DATE	May 15, 2024
TIME	12:00 pm
LOCATION	CAPK Administrative Office Executive Conference Room 1300 18th Street, 3rd Floor Bakersfield, CA 93301

Program Review & Evaluation Committee Agenda

1. **Call to Order**

2. **Roll Call**

Ana Vigil (Chair)	Fatima Echeverria	Yolanda Ochoa
Jimmie Childress	Gina Martinez	

3. **Public Comments**

The public may address the Committee on items not on the agenda but under the jurisdiction of the Committee. Speakers are limited to 3 minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.

4. **Program Presentation**

   a. M Street Navigation Center presented by Laurie Hughey, Program Administrator ***(p. 3-10)***

5. **New Business**

   a. April 2024 Program Reports – ***Action Item (p.11-53)*** — Pritika Ram, Chief Business Development Officer
      1. Housing & Supportive Services
         - Coordinated Entry Services (CES)
         - M Street Homeless Navigation Center
         - CalAIM – Homeless Services
         - Adult Re-entry Program
      2. Health & Nutrition Services
         - CalFresh Healthy Living
         - Food Bank
         - Migrant Childcare Alternative Payment (MCAP)
         - Women Infant and Children (WIC)
      3. Youth & Community Services
         - East Kern Family Resource Center (EKFRC)
         - Oasis Family Resource Center
         - Energy, Weatherization & Utility Assistance
         - Friendship House Community Center (FHCC)
         - Shafter Youth Center (SYC)
         - Volunteer Income Tax Assistance (VITA)
      4. Operations
         - Maintenance
         - Information Technology
         - Data Services
         - Risk Management

5. Community Development
    - Grant Development
    - CAPK Foundation
    - Outreach & Marketing
    - 211 Kern Call Center
    - Community Schools Partnership Program (CSPP)

b. April 2024 - Application Status Report & Funding Profiles – ***Action Item (p.54-59)*** — Karen Vazquez, Senior Community Development Specialist

    a. Application Status Report
    b. Funding Profiles
        i. Volunteer Income Tax Assistance, Internal Revenue Service
        ii. Nourishing Neighbors, Albertsons Companies Foundation
        iii. Community-Based Organization Arrears Case Management Pilot, Pacific Gas and Electric Company
    c. Small Funding Profiles ($50,000 and under)

c. San Joaquin County of Education Funding Application for California State Preschool Program funding – ***Action Item (p.60)*** — Jerry Meade, Assistant Director of Head Start - Program

d. April 2024 Head Start/State Child Development Division/Program Monthly Activity Report - ***Action Item (p.61-62)*** — Carol Hendricks, Enrollment and Attendance Manager

e. CY 2023 Community Services Block Grant (CSBG) Annual Report– ***Info Item (p.63-98)*** — Pritika Ram, Chief Business Development Officer; Ryan Dozier, Information Technology Administrator

6. Committee Member Comments

7. Next Scheduled Meeting

Program Review & Evaluation Committee
12:00 pm
June 12, 2024
CAPK Administrative Office, Executive Conference Room
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

8. Adjournment

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 1300 18th Street, 3rd Floor Bakersfield, CA and online at www.capk.org by 12:00 pm, May 10th, 2024. Annelisa Perez, Outreach & Communications Supervisor.

capk

Community Action Partnership of Kern

Helping People...Changing Lives.

M Street Navigation Center

2900 M Street, Bakersfield, CA 93301

Program Summary

147 beds & Shelter Services	Adults 18 & Up	Food	Clothing
Personal hygiene items	Laundry services	Personal possession storage	Pet care and Kennels

Ending the Homeless Crisis in Kern

- Financial Literacy
- Substance Abuse
- Mental Health services
- Dental/Medical
- Bible Study, Relapse Prevention
- Public Defender
- Seeking Safety, Anger Management
- M Street Café
- Medi-Cal Assistance
- Department of Human Services
- Recycling Lives
- Project Hire-Up
- Vita

Program Highlights—Housing IS THE GOAL! 5/2020-4/2023

- TOTAL CLIENTS SERVED: 4116
- M STREET-3671
- SAFE CAMP-445
- TOTAL PLACED IN PERMANENT SUPPORTIVE HOUSING: 344
- M STREET-310
- SAFE CAMP-34

Welcome Home!

M STREET NAVIGATION CENTER

Laurie Hughey
Program Administrator
(661) 501-2601,
lhughey@capk.org

May 2024 PRE Committee

April 2024 Program Monthly Reports

Housing and Supportive Services

Coordinated Entry Services
M Street Homeless Navigator Center
CalAIM - Homeless Services
Adult Re-entry Program

Community Action Partnership of Kern
Monthly Report 2024

Month	April-24	**Program/Work Unit**	Coordinated Entry Services (CES)
Division/Director	Rebecca Moreno	**Program Manager**	Joseph Aguilar
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

Coordinated Entry Services (CES) is the system to assist communities in ending homelessness by providing a clear and systematic pattern for helping individuals to quickly access the most appropriate services available through standardized access, a standardized assessment process, and a coordinated referral (match) process for individuals to preventions, housing, and/or other related services. The following counties are currently being served by CAPK CES, Kern County.
The Coordinated Entry System (CES) process will support the encampment proposal. The strategy will expedite the housing process by creating an Encampment by Name List and an encampment match call with collaborating partners to review status, barriers, and match encampment residents to permanent housing units and/or housing resources identified.

Homeless Referrals/Assessments (SRV 7c)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	2,864	10,823	20,000	14%	54%
Number of applicants who received a response within 24 Hours	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Kern County	2,290	7,858	16,000	14%	49%
Pending Assessments	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Number of clients without initial contact by the end of the month.	30	47	240	13%	20%
Among clients from the preceding month, the average duration (days) to reach those who are still pending.					

Encampment Resolution - Pending	Month	YTD
Number of Clients Served	68	68
Matched to Housing Subsidy (i.e., voucher, rapid rehousing or physical location) (SRV 4m, 4o)	27	27

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1. Optimize the use of existing access points in rural areas of Kern County.	East Kern is now a drop in center and will be serving Cal-AIM. Training staff member will begin in May.
2. Increase staff recruitment and retention.	Received notice of funding for more staff

3. Among clients from the prior month, the average time taken to reach pending clients is currently 15 days, attributed to high call volume and limited staff. The objective is to achieve client contact within 5 days of the initial request.	Received notice of funding for more staff
Program Highlights	

Community Action Partnership of Kern
Monthly Report 2024

Month	April-24	**Program/Work Unit**	M Street Navigation Center
Division/Director	Rebecca Moreno	**Program Manager**	Laurie Hughey
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

CAPK operates the 147-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals, showers, laundry and an array of mental health, medical care, dental and economic resources to un- sheltered individuals with pets and partners.

Shelter Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)	119	481	1,500	8%	32%
Total Clients Served	190	794	2,400	8%	33%
Pets (i.e., kennel, emotional support assistance and service pet)	8	52	75	11%	69%
Residents Under 90 days length of stay	73	293	800	9%	37%
Exits to Permanent Housing (FNPI 4b)	6	27	114	5%	24%
Exits-Self	18	88	150	12%	59%
Exits-Involuntary	54	204	700	8%	29%
Case Management Services (SRV 7a)	853	2,452	8,000	11%	31%
Critical Incidents	41	171	250	16%	68%
Shelter Residents Meals (SRV 5ii)	6,859	29,904	70,000	10%	43%
Number of Volunteers *(duplicated)*	126	461	100	126%	461%
Volunteers Hours *(duplicated)*	201	746	3,000	7%	25%
Safe Camping	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Total clients served (SRV 7b)	84	328	500	17%	66%
Current client census	50	214	300	17%	71%
Meals (SRV 5ii)	2,736	11,261	20,000	14%	56%
Pets	16	57	75	21%	76%
Clients moved to Shelter (SRV 4m)	1	5	15	7%	33%
Exits to Permanent Housing (FNPI 4b)	3	7	20	15%	35%
Exits-Self	16	28	50	32%	56%
Exits-Involuntary	4	34	75	5%	45%
Critical Incidents	6	21			
Safe Parking	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Total clients served	12	50	30	40%	167%
Current client census	12	50	25	48%	200%
Clients moved to Shelter (SRV 4m)	1	2	10	10%	20%

Explanation (Over/Under Goal Progress)

One client transferred into M street this month.

Program Strategic Goals	Progress Towards Goal
1. Number of clients participating in job training program, (i.e., Project Hire-Up, financial Literacy, Recycling Lives, Open Door Network).	3 clients working in the community.

Community Action Partnership of Kern
Monthly Report 2024

2. Increase job retention/recruitment at M street by (1) developing job descriptions that accurately reflect job performance and (2) regrading/classification of job descriptions.	Job Descriptions are under review.
3. Increase the number of clients who transition to permanent housing by 10% from the prior year (2023 - 114 clients) to 120 clients.	Pending

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	9
25 - 34	36
35 - 44	49
45 - 54	36
55 - 61	38
62+	22
Total:	**190**

Race Demographic	Month
American Indian or Alaska Native	3
Asian	1
Black or African American	41
Hispanic/Latina/e/o	24
White	66
Multiple races	55
Client Don't know / Refused	
No Answer	
Total:	**190**

Gender	Month
Female	78
Male	112
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	**190**

Zip Code	Month	Zip Code	Month
93301	26	90044	1
93302	1	93250	1
93304	13	93501	1
93305	19	93022	1
93306	8	93257	1
93307	22	96001	2
93308	16	93555	1
93309	8	94964	1
93311	1	93263	1
93312	1	93268	1
93313	3	93561	2
93314	3	93280	3
93385	1	30011	1
90212	1	86351	1
93504	1		
93212	1		
93215	2		
93711	1		
93714	1		
93241	1		
93534	1		
Not specified	41		
Total			**190**

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	5
25 - 34	17
35 - 44	18

Zip Code	Month	Zip Code	Month
93301	16		
93304	8		
93305	12		

45 - 54	30
55 - 61	8
62+	6
Total:	**84**

Race Demographic	Month
American Indian or Alaska Native	2
Asian	0
Black or African American	8
Hispanic/Latina/e/o	5
White	46
Multiple races	23
Client Don't know / Refused	
No Answer	
Total:	**84**

Gender	Month
Female	33
Male	51
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	**84**

93306	2		
93307	7		
93308	11		
93309	6		
93311	1		
93312	3		
93314	1		
93215	1		
95322	1		
93501	1		
94804	1		
93555	1		
93263	3		
93275	1		
Not specified	8		
Total			**84**

Program Highlights
Three individuals were housed from Safe Camp and one transferred into M Street, and one from Safe Park transferred into M Street.

Community Action Partnership of Kern

Monthly Report 2024

Month	April-24	**Program/Work Unit**	California Advancing and Innovating Medi-Cal (CalAIM)
Division/Director	Rebecca Moreno Director of Community Services	**Program Manager**	Joseph Aguilar
Reporting Period	January 1, 2024 to December 31, 2024		

Program Description

CalAIM is a new initiative by the Department of Health Care Services (DHCS) to improve the quality of life and health outcomes of Medi-Cal beneficiaries by implementing broad delivery of system, programmatic, and payment system reforms. A key feature of CalAIM is the introduction of a new menu of “in lieu of services” (ILOS), or Community Supports, which, at the option of a MediCal managed care health plan (MCP) and a Member, can substitute for covered Medi-Cal services as cost-effective alternatives. MCPs will be responsible for administering Community Supports. For this partnership, CAPK would serve as a Community Support providing rental assistance.

Housing Transition Navigation Services	Month	YTD Goal	Annual Progress		
Number of Clients Currently Served	502	1,800	28%		
Number of Referrals Received (SRV 7c)	101				
Number of Enrollments	48				
Number of services per client per month (i.e., one-on-one case management, landlord engagement, obtaining vital documents) (SRV 7a)	883	1,950	8,100	11%	24%

Housing & Furnishing Deposits (SRV4d)	Month	YTD	YTD Goal	Month Progress	Annual Progress
One-time use up-to $5000 per client (includes housing deposits, furnishing, appliances)	12	28	40	30%	70%

Housing Tenancy and Sustaining Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of clients secured placement (SRV 4o)	12	25	110	11%	23%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1.) 3 FTE HN to establish caseload (1:35) by 2/1/2024	Completed
2.) 3 FTE HN to establish caseload (1:75) by 3/1/2024	Goal underway as exits from CalAim were processed.
3.) Increase staff recruitment and retention	CalAim is fully staffed; Day services began 4/1/2024 to better support sustainability within case management and provide more support to our clients in long term housing plan.

Program Highlights

Day services began 4/1/2024 to better support sustainability within case management and provide more support to our clients in long term housing plan.

Community Action Partnership of Kern

Monthly Report 2024

Month	March-24	**Program/Work Unit**	Adult Re-entry Program
Division/Director	Rebecca Moreno Director of Housing & Supportive Services	**Program Manager**	Rosario Miranda
Reporting Period	March 1, 2024 to March 31, 2024		

Program Description

Community Action Partnership of Kern's (CAPK) Adult Reentry Grant Warm Handoff and Reentry Services Program (ARG WHO) is designed to reduce rates of homelessness and recidivism in the reentering AB 128 population, CAPK proposes a multi-modal intervention strategy with complementary reentry service line targeting known dynamic risk factors for homelessness and recidivism including housing stability, employment, and mental health. Case Management services will be provided using a Strengths-Based approach model that addresses immediate needs upon release and facilitates individual change to ensure self-sufficiency upon program exit. Case Management activities may include Housing Search Services, Housing Plan Development, Landlord Engagement, Financial Capability Skill Training, Financial Coaching/Counseling, Tenant Rights Education, and Rental Counseling. CAPK will use interagency referral to determine eligibility to any of its 16 unique anti-poverty programs. Community partners such as Kern Behavioral Health and Recovery Services and Employers' Training Resource will provide intensive specialized services around Mental Health/Substance Use and Employment Training, respectively.

Client Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Case Management Services (SRV 7a)	33	33	100	33%	33%
Number of Client Contacts	43	43	720	6%	6%

Client Outcomes	Month	YTD
Number of individuals who obtained safe and affordable housing (FNPI 4b), such as Housing Subsidy or Permanent Supportive Housing (PSH)	4	4
Number of unemployed clients who obtained employment (up to a living wage) FNPI 1b, such as Workforce Development, Education, or Employment Services	-	-

Referrals	Month	YTD
Number of Clients referred to Mental Health Services or Substance Abuse Services (SRV 5v)	33	33
Financial Management Programs (including budgeting, credit management, credit repair, credit counseling) SRV 3c	33	33
Transitional Housing Placements (SRV 4n)	-	-
Permanent Housing Placements (SRV 4o)	25	25
Job Readiness Training (SRV 1f)	24	24
Job Referrals (SRV 1l)	24	24
Incentives (e.g., food vouchers, gift cards) SRV 5hh	-	-

Food Distribution (food bags/boxes, food share program, bags of groceries) SRV 5jj	1	1	
Parenting Classes SRV 5mm	-	-	
Kits/boxes (i.e., toiletries, hygiene kits) SRV 5nn	-	-	

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1.) Enhance recruitment initiatives and bolster staff retention strategies.	Two Housing Navigator hired.
2.) Create a comprehensive program policy and procedure manual, including documents such as referral forms and intake/assessment forms.	Parole Agency Referral created and distributed. Intake/Assessment created and in use.
3.) Building robust relationships by engaging in outreach activities to connect with the Parole and Probation Departments.	Continuously attending PACT meeting attended and various resource fairs, including Women's Empowerment, CSUB Project Rebound, Kern River Valley Connection, Wasco State Prison, Rising Scholars, Blano Resource Fair

Program Highlights

Four (4) Clients were placed in housing.

