well conceived in establishing a presence as reliable and quality provider of services; must partner with local stakeholders, programs, services, faith-based organizations, service groups, educational institutions career services, local businesses; dwindling funding – not guaranteed; small staff; limited hours of operation; computer lab is outdated half of equipment is inoperable.

Opportunities

A focal point in the community with a community kitchen, gathering place; training center; College Extension Program; a place where people feel safe, a community garden, spray park, integrated multiservice delivery program.

Community Café

On April 9, 2010 a Community Café was held at the Shafter Youth Center (SYC). The Café creates the atmosphere of a restaurant in which people from the community are invited to come together to discuss issues, share concerns or questions over dinner. It is a unique approach to learning about a community by engaging stakeholders in direct dialogues. Fifty-one adults and

33 youth attended the event. A newspaper article appeared in the local Shafter Press announcing Shafter Youth Center to host the First Annual Community Dinner. In addition, a team of youth and agency staff canvassed the neighborhood to solicit community attendance. The three main objectives of the event:

1. Engage community stakeholders in meaningful discussions about the community
2. Identify major issues a community faces
3. Establish relationships between Community Action Partnership and the community.

Community comment sheets were strategically placed along the walls of the SYC. Volunteers staffed each question/comment sheet posted along the wall and assisted participants in documenting their responses. Questions were provided in English and Spanish. The following eight questions and answers are as follows:

1. What places do you go to feel safe? (*Que lugares visitas para sentirte seguro(a)?*)

Responses: Home, Youth Center, Church, friends' house, School Counselor, Mentoring Club, Hang out with friends, the pool, events where adults don't let bad people go, Si Se Puede Learning Center (United Farm Workers Housing Complex After School Program), stay in neighborhood, basketball courts

2. What are the biggest health concerns in Shafter? (*Cuales son las preocupaciones mas grandes de salud en Shafter?*)

Responses: Teen pregnancy, Air quality, lack of health care/familias sin seguro medico, lack of youth counseling, obesity, diabetes, boys need condoms, unsafe sex, drug use, underage drinking, depression, suicide, mental health issues, neighborhood watch, speed bumps in residential areas, pesticides, water quality, healthy restaurants, we need a nutritionist, town getting sloppy.

3. Who do you trust/respect in your community? (*En quien confias o a quien respetas en tu comunidad?*)

Responses: Mom, parents, Shafter Police, family, teachers, Police Activity League (PAL) and Coaches, friends, Pastors in our churches, Stephanie and Bonnie (SYC staff), Boxing Team, Mayor Prout, Alexis @ Wasco Newspaper (Shafter Press)

4. What do you like about the City of Shafter? (*Que te gusta de la ciudad de Shafter?*)

Responses: Boxing, library, nice people, small town, not much crime, high school, the General Shafter Hamburger Stand, Frosty King, great people, great family atmosphere.

5. What is the one thing you would like to change about Shafter? (*Que es una cosa que te gustaria cambiar en Shafter?*)

Responses: We need our own boxing gym, less teens getting pregnant, more teens seeking higher education, services for high-risk youth, self-esteem building, service learning projects, more tutoring programs, career training programs & assistance, cultural murals, Shafter needs an officer to directly communicate with Spanish speaking community like "el Protector", Need transportation for individuals in wheelchairs, more healthy restaurants, a "good McDonalds", bowling alley, skating ring, theatre, a skate park, for the community to come together as one, more jobs & training resources to access new jobs of the future, more entertainment, for the Youth Center to have a swimming pool & safety, would like to change Si Se Puede Learning Center so more

people can come (limited to residents of housing complex), respect ones mail box, fences, each other.

6. What services do you use the most in Shafter? (*Que servicios usas mas en Shafter?*)

Responses: PAL Boxing, schools, park, health clinic, Healthy Start, Youth Center, food/restaurants, job training, none because there is no afterschool programs and I have to take my child to another school district.

7. What services would you like to see at the Shafter Youth Center? (*Que servicios te gustaria ver en el Centro Juvenil de Shafter?*)

Responses: Arts & crafts, Teatro/teatre, parenting classes, youth counseling, family counseling, ESL and Citizenship after 6:00 pm, GED classes, access to preschool, young fathers classes, family programs, community involvement with youth, mentoring, tutoring assistance, youth counseling, job opportunities, Mexican/folkloric dancing, music/guitar, mural painting, silk screening, entertainment, "Cada Cabeza es un Mundo" Curriculum, weekend movies, fundraisers to take kids swimming, tamale cook-off, playground, PAL Boxing, basketballs, water slide.

8. What do you think about the Shafter Youth Center? (*Que piensas acerca del Centro Juvenil de Shafter?*)

Responses: I love/like to play basketball, boxing, and more activities for skateboarders, Center not utilizing greatest resource – their kids, need Service Learning Projects, funding not being looked for, it's unreasonable to think that the Center will be for everyone, my son is afraid to come because the older kids are not separated from the small ones and no one to help do academics, need to help to fight keep Shafter Youth Center open and expand, good for kids in the community, it's big, good idea, I think it's a good place but does need some improvement with supervision, I think the Shafter Youth Center has a lot of great games and you get to draw – so fun, awesome place to hangout and play, this is a wonderful place with real activities children can come to and be safe. I really like the boxing, great facility projects to include high-risk youth prevention & gang involvement, it's an okay thing to come to...fun but boring, playing b-ball at the youth center with the homies, I like everything about the youth center, nice place, graffiti should be taken off (bathroom) walls as soon as it is put up, great thanks for investing in the boxing program.

South East Bakersfield

On Thursday April 22, 2010 a South East Bakersfield Assessment Planning meeting was held for the purposes of 1) developing a common understanding of "Southeast Bakersfield" as a community 2) defining common the geographic boundaries to be used to define "Southeast" Bakersfield 3) sharing knowledge; discussing perceived attributes, challenges of and assumptions about Southeast Bakersfield and 4) identification of 3-4 agency goals for the next 3 to 5 years in program planning and services at the Friendship House Community Center. Executive Director, Board Member 16th State Senatorial District Rep., Director Family, Youth & Community Services, Director, Planning Research & Development, Shafter Youth Center Program Manager, three Administrative Analysts, Researcher and Administrative Assistant were present. From this engagement, the following was identified.

South East Bakersfield Is

Vocal	Changing	Lots of Churches
Vacant Lots	No stores	New Housing Developments
Limited Resources	Young children	No recreational facilities
Lack of Infrastructure	Lots of pot holes	Limited crosswalks
Seniors	Forgotten Community	Potential for Development
Largely Hispanic Population	Historically African American	

South East Bakersfield Major Attributes

Multicultural	History	Access to Hwy 58
Affordable Housing	In-fill Housing	Food Bank
Community Pride	Horses	Ranchettes (family farm)
Friendship House	Vacant Land	Warehouses
Industrial Parks	Parks	Churches
Grassroots Community	Community Theatre	
Pete Parra Child Dev. Ctr.	Community Support	

South East Bakersfield Strengths

Room for Growth/Not Overpopulated	New Construction FHCC
Desire for Programs & Activities	Community wants Positive Change
Politics/Activism	Active Community Members
Attention of County & City – On the Radar	Good Community to Study

South East Bakersfield Weakness

Crime (gangs)	Poor education	Rural Community
Predominately low-income	Truancy	Single Parents
No Political Will	Reliance on Public Assistance	
Undesirable Housing Conditions		

Lack of, or inadequate infrastructure (potholes, no street lights, no sidewalks); transportation parent involvement; safe facilities; shopping centers; employment opportunities

On Friday, May 21, 2010 in collaboration with Corporation for Better Housing (CBH), eleven youth between the ages of 9 and 15 were brought together and the CBH Camellia Village Community Center to provide input and perspective on issues in their neighborhoods and community.