Health and Nutrition Services

Cal-Fresh Health Living Program
Food Bank
Migrant Childcare Alternative Payment
Women, Infant, and Children

Community Action Partnership of Kern

Monthly Report 2024

Month	April-24	**Program/Work Unit**	CalFresh Healthy Living
Division/Director	Susana Magana	**Program Manager**	Alan Rodriguez
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

The CalFresh Healthy Living (CFHL) program, Funded by the USDA and administered by CDSS, improves the nutritional health of low-income Kern County residents by providing access to nutrition education, physical activity education, and leadership within community collaboratives that focus on health and nutrition. The program does this by providing Direct Education classes, Indirect Education materials and resources, and Policy Systems and Environmental Changes (PSE's). The CFHL program has three (3) subcontractors that assist in carrying out the goal of educating the student population.

Supplemental Nutrition Assistance Program-Education(SNAP-Ed) eligible participants, receiving Nutrition Education 10/1/2022-9/30/2023 (SRV 5ff)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Community Action Partnership of Kern (CAPK) Direct Education provided.	0	691	1,100	0%	63%
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.	1095	4,655	6,000	18%	78%
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.	486	1,978	2,000	24%	99%
Lamont Elementary School District (LESD) Subcontractor Direct Education provided.	1438	2,539	2,500	58%	102%
Cumulative Indirect Education: Indirect education, for SNAP-Ed purposes, is defined as the distribution or display of information and resources which involve no participant interaction with an instructor or multimedia.	2606	6,143	30,000	9%	20%
Policy Systems and Environmental Changes (PSE's)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Partner with 6 agencies/program to evaluate/implement the Nutrition Pantry Program (NPP) to implement Trauma Informed Care practices with-in the food pantry.	1	4	6	17%	67%
Partner with 3 Clinics to implement Food Insecurity screening practices.	0	1	3	0%	33%

Explanation (Over/Under Goal Progress)

Direct Education Numbers internally decreased this month due to there being an increase in Outreach Events and a stronger focus on PSE efforts. Additionally, Taft College rescheduled pre-planned nutrition classes. PSE is progressing as expected and the California Department of Public Health commended the program on the progress being made. The Subcontractor's numbers are progressing as expected.

Community Action Partnership of Kern
Monthly Report 2024

Program Strategic Goals	Progress
Minimize staff turn-over and become fully staffed.	The CFHL Program is fully staffed as of March 2024.
Partner with community agencies and collaboratives that are SNAP-Ed approved, including other CAPK Programs, to increase the amount of Direct and indirect Education to improve the opportunities for the SNAP-Ed eligible population to choose healthier food choices, physical activity, and review nutrition information.	During April 2024 the CFHL program attended community outreach events at BC's Farmers Market, Cal City's Farmers Market, GROW Academy Shafter Health and Wellness Fair, The CAPK Food Bank Agency Partner Conference, and CSUB's CalFresh Awareness Carnival.
Progress with Policy Systems and Environmental Changes (PSE) Initiatives.	Policy Systems and Environmental Changes (PSE) are longer-term projects that are aimed at implementing and sustaining long-term changes. The PSEs that we want to highlight this month are that the conversations with PVMG are continuing to progress in continuing the pilot and potentially expanding to another 4 sites. PVMNG staff completed the staff assessments and the CFHL Team evaluated the data to continue the conversation to jointly decide how the process would be implemented. The CFHL Team also received the opportunity to speak at the Food Bank Partner Conference which included a call to action to invite other pantries to start the NPP process and to become a client choice pantry. 19 pantries signed an interest form to receive information and express interest in NPP and will be contacted soon.

Program Highlights
The CAPK CFHL program is progressing as expected with PSE in the community and is continually developing additional relationships to progress the work. In April 2024 CAPK CFHL attended the First Kern Health Equity Partnership Meeting which focused on bringing equity to health initiatives within the county. This group is perfect to help develop and implement PSE efforts at the community level. Additionally, the Newly Formed Food Policy Council met for the first time and the CFHL Administrator was voted in to have a seat at the council. Again, being a part of a crucial group that can promote PSE work. Interestingly enough, when the council met some of the topics/work they were discussing were things that CFHL is currently working towards which is a positive indicator that our efforts are moving positively. CAPK Staff Development was also a highlight!


WILDCATS
WILDCATS


Kern County
Food Policy
Council

Community Action Partnership of Kern
Monthly Report 2024

Month	March-24	Program/Work Unit	Food Bank
Division/Director	Health & Nutrition, Susana Magana	Program Manager	Kelly Lowery
Reporting Period	January 1, 2024 - December 31, 2024 *(Note: The data represents information from two months earlier.)*		

Program Description

The Food Bank provides food assistance to low-income families and individuals through a network of more than 200 agency partner distribution sites across Kern County. The CAPK Food Bank is the primary organization responsible for distributing State and Federal emergency food assistance for Kern County neighbors in need. Additionally, the Food Bank is the Feeding America affiliate food bank for Kern, facilitating grocery rescue [Fresh Rescue Program] to support the network of more than 150 Pantries across the county. Every month, the food bank distributes between more than 1.5 million pounds of food which reaches tens of thousands of Kern County food insecure neighbors.

The Emergency Food Assistance Program (TEFAP)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served	50,767	151,662	600,000	8%	25%
Pounds Distributed	714,181	2,291,630	10,000,000	7%	23%
Pantry Program	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Individuals Served	105,561	286,753	1,000,000	11%	29%
Pounds Distributed	396,650	1,189,176	5,000,000	8%	24%
Fresh Rescue	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Individuals Served *(Not included in Pantry Prgm)*	23,895	55,577	150,000	16%	37%
Pounds Distributed *(total)*	186,681	434,197	1,250,000	15%	35%
Commodity Supplemental Food Program (CSFP)	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Individuals Served	5,199	15,113	60,000	9%	25%
Pounds Distributed	200,021	563,342	2,000,000	10%	28%
Free Farmers Markets	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Individuals Served *(includes some connected to TEFAP distributions)*	16,107	45,964	175,000	9%	26%
Pounds Distributed	122,198	305,525	1,200,000	10%	25%
Brighter Bites	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Individuals Served	2,634	9,171	30,000	9%	31%
Pounds Distributed	20,577	98,191	450,000	5%	22%
Snack Attack	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Individuals Served	1,519	4,898	15,000	10%	33%
Pounds Distributed	1,100	3,045	12,500	9%	24%
Community Events & Other	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Individuals Served	1,735	3,763	15,000	12%	25%
Pounds Distributed	166,586	361,272	1,200,000	14%	30%

Community Action Partnership of Kern
Monthly Report 2024

Totals	Month	YTD	Annual Goal	Month Progress	Annual Progress
Total Individuals Served	207,417	572,902	2,045,000	10%	28%
Total Pounds Distributed (SRV 5jj)	1,807,994	5,246,378	21,112,500	9%	25%
Volunteers (SRV 6f)	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Volunteers who received job skill training (e.g., paid partnership though service providers, duplicated)	48	139	350	14%	40%
Other Volunteers (i.e., general public, duplicated)	138	442	1,750	8%	25%

Explanation (Over/Under Goal Progress)
The March numbers came within anticipated goal ranges.

Program Strategic Goals	Progress Towards Strategic Goals
In light of a potential change in funding, Food Bank staff are reconsidering the program's strategic goals.	

Program Highlights
In March, the CAPK Food Bank was honored to receive the 2024 BC Sterling Award in recognition of it's partnership with Bakersfield College Renegade Pantry and Free Farmer's Market.

Community Action Partnership of Kern
Monthly Report 2024

Month	April-24	**Program/Work Unit**	Migrant Childcare Alternative Payment (MCAP)
Division/Director	Susana Magana	**Program Administrator**	Laura Porta
Reporting Period	January 01, 2024 to December 31, 2024		

Program Description

The Migrant Childcare Alternative Payment (MCAP) program provides childcare subsidies to migrant, agriculturally working families. Once families are authorized, their services are certified based on their verified need for childcare services. MCAP maximizes parental choice for services and utilizes the approved childcare providers in our communities to satisfy the family's need for services. Families can apply for childcare services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, they can migrate anywhere in California to follow agricultural work, and their childcare services can continue.

Program Reimbursements (CY Jan - Dec 2024) Note: duplicated below for program fiscal year.	Current Month	YTD	Goal	Annual Progress
Provider Payments-Subsidies Expended (SRV7e)	2,614,116	7,484,537	23,000,000	33%
Program FY Reimbursements Progress (FY Jul 2023- Jun 24)	**Current Month**	**YTD**	**Goal**	**Annual Progress**
Provider Payments-Subsidies Expended (SRV7e)	2,614,116	22,906,460	29,000,000	79%

Services	Current Month
Active Child Enrollment	2,856
Active Childcare Providers (SRV 7f)	542

	Prev- Month	Add (+)	Drop (-)	Current Month
Waiting List Totals (children)	17	5	3	19

Explanation (Over/Under Goal Progress)

The Migrant Childcare Alternative Payment (MCAP) is currently fully enrolled and expected to earn 100% of the current contract amount. Our program is focused in continuing to increase our waiting list pool and enhancing our program's compliance level.

Program Strategic Goals	Progress Towards Strategic Goal
1. Fill Staff Vacancies.	In the month of March 2024, our program welcomed two new Subsidized Reimbursement Specialists and promoted one of our team members to the Subsidized Reimbursement Coordinator position. These positions will help us ensure the growth of our program is effectively managed and allow for better distribution and supervision of our workload.
2. Staff Retention and Professional Development (Training).	Our team continues to provide monthly trainings and support sessions to ensure the MCAP team is able to learn and master the new CDSS requirements and recently implemented program policies and procedures.

3. Contingency Staffing Plan & Solidify Program Growth.	Management continues working on stablishing a robust waiting list of MCAP eligible families. We are now able to report an increasing waiting list, currently with a robust 369 children actively waiting to receive services, once additional funding becomes available.

Program Highlights
The Migrant Childcare Alternative Payment (MCAP) is currently fully enrolled and expected to earn 100% of the current contract amount. Enrollment goals have been higher than expected due to changes in regulatory requirements, and additional funding in the amount of $7.7 million dollars was awarded by CDSS. This brings our current contract amount total to $37.1 million dollars for the current FY 2023-2024 contract year.

Community Action Partnership of Kern

Monthly Report 2024

Month	April-24	**Program/Work Unit**	Women Infants & Children (WIC) Nutrition
Division/Director	Susana Magana	**Program Administrator**	Marissa Ortiz-Cortez
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

The Women Infants & Children (WIC) program provides education, breastfeeding support and food vouchers for families with infants, children up to age 5, and women who are pregnant, postpartum or breast feeding. CAPK WIC operates in 21 sites throughout Kern County, 5 locations in San Bernardino County, and through one mobile WIC clinic to reach hard-to-serve populations.

Services	Month	YTD	Annual Goal	Month Progress	Annual Progress
Caseload (SRV 5g)	14,530		14,610		99%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)	1,118		900		124%
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)	25	67	268	9%	25%
Outreach	**Month**	**YTD**	**Goal**	**Month**	**Annual**
Online Enrollment	174	706	1,200	15%	59%
WIC Presentations and Outreach Events	11	31	100	11%	31%
Publication in newspaper, television, and/or social media postings (English and Spanish)	38	130	350	11%	37%
Regional Breast Liaison (RBL)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Meet with key community stakeholders (i.e., medical managed care, hospital staff, lactation support, health care providers, other WIC agencies) in Region 24 to increase breastfeeding awareness and referrals to the WIC program, as well as share WIC digital materials and utilization.	0	0	120	0%	0%
Peer Counseling Program (PCP)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Provide basic breastfeeding education and encouragement to WIC PCP participants.	254	1,013	1000	25%	101%

Explanation (Over/Under Goal Progress)

RBL position vacant since Jan 2024.

Community Action Partnership of Kern

Monthly Report 2024

Program Strategic Goals	Progress
Restructure WIC Program staffing model to improve recruitment and retention of staff. Increase participation caseload to 100%	The WIC program has implemented cross functional training which has improved performance and increased participation caseload.

Program Highlights
In the month of April, WIC CAPK reached 99.45% of the participation caseload requirement

Youth and Community Services

East Kern Family Resource Center
Oasis Family Resource Center
Energy, Weatherization, and Utility Assistance
Friendship House Community Center
Shafter Youth Center
Volunteer Income Tax Assistance

Community Action Partnership of Kern
Monthly Report 2024

Month	April-24	**Program/Work Unit**	East Kern Family Resource Center (EKFRC)
Division/Director	Fred Hernandez Youth & Community Services	**Program Manager**	Anna Saavedra
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

East Kern Family Resource Center (EKFRC) is a regional resource center based in Mojave, Ca. The EKFRC provides assistance to low-income individuals and families from the desert and Tehachapi Mountain communities. The primary focus is to assist individuals and families who are facing housing insecurities and to prepare children 0-5 years of age to enter kindergarten successfully. The EKFRC also provides individuals and families with basic need services, clothing, diapers, food, household items, hygiene kits, blankets, business services, VITA, and assistance with HEAP applications.

Homeless Housing Assistance and Prevention (HHAP) Rural Drop-in Center	Month	YTD	Annual Goal	Month Progress	Annual Progress
Case Management Services (SRV 7a)	0	0	60	0%	0%
Street Outreach and Education	0	0	75	0%	0%

HHAP Linkages to Services (Referrals)	Month	YTD
California Driver's License (SRV 7j)	0	1
Social Security Insurance (SSI) (SRV 7i)	0	0
Medical Services (SRV 7c)	2	16
Mental Services (SRV 7c)	2	7
Housing Placement (e.g., transitional, temporary, permanent) (SRV 4m, 4n, 4o)	0	6
Educational and Career Development (SRV 7c)	0	4

HHAP Distribution of Supplies	Month	YTD
Food Assistance (SRV 5jj)	37	109
House Hold Items	10	47
Hygiene Kits (SRV 5oo)	7	41
Emergency Clothing (SRV 7n)	44	125
Administrative Services & Copies	1	30
Transportation Services (SRV 7d)	0	5
Educational Supplies (SRV 2k)	0	0

Covid - 19 Supplies (SRV 5oo)	1	17			
First 5 Kern	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Parents Receiving Case Management Services (SRV 7a)	1	3	30	3%	10%
Children Receiving Case Management Services (SRV 7a)	1	2	30	3%	7%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	4	8	10	40%	80%
Children Educational Center Base Activities (FNPI 2b)	1	6	30	3%	20%
Children Educational Home Base Activities (FNPI 2b)	1	7	30	3%	23%
Children Summer Bridge Activities (FNPI 2b)	0	0	15	0%	0%
Collaborative Meetings Participated	1	4	12	8%	33%
Family Support Services for non-clients with children 5 and under	14	100			
First 5 Total	**23**	**130**			
First 5 Kern/ Department Health Services	**Month**	**YTD**	**Annual Goal (12 Mo)**	**Month Progress**	**Annual Progress (12 Mo)**
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	52	193			
CalCapa Diaper Supply Bank	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Diaper Supply Management Enrollment **Unduplicated** (NPI5.5)	18	108	150	12%	72%
Monthly Diaper Kit Supply Delivery **Duplicated** (SRV5.nn)	73	257	1800	4%	14%
Walk-In Community Services (Duplicated Clients & Case Managed Clients)	**Month**	**YTD**			
Administrative Services & Copies	172	487			
Baby Supplies (SRV 2w)	61	193			
Covid - 19 Supplies (SRV 5oo)	3	37			
Court Mandated Parenting Correspondence (SRV 2w)	4	11			
Educational Supplies (SRV 2k)	5	38			
Emergency Clothing (SRV 7n)	152	470			

Food Assistance (SRV 7c)	167	578
Household Items (SRV 7c)	52	221
Hygiene Kits (SRV 7c)	10	50
Referrals (SRV 7c)	37	157
Transportation Services (SRV 7d)	9	14

Explanation (Over/Under Goal Progress)

During the month of April, EKFRC brought on board a new Housing Navigator. Our Navigator is currently receiving training through CES and HMIS, our new hire will begin to enroll new homeless clients which will increase our Homeless numbers in all areas.