Southeast Bakersfield Is

Boring- no place to go
 No swimming pool, no parks or places to play

Come to Camellia Village to hang out with friends

Dangerous because there's no bus stops and no shade to stand under when you're waiting for the bus

Vacant lots

No stores, markets, places to shop

Kids play in the street

Like to come to Camellia Village for arts & crafts, go on trips

Like to watch movies

Church has barbecues & picnics

Trucks drive by here going really fast – kids get run over

My Interact Club could get involved in community projects around here

On August 5, 2010 a Community Barbecue was held at the Martin Luther King Center at 1000 S. Owens Street in South East Bakersfield. The event provided a unique opportunity to engage stakeholders in direct dialogues, in which community members were invited to come together to discuss issues, share concerns or questions over dinner. It is a unique approach to learning about a community by engaging stakeholders in direct dialogues. Flyers were distributed throughout the neighborhood and email notification to local non-profit and social service organizations.

On August 20, 2010 a Back to School Barbeque was held at the CBH Camellia Village Community Center located Southeast Bakersfield. In partnership with the CBH and Canyon Hills Church, the barbeque created a picnic like atmosphere in which people from the community were invited to come together to discuss issues, share concerns or questions over an outdoor dinner. Twenty-one adults and 39 youth attended the event. Corporation for Better Housing staff assisted with promoting the event by distributing flyers to all residents in the Camellia Village Communities. The primary objectives of these engagements were 1) engage community stakeholders in meaningful discussions about the community 2) Identify major issues and needs of community members and 3) establish relationships between CAPK and community members.

4. Attach a narrative description of other methods the agency used to gather information regarding the needs of the community (i.e. surveys, public forums, etc).

Additional methods used to gather information regarding the needs of the Kern county residents include demographic research and data analysis; community surveys; review of current and past partner agency reports; community engagements, including community collaborative meetings, community barbecues and Head Start Parent Advisory Committee meetings, research and documentation to the 2011-2012 Head Start Community Assessment; and the Friendship House Community Center- Community Advisory Board.

REQUIREMENT 6 MONITORING & EVALUATION PLAN

Attach a narrative description of the specific method(s) of evaluation, frequency, and monitoring that ensures program and fiscal performance in accordance with the objectives in the agency's Community Action Plan.

The monitoring and evaluation plan shall ensure the following:

1. Data is collected to measure the progress of the agencies goals.

Monitoring and evaluation is focused in two areas; programmatic and financial. Program monitoring and evaluation are components in each of the agency's grants which allow staff to track and measure program performance, document achievements, and compare with stated program goals and objectives. Each program utilizes their unique method of collecting data, as required by the grant in order to document the success in the program.

There are a number of tools used to track and record services rendered, and results of the services. As individual grants often require use of their software system to track client services, CAPK has developed databases to summarize individual performance into a uniform reporting, which is used in submitting CSBG reports to CSD. Financial monitoring and evaluation is performed at the program level and by the Finance Division. The program managers initiate all requests for expenses including staffing, operating costs, check requests, purchase order, etc. On a monthly basis the Finance Division prepares financial statements that are available to the program staff and are presented monthly to the Board of Directors. The Finance Division is responsible for submitting financial statements to CSD. The Finance Division coordinates various program audits, as required, and the annual, single, agency-wide audit by an independent certified public accounting firm.

CAPK manages a diverse array of programs consequently; data collection tools are just as diverse. Many programs have multiple funders that use program specific software, other funders require the program to input data using online applications or through a web portal. Other funders do not do required specific data collection tools and programs opt to have the Partnership's IT staff design data collection tools for them. CAPK reports on 28 of the CSD's NPI indicators, many programs report on several different indicators and some indicators have as many as five programs reporting on one projection. To ensure consistency with such a diverse set of reporting tools and to monitor progress towards the Partnership's NPI projections, the Partnership has developed a program matrix tool for data collection. The matrix tool documents projections and progress by each program and the projections and progress by each NPI. The matrix tool is further broken down by program where several programs can report on the same indicator and each program can see their own progress to their own projections at six and twelve months intervals.

The matrix tool is disseminated to senior staff and program managers four weeks prior to the end of the reporting period. After the ending of the reporting period, each program creates a NPI indicator report, documenting their outcomes on the matrix tool and returning the tool to the Director of Family and Community Services. Every program reporting on projections are required to submit the reports used to obtain the NPI projections as backup documentation.

To ensure that the supporting documentation is accurate, CAPK has implemented quality assurance and retention plans. The Director of Family and Community Services is responsible for collecting, maintaining and verifying documentation used to substantiate the program and aggregate totals reported for each CSBG NPIs. The supporting documents are stored at the CAPK's main office and are easily accessible for review. Reporting and monitoring procedures are reviewed on an ongoing basis to ensure appropriate controls are in place at the program and aggregate reporting level.

In order to reflect accurate client numbers for the CSBG reports the following have been implemented:

- 1) The responsibility for preparing CSBG reports is with the Director of Family and Community Services. Reporting and monitoring procedures are reviewed on an ongoing basis to ensure appropriate controls are in place within individual reporting programs.
- 2) Training on procedures for affected program staff are conducted at regularly scheduled intervals and prior to reporting dates.
- 3) The Director of Family and Community Services will schedule periodic monitoring of reporting programs for the CSBG contract to ensure timeliness and accuracy of data.

2. Ensure that reports are prepared and submitted to CSD in accordance with contract requirements.

Training notifications are sent to Directors and Program Managers four weeks before the end of the reporting period. Training sessions include a review of the indicators, requirements of the indicators, copies of the program matrix tool showing each programs goals and if applicable, the 6-month reported projections followed by a question and answer forum. Anyone needing additional help can schedule for a one-on-one meeting with the Director of Family and Community Services.

Program Managers are required to submit their reports by email and submit all backup documentation to the Director of Family a Community Services no more than one month after the end of the reporting period. The data collected is aggregated for each indicator reported on. Final totals are entered into the required forms and submitted by email to Community Service and Development, CSBG unit. The data is audited for any errors and/or inconsistencies are corrected if needed.



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Public Documents and Agendas

Public Documents

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- [2-28-10 Pension Audit](#)
- [6-30-10 Audit Report](#)
- [5-13-11 Election for Low-Income Board Member](#)
- [6-06-11 Community Information Profile & Needs Assessment - Draft](#)

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THE Shafter PRESS

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Shafter Scenes

Ideas...

Do you have a story idea for the paper? Is there something that you want to see covered? If so, contact the editor by emailing to shafterpress@earthlink.net, calling 746-4942, or dropping by the office.

Relay for Life

Wasco/Shafter Relay for Life Team Captains Meeting will be held on Tuesday, April 6 at the Wasco High School Library at 5:30 p.m. Very important meeting with lots of information to give out! Committee Meeting following at 6:15 p.m.

Basketball

A 3-on-3 Basketball Tournament will be held during the Wasco/Shafter Relay for Life on April 24-25 at Wasco High School. Register today! Information and Registration form may be picked up at the Wasco Chamber of Commerce office or at the Wasco Parks and Recreation office. For additional information contact Kenneth Chappel, 945-3060 or Warren McDaniel, 758-3490.

Bilingual Good Friday Service

Pastor Epifanio Bernal of La Rosa De Saron and Pastor Dave Moorhead of New Hope Community Church will minister a community bilingual Good Friday service on April 2 at 7 p.m. at La Rosa De Saron, 154 Tulare Avenue in Shafter. All are welcome to come and celebrate Good Friday in worship.

Richland Students

All Richland School District campuses will be open in regular session on Monday, April 5. This date was on the original school calendar as a non-student day, however, due to the school closure for Fog on Feb. 3, 2010, April 5 will now be used as a make up day. The District applied for a waiver from the California Department of Education, but was subsequently denied.

Minter Field Fly-in

The Second Annual Minter Field Air Museum Fly-In, celebrating Kern County's 100th year of Aviation will be held on April 17

Kern County Association of Cities visits Shafter's Bugsel

By Alexis Stokes

The Kern County Association of Cities, a collaboration of the many communities in Kern County meets every other month, in a location around Kern County, generally going down the list alphabetically.

Last Thursday evening, the KCAC meeting was hosted by the City of Shafter and was held at Insect Lore.