Program Strategic Goals	Progress Towards Goal
1. Secure additional funding to cover operational costs and improve the delivery of services.	The board of directors approved our Kern Health Systems grant that will allow us to provide additional homeless services at the East Kern Family Resource Center.
2. Partner with private enterprises to boost program visibility and foster meaningful relationships.	During the month of April we met with the HEADSTART team of Mojave. We shared updated information regarding our center and provided them with new flyers of any upcoming events. HEADSTART informed us that their doors will be closing as of June 30, 2024.
3. Improve on-site services to more effectively connect with the East Kern target population.	Since our grand opening, the EKFRC office continues to expand services and collaborate with community partners in order to provide the services the community needs.

Program Highlights

Community Action Partnership of Kern

Monthly Report 2024

Month	April-24	**Program/Work Unit**	Oasis Family Resource Center
Division/Director	Youth & Community Services Freddy Hernandez	**Program Manager**	Eric Le Barbé
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience.

First 5	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	0	3	30	0%	10%
Children Receiving Case Management Services (SRV 7a)	0	4	30	0%	13%
Parents Participating in Court Mandated Classes (FNPI 5d, and SRV 5mm)	0	7	10	0%	70%
Children Educational Home Base Activities (FNPI 2b)	0	3	15	0%	20%
Children Summer Bridge Activities (FNPI 2b)	0	0	10	0%	0%
Family Support Services for non-clients with children 5 and under (SRV 2w)	14	108			
First 5 Total	**14**	**125**			
First 5 Kern/ Department Health Services	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	48	124			
Planned Parenthood	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
LiFT Delivery Seminar to 10 Parents/Guardians (SRV 5l, and SRV 5mm)	10	10	10	100%	100%
LiFT Delivery Seminar to 10 Youth 13-19 (SRV 5l)	14	14	10	140%	140%
Plan A Sex Education Kits for qualifying youth 16-19 (SRV 5m)	20	56	75	27%	75%
CalCAPA Diaper Supply Bank	**Month**	**YTD**	**Annual Goal (12 Mo)**	**Month Progress**	**Annual Progress (12 Mo)**
Diaper Supply Management Enrollment **Unduplicated** (NPI5.5)	21	199	150	14%	133%
Monthly Diaper Kit Supply Delivery **Duplicated** (SRV5.nn)	104	645	1800	6%	36%
Walk-In Community Services (Duplicated & Non First 5 Clients)	**Month**	**YTD**			
Administrative Support (SRV 7c)	50	302			
Baby Supplies (SRV 2w)	105	373			
Copies	20	133			

Court Mandated Parenting Correspondence (SRV 2w)	6	19
Educational Supplies (SRV 2k)	16	128
Emergency Clothing (SRV 7n)	12	46
Food (SRV 7c)	172	533
Household Items (SRV 7c)	162	571
Referrals(SRV 7c)	76	342
Transportation Assistance (SRV 7d)	31	119
Total Community Services	**650**	**2566**

Explanation (Over/Under Goal Progress)

The Oasis FRC met all its First 5 Kern goals for the fiscal year 2023-2024. The first Planned Parenthood LiFT seminar was implemented in April 2024 and the goal was met.

Program Strategic Goals	Progress Towards Goal
1. Apply for three funding opportunities that would help extend range of services outside First 5 clients for under served families (Parenting, Children 6-18, seniors, and homeless individuals).	No grant applications were submitted in April.
2. Participate in community outreach activities to promote CAPK & Oasis FRC services and seek donations from local business partners (in-kind and monetary).	The Oasis FRC conducted several outreach activities in April including: A presentation to the Play and Learn program at the Ridgecrest library. A presentation to the Navy Relief to promote services to military families. Attending the Kiwanis Key Club banquet recognizing the high school students who volunteered at the OFRC during the school year. Attending the Cerro Coso Annual Access Awards Ceremony congratulating college students who are clients of the OFRC. The Oasis FRC received a large donation of brand new baby items including car seats, strollers, baby high chairs from Newell Brand donated by a member of Hope City Church.

Program Highlights

The Oasis Family Resource Center provided community services responding to a total of 322 inquiries in the month of April 2024. This was yet another new record for the busiest month ever since the OFRC opened in May 2021.

Community Action Partnership of Kern
Monthly Report 2024

Month	April-24	**Program/Work Unit**	Energy & Utility Assistance
Division/Director	Fred Hernandez	**Program Administrator**	Wilfredo Cruz Jr.
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

The Energy Program assists income-eligible Kern County residents with utility bill payment, free weatherization, and energy education at no cost to the participant. Weatherization services include weather stripping; repair or replacement of windows and doors, heating/ cooling appliances, stoves, refrigerators, and more.

Low-Income Household Water Assistance Program (LIHWAP) 2021 Ends March 2024	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Households Served - Utilities Assistance	0	1,551	700	0%	222%
Utility Payments	$ -	$ 502,583	$302,457	0%	166%
Low-income Home Energy Program (LIHEAP) 2024	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Households Served - Utilities Assistance	917	2,698	3,200	29%	84%
Utility Payments	$ 844,263	$ 3,142,210	$ 4,947,219	17%	64%
Households Served - Weatherization	14	61	200	7%	31%
Emergency Supplemental Low-Income Energy Assistance Program (ESLIHEAP) 2023 Ends May 2025	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Households Served - Utilities Assistance	31	298	450	7%	66%
Utility Payments	$ 29,349	$ 534,603	$ 744,877	4%	72%
Department of Energy (DOE) Bi-partisan Infrastructure Law (BIL) - Weatherization Assistance Program (WAP)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Households Served - Weatherization	0	0	54	0%	0%
Totals	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Total Households Served - Utility Assistance (FNPI 4z, SRV 4i, SRV 7b)	**948**	**4,547**	**4,350**	22%	105%
Total Utility Payments	**$ 873,612**	**$ 4,179,396**	**$ 5,994,553**	15%	70%
Total Households Weatherized (FNPI4h, FNPI 4z, SRV 4q, SRV 7b, & SRV 4t)	**14**	**61**	**254**	6%	24%
Weatherized Homes (Note: The data represents work submitted to CSD for reimbursement - delayed by 2 months)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
(Note: The data represents work submitted to CSD for reimbursement - delayed by 2 months)	**16**	**44**	**200**	8%	22%
Total Weatherized Homes Payments	**$ 202,956**	**$ 635,001**	**$ 2,677,067**	8%	24%

Explanation (Over/Under Goal Progress)

1) LIHWAP contract is officially completed and closed
2) DOE WAP contract is currently underway - anticipate jobs to start closing within next couple of months

Program Strategic Goals	**Progress Towards Goal**
1) Successfully implement online client self-application tool for Utility Assistance (UA) services.	The tool is currently in the test phase in Eastern Kern - 4 months in.

2) Effectively initiate and manage the City of Bakersfield - Transformative Climate Communities (TCC) grant, focusing on providing weatherization and solar services to residents in Southeast Bakersfield. This endeavor involves a collaborative partnership with GRID Alternatives and Kern Community College District (KCCD).	Currently in the process of developing program and receiving contract. Anticipated to start program during second half of 2024.
3) Continue to build partnerships with community to fully administer the Low-Income Household Water Assistance Program (LIHWAP) grant.	Contract is completed (108%) and closed

Program Highlights

Community Action Partnership of Kern
Monthly Report 2024

Month	April-24		Friendship House Community Center (FHCC)
Division/Director	Fred Hernandez	**Program Manager**	Lois Hannible
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

Located in Southeast Bakersfield, the program serves children, adults, and families through after-school, summer and mentor programs, nutrition education, sports, access to social services, and more.

Youth Programs	Month	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p) Reporting ends June 30, 2023	18	123	100	15%	123%
Summer Program (Max Capacity due to COVID) (SRV 2m)	N/A	-	35	-	-
After School/Learning Pods Enroll (FNPI 2c.2., FNPI 2c.3, SRV 2p)	0	43	50	0%	86%
Medi-Cal Outreach	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Social media emails and impressions	2,495,162	2,506,330	15,000,000	100%	17%
Canvasing phone calls and flyers	1,536	5,402	12,000	28%	45%

California Violence Intervention Program (CalVIP)	Month	YTD
Incident Response (SRV 5w)	1	1
Outcome/Case Managed Families (SRV 7a)	0	10
Provided Food Assistance (SRV 7c)	6	48
Assisted with Energy/HEAP Services (SRV 7c)	0	2
Provided Assistance with Medi-Cal (SRV 7c)	0	-
Provided Mentoring Services (SRV 2p, 7c)	34	48
Deposit Payments (SRV 4d)	0	1
Temporary Housing Placements (SRV 4m)	0	-

Explanation (Over/Under Goal Progress)

In April of 2024, the Friendship House Mentor & CalVIP programs started providing Aggression Replacement (ART) classes to 18 students at CLC Tech. There were no new enrollments for the FHCC afterschool program during the month of April. The Friendship House is currently accepting applications for the Summer Program, which starts June 3rd.

Program Strategic Goals	Progress Towards Strategic Goals
Plan and facilitate Friendship House (FHCC) Advisory Board fundraising event to benefit the Friendship House.	The Friendship House Mixer Fundraiser is scheduled to take place at The Collective on Thursday, October 24th.
Recruit and secure staffing for the Friendship House.	The FHCC is fully staffed.
Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.	The FHCC received a Kids Adopt A Beach grant, which starts May 1st.

Program Highlights

Thanks to the Women & Girls Fund the Friendship House will now be offering a Girls Leading the Way Through STEM project for girls ages 6-18. The program will offer insight & mentoring from female engineers, provide hands-on robotics activities, fieldtrips, and leadership skills.

Community Action Partnership of Kern

Monthly Report 2024

Month	April-24		Shafter Youth Center (SYC)
Division/Director	Fred Hernandez	**Program Manager**	Angelica Nelson
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

The Shafter Youth Center (SYC) serves children, adults, and families through youth after-school, summer and pre-employment programs, parenting classes, nutrition education, sports, access to social services, and more.

Youth Programs	Month	YTD (unduplicated)	Goal	Month Progress	Annual Progress
Summer Program (SRV 2m) June/July		0	60	0%	0%
After School Program Enroll (FNPI 2c &SRV 2l) (hours of operation: 2-5pm; 1230p - 5pm for minimum day)	5	25	35	14%	71%

Community Programs	Month	YTD (unduplicated)
Fitness Boot Camp, Zumba and Adult Basketball (individual counts)	24 new	
Girls Scouts, Community Meeting Space, Citizenship Classes, etc. (group count)	2	
On Site Collaboration: Energy, VITA, Food Bank	3	

Outreach Activities	Month	YTD	Goal	Month Progress	Annual Progress
Outreach Events (presentations/informational updates, distributions (e.g., food, diapers)	1	2	6	17%	33%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress
1. Monitor and assess students' academic advancement through regular school progress and grade reports. Utilize the gathered data to refine and modify individual student learning plans.	Progress reports have been collected and are being analyzed for student academic trends.
2. Improve the attainment of program funding to broaden the scope of program offerings. This involves working in partnership with the CAPK Foundation to integrate funding that facilitates the introduction of new services.	SYC continues to work with the CAPK Foundation on attaining grant applications for funding future programs.
3. Improve the attainment of program funding to broaden the scope of program offerings. This involves working in partnership with the CAPK Foundation to integrate funding that facilitates the introduction of new services.	We are currently working to find new funding opportunities.

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Month	April-24	**Program/Work Unit**	Volunteer Income Tax Assistance (VITA)
Division/Director	Fred Hernandez	**Program Manager**	Jacqueline Guerra
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

The Volunteer Income Tax Assistance (VITA) program provides free tax preparation and electronic filing services for individuals and families with low to moderate incomes. VITA also aids eligible clients in maximizing benefits from the Earned Income Tax Credit (EITC), thereby enhancing their tax returns and contributing to the local economy. All VITA services are delivered by IRS-certified staff and volunteers.

Completed Tax Returns (SRV 3o)	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal	1,927	6,631	7,400	26%	90%
Social Security Number (SSN)	1,732				
Individual Taxpayer Identification Number (ITIN)	195				
State	2,082	6,794	7,400	28%	92%
Social Security Number (SSN)	1,811				
Individual Taxpayer Identification Number (ITIN)	271				

Refunds and Credits (SRV 3o)	Month	YTD
Federal Refunds	$995,930	$4,099,847
State Refunds	$507,010	$3,253,564
Federal Earned Income Tax Credit (EITC) *(income limit $63,398 household)*	$622,562	$2,584,452
California Earned Income Tax Credit (CalEITC) *(income limit $30,950/household)*	$225,310	$2,058,470
Total Refunds and Credits	**$2,350,812**	**$11,996,333**

Individual Taxpayer Identification Number (ITIN) (SRV 3o) Applications *(Note: duplicate of Federal Tax Returns Completed)*	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Applications (New/Renewal)	83	176	150	55%	117%

Explanation (Over/Under Goal Progress)

ITIN goal has been met and exceeded expectations. With three staff who are certified in this area, we were able to extend ITIN application services to 4 of our seasonal sites: Wasco, Taft, Delano and McFarland. 19th Street is our primary location for ITIN assistance.

Program Strategic Goals	Progress Towards Goal
Persist in fostering connections within rural communities to extend outreach and engage with a larger number of clients.	After a presentation through KCNC collaborative, Grow Academy in Shafter is interested in hosting a site for VITA services.

Program Highlights

On April 3rd CAPK's VITA program was invited to discuss tax filing on Eyewitness News. Please see link to interview in box below.

Tax deadline to pay taxes is fast approaching; how VITA may be able to help file (bakersfieldnow.com)

Operations

Data Services
Facilities & Maintenance
Information Technology
Information Systems
Risk Management

Community Action Partnership of Kern
Monthly Report 2024

Month	April-24	**Program/Work Unit**	Operations Division
Division/Director, Assistant Director	Emilio Wagner CFTO, Maria Contreras Assistant Director	**Program Managers**	Ryan Dozier, Laurie Sproule, Maria Contreras
Reporting Period	January 1, 2024 - December 31, 2024		

Division Description

The Operations Division is a dynamic and multifaceted division that plays a pivotal role in ensuring the seamless functioning of our organization. This division is responsible for spearheading new construction projects, overseeing fleet management, maintaining our physical facilities, mitigating risks, and managing all aspects of Information Technology (IT) and Information Systems (IS).

Data Services

Activity	Requested	In-Progress	Processed	Processed YTD
IS Tickets	30	5	34	73
Dynamic 365 Enhancements	1	0	1	3

Projects	***Description of Status***	***Current % Status***
Universal Intake	Implementation plan being created	18%
In-kind Management	Deployed to UAT. Head Start team testing from May 2- May 16	80%
CalAIM - KHS Version 3.0	Orchestration finalized by IS. Pending action items from KHS	80%
Referral Management Enhancements	Corresponding applications under development	35%
Energy-Weatherization	Application deployed to UAT. Weatherization team testing from May 6 -May 20	80%
FRC Platform Updates	Delayed- Pending actions items from Program	80%
M Street Application	Application development in progress. Expecting to deploy to UAT in May	50%
Food Bank Front Desk Application	Development finalized moving to UAT in May	60%
Volunteer Management Application Enhancements	Application enhancements under development	30%
CSPP Enhancements	New features being deployed to UAT 5/10	80%
Feeding America Service Insights Project	Training Hub for agency partners under development	23%
CSBG-CDP	Meetings with Program to commence 5/1	30%

Facilities

Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	260	608	300	1204

Construction Projects	***Description of Status***	***Current % Status***
Food Bank Expansion	Awaiting Generator installation	99%
Central Kitchen	Pending 1303 Approval from OHS for construction	50%
18th Street Admin	3rd floor finishes / 2nd floor plumbing, framing, dry wall & Finishes	95% / 75%

Major Maintenance Projects		***Description of Status***	***Current % Status***
Oasis		Playground Installation to begin May 06, 2024	95%
Angela Martinez		Staff Development Room - staff are nearing completion	65%
Stockdale HS		Plumbing is on contract Electrical & North Side Classrooms under remodel	75%
Planz Modular Disposal		On contract	15%
Playgrounds		Martha J Morgan and Stockdale	15%

Community Action Partnership of Kern

Monthly Report 2024

Information & Technology				
Activity	**Requested**	**In-Progress**	**Processed**	**Processed YTD**
Help Desk Work Orders	466	117	455	1753

Information & Technology Projects	***Description of Status***	***Current % Status***
Mitel Phone System Upgrade	Leverage a replacement unified communications system solution to replace and/or upgrade current Mitel system.	35%
MDM Mobility Project	Upgrade the current MDM software for centrally manage, monitor, and secure Cap K Mobile Devices.	5%
Software License Project	Obtain software license tracking tool to maintain, centralize, and track inventory of all Cap K supported software license information.	5%
Asset Management Tracking	Update all assets within Asset Tiger Management tool for tracking, and tagging of all assets across CAPK.	40%

Risk Management		
Workers Compensation Claims	**Reported**	**Reported YTD**
For Report Only	6	37
First Aid	2	4
Medical	0	0
Modified Duty	1	1
Lost Time	0	0
Under Investigation / Non-Industrial / Students / Parents / Volunteers / Clients	1	2
Property	4	12
Vehicle Incident / Grand Theft Auto	1	4
Motor Vehicle Accident	0	1
Work Place Violence / Over Doses / Death	0	0
Total	**15**	61

Program Strategic Goals	Progress Towards Goal	
Description	**Description of Status**	**Current % Status**
Develop a facility deferred maintenance program.	Developing scope of work to create an RFP for a commercial building inspector.	10%
Develop and implement a Data Governance strategy.		
Improve the customer experience by assessing it through factors such as response time and customer sentiment.	Investigating ITSM software that will be used for both Facilities & IT.	5%

Program Highlights

Community Development

Grant Development
CAPK Foundation
Outreach & Marketing
2-1-1 Kern Call Center
CenterCommunity Schools Partnership Program (CSPP)

Community Action Partnership of Kern

Monthly Report 2024

Month	April-24	**Program/**	Community Development
Division/Director	Pritika Ram	**Program Manager**	Catherine Anspach, Vanessa Mendoza, Savannah Maldonado-Oates
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

The services under the Community Development Division range from fund and grant development/research to outreach and media/public relations, as well as new business development. This includes project management of agency level initiatives, such as the 2021-25 Strategic Plan and CAA-related plans, and special projects.

Outreach Social Media	Month	YTD	Annual Goal	Month Progress	Annual Progress
Website User Sessions	23,540	102,409	250,000	113%	41%
Facebook Impressions (i.e., number of times users see content)	119,630	1,205,544	1,250,000	115%	96%
Other Social Media Impressions	15,072	67,743	250,000	72%	27%

Highest Performing Post

https://www.facebook.com/capkern/posts/pfbid02acK2fef1xEwrP6AcGcC6ktmnTXh1Zmn9dPURabMhv4Q6CnRXyWXeyeqiNmXTZsUYl__cft__[0]=AZW7WeiR2CRGK6Iwm2kOxa4ne4qNggMGI2OAhjYCVBRw99JThKEqnJqcHYnSEpzAbi3hju41dicuvuAV5XtZgn8Av6exrs46foqazhSDsBsT2PggRNYgTJ6BgDn8fADAPQZkRNn124QFz2QALvylsDEMo7W9kNdqAEvo4TErKZUR3tlH2xQC2eQ0T23UUlsC32xAJhqqdyPtxOGaXoD1J&__tn__=%2CO%2CP-R

1,902 impressions How many times the post came across screens)
1,860 reach (how many individuals saw the post)
61 interactions (how many liked, commented, or shared)

Outreach Special Projects
Senior Food Box Website Calendar Updating
Finished out collateral building for CSPP, dual language banners, posters, and flyers. Along with swag items for community outreach
Head Start lunch menu's website update
Highlight video for Food Banks Agency Partner Conference, and various animated awardee videos.
VITA Tacos and Taxes event provided media support
Preparing for Staff Development Day
Attending CSUB's Migrant Education Day for Outreach
Attended Standard Middle School Family Resource Fair
Produced Media Requirements for the CalCAPA Supply Bank Diaper grant for MCAP: Video and Photo Gallery
Eyewitness News Day of Service at CAPK Food Bank; media support and recognition
Wendy Wayne Day at CAPK Food Bank, media support and recognition
Creating New Feeding Kern Website
VITA Website Request on updated blurbs
Producing Updated Agency Video project; currently in Editing Process.
Designing and Ordering ongoing Business Card Requests
Designing new general business cards for VITA program to include EITC branding

Running social media campaigns for VITA Program, and providing analytic reports.
Producing and sending out CAPKinAction Newsletter
Producing Annual Report; currently in copyediting process
Starting collateral building for housing and supportive services division: ARG Program Flyer, Cal Aim Program Flyer, and new CES Rack Cards all dual language; along with items for community outreach
PR and marketing support for CalFresh's upcoming event "Re-Think Your Drink": push on social media, website, newsletter, and press release. Creating event flyer
Marketing assistance for Gourmet for Good fundraising event; SM recognition graphics, designing program, and supporting with logistics
Prepared Community Action Month Social Media campaign
Planning of Community Action Month Proclamations
Execution of Staff Development Day

Outreach Advocacy
Provided letter of support for Groves Bill SB1414
Provided letter of support for AB 3020 211 infrastructure act
Preparing talking points and collateral for CalCAPA legislative day at the end of the month

Advocacy Watch-list
AB 3020 -211 infrastructure act
Farm Bill Package
CalFoods
SB 1220 (211)

Projects
The Kern Coalition has chosen Dalberg: Global Consulting Firm to finalize the Regional Plan Pt. 1 Addendum, originally due on April 30th. The state granted a two-week extension to allow for a more comprehensive report addressing all their feedback and suggestions. The report is now due May 15th, 2024. Dalberg has been collaborating with the coalition throughout April and has provided drafts of all four report sections with their input incorporated. The coalition is currently reviewing and providing feedback on the drafts. Dalberg is also addressing any final comments from both the coalition & State as well as finalizing the report's design and visual elements. Discussions regarding Regional Plan Pt. 2 has commenced, and Dalberg has shared a workload timeline for the coming months.
Inter-agency Referral Management (IRM) troubleshooting and program assistance continues. Pending referral lists are shared with program managers every other week if referrals are not being properly followed up on.

Community Services Block Grant (CSBG)	Results Oriented Management & Accountability (ROMA)
Ongoing performance indicator reporting	A two day ROMA training session will be offered in July for the CSPP and our Chiefs and Directors.

Foundation
Continued coordination of fundraising event, GOURMET FOR GOOD, planning menu, event layout and run of show including meetings with all vendors.
Secured in-kind donations for Gourmet For Good including food items from Sysco, produce from FreshPoint and Liquor and Bartending service from Eye Street Pub.
Collaborated with Outreach & Marketing to coordinate Event Program, Marketing Materials and Mission Moment Video and script.
Secured 90 birthday kits for donation to Oasis FRC and East Kern FRC's.
Participated in the weekly planning meeting for FHCC Fall Mixer including developing sponsorship packages and event webpage.
Conducted a meeting with Oasis to discuss their upcoming baby shower event in June.

Participated in initial Food Bank Fundraising Goal discussion.
Created the Foundation's Give Big Kern profile an page development for May 7th.
Attended the Women & Girls Fund Luncheon.
Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
Proactively identify and pursue new funding opportunities to support and enhance our organization's mission and projects.	Utilizing the Foundation's fundraising event, Gourmet For Good, to bring awareness and build donor cultivation. In developmental stages to coordinate a Food Bank specific fundraiser.
Dedicate the upcoming year to thorough planning efforts, ensuring the successful completion of the new five-year strategic plan.	The RFP for a Strategic Plan Consultant will be published this week - 5/6.
Increase trust among elected officials, partner agency leaders, and corporate partners in CAPK as a partner-of-choice for implementation of anti-poverty and comms development programs. Raise awareness among civic influencers of poverty and CAPK’s work to help families achieve self-sufficiency.	Ongoing

Program Highlights

Community Action Partnership of Kern

Monthly Report 2024

Month	April-24	**Program/Division**	2-1-1 Call Center Program
Division/Director	Pritika Ram	**Program Manager**	Sabrina Jones-Roberts
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

The 2-1-1 Kern is a 24/7 information and referral service that provides local residents with comprehensive information and links to community health and human services at no cost. The 2-1-1 Kern has a database of 1,500 social service agencies that are available to the public through the 2-1-1 Kern Online Resource Directory at www.211KernCounty.org. The program has over 25 years of experience in providing and linking community members to vital services, and currently serves multiple communities in the Central Valley including Kings, Tulare, Stanislaus, Fresno, and Madera through the United Way partnerships.

Most Requested Services	Homeless Diversion Programs	Food Pantries	Utility Service Payment
Top 3 Unmet Needs	Food Stamps	Rent Payment Assistance	Homeless Shelter

Information and Referral Services Calls Handled (SRV 7c)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Kern County	5834	25,162	90,000	6%	28%
Kings County	236	934	4,000	6%	23%
Tulare County	766	3,573	10,000	8%	36%
Stanislaus County	840	3,253	10,000	8%	33%
Fresno & Madera	3323	14,377	20,000	17%	72%
Merced & Mariposa	79	282	900	9%	31%
Total I&R Calls Handled	**11,078**	**47,581**	**134,900**	**99%**	**35%**

Average Wait Time	**0:24**
Average Handle Time	**5:19**

Staffing vs. Call Volume	Current Staff	Staff Needed Per Call	Staff Over/ Short
2-1-1 staff designated for calls handled across all counties contracts with the expectation of 42 calls per staff for an 8-hour shift.	14	19.2	**(5.23)**

Grant Funded Services	Activity	Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 3l)	75	35	104	300	34%	35%
Medi-Cal Application (MNP) (SRV 3h)	57	27	106	100	25%	106%
Medi-Cal Redetermination- KP (SRV 3h)	21	0	0	70	#DIV/0!	0%
First 5 Help Me Grow (HMG) Ages & Stages New Children Screened (SRV 5c)	145	66	153	300	43%	51%

2-1-1 Website Visitors	Month	YTD	Annual Goal	Month Progress	Annual Progress
Duplicated Visitors *(i.e., accessing 2-1-1 e-services and database resources)*	28,868	92,082	225,000	13%	41%

Other Calls	Month	YTD
LIHEAP (SRV 7b)	3117	15,233
Utility Assistance Calls- Discount Internet or Utility (SRV 7c)	592	2,568
Mental Health (SRV 7c)	438	1,676
Food-related Calls (SRV 7c)	1581	6,092
Housing and Homelessness Calls (SRV 7c)	2351	9,000

Health and Human Service Referrals (SRV 7c)	1996	9,615	
Total Other Services	10,075	44,184	

Explanation (Over/Under Goal Progress)
211 is aiming to meet its standard call handling goals for all campaigns. The program is closely monitored for changes that may impact call volumes. Recent months have produced consistent performance and the overall number of calls have began to decrease as less callers are reaching out for tax preparation needs. It is anticipated calls will remain within a consistent range with a potential for an increase during months that have a high probability for warm weather. The program initiates efforts to assist Medi-Cal recipients with renewal applications by attending outreach events and traveling to resource centers to educate and support the community and offer walk-ins and appointments for one-on-one guidance.

Program Strategic Goals	**Progress Towards Goal**
1. Enhance recruitment initiatives to attract and hire well-qualified candidates.	The program seeks to captivate skilled candidates by streamlining the recruitment process of internal Human Resources and external Staffing Agency efforts. The program is in a position currently to offer competitive wages, language fluency and competency incentives, and opportunities for growth.
2. Enhance employee retention and foster opportunities for professional growth.	2-1-1 remains staffed with 17 Full Time and 5 temporary Information and Referral (IR) Specialists. The program enriches employees through strategic schedule planning, honoring traditions, and celebrating achievements or milestones. The program offers opportunities for professional development and an incentive for IR's who obtain certification as a Community Resource Specialist. The Program is experiencing growth and has an existing vacancy for an additional Information and Referral Coordinator.
3. Focus on retaining current contracts, such as those with United Ways, and explore growth opportunities to enhance the impact on clients.	2-1-1 aims to achieve strengthened partnerships by effectively communicating, and meeting with partners and contract grantors to share performance data and discuss progress relative to its objectives, deliverables, and goals. The program is consistently working on meeting the reporting expectations of all funding sources and maintaining a trusting relationship to increase the opportunity for existing contracts to be retained.

Program Highlights
The program had an average of 95% calls handled and 5% abandoned calls amongst seven (7) campaigns for the month of April 2024 which lends itself to overall improvement. In upcoming months the program plans to renew contracts with three (3) of its county partners.

Community Action Partnership of Kern
Monthly Report 2024

Month	April-24	**Program/Work Unit**	Community School Partnership Program
Division/Director	Sabrina Jones-Roberts	**Program Manager**	Que'Mesha Banner
Reporting Period	January 1, 2024 - December 31, 2024		

Program Description

The Community School Partnership Program (CSPP) provides direct wrap around case management to student-families enrolled within Bakersfield City School District's (BCSD) Community Schools. CSPP is designed to receive referrals from the community schools' Multi-Tiered System of Support and Family and Community Engagement (FACE) Liaisons. The program links student-families to community-based services addressing food insecurities, housing stability, or other related basic services. The program is modeled after the Four Pillars of a successful Community School designed to mitigate academic and social impacts of emergencies affecting its local communities and improve school responsiveness to student and family needs.

Additional Requested Services	Resume Building	Education Resources	N/A
BCSD Referral Type	M.T.S.S (1)	F.A.C.E (32)	OTHER (26)

Direct Services	Month	YTD	Annual Goal	Month Progress	Annual Progress
Families referred to Program (SRV 7c) One-time services	59	217	650	9%	33%
Families Receiving Case Management Services (SRV 7a)	10	56	488	2%	11%

Results-Oriented Management and Accountability (ROMA) Assessment	Month	YTD
Families that completed Pre-assessment	10	61
Families that completed Post-assessment	0	7

Internal Referral Services (SRV 7c)	Month	YTD
Total Families referred internally for Food and Nutrition (2-1-1 or CalFresh)	7	35
Total Families referred internally for Housing (CES)	2	24
Total families referred for Employment Resources (2-1-1 or external)	4	19
Total Families referred internally for Childcare (Head Start)	2	13
Total Families referred internally for Utility Assistance (Energy)	5	27
Total Families referred to Friendship House afterschool/ mentorship program	2	8
Families Receiving Emergency Food Boxes through CAPK Food Bank Pantry Partnership (SRV 5jj)	19	80
Home Visits (SRV 2cc)	4	14

Community Action Partnership of Kern

Monthly Report 2024

Explanation (Over/Under Goal Progress)
Community Schools Partnership Program is in the 9th month of the 2023-2024 academic year. On 3/28/24, the Case Manager stationed at Stella Hills Elementary, submitted a letter of resignation and their last day is set for 4/12/24. On 4/15/24, CSPP onboarded a new case manager and there is 1 vacancy left to fill. MTSS meetings are not being held consistently at the school sites and majority of referrals come from FACE Liaisons and outreach within the community schools. The parents are less engaged as the academic year comes to an end.

Program Strategic Goals	Progress Towards Goal
1. Elevate program standards and effectiveness by providing a minimum of 3-months and up to one year of case management services to families referred to program and ensure the case management flow chart is being followed and conducted promptly.	Supervisor continues to conduct caseload audits and monitoring progress. Supervisor also conducts observations during intakes and family goal plans.
2. Implement Specific, Measurable, Achievable, Relevant, and Time-Bound (SMART) goals with participating families based on their needs outlined in ROMA assessment to reduce barriers and increase successful outcomes.	Case Managers have shown improvement with completing initial Family Goal Plans with SMART goals. Case managers need improvement with 30-60-90 follow ups.
3. Increase access to housing support and financial educational opportunities for families experiencing or at-risk of homelessness.	CSPP is collaborating with Chase Bank Community Manager to provide financial education courses to community school parents. At Stella Hills Elementary School.
4. Be fully staffed	On 4/15/24, case manager attended new hire orientation and completed training. The second candidate had a delay in the onboarding process and is schedule to attend the next orientation on 5/6/24.

Program Highlights
CSPP attended its first Staff Development Day and won 2nd place in costume/theme contest.

Application Status Report
April 2024

Name	Description	Funder	Amount Requested	Amount Awarded	Decision Date	Status
City of Bakersfield HUD Funding: HOME	CES will hire 2.5 full-time Housing Navigators to extend staffing schedule. Operating hours will span Monday to Friday from 7:30 am to 4:30 pm and Saturday from 8 am to 12 pm, covering six days a week, including holidays. The CES team will serve additional clients with 2.5 full-time staff and be available outside of the workdays to help clients reach a safe housing situation.	City of Bakersfield	$ 1,500,000.00	$ 1,000,000.00	4/1/2024	Awarded
Emergency Food and Shelter Program Phase 41 Launch	Kern County has been allocated $703,823 in federal funds through the Department of Homeland Security (DHS)/Federal Emergency Management Agency's Phase 41 Emergency Food and Shelter National Board Program, administered by the United Way of Central Eastern California. This initiative aims to supplement emergency food and shelter programs, enhancing support for high-need areas. Within this framework, the Community Action Partnership of Kern (CAPK) is applying for $75,000 of these funds. CAPK plans to leverage this funding to significantly bolster its emergency food distribution efforts, addressing the heightened demand within the community.	United Way of Kern County (UWKC)	$ 75,000.00	$ -		Pending
CA Farm to School Incubator Project	This project will fund two Head Start Centers, Primeros Pasos, and Sterling Center with an on-site garden. Our Food Bank will assist in supplying produce boxes for families with funds from CDFA.	California Department of Food and Agriculture	$ 199,242.56	$ -		Pending
Nourishing Neighbors	CAPK is currently in the pre-application phase and has submitted a Letter of Intent (LOI) for a grant opportunity. We are awaiting the invitation to submit a full proposal. The project aims to establish a downtown food incubator program for street food vendors, providing them with resources to grow their businesses and access to ServSafe and health code certifications. The City of Bakersfield owns a suitable building for a commissary kitchen build-out, which CAPK will use to facilitate program delivery. The grant will support both the planning and implementation phases, with the first year dedicated to planning and the following three years to implementation.	Albertsons Community Foundation	$ 3,000,000.00	$ -		LOI-Submitted

Kids Ocean Day Program	Programs: SYC and FHCC. Status: Awarded The 2024 Kid's Adopt-A-Beach School Program and Beach Fieldtrip consists of conducting marine debris presentations at the Shafter Youth Center and Friendship House Youth Center and organizing a Kid's Ocean Day event in San Luis Obispo County during the summer of 2023	California Coastal Commission	$ 8,000.00	$ 8,000.00	4/15/2024	Awarded
Better Food Policy Funds	The Better Food Policy will awards 10 US-based groups working to effect better food policy through civic collaboration. Each agency will receive $30,000 each for unrestricted use for a one-year period. An additional $30,000 may be available for a year 2 term. CAPK submitted an application alongside Blue Zones Project Bakersfield, and United Way of Central Eastern Kern to fund a consultant to support our Food Policy Council, specifically taking on an administrative role for our agencies as we get started with recruitment, planning agendas, and scheduling meetings.	Better Food Policy	$ 30,000.00	$ -	4/30/2024	Denied

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	Federal	**CAPK Program**	VITA
Funding Agency	Internal Revenue Service (IRS)	**Project Name**	VITA Matching Grant
CFDA	21.009	**Target Population**	Low to moderate income tax payers
Reapplication (Y/N)	Y	**Number to be served**	Pending
Estimated Request	$ 350,000	**Division Director**	Freddy Hernandez
Award Period	10/1/24-9/30/25	**Program Manager**	Jacquelyn Guerra

Project Goal (One sentence goal statement)

To provide free federal tax return preparation to targeted segments of taxpayers including, low to moderate income taxpayers, persons with disabilities, persons with limited English proficiency, Native Americans, individuals living in rural areas, and the elderly.

Project Description (Brief one paragraph description)

This is a reapplication for year 2 of 3. Project activities will be geared towards promoting free tax preparation assistance. Staff will focus on volunteer recruitment. The grant allows IRS partners to, 1.) Increase VITA services to the undeserved across the country; 2.) Increase the number of returns filed electronically; and 3.) enhance volunteer training.

Estimated Budget Summary

Awarded $325,000 for year one. Expecting an approximate 10% increase for year 2. A budget is currently being drafted for this submission.

Recommendation

Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Approvals:

Freddy Hernandez
Freddy Hernandez (May 3, 2024 16:26 PDT) — May 3, 2024
1. Division Director — Date

Pritika Ram — 05/06/2024
2. Chief Business Development Officer — Date

May 6, 2024
3. Chief Program Officer — Date

Tracy Webster — May 6, 2024
4. Chief Financial Officer — Date

Emilio G. Wagner — 05/06/2024
5. Chief Facilities and Technology Officer — Date

Jeremy Tobias — May 6, 2024
6. Chief Executive Officer — Date

Date Presented / Approved:

PRE Approval: ________ B&F Approval: ________ Executive Approval: ________ Board Approval: ________

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	Private	**CAPK Program**	TBD
Funding Agency	Albertsons Companies Foundation	**Project Name**	Nourishing Neighbors
CFDA	NA	**Target Population**	Low income and food insecure
Reapplication (Y/N)	No	**Number to be served**	TBD
Estimated Request	$ 3 million	**Division Director**	NA
Award Period	4 Years	**Program Manager**	TBD

Project Goal (One sentence goal statement)

We aim to partner with the city of Bakersfield to build out a commissary kitchen and food incubator program in Old Town Kern.

Project Description (Brief one paragraph description)

CAPK is currently in the pre-application phase and has submitted a Letter of Intent (LOI) for a grant opportunity. We are awaiting the invitation to submit a full proposal. The project aims to establish a downtown food incubator program for street food vendors, providing them with resources to grow their businesses and access to ServSafe and health code certifications. The City of Bakersfield owns a suitable building for a commissary kitchen build-out, which CAPK will use to facilitate program delivery. The grant will support both the planning and implementation phases, with the first year dedicated to planning and the following three years to implementation.

Estimated Budget Summary

Budget TBD.

Recommendation

Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Approvals:

1. Division Director — Date

Pritika Ram — May 6, 2024

2. Chief Business Development Officer — Date

May 6, 2024

3. Chief Program Officer — Date

Tracy Webster — May 6, 2024

4. Chief Financial Officer — Date

Emilio G. Wagner — May 8, 2024

5. Chief Facilities and Technology Officer — Date

Jeremy Tobias — 05/08/

6. Chief Executive Officer — Date

Date Presented / Approved:

PRE Approval: ________ B&F Approval: ________ Executive Approval: ________ Board Approval: ________

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	Private	**CAPK Program**	Energy
Funding Agency	Pacific Gas and Electric Company	**Project Name**	Community-Based Organization Arrears Pilot Program
CFDA	NA	**Target Population**	Clients in Arrears
Reapplication (Y/N)	No	**Number to be served**	TBD
Estimated Request	$ TBD	**Division Director**	Freddy Hernandez
Award Period	24 Months	**Program Manager**	Wilfredo Cruz

Project Goal (One sentence goal statement)

PG&E will be contracting with community-based organizations (CBOs) for a 24-month CBO Arrears Case Management Pilot (CBO Pilot or Pilot) program intended to serve customers who would otherwise continue to face difficulty in resolving their utility bill debt.

Project Description (Brief one paragraph description)

Community Action Partnership of Kern (CAPK) will implement a Case Management Plan as part of PG&E's 24-month CBO Arrears Case Management Pilot program, aimed at assisting customers who struggle with their utility bill debt. This program entails financial and energy education, quarterly status check-ins, and follow-up sessions once debts are resolved. Following the intake process and agreement signing, customers can access multi-tiered arrearage case management services tailored to their needs, categorized into three tiers. These tiers offer services ranging from immediate relief and assistance, continued support with education and program enrollment, to ongoing monitoring and wrap-around services, ensuring customers receive comprehensive support in managing their utility arrearages. One strategy will involve offering clients financial support through the Low Income Home Energy Assistance Program, in addition to CAPK's additional service lines, ensuring a holistic approach to support. Specific zip codes in Bakersfield, such as 93304, 93305, 93306, and 93307, are eligible for these

Estimated Budget Summary

Currently, the budget for the program is being drafted, taking into account specific guidelines provided by the funder. These guidelines include maintaining case manager hourly wages at $50 or less and allocating a maximum of 30% of the budget towards pre-planning and set-up costs. The budget will also cover a portion of Wilfredo's time to supervise the program, space/utility costs, local travel, supplies, and indirect costs, ensuring comprehensive financial planning for the program's implementation.

Recommendation

Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Approvals:

Freddy Hernandez
Freddy Hernandez (May 7, 2024 16:28 PDT) — 05/07/2024
1. Division Director — Date

Pritika Ram — 05/07/2024
2. Chief Business Development Officer — Date

05/08/2024
3. Chief Program Officer — Date

05/08/2024
4. Chief Financial Officer — Date

05/08/2024
5. Chief Facilities and Technology Officer — Date

05/08/2024
6. Chief Executive Officer — Date

Date Presented / Approved:

PRE Approval: ________ B&F Approval: ________ Executive Approval: ________ Board Approval: ________

Community Action Partnership of Kern
Small Funding Request ($50,000 or less per year)
April 2024

Funding Type	Private	**CAPK Program**	OFRC and EKFRC
Funding Agency	Baby2Baby	**Project Name**	NA
CFDA	NA	**Target Population**	Children 0-5
Request	TBD	**Division Director**	Freddy Hernandez
Award Period	1 year	**Program Manager**	Eric LeBarbe and Anna Saavedra
Description	CAPK has requested a donation of the following items from Baby2Baby: Diapers size newborn and size 7, Pull ups any sizes, Strollers. Last year, Baby2Baby donated over $7,000 worth of car seats to OFRC and EKFRC.		

Recommendation	Staff recommends approval to submit the small funding application(s) up to $50,000 per year and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Date Presented/Approved

Policy Council:	PRE Presentation:	B&F Approval:	Board Approval:
____________	____________	____________	____________

MEMORANDUM

To: Program Review and Evaluation

From: Jerry Meade, Assistant Director - Program

Date: May 15, 2024

Subject: *Agenda Item 5c:* San Joaquin County of Education Funding Application for California State Preschool Program funding– **Action Item**

The Head Start and State Child Development Division is requesting approval from the Board of Directors to submit an application for the San Joaquin County Office of Education (SJCOE) California State Preschool Program (CSPP) funds. This funding supports blending CSPP funding with Head Start (HS) funds to provide center-based services for children of families needing childcare for 8 hours or more to work, attend school, or job-training.

This new application for San Joaquin County Office of Education will conduct activities of the California State Preschool Program, (CSPP) and is for the period of **July 1, 2024, through June 30, 2025.**

The funding award amount is not to exceed $200,000 and will be used to serve 17 kids in San Joaquin County (SJC). SJC Head Start is expecting to reach full enrollment and fully earn the contract in the new school year. With the approval from the board, staff will submit the application with the amount identified above.

Recommendation

Staff recommends the Board of Directors approve the San Joaquin County Office of Education funding application for California State Preschool Program funding for the SJC HS program.

Community Action Partnership of Kern
Monthly Report 2024

Month	April-24	**Program/Work Unit**	Head Start & Early Head Start
Division/Director	Head Start/State Child Development Division/ Yolanda Gonzales	**Enrollment and Attendance Manager**	Carol Hendricks
Reporting Period	April 1, 2024 - April 30, 2024		

Program Description

Head Start provides high-quality, early childhood education to children ages zero to five years old through part-day, full-day, and home-based options. The program has a holistic approach, not only addressing the needs of the child but teaching parents to become advocates and skilled providers for their children through its Parent Policy Council and Family Engagement programs. CAPK offers Head Start and Early Head Start services throughout Kern and San Joaquin counties.

Early Head Start (ages 0-3) (FNPI 2a, 2b, 2c, 2c.1,2d, SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	Closed Classrooms Slots
Reportable/Funded Enrollment (14 fully closed classrooms/7 partially closed classroom)	569	829	829	69%	167
Disabilities	197 (YTD)	10%	10%	24%	n/a
Over Income 101%-130% (up to 35%)	30	n/a	n/a	5%	n/a
Over Income 131% and up (up to 10%)	48	n/a	n/a	8%	n/a
Head Start (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)	**Month**	**Target**	**Annual Goal**	**Annual Progress**	**Closed Classrooms Slots**
Reportable/Funded Enrollment (14 fully closed classrooms/7 partially closed classrooms)	915	1242	1242	74%	284
Disabilities	81 (YTD)	10%	10%	7%	n/a
Over Income 101%-130% (up to 35%)	36	n/a	n/a	4%	n/a
Over Income 131% and up (up to 10%)	55	n/a	n/a	6%	n/a
Home Visiting Program (SRV 2cc, 7a)	**Monthly**	**Year-To-Date**	**Annual Goal (Contract Limit 400)**	**Annual Progress**	
Enrollment	242	344	312	110%	
Central Kitchen	**Total Number Prepared**		**Breakfast**	**Lunch**	**Snack**
Meals and Snacks	59,823		22,866	17,940	19,017
Child and Adult Care Food Program (CACFP) (Note: The data represents information from March 2024)	**Total Meals Delivered**		**Meals Allocated (CACFP/HS)**	**# of Meals Served**	**% of Meals Served**
Meals and Snacks (SRV 5ii)	62,423		19,926/43,837	46,817	75%
Household Services	**Month**	**YTD**			
Eligbility Determination (SRV 7b)	153	531			
Total Community Services	**153**	**531**			

Explanation (Over/Under Goal Progress)
The current challenges we are facing regarding enrollment is due to staffing shortages. To address our staffing shortages, ongoing efforts to recruit and retain staff are underway, including but not limited to the following: Education waivers, job fair, and recruitment events. We are still pending our Oasis Center to be licensed; however, Sterling and Harvey Hall have been licensed and we are working on a transition plan to fill the classrooms. We are still completing the play yard for the Martha J. Morgan center but all children are still being served at various center locations.

	Progress Towards Goal
1. School Readiness	Objective: The program will develop a dual-language framework and will strengthen the ability of staff to work with dual-language learners. Progress: Dual Language training remains an integral component for our direct service personnel, with ongoing emphasis on fostering partnerships with families to underscore the significance of preserving their native language..

1. One ReadyRosie Family Workshop was offered at Heritage Center. 2. Kern County Children's Dental Network had dental clinics at the Sterling Center on 4/10/24, and Pete Parra on 4/25/24, where children received a free dental screening and fluorine application with parent's consent. 3. The Nutrition team participated in the Parent Meeting a Cleo Foran by offering families recipes and creating infused water with fresh fruit and herbs. Additionally, a nutritional experience was provided where parents made fruit and granola parfaits. 4. The Parent Training with Dr. Kirk on Zoom took place on Monday, April 15, 2024. 5. Staff training with Dr. Kirk was on Wednesday, April 10, 2024. 6. The Transition to Kindergarten Newsletter was shared. Preschool and kindergarten transition kits have been distributed to preschool children. 7. The Loose Parts pilot centers hosted an invitation to play for all teaching staff on April 17th. 8. The Spring DRDP assessment s were finalized April 12th and Site Supervisors developed the classroom Summary of Findings to ensure that all practices are elevated. 9. Garden Pathways recently announced that they are the recipient of a two-million-dollar grant from Lever for Change, which sought community led, community focused organizations with the purpose of advancing opportunities of individuals and families with systemic obstacles. Garden Pathways plans to utilize some of these funds to expand their childcare services to infants and toddlers. 10. Kern and SJC staff participated in the Social Emotional Workshop on April 10 and April 17, 2024. In this workshop, staff learned more about the Pyramid Model and strategies to support children's social emotional development.

MEMORANDUM

To: Program, Review, and Evaluation (PRE) Committee

From: Pritika Ram, Chief Business Development Officer
Ryan Dozier, Information Technology Administrator

Date: May 15, 2024

Subject: *Agenda Item 5e:* CY 2023 Community Services Block Grant (CSBG) Annual Report – **Info Item**

As part of our contract with the Department of Community Services and Development (CSD), we administer the Community Services Block Grant (CSBG) contract. Annually, we report on the performance of the agency using the framework of the Community Development Block Grant
(CSBG) domains and indicators, which includes number of individuals served (unduplicated), types of services offered, and financial review.

The annual reporting covers the programmatic activities from January 1 through December 31 and are broken into the following modules, as well as a section of success stories:

Module 1: State Administration
Module 2: CSBG Eligible Entity Expenditures, Capacity, and Resources
Module 3: Community National Performance Indicators
Module 4: Individual and Family (FNPIs), Services, and Characteristics

In the calendar year 2023, the agency provided services to 114,670 unique individuals and 66,147 distinct households. The enclosed presentation will offer an overview of the services received by clients, trend data including programmatic and fiscal information, and areas identified for enhancement in the upcoming reporting cycle.

Attachment
CY 2023 Community Services Block Grant (CSBG) Annual Report presentation

capk

Community Action Partnership of Kern

Community Services Block Grant (CSBG) 2023 Final Report

CSBG is designed to provide a range of services to assist low-income families and individuals attain the skills, knowledge, and motivation necessary to achieve self-sufficiency. CSBG funds services and activities that have a measurable impact on the causes and conditions of poverty in local communities across the state.

January 01, 2023 to December 31, 2023

Date Submitted: February 01, 2023 (v.1)

February 20, 2023 (v.2)

Date Approved: February 28, 2023

CSBG Outline

Module 1: State Administration

- Agency Success Stories
- Innovative Solutions Highlights
- State and CSBG Eligible Continuous Improvement

Module 2: CSBG Eligible Entity Expenditures, Capacity, and Resources

- Section A: CSBG Expenditures
- Section B: Capacity Building
- Section C: Allocated Resources

Module 3: CNPIs Community National Performance Indicators (initiatives)

- Community Level Initiatives, National Performance Indicators (NPIs), and Community Strategies

Module 4: Individual and Family (FNPIs), Services, and Characteristics

- National Performance Standards (NPIs)
- Services Indicators (SRVs)
- Characteristics – Client Demographics

Seven (7) Main CSBG Domains

- Employment
- Education and Cognitive Development
- Income and Asset Building
- Housing
- Health and Social/Behavioral Development
- Civic Engagement and Community Involvement
- Serves Supporting Multiple Domains

Module 1: State Administration

CSBG Eligible Entity Management Accomplishments

- 2021-25 Strategic Plan Update
  - Goal 1 –
    - Food Bank Expansion fully-funded
    - Food Insecurity Assessment

Innovative Solutions Highlight

- California Advancing and Innovating Medi-Cal (CalAIM) initiative
  - Housing Trio
  - Diversify funding
  - Wholistic approach for client services

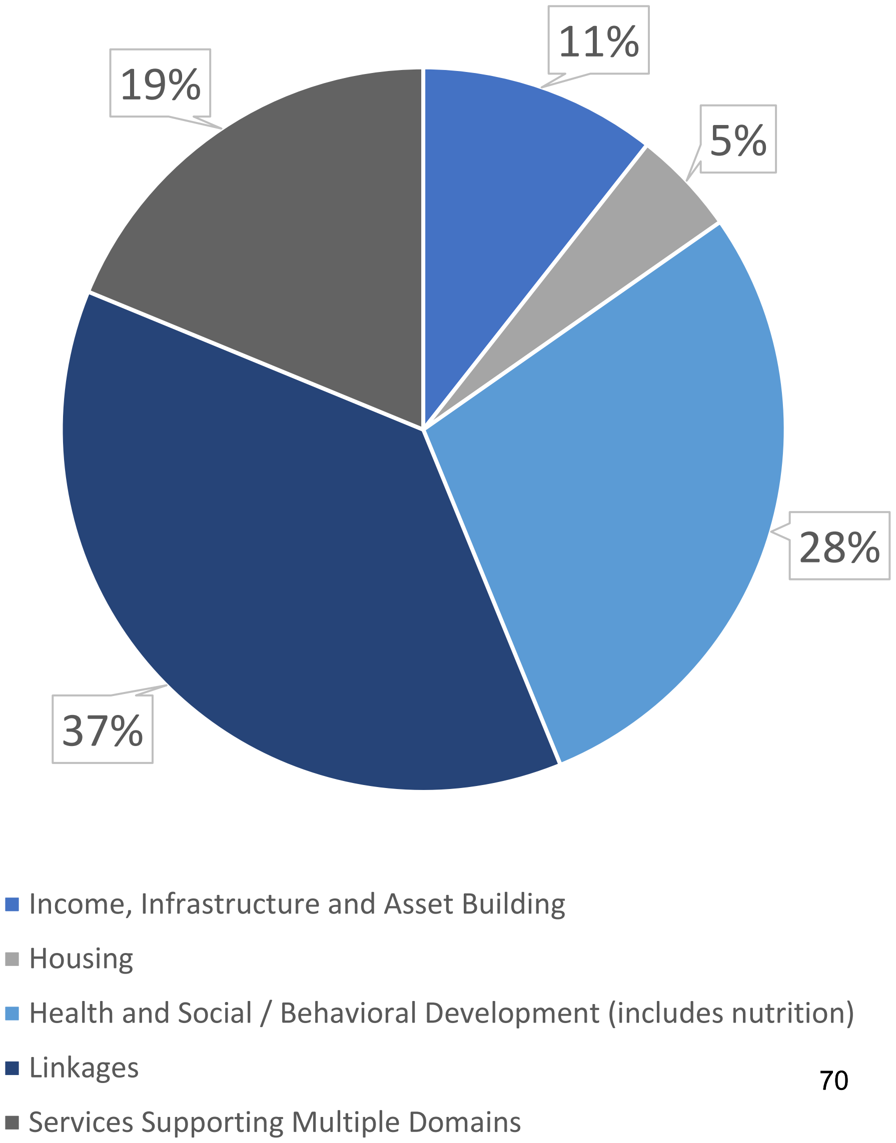
State and CSBG Eligible Entity Continuous Improvement

- ROMA model to assess performance and meeting deliverables.
  - Food Bank – Food Insecurity Assessment & GIS mapping
  - Changes to service model
  - Capacity-building agency partners

CSBG Module 2, Section A & C Financial Summary

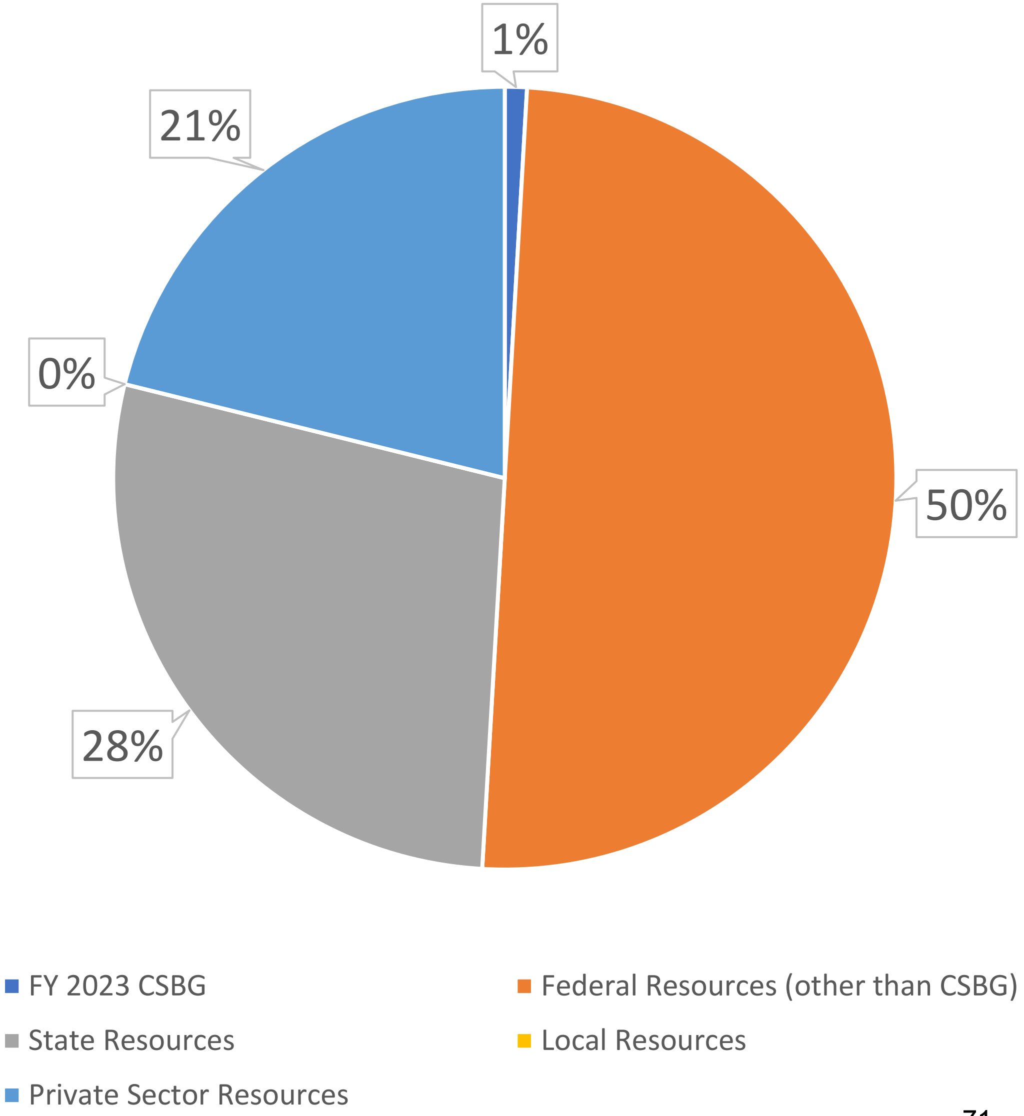
2023 Section A - CSBG Expenditures

CSBG Expenditures Domains	Amount
Income, Infrastructure and Asset Building	$189,859
Housing	83,889
Health and Social / Behavioral Development (includes nutrition)	511,229
Linkages (e.g partnerships that support multiple domains)	669,933
Services Supporting Multiple Domains	336,417
Total CSBG Expenditures	**$1,791,327**



2023 Section C - Allocated Resources

Source	Amount
FY 2023 CSCG allocated	$1,791,327
Federal Resources (Other than CSBG)	98,609,995
State Resources	55,095,048
Local Resource	0
Private Sector Resources	41,682,727
Total Resources	**$197,179,097**



Year by Year Comparison – Sources of Funding

Source	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
FY 2023 CSCG allocated	$1,489,531	$2,275,164	$2,281,826	$2,305,039	$1,791,327
Federal Resources (Other than CSBG)	70,829,451	69,981,694	75,161,721	92,019,499	98,609,995
State Resources	10,804,836	14,247,090	20,091,128	34,262,222	55,095,048
Local Resource	87,833	47,774	45,000	45,036	-
Private Sector Resources	17,509,861	28,631,881	37,048,608	22,099,196	41,682,727
Total Resources	**$100,721,512**	**$115,183,603**	**$134,628,283**	**$150,730,992**	**$197,179,097**

96% Growth in Revenue from 2019 to 2023

CSBG Module 2, Section B
Capacity Building

The number of staff who hold certifications that increase agency capacity to achieve family and community outcomes, as measured by one or more of the following:	Number
Number of Nationally Certified ROMA Implementers	8
Number of Certified Community Action Professionals(CCAP)	4
Number of Staff with a child development certification	318
Number of Staff with a family development certification	12
Number of Staff with Home Energy Professional Certifications	8
Number of Energy Auditors	8
Number of Quality Control Inspectors(QCI)	3
Number of Building Performance Institute(BPI) certified professionals	3
Number of Classroom Assessment Scoring System(CLASS) certified professionals	37
Other (Please specify others below):	
Certified Information and Referral Specialist (CIRS) 2-1-1	1
Certified Community Resource Specialist- Database Curator (CRS) 2-1-1	2
Volunteer Standards of Conduct Certificate (VITA)	39
Intake interview and quality review certificate (VITA)	39
Advance Tax Preparer Certificate (VITA)	39
Site Coordinator Training Completion Certificate (VITA)	8
Food Handler Certificate	26
Safe Serve Certificate	10
Forklift Certification (Food Bank)	20
Food Handler Certificate (CalFresh Healthy Living)	8
Civil Rights Certificate (CalFresh Healthy Living)	30
Lead Safe Renovaters Certifications (Energy)	10
CSD Approved Assessors (Energy)	2
CSD Approved Inspectors (Energy)	2
CSD approved on the job training (OJT) Peer Experts (Energy)	2
Power Platform Fundamentals (Information Systems)	1
WIC Nutrition Assistant (WNA) Certification (WIC)	21
Certified Lactation Educators (WIC)	3
Degreed Nutritionist (WIC)	4
International board certified lactation consultant (WIC)	2

The number of staff who hold certifications that increase agency capacity to achieve family and community outcomes (Module 2, B.4)

Number of organizations, both public and private, that the CSBG Eligible Entity actively works with to expand resources and opportunities in order to achieve family and community outcomes:	Number
Non-Profit	714
Faith Based	114
Local Government	44
State Government	8
Federal Government	3
For-Profit Business or Corporation	31
Consortiums / Collaborations	44
School Districts	22
Institutions of Post-Secondary Education/ Training	14
Financial / Banking Institutions	13
Health Service Organizations	25
Statewide Associations or Collaborations	15

The Number of organizations, both public and private, that the CSBG Eligible Entity actively works with to expand resources and opportunities to achieve family and community outcomes (Module 2, B.5)

Hours of Agency Capacity Building & Volunteer Hours (Module 2, B.3 & B.4)

Hours of Agency Capacity Building	Hours
Hours of Board Members in capacity building activities	638
Volunteer Hours	**Hours**
Total number of volunteer hours donated to the agency	46,283
Of the above, the total number of volunteer hours donated by individuals with low incomes	121

Community Action Partnership of Kern

CSBG Module 3
Community-level Initiative

Module 3 CNPIs Community National Performance Indicators (initiatives)

- **Homeless Services:** M Street Navigation Center – Follow up: Lack of shelter and housing security for the unsheltered population. Increase the number of beds to house homeless individuals in Kern County, make supportive services available to the homeless population, and open a Low Barrier Homeless Navigation Center. This site was opened during the COVID-19 pandemic, May 2020, and has been operational since.

  To address ending the homeless crisis in Kern County the County, in partnership with the local Continuum of Care (CoC), developed an alternative to congregate sleeping to better serve homeless individuals that are shelter resistant**.** In June 2022, the agency expanded the M Street Navigation Center to include Safe Camping and Safe Parking options for individuals experiencing homelessness.

  Goal: Increase stability and access. The goal of the program is to build trust, increase community engagement, support local businesses by providing alternatives, and provide a safe place for individuals who are shelter resistant. Additionally, it was designed to connect individuals to services to eventually transition to permanent housing or shelter environment. The establishment and maintenance of a congregate low-barrier homeless shelter have led to several notable impacts. We were able to add and maintain the total count of shelter beds of 986, of which the CAPK M Street Navigation Center has 147 shelter/congregate beds and 42 non-congregate beds (safe camping).

  - Domains & Indicators
    - **Housing**
      - CNPI 3a.6 Other Public Assets/Physical Improvements.
      - CNPI 4d Number of shelter beds maintained in the identified community.
      - CNPI 5c Number of public safety assets and resources created in the identified community.
      - CNPI 5e Number of activities designed to improve police and community relations within the identified community.

  - **Summary:** As we guide individuals through our center and available services, we've encountered a group of homeless individuals who are not yet prepared to engage with traditional shelter or services. Recognizing that residing in a shelter or communal setting might hinder their progress at this stage, we identified a need to connect with this shelter-resistant population. Consequently, we collaborated with the County and CoC service providers to explore alternative models to traditional shelter setups, such as accommodating individuals to park their vehicles on-site and allocating space for tents. Presently, we have 42 tents available for individuals in need. What initially posed a challenge has evolved into an opportunity for us to reassess client needs and adapt our service model accordingly.

CSBG Module 4, Section A

National Performance Indicators (NPIs)

CSBG Individual and Family Performance Indicators (FNPI) (Modules 3 & 4)

Employment

- Skills Training & Opportunities for Everyone
- Career Counseling
- Job Search
- Post Employment Supports
- Employment Supplies

Education and Cognitive Development

- Child/Young Adult Programs
- School Supplies
- Extra-Curricular Programs
- Adult Education Classes
- Post-Secondary Education Supports
- Financial Aid Assistance
- Home Visits

Income and Asset Building

- Training and Counseling Services
- Benefits Coordination and Advocacy
- Asset Building
- Loans and Grants

Housing

- Housing Payment Assistance
- Eviction Prevention Services
- Utility Payment Assistance
- Housing Maintenance & Improvements
- Weatherization Services

Health and Social/Behavioral Development

- Health Services, Screening and Assessments
- Reproductive Health Services
- Wellness Education
- Mental/Behavioral health
- Support Groups
- Dental Services, Screenings and Exams
- Nutrition and Food/Meals
- Family Skills Development
- Emergency Hygiene Assistance

Civic Engagement and Community Involvement

- Health/social service partnerships
- Community volunteers
- Attracting capital investments
- Equity support/awareness
- Community-wide needs assessments
- Civic engagement of low-income individuals/families

Services Supporting Multiple Domains

- Case Management
- Eligibility Determinations
- Referrals
- Transportation Services
- Child Care
- Elder Care
- Identification Documents
- Re-Entry Services
- Immigration Support Services
- Legal Assistance
- Emergency Clothing Assistance
- Mediation/Customer Advocacy Interventions

Goal 1: Individuals and families with low income are stable and achieve economic security.

Module 4 National Performance Indicators

*Section **A** FNPIs*

Domain: Education & Cognitive Development

FNPI Education and Cognitive Development Indicators	I.) Number of Individuals Served	II.) Target	III.) Actual Results	IV.) Percentage Achieving Outcome	V.) Performance Target Accuracy
FNPI 2a. The number of children (0 to 5) who demonstrated improved emergent literacy skills.	2,385	2,500	2,385	100%	95.4%
FNPI 2b. The number of children (0 to 5) who demonstrated skills for school readiness.	2,422	2,500	2,422	100%	96.9%
FNPI 2c. The number of children and youth who demonstrated improved positive approaches toward learning, including improved attention skills. (auto total).	2,749	2,500	2,749	100%	110.0%
FNPI 2c.1. Early Childhood Education (ages 0-5)	2,749	2,500	2,749	100%	110.0%
FNPI 2d. The number of children and youth who are achieving at basic grade level (academic, social, and other school success skills). (auto total).	2,077	2,500	2,077	100%	83.1%
FNPI 2d.1. Ages 0-5 in Early Childhood Education	2,077	2,500	2,077	100%	83.1%
FNPI 2g. The number of individuals who obtained a high school diploma and/or obtained an equivalency certificate or diploma.	1	1	1	100%	100.0%
FNPI 2j. The number of individuals who obtained a Bachelor’s degree	1	1	1	100%	100.0%

Module 4 National Performance Indicators

*Section **A** FNPIs*

Domain: Housing & Health and Social/Behavioral Development
Domain: Health and Social/Behavioral Development

FNPI Housing Indicators	I.) Number of Individuals Served	II.) Target	III.) Actual Results	IV.) Percentage Achieving Outcome	V.) Performance Target Accuracy
FNPI 4a. The number of individuals experiencing homelessness who obtained safe temporary shelter.	1,505	1,100	1,505	100%	136.8%
FNPI 4b. The number of individuals who obtained safe and affordable housing.	204	96	204	100%	212.5%
FNPI 4h. The number of individuals with improved energy efficiency and/or energy burden reduction in their homes.	198	120	198	100%	165.0%
FNPI 4z. Number of individuals who obtained utilities.	5,023	9,000	5,023	100%	55.8%
FNPI 4z. Number of individuals who avoided a utility shut-off.	4,635	4,170	4,635	100%	111.2%
FNPI 4z. The number of individuals: (please specify) LIHWAP low-income household water assistance program	2,289	2,000	2,060	111%	114.5%

FNPI Health and Social/Behavioral Development (includes nutrition) Indicators	I.) Number of Individuals Served	II.) Target	III.) Actual Results	IV.) Percentage Achieving Outcome	V.) Performance Target Accuracy
FNPI 5d. The number of individuals who improved skills related to the adult role of parents/ caregivers.	22	45	22	100%	49%

CSBG Module 4, Section B Services (SRVs)

Module 4 Service Indicators *Section **B** SRVs*

SRV Education and Cognitive Development Indicators	Unduplicated Number of Individuals Served
SRV 2a. Early Head Start	1,083
SRV 2b. Head Start	1,627
SRV 2c. Other Early Childhood (0 5 yr. old) Education	322
SRV 2l. Before and After School Activities	69
SRV 2m. Summer Youth Recreational Activities	126
SRV 2n. Summer Education Programs	24
SRV 2z. Financial Literacy Education	89
SRV 2cc. Home Visits	764

SRV Income, Infrastructure, and Asset Building Indicators	Unduplicated Number of Individuals Served
SRV 3h. Health Insurance	56
SRV 3l. SNAP Benefits	92
SRV 3o. VITA, EITC, or Other Tax Preparation programs	6,001

SRV Services Supporting Multiple Domains Indicators	Unduplicated Number of Individuals Served
SRV 7a. Case Management	26,038
SRV 7b. Eligibility Determinations	11,587
SRV 7f. ChildCare payments	3,414
SRV 7n. Emergency Clothing Assistance	144

Module 4 Service Indicators *Section **B*** *SRVs*

SRV Housing Indicators	Unduplicated Number of Individuals Served
SRV 4d. Deposit Payments	42
SRV 4i. Utility Payments (LIHEAP includes Emergency Utility Payments)	5,023
SRV 4m. Temporary Housing Placement (includes Emergency Shelters)	119
SRV 4t. Energy Efficiency Improvements (e.g. insulation, air sealing, furnace repair, etc.)	198

SRV Health and Social/Behavioral Development (includes nutrition) Indicators	Unduplicated Number of Individuals Served
SRV 5c. Developmental Delay Screening	3,052
SRV 5g. Maternal/Child Health	21,138
SRV 5ff. Skills Classes (Gardening, Cooking, Nutrition)	325
SRV 5hh. Incentives (e.g. gift card for food preparation, rewards for participation, etc.)	7
SRV 5ii. Prepared Meals	3,592
SRV 5jj. Food Distribution (Food Bags/Boxes, Food Share Program, Bags of Groceries)	12,233
SRV 5mm. Parenting Classes	22
SRV 5oo. Hygiene Facility Utilizations (e.g. showers, toilets, sinks	1,560

CSBG Module 4, Section C

Client & Household Characteristics

Module 4 Characteristics

Section C

Client Demographics

Agency Level, including all programs and service areas

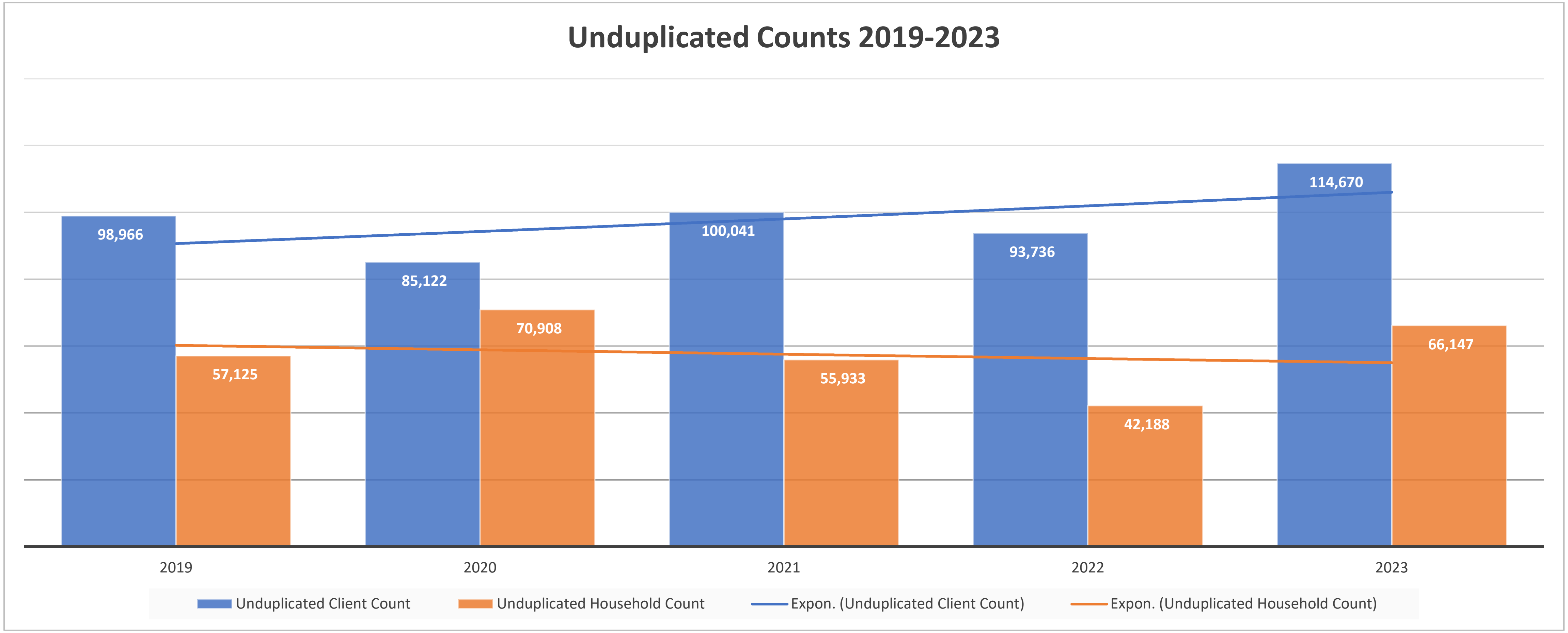
Unduplicated Individuals

114,670

Unduplicated Household

66,147

Counts over the Years



Client Demographic Categories

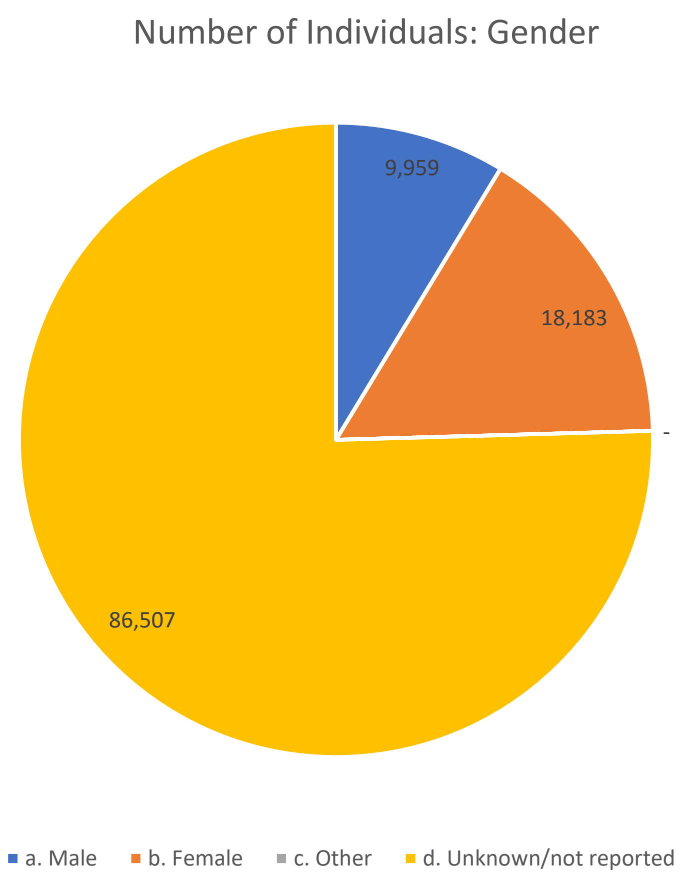
INDIVIDUAL LEVEL CHARACTERISTICS

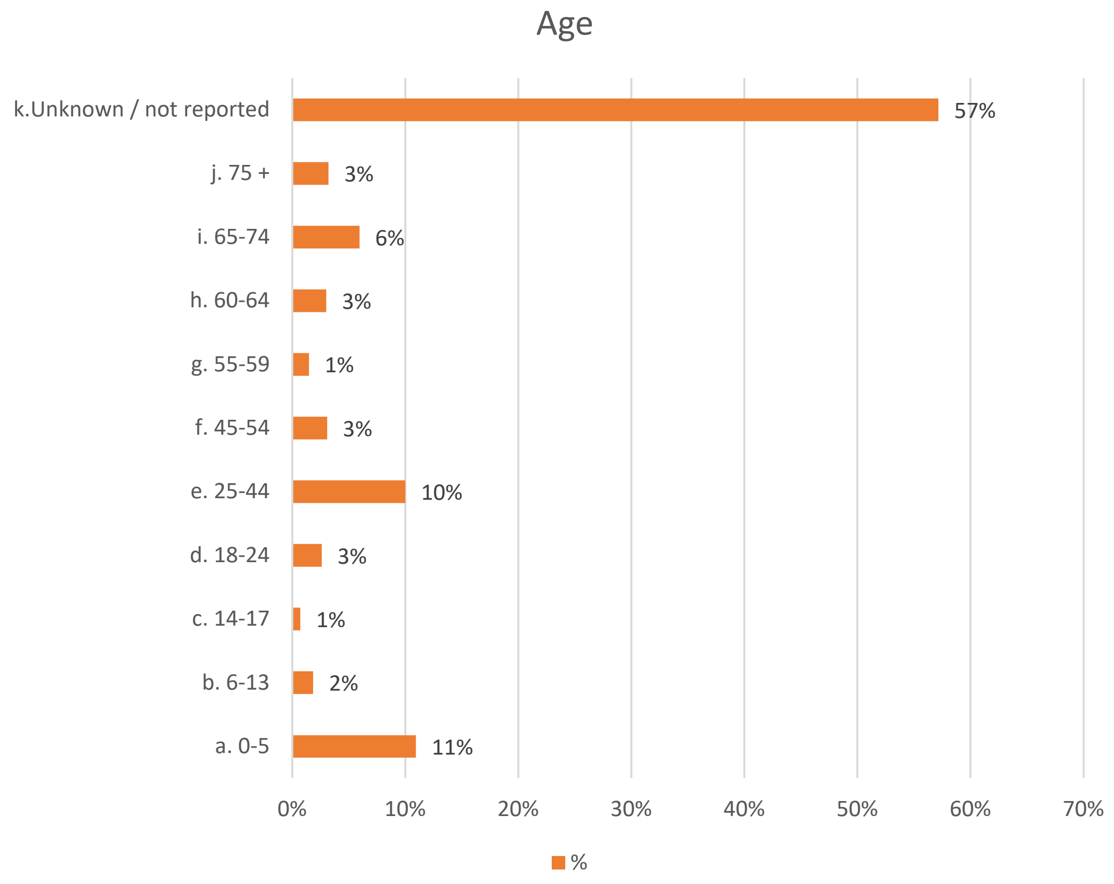
- Gender and Age
- Education
- Health
- Health Insurance
- Ethnicity
- Race
- Military Status
- Work Status

HOUSEHOLD LEVEL CHARACTERISTICS

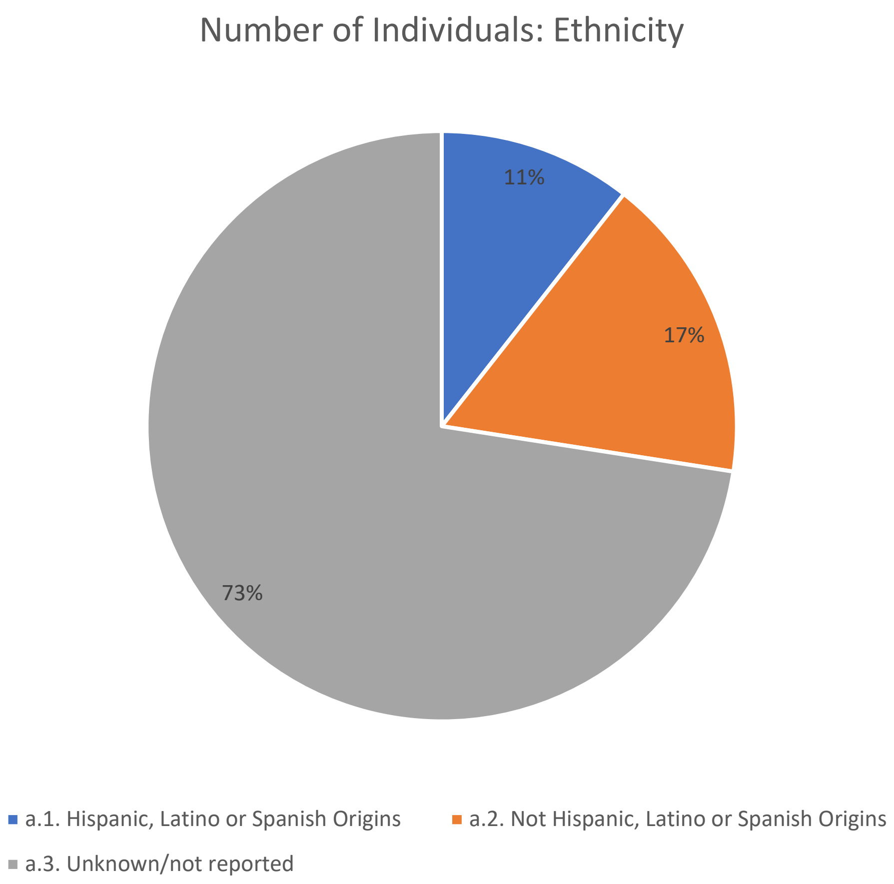
- Type
- Size
- Housing (situation)
- Income Level
- Source of Income
- Other Source
- Non-cash Benefits

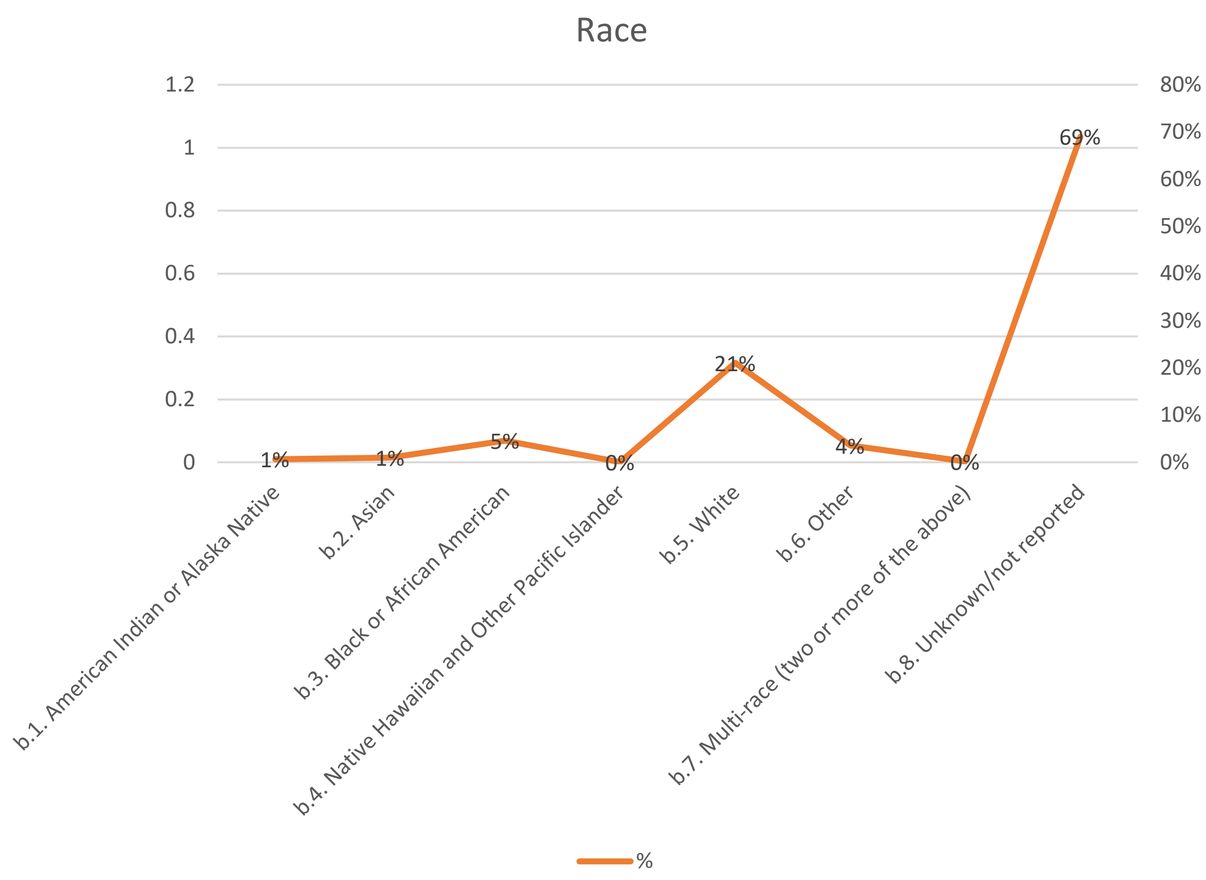
Individual Level Characteristic





Individual Level Characteristic





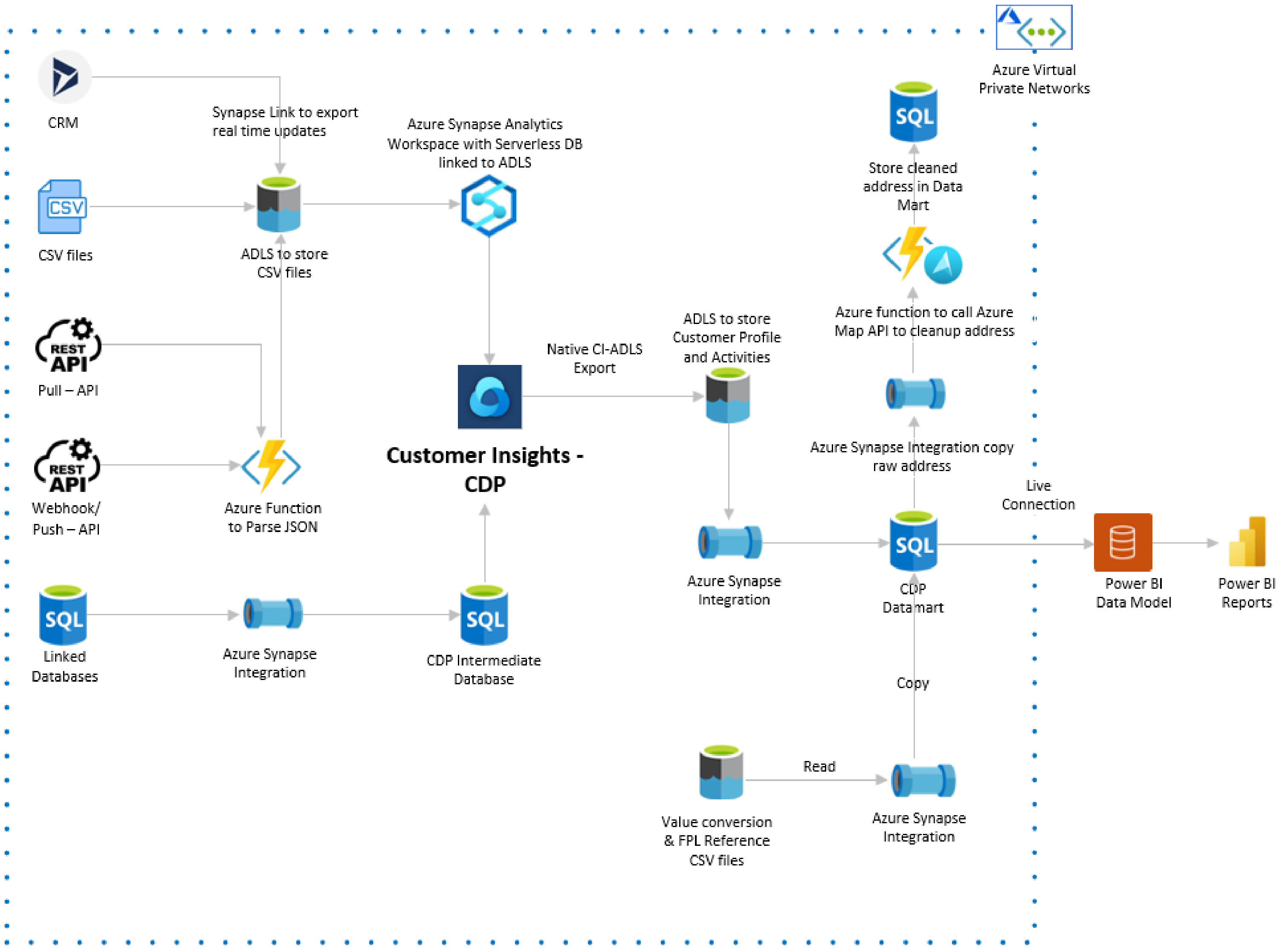
Household Level Characteristic

[redacted]

Non Applicable - Data was not available for the Household Level Characteristic count

CSBG 2023 Annual Report Data Recap

Architecture



How did we get these numbers?

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

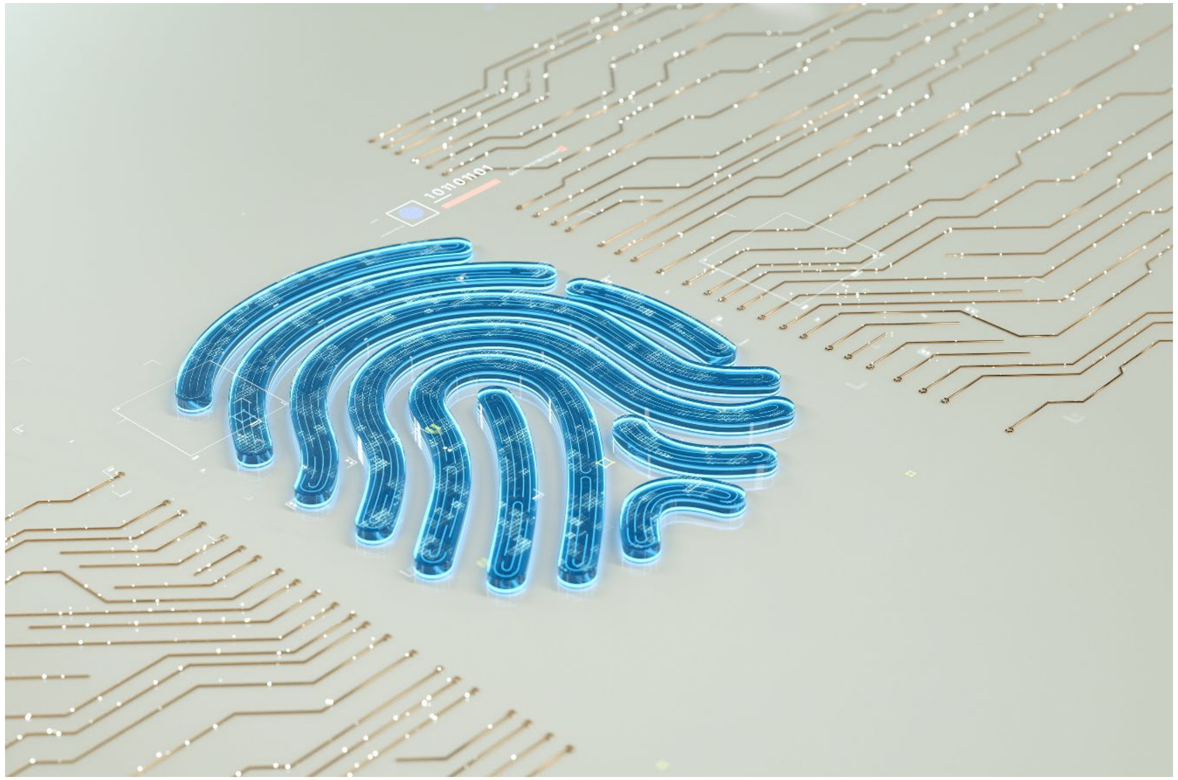
- Group all the Clients by Addresses and set the One Client as " **Household**" and remaining all clients of that Address as "**CrossProgramSecondaryRecord**" in the **HouseholdCrossProgramClientKey** field.

Client Name	Program	Phone	**Address**	**HouseholdCrossProgramClientKey**
Client -1	211	1113333333	**Baker Street**	Household
Client -4	CES	1113333334	**Baker Street**	CrossProgramSecondaryRecord
Client -2	FoodBank	1113333335	**Baker Street**	CrossProgramSecondaryRecord
Client -1	CES	1113333333	**Baker Street**	CrossProgramSecondaryRecord

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

- Group all the Clients by Phone Numbers and set the One Client as " **Individual** " and remaining all clients of that Phone Number as "**CrossProgramSecondaryRecord**" in the **IndividualsCrossProgramClientKey** field.

Client Name	Program	**Phone**	Address	**IndividualsCrossProgramClientKey**
Client -1	211	**1113333333**	Baker Street	Individual
Client -4	CES	**1113333334**	Baker Street	Individual
Client -2	FoodBank	**1113333335**	Baker Street	Individual
Client -1	CES	**1113333333**	Baker Street	CrossProgramSecondaryRecord



Challenges we faced consolidating data

- Data Quality
- Paper Data
- Technical Issues
- Special Grants/Programs Data
- Missing Key identifiers for deduplication
- Receiving Data Late

CDP-CSBG Action Items

Monthly Data Upload

- CalFresh, M Street Navigation Center, M Street Safe Camping, CSFP, Food Bank Pantry and Commodity (TEFAP), VITA, CES, MCAP, WIC

Program Meeting with IS Team

- Calendar invites to be sent by end of April 2024

New Program/Service Notification

- Microsoft Form in Directors and Managers Toolkit

Minimum Data Requirements

- First Name, Last Name, Phone Number, Date of Birth, Address

Community Action Partnership of Kern

Helping People…
Changing Lives.