Guests were treated to chocolate-covered insects, which were not in stock at Insect Lore but were ordered especially for the occasion.

"It's an organization we really



The Kern County Association of Cities met on Thursday evening at Insect Lore as the members of most Kern County cities joined for the bi-monthly meeting.

can't go without," Mayor Cathy Proutime we meet to discuss county-wide issues.

Another aspect of the meeting was to create a social sphere throughout the county. During the dinner from the Kern County Board, who gave regarding the current state in Kern County representative from California Cities.

"Our representative ballot item which is on the agenda in the coming Prout. The item was at a recent Shafter meeting."

John White, operations manager at Insect Lore, was also on hand to discuss the business, reception and how Insect Lore is doing.

Members from Shafter and staff around the table attended the evening. Shafter's own county manager John Prout and other city staff members of city staff were also present.

Youth Center to host first annual Community Dinner

The Community Action Partnership of Kern (CAPK) is hosting the First Annual Free Community Dinner on Friday, April 9, 2010 from 5:30 p.m. to 7 p.m. at the Shafter Youth Center, 455 E. Euclid Avenue. Reserve your space for a delicious spaghetti and meatball dinner by calling (661) 746-8235.

The Community Action Partnership of Kern is a private, non-profit 501 (c) (3). Our mission is to provide and advocate for resources to empower Kern County residents to become self-sufficient. The Community Action Partnership services include: Head Start and Early Head Start, Home Base, Food Bank, 2-1-1, Family Health Center, WIC,

VITA (Volunteer Income Tax Assistance), Green Energy Program, Migrant AP Childcare Program and Shafter Youth Center.

Impact Teen Driving training

Representatives from schools,



Seniors from Shafter's Golden Living Center visited Mannel Park Friday afternoon during the beginning of the spring weather to enjoy a picnic. The seniors were accompanied by Golden Living Staff, Bakersfield College Nursing Assistant students and family members. Staff member Betty said that as the weather stays nice residents will be taking more visits throughout the community.

Richland School District lessens number of possibly affected teachers

By Alexis Stokes

Originally, Richland

certification and were removed from the list. Leaving the potential for 19 Full time positions to be reduced, with 16 layoffs if those positions cross over from tempo-

opening presentation regarding some of the Richland Teachers who may be laid off, as well as what they could lose should their job be reduced by the district.

teria, transporator 25 percent to support and 27 percent of teachers. The presentation the teachers st



Espagueti Con Albóndigas

El Centro Juvenil de Shafter lo invita
cordialmente a cenar con nosotros.

Fecha: Viernes, Abril 9, 2010

Hora: 5:30 p.m. - 7:00 p.m.

Lugar: Shafter Youth Center

455 E. Euclid Ave

Shafter, CA 93263



Reservaciones 661.746.8235

**Gracias a Giovanni's Italian Eatery
CENA COMUNITARIA GRATIS**



Spaghetti & Meatballs

The Shafter Youth Center cordially invites you
to come have dinner with us.

Date: Friday, April 9, 2010

Time: 5:30 p.m. - 7:00 p.m.

Location: Shafter Youth Center

455 E. Euclid Ave

Shafter, CA 93263

RSVP 661.746.8235



**Thank You Giovanni's Italian Eatery
FREE COMMUNITY DINNER**

Community Barbecue



Thursday, August 5, 2010

5:30 - 7:30 p.m.

Martin Luther King Center

GYM

1000 S. Owens



Bringing the community together.



Barbacoa Comunitaria



Jueves 5 de agosto, 2010

5:30 - 7:30 p.m.

Centro Martin Luther King

Gimnasio

1000 S. Owens



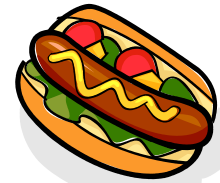
Uniendo a la comunidad.



Back-to-School



Bash



and

Community Barbecue

Friday, August 20th

4:30-6 pm

Camellia Community Center

1760 Cheatham Ave

*****FREE School Supplies and Raffles*****

Sponsored by:

