

COMMUNITY ACTION PARTNERSHIP of KERN
BOARD OF DIRECTORS
BUDGET & FINANCE COMMITTEE MEETING
5005 Business Park North, Bakersfield, CA
May 23, 2018
12:00 p.m.

AGENDA

1. **Call to Order**

2. **Roll Call**

Warren Peterson	Janea Benton	Jimmie Childress
Guadalupe Perez	Ana Vigil	

3. **Approval of Agenda**

4. **Public Forum:** *(The public may address the committee on items not on the agenda. 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.)*

5. **New Business**

a. Application Status Report and Funding Requests – Ralph Martinez, Director of Community Development – **Action Item (p. 3-10)**

1. US Department of Justice for Friendship House Community Center – CAPK Partners for Reentry
2. Kern Family Health Center for Shafter Youth Center Yoga & CPR Classes
3. Kern Family Health Care for East Kern Family Resource Center for Emergency Supply Closet
4. US Department of Treasury / IRS for Kern VITA Partnership Program
5. US Department of Homeland Security for Emergency Food & Shelter

b. Head Start and Early Head Start Budget to Actual Reports – Emily Gonzalez Demont, Assistant Director of Grants Management and Donna Holland, Fiscal Administrator – **Info Item**

1. Kern Head Start and Early Head Start Budget to Actual for the Period Ended February 28, 2018 (Interim Year-End Report) – **Info Item (p. 11-13)**
2. Kern Head Start Budget to Actual for the Period Ended April 30, 2018 **(p. 14-15)**
3. Kern Early Head Start Budget to Actual for the Period Ended April 30, 2018 **(p. 16-18)**
4. San Joaquin Early Head Start Budget to Actual for the Period Ended April 30, 2018 **(p. 19-21)**
5. Early Head Start Child Care Partnerships Budget to Actual for the Period Ended April 30, 2018 **(p. 22-23)**

c. Federal Financial Report – Christine Anami, Chief Financial Officer – **Info Item (p. 24-28)**

6. **Chief Financial Officer Report**

- a. Discretionary Fund Update – Info Item **(p. 29)**
- b. Financial Statements, April 2018 – Action Item **(p. 30-74)**

7. **Committee Member Comments**

8. **Next Scheduled Meeting**

Budget & Finance Committee Meeting
Wednesday, June 20, 2018
12:00 p.m.
5005 Business Park North
Bakersfield, California 93309

9. **Adjournment**

This is to certify that this Agenda notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, and online at www.capk.org by 12:00pm on May 18, 2018. Paula Daoutis, Administrative Coordinator.

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNDING REQUESTS AND APPLICATION STATUS REPORT
PENDING -April 2018

Date Approved	Date of App. Submission	Funding Source	Program/Proposal	Amount Requested
11/29/2017 (Board)	12/4/2017	US Department of Agriculture	CAPK Food Bank Network Capacity Building & Emergency Preparedness Project	\$ 350,000
3/14/18 (PRE)	2/15/2018	US Department of Justice, Office of Violence Against Women	The East Kern Partnership-3yrs	\$ 500,000
4/11/18 (PRE)	3/30/2018	Borax Visitors Center Foundation	East Kern Family Resource Center, East Kern Health Link	\$ 2,750
5/16/18 (PRE)	4/30/2018	U.S. Administration for Community Living, Administration for Aging	SYC Happy, Healthy Seniors Program (3 Years)	\$ 150,000

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNDING REQUESTS AND APPLICATION STATUS REPORT
AWARDED - April 2018

Date Approved	Date of Notification	Funding Source	Program/Proposal	Amount Requested	Amount Awarded	Funding Period
5/17/2017 (PRE)	5/22/2017	Target Distribution Center	SYC/ Museum on the Move	\$ 2,500	\$ 2,500	10/1/2017 - 9/30/2018
5/17/2017 (PRE)	5/30/2017	Target Distribution Center	Food Bank/ BackPack Buddies	\$ 2,000	\$ 2,000	8/1/2017 - 6/30/2018
4/12/2017 (PRE)	5/8/2017	Kern Family Health Care	Food Bank/ Senior Food Program	\$ 2,000	\$ 2,000	7/1/2017 - 6/30/2018
5/17/2017 (PRE)	6/7/2017	United Way of Kern County	Food Bank/ Food Procurement & Distribution	\$ 100,000	\$ 94,750	4/1/2017 - 3/31/2018
9/21/2016 (B&F)	6/29/2017	Kern County Network for Children	EKFR/ Differential Response Services	\$ 209,094	\$ 209,094	7/1/2017 - 6/30/2018
3/15/2017 (PRE)	7/5/2017	Friends of Mercy Foundation / Sister Phyllis Hughes Endowment for Special Needs	EKFR/ Emergency Supplies Closet	\$ 5,000	\$ 3,000	8/1/2017 - 7/31/2018
6/14/2017 (PRE)	7/9/2017	Starbucks Foundation	FHCC/SYC PREP Works	\$ 49,600	\$ 30,000	1/1/2018 - 6/30/2018
6/21/2017 (B&F)	9/7/2017	Bank of the West	VITA/ 2017 Tax Season	\$ 3,500	\$ 3,500	9/1/2017 - 6/30/2018
5/25/2016 (Board)	10/3/2017	U. S. Dept. of Treasury/IRS	VITA/ Kern VITA Partnership - Year 2	\$ 223,315	\$ 84,815	7/1/2017 - 6/30/2018
9/13/2017 (PRE)	10/30/2017	Wells Fargo	FHCC & SYC/ PREP Works Program	\$ 50,000	\$ 25,000	1/1/2018 - 6/30/2018
10/18/17 (B&F)	11/9/2017	CA Department of Social Services, Office of Child Abuse Prevention	EKFR/ Financial Empowerment (2-year grant, \$75,000 per year)	\$ 150,000	\$ 150,000	3/01/2018 - 2/29/2020
8/09/2017 (PRE)	11/14/2017	Allstate Foundation Group / Helping Hands	Food Bank/ General Operating Support	\$ 14,000	\$ 14,000	1/01/2018 - 12/31/2018
10/11/17 (PRE)	11/15/2017	Stater Bros. Charities/ Harvesting Hope	Food Bank/ General Operating Support	\$ 5,000	\$ 3,000	1/01/2018 - 12/31/2018
11/08/2017 (PRE)	11/20/2017	Bank of the West	CAPK Small Business Assistance Program (3 years @ \$25,000 per)	\$ 75,000	\$ 75,000	1/01/2018-12/31/2020
9/13/2017 (PRE)	12/11/2017	Dignity Health	EKFR/ East Kern Health Link	\$ 69,926	\$ 24,701	1/01/2018-12/31/2020
09/13/2017 (PRE)	12/15/2017	Wonderful Community Grants	CAPK Food Bank Free Farmers Markets, Wasco	\$ 50,000	\$ 30,000	01/01/2018-12/31/2018
3/21/2018 (PRE)	4/18/2018	Kern Family Health Care	EKFR/ Emergency Closet	\$ 2,000	\$ 2,000	6/1/2018-12/31/2018
3/21/2018 (PRE)	4/18/2018	Kern Family Health Care	FHCC Grow Fit	\$ 2,000	\$ 2,000	6/1/2018-12/31/2018
3/21/2018 (PRE)	4/18/2018	Kern Family Health Care	SYC Yoga and CPR	\$ 2,000	\$ 2,000	6/1/2018-12/31/2018
				TOTAL	\$ 759,360	

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNDING REQUESTS AND APPLICATION STATUS REPORT
DECLINED -April 2018

Date Approved	Date of Notification	Funding Source	Program/Proposal	Amount Requested
8/17/2016 (B&F)	1/31/2017	U.S Dept. of Housing & Urban Development	2-1-1 Kern/ Kern County Homeless Coordinated Entry System	\$ 178,000
10/26/2016 (Board)	2/6/2017	TJX Foundation	Food Bank/ General Support	\$ 5,000
3/22/2017 (B&F)	6/14/2017	Kaiser Permanente Southern Cal. Community Benefits Grant Program	FHCC & SYC/ Summertime Yoga Challenge	\$ 12,600
2/8/2017 (PRE)	No response	Pacific Western Bank	VITA / 2016 Tax Season	\$ 10,000
6/14/2017 (PRE)	No response	Enterprise Rent-A-Car / Feeding America	Food Bank / Operation Software	\$ 25,000
8/09/17 (PRE)	9/1/2017	American Honda Foundation	FHCC & SYC/ Building Youth Capacity in STEM	\$ 75,000
1/11/2017 (PRE)	No response	Walmart Community Grants	VITA/ Wasco	\$ 2,500
1/11/2017 (PRE)	No response	Junior League of Bakersfield	EKFC/ Computer Skills Training & Access	\$ 26,000
9/13/2017 (PRE)	10/31/2017	Disney / Feeding America	Food Bank/ Capacity Building	\$ 15,000
9/13/2017 (PRE)	9/15/2017	Heffernan Foundation	FHCC & SYC/ STEM	\$ 19,000
2/15/2017 (B&F)	No response	Bank of America Charitable Foundation	FHCC/ PREP Works for Opportunity Youth	\$ 60,000
		Strategic Growth Council Transformative Climate Communities	Kern County Disadvantage Communities Study	\$ 250,000
10/25/2017 (Board)	11/6/2017	California Coastal Commission - Whale Tail	FHCC and SYC After School Marine Studies Program	\$ 10,000
1/17/2018 (PRE)	4/11/18	CA Board of State and Community Corrections	The Partnership for Advancement of Youth-2 years funding	\$ 492,850
10/25/17 (Board)	4/18/2018	City of Bakersfield/ Community Development Block Grant	Food Bank/ Expansion & Disaster Preparedness Project	\$ 749,285
10/25/2017 (Board)	4/18/2018	CDBG-County	Food Bank/ Expansion & Disaster Preparedness Project	\$ 749,285

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Public

CFDA # 16.812

Project Name: CAPK Partners for Reentry

Division Director: Ralph Martinez

Funder Name: US Department of Justice
Grant Program Name: Friendship House
Community Center
Funding Period: 10/1/2018-9/31/2021

Program Manager: Lois Hannible
☒ **New Funding**
☐ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK is applying to the US Department of Justice for \$993,682 to support three years of the FHCC's Partners in Reentry (PR) program. The PR program will serve at least 150 inmates/formerly incarcerated males that are medium-to-high risk of reoffending—those to be released in Kern County under Realignment, Post Release Community Supervision (PRCS). The emphasis of the program is to reduce recidivism by preparing incarcerated/formerly incarcerated adult males for employment by giving them the knowledge and skills needed to get a job while helping them with underlying issues/criminological needs that prevent employment success—improving communication skills, anti-social behavior, family/relationships, and substance abuse issues.

Pre-release services will begin up to 6 months prior to the participant's release date and include assessment and case management. Depending on assessed needs/risk factors, participants will then receive cognitive behavioral treatment, substance abuse treatment, and/or family/relationship counseling. Post-release services will begin the day of release and can include the above plus **job preparation education** such as completing applications, interview skills and work place expectations, and **job training/certifications** through program partner WESTEC to prepare participants for jobs in Kern's oil and manufacturing industries.

B. Use of Funds:

Funds of \$993,682 will be used for salaries of four full-time, 40 hour per week, staff—Project Lead, Program Educator, Case Manager, and Program Assistant; training for evidence based programing; mileage; a program evaluator; and general program supplies.

C. Approvals:

1. _____ Division Director Date	3. <u>Christine Anemic</u> <u>5/3/18</u> Chief Financial Officer Date
2. <u>Ralph Martinez</u> <u>5-3-18</u> Director of Community Development Date	4. <u>JIT. II</u> <u>5/3/18</u> Chief Executive Officer Date

D. Board:

☐ Policy Council	☐ PRE Presentation	☐ B&F Approval	☐ Board Approval
Date: _____	Date: _____	Date: _____	Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Private

CFDA # N/A

Project Name: Yoga and CPR

Division Director: Ralph Martinez

Funder Name: Kern Family Health Care

Program Manager: Angie Nelson

Grant Program Name: Shafter Youth Center

Funding Period: 7/01/2018-6/30/2019

☒ **New Funding**

☐ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK is applying for \$2,000 from Kern Family Health Care to support Shafter Youth Center's (SYC) Yoga and CPR/First Aid classes to be offered to SYC parents and the community. Two 10 week sessions of yoga will be offered for 25 participants per session, facilitated by a certified yoga instructor. The CPR/First Aid will be taught by certified instructor and offered in two sessions for a total of 20 students and include classes in adult/child/infant CPR/first Aid. Certification cards will be given at end of class.

B. Use of Funds:

Funding of \$2,000 will be used for the yoga and CPR instructors and general supplies including yoga matts and resistance bands.

C. Approvals:

1. _____
Division Director Date

3. Chaitane Anand 5/2/18
Chief Financial Officer Date

2. Ralph Martinez 4/26/18
Director of Community Development Date

4. J. T. P. 5/3/18
Chief Executive Officer Date

D. Board:

☐ Policy Council
Date: _____

☐ PRE Presentation
Date: _____

☐ B&F Approval
Date: _____

☐ Board Approval
Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Private

CFDA # N/A

Project Name: Emergency Supply Closet

Division Director: Carmen Segovia

Funder Name: Kern Family Health Care

Program Manager: Whitney Hughes

Grant Program Name: East Kern Family Resource Center

Funding Period: 7/01/2018-6/30/2019

☐ **New Funding**

☒ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK is applying for \$2,000 from Kern Family Health Care to support the East Kern Family Resource Center's Emergency Supplies Closet. The goal of this project is to help individuals and families in crisis with basic necessities—that can't be acquired through other means—such as cribs, bedding, diapers, infant formula, household cleaning supplies, basic hygiene items, and home child proofing kits. Many of the families that come to EKFRCC fear losing their children because they cannot meet some of their basic needs. These are high stress situations for families and simply providing basic necessity items can end the immediate crisis, allowing families to move towards stability.

B. Use of Funds:

Funding of \$2,000 will be used for basic need items such as diapers, formula, baby blankets, household cleaning supplies, and personal hygiene items.

C. Approvals:

1. Carmen Segovia 5/3/18
Division Director Date

3. Christine Anami 5/2/18
Chief Financial Officer Date

2. Whitney Hughes 4/26/18
Director of Community Development Date

4. J.T. R. 5/3/18
Chief Executive Officer Date

D. Board:

☐ Policy Council
Date: _____

☐ PRE Presentation
Date: _____

☐ B&F Approval
Date: _____

☐ Board Approval
Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Public

CFDA # 21.009

Project Name: Kern VITA Partnership

Division Director: Ralph Martinez

Funder Name: U. S. Department of Treasury/Internal Revenue Service (IRS)

Program Manager: Sandi Truman

Grant Program Name: CAPK VITA

☐ **New Funding**
☒ **Re-Application**

Funding Period: 10/1/2018 – 9/30/2020

A. Narrative description of funding request, including goals:

CAPK is re-applying for up to \$150,000 per year for two years from the U. S. Department of Treasury/Internal Revenue Service to fund the Kern VITA Partnership. This funding will allow CAPK VITA to continue to extend services to underserved populations in hardest-to-reach areas, increase the capacity to file returns electronically; heighten quality control; enhance training of volunteers; and improve the accuracy rate of returns prepared at VITA sites.

This funding will build upon the program's success and partnerships providing income tax preparation services and Earned Income Tax Credit assistance for low-to-moderate income residents of Kern County. During the 2017-2018 tax season, CAPK VITA completed/filed 4,987 returns and program partners completed/filed an additional 1,397, for a total of **6,384** returns filed resulting in \$9,675,898 in tax refunds and \$4,377,585 in Earned Income Tax Credits—over \$14,000,000 returned to Kern residents and families.

B. Use of Funds:

Requested funds will be used to cover a percentage of the project's personnel costs—including partnerships/subrecipients as appropriate—for the CAPK VITA program manager, site coordinators, and administrative assistants. The IRS grant funds will also cover a percentage of general operating expenses such as rent, utilities, office supplies, and outreach materials.

C. Approvals:

1. _____
Division Director Date

3. Christine Anami 5/7/18
Chief Financial Officer Date

2. Ralph Martinez 5-3-21
Director of Community Development Date

4. Janet T. 78 5/7/18
Chief Executive Officer Date

D. Board:

☐ Policy Council
Date: _____

☐ PRE Presentation
Date: _____

☐ B&F Approval
Date: _____

☐ Board Approval
Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Federal

Funding Period: 10/1/2018 –
9/30/2019

Project Name: Emergency Food & Shelter Program –
Phase 35

CFDA #: 97.024

Funder Name: U.S. Dept. of Homeland Security-Emergency
Food and Shelter National Board Program, United Way of Kern
County

Division Director: Carmen Segovia

Program Manager: Jaime Orona

Grant Program Name: CAPK Food Bank

☐ **New Funding**

☒ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK'S Food Bank is applying to the United Way of Kern County for up to \$125,000 in funding from the Emergency Food and Shelter National Board Program (EFSP) to provide emergency food to CAPK's Food Bank Program which supports 110 distribution sites across Kern County. The purpose of the EFSP is to supplement and expand the work of local social service agencies to assist people experiencing severe economic crisis and resulting food insecurity. The EFSP is funded by the U.S. Department of Homeland Security and administered by the Local Board of United Way which distributes the appropriate funds to qualified nonprofit organizations working to alleviate hunger and homelessness.

B. Use of Funds:

The \$125,000 requested will be applied towards the procurement of food and fresh produce for distribution by the CAPK Food Bank to 110 pantries which then distributes to low-income, food insecure residents of Kern County including outlying rural communities.

C. Approvals:

1. Carmen Segovia 5/8/18
Division Director Date

3. Christine Anemic 5/8/18
Chief Financial Officer Date

2. Daphne Montero 5-8-18
Director of Community Development Date

4. John P. 5/9/18
Chief Executive Officer Date

D. Board:

☐ Policy Council
Date: _____

☐ PRE Presentation
Date: _____

☐ B&F Approval
Date: _____

☐ Board Approval
Date: _____

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 5b:* Kern Head Start and Early Head Start
Budget to Actual Report for the Period Ended February 28, 2018 (Interim Year-End)
– **Info Item**

Date: May 23, 2018

The following are highlights of the Head Start/Early Head Start Budget to Actual Report for the period March 1, 2017 through February 28, 2018. Twelve months (100%) of the 12-month budget period have elapsed.

Please note that the budget amounts are updated to reflect a budget revision that was recently approved by Office of Head Start (OHS).

Head Start Base Funds

Overall expenditures are at 97% of the budget.

- **Personnel:** The budget revision moved \$500,000 to Equipment (\$134,000), Construction (\$378,182) and decreased Indirect by \$12,182.
- **Travel:** The overage consists of travel costs associated with training & technical assistance that exceeded Training & Technical Assistance funding.
- **Equipment & Construction:** The budget revision was approved by OHS after the end of the budget period; a request to carry over these funds is being submitted.
- **Contractual:** The overage consists of (1) unbudgeted legal fees to support the pension plan conversion, (2) costs of using Ready Rosie and Learning Genie app/software programs. These costs were included in the operating budget for the following budget period.

Carryover: After all transactions and adjustments have been made, CAPK will submit a request to Office of Head Start to carry over \$512,182 for projects approved with the budget revision.

Head Start Training & Technical Assistance Funds

Overall expenditures are at 100% of the budget.

Head Start Duration Grant

These funds were used to perform minor renovations and purchase supplies for three additional classrooms. Costs originally budgeted under the **Equipment** category are recorded in the **Other** category. Expenditures for this grant are at 97% of the budget.

Early Head Start Base Funds

Overall expenditures are at 95% of the budget.

- **Personnel:** The budget revision moved \$120,000 to Other (\$125,182) and decreased Indirect by \$5,182.
- **Travel:** The overage consists of travel costs associated with training & technical assistance that exceeded Training & Technical Assistance funding.
- **Supplies & Equipment:** The budget revision moved \$57,000 from Supplies to Equipment. The budget revision was approved by OHS after the end of the budget period; a request to carry over these funds is being submitted.
- **Contractual:** Actual costs of legal fees were less than budgeted.

Carryover: After all transactions and adjustments have been made, CAPK will submit a request to Office of Head Start to carry over \$57,000 for projects approved with the budget revision.

Early Head Start Training & Technical Assistance Funds

Overall expenditures are at 93% of the budget.

Head Start and Early Head Start Non-Federal Share

The Non-Federal share requirement was met.

Additional transactions and adjustments for the 2017-2018 budget year will continue to be posted during the grant close-out period. Budget to Actual reports will be presented monthly until the grant has been closed out.

**Community Action Partnership of Kern
Head Start and Early Head Start - Kern
Budget to Actual Report**

Budget Period: March 1, 2017 - February 28, 2018
Report Period: March 1, 2017 - February 28, 2018 (Interim Year-End Report)
Month 12 of 12 (100%)

Prepared 05/14/2018

Prepared 05/14/2018

HEAD START						EARLY HEAD START					
BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING	
PERSONNEL	10,069,007	9,804,836	264,171	97%	3%	2,029,045	1,952,320	76,725	96%	4%	
FRINGE BENEFITS	3,187,775	3,168,243	19,532	99%	1%	644,713	644,119	594	100%	0%	
TRAVEL	0	11,074	(11,074)			0	230	(230)			
EQUIPMENT	134,000	0	134,000	0%	100%	57,000	0	57,000	0%	100%	
SUPPLIES	1,029,470	1,033,843	(4,373)	100%	0%	319,583	288,757	30,826	90%	10%	
CONTRACTUAL	47,110	100,236	(53,126)	213%	-113%	23,390	13,966	9,424	60%	40%	
CONSTRUCTION	378,182	0	378,182	0%	100%	0	0	0			
OTHER	3,624,954	3,717,314	(92,360)	103%	-3%	562,559	546,604	15,955	97%	3%	
INDIRECT	1,766,910	1,712,481	54,429	97%	3%	353,204	339,055	14,149	96%	4%	
TOTAL BASE FUNDING	20,237,408	19,548,027	689,381	97%	3%	3,989,494	3,785,051	204,443	95%	5%	
PENDING CARRYOVER TO 2018-2019		512,182	177,199	99%	1%		57,000	147,443	96%	4%	
TRAINING & TECHNICAL ASSISTANCE											
TRAVEL	19,322	33,722	(14,400)	175%	-75%	39,954	24,447	15,507	61%	39%	
SUPPLIES	20,812	6,342	14,470	30%	70%	9,981	5,085	4,896	51%	49%	
CONTRACTUAL	18,485	6,966	11,519	38%	62%	15,689	9,601	6,088	61%	39%	
OTHER	73,517	85,070	(11,553)	116%	-16%	22,561	42,930	(20,369)	190%	-90%	
INDIRECT	13,214	13,147	67	99%	1%	8,819	7,919	900	90%	10%	
TOTAL TRAINING & TECHNICAL ASSISTANCE	145,350	145,247	103	100%	0%	97,004	89,981	7,023	93%	7%	
DURATION GRANT CARRYOVER (FORMERLY "START-UP")											
EQUIPMENT	120,000	0	120,000	0%	100%						
SUPPLIES	175,910	160,511	15,399	91%	9%						
OTHER	179,765	287,638	(107,873)	160%	-60%						
INDIRECT	32,331	44,856	(12,525)	139%	-39%						
TOTAL DURATION CARRYOVER	508,006	493,005	15,001	97%	3%						
GRAND TOTAL HS/EHS FEDERAL FUNDS	20,890,764	20,186,278	704,486	97%	3%	4,086,498	3,875,032	211,466	95%	5%	

HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
CALIF DEPT OF ED	2,930,748	4,529,799	(1,599,051)	155%	-55%
IN-KIND	3,186,566	1,587,515	1,599,051	50%	50%
TOTAL NON-FEDERAL	6,117,314	6,117,314	0	100%	0%

Centralized Administrative Cost 7.0%
Program Administrative Cost 3.4%
Total Administrative Cost 10.5%

Budget reflects Notice of Award #09CH9142-04-04
Actual expenditures include posted expenditures and estimated adjustments through 02/28/2018.

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 5b:* Kern Head Start
Budget to Actual Report for the Period Ended April 30, 2018 – **Info Item**

Date: May 23, 2018

The following are highlights of the Kern Head Start Budget to Actual Report for the period March 1, 2018 through April 30, 2018. Two months (17%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 15% of the budget.

Equipment: The budget provided for the purchase of a replacement gas convection steamer for the Central Kitchen. The actual cost was less than budgeted.

Contractual: Costs in this category appear high, as the annual costs of software support for data collection and tracking (Child Plus and Learning Genie) computer applications were expensed to the month of March.

Training & Technical Assistance Funds

Overall expenditures are at 36% of the budget. Training costs are incurred as needed, rather than evenly throughout the year.

Non-Federal Share

Non-Federal share is at 26% of the budget.

Community Action Partnership of Kern

Head Start - Kern

Budget to Actual Report

Budget Period: March 1, 2018 - February 28, 2019

Report Period: March 1, 2018 - April 30, 2018

Month 2 of 12 (17%)

Prepared 05/14/2018

HEAD START

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	10,280,365	1,541,942	8,738,423	15%	85%
FRINGE BENEFITS	3,392,518	509,080	2,883,438	15%	85%
TRAVEL	5,000	0	5,000	0%	100%
EQUIPMENT	23,000	16,760	6,240	73%	27%
SUPPLIES	886,988	173,604	713,384	20%	80%
CONTRACTUAL	126,502	38,513	87,989	30%	70%
OTHER	3,744,168	500,483	3,243,685	13%	87%
INDIRECT	1,778,867	265,856	1,513,011	15%	85%
TOTAL BASE FUNDING	20,237,408	3,046,237	17,191,171	15%	85%

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	33,946	20,223	13,723	60%	40%
SUPPLIES	10,839	39	10,800	0%	100%
CONTRACTUAL	8,944	6,106	2,838	68%	32%
OTHER	78,407	21,370	57,037	27%	73%
INDIRECT	13,214	4,774	8,440	36%	64%
TOTAL TRAINING & TECHNICAL ASSISTANCE	145,350	52,512	92,838	36%	64%

GRAND TOTAL HS FEDERAL FUNDS	20,382,758	3,098,750	17,284,008	15%	85%
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HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
CALIF DEPT OF ED	3,804,474	908,246	2,896,228	24%	76%
IN-KIND	2,312,840	690,237	1,622,603	30%	70%
TOTAL NON-FEDERAL	6,117,314	1,598,483	4,518,831	26%	74%

Budget reflects Notice of Award #09CH9142-05-01 (adjusted for Child Care Food Subsidy)

Actual expenditures include posted expenditures and estimated adjustments through 04/30/2018.

Administrative Cost for HS and EHS Kern 9.4%

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Bank of America	14,954				14,954	4/21/2018
Lowe's	8,219				8,219	4/25/2018
Smart & Final	100				100	4/30/2018
Save Mart	3,757	67			3,824	4/29/2018
Chevron & Texaco Business Card	8,795				8,795	5/5/2018
Home Depot	5,312				5,312	5/4/2018
	41,137	67	0	0	41,204	

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 5b:* Kern Early Head Start
Budget to Actual Report for the Period Ended April 30, 2018 – **Info Item**

Date: May 23, 2018

The following are highlights of the Kern Early Head Start Budget to Actual Report for the period March 1, 2018 through April 30, 2018. Two months (17%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 10% of the budget.

Personnel and Fringe Benefits costs appear low for this point in the year. California Department of Education revenues, which are used to offset a portion of salary and fringe benefits costs, have been earned at an accelerated rate since the contract period began July 1, 2017. The funding is expected to be fully earned prior to the end of May. Thus, the Early Head Start share of salaries and fringe benefits costs will increase at a greater rate through the end of June.

Equipment: The budget provides for the purchase of a replacement program vehicle, which has not yet been purchased.

Contractual: Costs in this category appear high, as the annual costs of software support for data collection and tracking (Child Plus and Learning Genie) computer applications were expensed to the month of March.

Training & Technical Assistance Funds

Overall expenditures are at 9% of the budget. Training costs are incurred as needed, rather than evenly throughout the year.

Community Action Partnership of Kern

Early Head Start - Kern

Budget to Actual Report

Budget Period: March 1, 2018 - February 28, 2019

Report Period: March 1, 2018 - April 30, 2018

Month 2 of 12 (17%)

Prepared 05/14/2018

EARLY HEAD START

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	2,141,295	187,052	1,954,243	9%	91%
FRINGE BENEFITS	642,389	66,545	575,844	10%	90%
EQUIPMENT	30,000	0	30,000	0%	100%
SUPPLIES	263,896	25,385	238,511	10%	90%
CONTRACTUAL	22,328	6,231	16,097	28%	72%
OTHER	534,796	61,351	473,445	11%	89%
INDIRECT	354,790	33,764	321,026	10%	90%
TOTAL BASE FUNDING	3,989,494	380,328	3,609,166	10%	90%
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	35,330	3,040	32,290	9%	91%
SUPPLIES	4,020	6	4,014	0%	100%
CONTRACTUAL	3,656	994	2,662	27%	73%
OTHER	45,179	3,599	41,580	8%	92%
INDIRECT	8,819	764	8,055	9%	91%
TOTAL TRAINING & TECHNICAL ASSISTANCE	97,004	8,403	88,601	9%	91%
GRAND TOTAL EHS FEDERAL FUNDS	4,086,498	388,731	3,697,767	10%	90%

Budget reflects Notice of Award #09CH9142-05-01 (adjusted for Child Care Food Subsidy)

Actual expenditures include posted expenditures and estimated adjustments through 04/30/2018.

Community Action Partnership of Kern
Head Start and Early Head Start
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: March 1, 2018 through February 28, 2019
Report for period ending April 30, 2018 (Month 2 of 12)

Percent of year elapsed: 17%

LOCATION	FUNDED ENROLL- MENT	March	April	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Shafter	34	15,216	15,110	30,327	33,246	91%
Alberta Dillard	68	30,207	30,054	60,261	66,492	91%
East California	70	27,161	33,391	60,551	68,447	88%
Vineland	20	7,634	6,582	14,216	19,556	73%
Willow	72	20,954	22,911	43,865	70,403	62%
Fairview	34	12,098	8,277	20,375	33,246	61%
Noble	34	9,452	8,528	17,980	33,246	54%
Lamont	34	7,478	10,242	17,719	33,246	53%
Pacific	62	15,711	14,449	30,161	60,625	50%
Heritage	34	7,166	8,819	15,985	33,246	48%
San Diego Street	48	9,730	12,207	21,936	46,935	47%
Delano	76	18,441	12,705	31,145	74,314	42%
California City	34	6,247	6,858	13,105	33,246	39%
Faith	34	11,918	294	12,212	33,246	37%
Fairfax	40	6,009	8,171	14,180	39,113	36%
Oasis	57	11,933	7,528	19,461	55,736	35%
Martha J. Morgan	83	27,417	0	27,417	81,159	34%
Lost Hills	20	2,937	3,438	6,375	19,556	33%
Oildale	34	5,302	5,285	10,587	33,246	32%
Tehachapi	34	6,015	4,142	10,156	33,246	31%
Harvey L. Hall	138	18,871	20,804	39,674	134,939	29%
Franklin	24	2,179	4,642	6,821	23,468	29%
Williams	34	8,615	131	8,745	33,246	26%
Shafter HS/EHS	36	4,549	4,564	9,113	35,202	26%
Cleo Foran	34	3,479	4,916	8,396	33,246	25%
Sunrise Villa	34	4,223	2,811	7,034	33,246	21%
Sterling	122	10,120	14,242	24,362	119,294	20%
Alicante	34	4,415	2,276	6,691	33,246	20%
Seibert	34	6,051	90	6,141	33,246	18%
Wesley	60	6,066	4,696	10,763	58,669	18%
Virginia	34	5,596	0	5,596	33,246	17%
McFarland	24	3,897	0	3,897	23,468	17%
Rafer Johnson	34	1,821	3,419	5,240	33,246	16%
Pioneer	34	4,857	147	5,004	33,246	15%
Planz	34	4,992	0	4,992	33,246	15%
Casa Loma	34	4,741	0	4,741	33,246	14%
Home Base	225	10,869	4,095	14,964	110,005	14%
Rosamond	100	12,685	0	12,685	97,782	13%
Primeros Pasos	76	8,865	0	8,865	74,314	12%
Roosevelt	34	2,309	327	2,636	33,246	8%
Taft	78	4,763	0	4,763	76,270	6%
Pete H. Parra	112	4,685	0	4,685	109,516	4%
Mojave	34	623	294	917	33,246	3%
Broadway	44	0	0	0	43,024	0%
Administrative Services		0	0	0	0	NA
Program Services		920	1,867	2,787	67,661	4%
Policy Council and RPC		1,239	1,471	2,709	38,727	7%
SUBTOTAL IN-KIND	2,369	400,453	289,783	690,237	2,312,840	30%
State General Child Care*		156,851	158,335	315,186	1,293,059	24%
State Preschool*		252,099	284,045	536,144	2,302,208	23%
State Migrant Child Care*		27,786	29,131	56,916	209,207	27%
SUBTOTAL CA DEPT of ED		436,736	471,511	908,246	3,804,474	24%
GRAND TOTAL		837,189	761,294	1,598,483	6,117,314	26%

*May include estimates

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 5b:* San Joaquin Early Head Start
Budget to Actual Report for the Period Ended April 30, 2018 – **Info Item**

Date: May 23, 2018

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period February 1, 2018 through April 30, 2018. Three months (25%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 25% of the budget.

Travel costs are low compared to the period elapsed. However, during the month of May, Kern support staff traveled to San Joaquin to provide technical support and conduct a “mock” review in preparation for the Office of Head Start Focus Area Two Monitoring event (which took place May 14-18). These costs will be included in the budget to actual report for the period ended May 31.

The **Equipment** category budget provides for the purchase of two replacement vehicles. The procurement process is in progress.

Expenditures in the **Supplies** category are high compared to the period elapsed. Costs in this category occur as needed, rather than evenly throughout the year.

Expenditures in the **Contractual** category appear high, as the annual costs of software support for data collection and tracking (Child Plus and Learning Genie) computer applications were expensed to the month of March.

Training & Technical Assistance Funds

Overall expenditures are at 10% of the budget. Training costs occur as needed, rather than evenly throughout the year.

Non-Federal Share

Non-Federal share is at 18% of the budget.

**Community Action Partnership of Kern
Early Head Start - San Joaquin County
Budget to Actual Report**

Budget Period: February 1, 2018 - January 31, 2019

Report Period: February 1, 2018 - April 30, 2018

Month 3 of 12 (25%)

Prepared 05/14/2018

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,017,825	718,722	2,299,103	24%	76%
FRINGE BENEFITS	796,118	215,728	580,390	27%	73%
TRAVEL	20,232	3,599	16,633	18%	82%
EQUIPMENT	47,500	0	47,500	0%	100%
SUPPLIES	129,535	49,953	79,582	39%	61%
CONTRACTUAL	11,923	6,389	5,534	54%	46%
OTHER	589,673	141,158	448,515	24%	76%
INDIRECT	433,501	109,800	323,701	25%	75%
TOTAL	5,046,307	1,245,348	3,800,959	25%	75%

TRAINING & TECHNICAL ASSISTANCE FUNDS

TRAVEL	9,959	3,506	6,453	35%	65%
SUPPLIES	7,961	0	7,961	0%	100%
CONTRACTUAL	3,500	0	3,500	0%	100%
OTHER	53,033	3,609	49,424	7%	93%
INDIRECT	7,444	711	6,733	10%	90%
TOTAL	81,897	7,826	74,071	10%	90%

GRAND TOTAL EHS FEDERAL FUNDS	5,128,204	1,253,175	3,875,030	24%	76%
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NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,282,051	231,891	1,050,160	18%	82%
TOTAL NON-FEDERAL FUNDS	1,282,051	231,891	1,050,160	18%	82%

Centralized Administrative Cost	7.4%
Program Administrative Cost	2.8%
Total Administrative Cost	10.2%

Budget reflects Notice of Award #09CH010071-04-02

Actual expenditures include posted expenditures and estimated adjustments through 4/30/2018

Community Action Partnership of Kern
San Joaquin Early Head Start
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: February 1, 2018 through January 31, 2019
Report for period ending April 30, 2018 (Month 3 of 12)

Percent of year elapsed: 25%

LOCATION	FUNDED ENROLL- MENT	Feb	March	April	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Home Base - Manteca	12	3,628	3,893	1,760	9,281	31,635	29%
Lodi UCC	30	12,131	13,526	10,882	36,539	158,174	23%
Home Base - Lodi	35	5,551	10,440	3,545	19,536	92,268	21%
Home Base - Stockton	90	13,682	23,745	11,012	48,438	237,260	20%
California Street	24	5,705	9,601	7,256	22,562	126,539	18%
Chrisman	30	7,252	12,138	8,675	28,065	158,174	18%
Walnut	24	4,138	8,093	7,666	19,897	126,539	16%
Kennedy	16	1,791	4,948	5,338	12,077	84,359	14%
Home Base - Tracy	12	1,484	2,342	0	3,826	31,635	12%
St. Mary's	16	3,507	5,081	0	8,588	84,359	10%
Marci Massei	24	3,176	5,938	80	9,194	126,539	7%
Administrative Services		0	0	0	0	0	
Program Services		2,299	3,721	7,429	13,448	21,858	62%
Policy Council		342	97	0	439	2,713	16%
SUBTOTAL IN-KIND	313	64,685	103,563	63,642	231,891	1,282,051	18%

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 5b:* Early Head Start Child Care Partnerships
Budget to Actual Report for the Period Ended April 30, 2018 – **Info Item**

Date: May 23, 2018

The following are highlights of the Early Head Start Child Care Partnerships Budget to Actual Report for the period September 1, 2017 through April 30, 2018. Eight months (67%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 68% of the budget.

In the **Supplies** category, \$12,883 in Carryover Funds were obligated in the prior budget period, but the supplies were received after August 31, 2017. At that time the carry over funds had not yet been approved; thus, the costs were recognized in the base grant.

In the **Other** category:

- costs of occupancy are lower than budgeted at this point in the budget period;
- consultant services for children are budgeted but have not yet been needed.

Expenditures in all other categories are reasonable at this point in the budget period.

Carryover Funds

Unexpended funds from the prior budget period were carried over to complete facility projects at the Garden Pathways and Bakersfield College locations. These projects will be completed prior to August 31, 2018.

Training & Technical Assistance (T&TA)

Overall expenditures are at 64% of the budget.

Training costs are incurred as needed, rather than evenly throughout the year.

Non-Federal Share

Non-Federal share is at 66% of the budget.

**Community Action Partnership of Kern
Early Head Start - Child Care Partnerships
Budget to Actual Report**

Budget Period: September 1, 2017 - August 31, 2018

Report Period: September 1, 2017 - April 30, 2018

Month 8 of 12 (67%)

Prepared 05/11/2018

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	120,354	79,712	40,642	66%	34%
FRINGE BENEFITS	32,245	21,564	10,681	67%	33%
SUPPLIES	1,000	14,039	(13,039)	1404%	-1304%
CONTRACTUAL	461,870	304,183	157,687	66%	34%
OTHER	12,662	6,348	6,314	50%	50%
INDIRECT	62,806	42,559	20,247	68%	32%
TOTAL BASE FUNDING	690,937	468,406	222,531	68%	32%

CARRYOVER FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
EQUIPMENT	60,310	0	60,310	0%	100%
SUPPLIES	29,226	0	29,226	0%	100%
OTHER	73,353	0	73,353	0%	100%
INDIRECT	10,258	0	10,258	0%	100%
TOTAL CARRYOVER FUNDING	173,147	0	173,147		

TRAINING & TECHNICAL ASSISTANCE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
TRAVEL	5,294	1,945	3,349	37%	63%
SUPPLIES	3,506	1,621	1,885	46%	54%
OTHER	10,465	8,700	1,765	83%	17%
INDIRECT	1,926	1,227	699	64%	36%
TOTAL TRAINING & TECHNICAL ASSISTANCE	21,191	13,493	7,698	64%	36%

GRAND TOTAL FEDERAL FUNDS	885,275	481,899	403,376	54%	46%
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NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	221,319	146,699	74,620	66%	34%
TOTAL NON-FEDERAL FUNDS	221,319	146,699	74,620	66%	34%

Centralized Administrative Cost	7.0%
Program Administrative Cost	1.6%
Total Administrative Cost	8.6%

Budget reflects Notice of Award #09HP0036-03-01.

Actual expenditures include posted expenditures and estimated adjustments through 4/30/2018.

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee

Christine Anami

From: Christine Anami, Chief Financial officer

Date: May 23, 2018

Subject: *Agenda Item 5c:* Federal Financial Report - **Info Item**

Head Start regulations require that the Standard Form 425 – Federal Financial Report (FFR) be used by grantees to report financial data at three period intervals (semi-annual, annual and final).

The following semi-annual FFR was filed:

- Early Head Start Partnership: #09HP0036-03 (9/1/17 – 2/28/18)

The following annual FFR's were filed:

- Early Head Start San Joaquin: #09CH010071-03 (2/1/17 – 1/31/18)
- EHS/Head Start – Kern: #09CH9142-04 (3/1/17 – 2/28/18)

The following final FFR was filed:

- Early Head Start San Joaquin: #09CH010071-03 (2/1/17 – 1/31/18)

Attached are the semi-annual, annual and final Federal Financial Reports that were uploaded to the Grant Solutions system before the April 30, 2018 deadline.

Attachment: 1. SF-425 Federal Financial Report – EHS Partnership (Semi-annual)
2. SF-425 Federal Financial Report – EHS San Joaquin (Annual)
3. SF-425 Federal Financial Report – EHS/Head Start – Kern (Annual)
4. SF-425 Federal Financial Report – EHS San Joaquin (Final)

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted DHHS ACF REGION IX	2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 09HP0036-03-00	Page 1 of 1 Pages
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3. Recipient Organization (Name and complete address including Zip code) COMMUNITY ACTION PARTNERSHIP OF KERN - 5005 BUSINESS PARK NORTH, BAKERSFIELD, CA 93309
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4a. DUNS Number 072947617	4b. EIN 95-2402760	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment) 1-952402760A1	6. Report Type ☐ Quarterly ☒ Semi-Annual ☐ Annual ☐ Final	7. Basis of Accounting ☐ Cash ☒ Accrual
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8. Project/Grant Period From: (Month, Day, Year) 09/01/2017	To: (Month, Day, Year) 08/31/2018	9. Reporting Period End Date (Month, Day, Year) 02/28/2018
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10. Transactions	Cumulative
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(Use lines a-c for single or multiple grant reporting)

Federal Cash (To report multiple grants, also use FFR Attachment):	
a. Cash Receipts	0.00
b. Cash Disbursements	0.00
c. Cash on Hand (line a minus b)	0.00

(Use lines d-o for single grant reporting)

Federal Expenditures and Unobligated Balance:	
d. Total Federal funds authorized	707,737.00
e. Federal share of expenditures	371,683.00
f. Federal share of unliquidated obligations	0.00
g. Total Federal share (sum of lines e and f)	371,683.00
h. Unobligated balance of Federal funds (line d minus g)	336,054.00

Recipient Share:	
i. Total recipient share required	175,224.00
j. Recipient share of expenditures	175,224.00
k. Remaining recipient share to be provided (line i minus j)	0.00

Program Income:	
l. Total Federal program income earned	0.00
m. Program income expended in accordance with the deduction alternative	0.00
n. Program income expended in accordance with the addition alternative	0.00
o. Unexpended program income (line l minus line m or line n)	0.00

11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
	10% De minimis	10%	09/01/2017	02/28/2018	341,723.00	33,602.00	33,602.00
					-	-	-
	g. Totals:					341,723.00	33,602.00

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:

13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

a. Typed or Printed Name and Title of Authorized Certifying Official Jeremy T. Tobias, Chief Executive Officer	c. Telephone (Area code, number and extension) (661) 336-5236
b. Signature of Authorized Certifying Official 	d. Email address Jeremy T. Tobias, Executive Director jtobias@capk.org
	e. Date Report Submitted (Month, Day, Year) 04/25/18
14. Agency use only:	

Standard Form 425 - Revised 10/11/2011
 OMB Approval Number: 0348-0061
 Expiration Date: 02/28/2015

Paperwork Burden Statement
 According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0348-0061. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0061), Washington, DC 20503.

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted DHHS ACF REGION IX		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 09CH010071-03-03		Page 1 of 1 Pages				
3. Recipient Organization (Name and complete address including Zip code) COMMUNITY ACTION PARTNERSHIP OF KERN - 5005 BUSINESS PARK NORTH, BAKERSFIELD, CA 93309								
4a. DUNS Number 072947617	4b. EIN 95-2402760	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment) 1-952402760A1	6. Report Type ☐ Quarterly ☐ Semi-Annual ☒ Annual ☐ Final	7. Basis of Accounting ☐ Cash ☒ Accrual				
8. Project/Grant Period From: (Month, Day, Year) 02/01/2017			To: (Month, Day, Year) 01/31/2018		9. Reporting Period End Date (Month, Day, Year) 01/31/2018			
10. Transactions					Cumulative			
<i>(Use lines a-c for single or multiple grant reporting)</i>								
Federal Cash (To report multiple grants, also use FFR Attachment):								
a. Cash Receipts					0.00			
b. Cash Disbursements					0.00			
c. Cash on Hand (line a minus b)					0.00			
<i>(Use lines d-o for single grant reporting)</i>								
Federal Expenditures and Unobligated Balance:								
d. Total Federal funds authorized					5,128,204.00			
e. Federal share of expenditures					5,081,129.00			
f. Federal share of unliquidated obligations					0.00			
g. Total Federal share (sum of lines e and f)					5,081,129.00			
h. Unobligated balance of Federal funds (line d minus g)					47,075.00			
Recipient Share:								
i. Total recipient share required					808,600.00			
j. Recipient share of expenditures					808,600.00			
k. Remaining recipient share to be provided (line i minus j)					0.00			
Program Income:								
l. Total Federal program income earned					0.00			
m. Program income expended in accordance with the deduction alternative					0.00			
n. Program income expended in accordance with the addition alternative					0.00			
o. Unexpended program income (line l minus line m or line n)					0.00			
11. Indirect Expense	a. Type 10% De minimis	b. Rate 10%	c. Period From 02/01/2017	Period To 01/31/2018	d. Base 4,507,852.00	e. Amount Charged 448,938.00	f. Federal Share 448,938.00	
g. Totals:						4,507,852.00	448,938.00	448,938.00
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation: G094125 Operation Expenses = \$5,046,307 (\$47,066 Unobligated Balance) G094121 T&TA Expenses = \$81,897 (\$9 Unobligated Balance) USDA Reimbursement = \$142,039 Administrative Costs = \$556,841 (9.45%) Mortgages = None								
13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)								
a. Typed or Printed Name and Title of Authorized Certifying Official Jeremy T. Tobias, Chief Executive Officer					c. Telephone (Area code, number and extension) (661) 336-5236			
b. Signature of Authorized Certifying Official 					d. Email address Jeremy T. Tobias, Executive Director jtobias@capk.org			
					e. Date Report Submitted (Month, Day, Year) 04/24/18			
14. Agency use only:								

Standard Form 425 - Revised 10/11/2011
 OMB Approval Number: 0348-0061
 Expiration Date: 02/29/2016

Paperwork Burden Statement

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0348-0061. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0061), Washington, DC 20503.

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted DHHS ACF REGION IX		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 09CH9142-04-04		Page 1 of 1 Pages			
3. Recipient Organization (Name and complete address including Zip code) COMMUNITY ACTION PARTNERSHIP OF KERN - 5005 BUSINESS PARK NORTH, BAKERSFIELD, CA 93309							
4a. DUNS Number 072947617	4b. EIN 95-2402760	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment) 1-952402760A1	6. Report Type ☐ Quarterly ☐ Semi-Annual ☒ Annual ☐ Final	7. Basis of Accounting ☐ Cash ☒ Accrual			
8. Project/Grant Period From: (Month, Day, Year) 03/01/2017			To: (Month, Day, Year) 02/28/2018		9. Reporting Period End Date (Month, Day, Year) 02/28/2018		
10. Transactions				Cumulative			
(Use lines a-c for single or multiple grant reporting)							
Federal Cash (To report multiple grants, also use FFR Attachment):							
a. Cash Receipts				0.00			
b. Cash Disbursements				0.00			
c. Cash on Hand (line a minus b)				0.00			
(Use lines d-o for single grant reporting)							
Federal Expenditures and Unobligated Balance:							
d. Total Federal funds authorized				24,977,262.00			
e. Federal share of expenditures				24,002,653.00			
f. Federal share of unliquidated obligations				0.00			
g. Total Federal share (sum of lines e and f)				24,002,653.00			
h. Unobligated balance of Federal funds (line d minus g)				974,609.00			
Recipient Share:							
i. Total recipient share required				6,117,314.00			
j. Recipient share of expenditures				6,117,314.00			
k. Remaining recipient share to be provided (line i minus j)				0.00			
Program Income:							
l. Total Federal program income earned				24,251.00			
m. Program income expended in accordance with the deduction alternative				0.00			
n. Program income expended in accordance with the addition alternative				24,251.00			
o. Unexpended program income (line l minus line m or line n)				0.00			
11. Indirect Expense	a. Type 10% De minimis	b. Rate 10%	c. Period From 03/01/2017	Period To 02/28/2018	d. Base 21,274,112.00	e. Amount Charged 2,117,458.00	f. Federal Share 2,117,458.00
			g. Totals:		21,274,112.00	2,117,458.00	2,117,458.00
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:							
13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)							
a. Typed or Printed Name and Title of Authorized Certifying Official Jeremy T. Tobias, Chief Executive Officer					c. Telephone (Area code, number and extension) (661) 336-5236		
b. Signature of Authorized Certifying Official 					d. Email address Jeremy T. Tobias, Executive Director jtobias@capk.org		
					e. Date Report Submitted (Month, Day, Year) 04/25/18		
					14. Agency use only:		

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FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted DHHS ACF REGION IX	2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 09CH010071-03-03	Page 1 of 1 Pages
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3. Recipient Organization (Name and complete address including Zip code) COMMUNITY ACTION PARTNERSHIP OF KERN - 5005 BUSINESS PARK NORTH, BAKERSFIELD, CA 93309

4a. DUNS Number 072947617	4b. EIN 95-2402760	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment) 1-952402760A1	6. Report Type ☐ Quarterly ☐ Semi-Annual ☐ Annual ☒ Final	7. Basis of Accounting ☐ Cash ☒ Accrual
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8. Project/Grant Period From: (Month, Day, Year) 02/01/2017	To: (Month, Day, Year) 01/31/2018	9. Reporting Period End Date (Month, Day, Year) 01/31/2018
--	---	---

10. Transactions	Cumulative
------------------	------------

(Use lines a-c for single or multiple grant reporting)

Federal Cash (To report multiple grants, also use FFR Attachment):	
a. Cash Receipts	0.00
b. Cash Disbursements	0.00
c. Cash on Hand (line a minus b)	0.00

(Use lines d-o for single grant reporting)

Federal Expenditures and Unobligated Balance:	
d. Total Federal funds authorized	5,128,204.00
e. Federal share of expenditures	5,081,129.00
f. Federal share of unliquidated obligations	0.00
g. Total Federal share (sum of lines e and f)	5,081,129.00
h. Unobligated balance of Federal funds (line d minus g)	47,075.00

Recipient Share:	
i. Total recipient share required	808,600.00
j. Recipient share of expenditures	808,600.00
k. Remaining recipient share to be provided (line i minus j)	0.00

Program Income:	
l. Total Federal program income earned	0.00
m. Program income expended in accordance with the deduction alternative	0.00
n. Program income expended in accordance with the addition alternative	0.00
o. Unexpended program income (line l minus line m or line n)	0.00

11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
	10% De minimis	10%	02/01/2017	01/31/2018	4,507,852.00	448,938.00	448,938.00
					-	-	-
	g. Totals:				4,507,852.00	448,938.00	448,938.00

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation: G094125 Operation Expenses = \$5,046,307 (\$47,066 Unobligated Balance) G094121 T&TA Expenses = \$81,897 (\$9 Unobligated Balance) USDA Reimbursement = \$142,039 Administrative Costs = \$556,841 (9.45%) Mortgages = None	
--	--

13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

a. Typed or Printed Name and Title of Authorized Certifying Official Jeremy T. Tobias, Chief Executive Officer	c. Telephone (Area code, number and extension) (661) 336-5236
b. Signature of Authorized Certifying Official 	d. Email address Jeremy T. Tobias, Executive Director jtobias@capk.org
	e. Date Report Submitted (Month, Day, Year) 04/24/18
14. Agency use only:	

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**COMMUNITY ACTION PARTNERSHIP OF KERN
DISCRETIONARY AND FUND RAISING FUNDS
FOR THE MONTH ENDED APRIL 30, 2018**

	03/01/18- 03/31/18	04/01/18- 04/30/18	TOTAL
BEGINNING BALANCE (NOTE 1)	<u>477,745.74</u>		477,745.74
CASH RECEIPTS			
2018 Awards Banquet Donations	21,200.00	28,847.00	50,047.00 a
Donations	120.02	230.48	350.50
Misc. Revenue	889.81		889.81
Interest Income/Union Administrative Fee	<u>0.47</u>	<u>100.67</u>	<u>101.14</u>
TOTAL CASH RECEIPTS	22,210.30	29,178.15	51,388.45
CASH DISBURSEMENTS			
Line of Credit Interest Expense	0.00		0.00
Line of Credit Unused Commitment Fee	0.00	959.72 b	959.72
2018 Awards Banquet Expenses	1,632.64	16,233.49	17,866.13 a
Volunteer Appreciation		2,716.77 c	2,716.77
Fundraising Expenses	2,926.00	318.00	3,244.00
Miscellaneous Expenses	38.34	195.36	233.70
Indirect	<u>410.79</u>	<u>1,866.07</u>	<u>2,276.86</u>
TOTAL CASH DISBURSEMENTS	5,007.77	22,289.41	27,297.18
CASH PROVIDED (USED)	<u>17,202.53</u>	<u>6,888.74</u>	24,091.27
ENDING BALANCE	<u>494,948.27</u>		501,837.01
		Discretionary Cash	215,088.41
		Fund Raising Cash	292,030.01
			507,118.42
		Add: Prepaid	3,496.06
		Less: AP	(8,777.47)
			<u>501,837.01</u>

NOTES

1. For the year ended 2/28/18, the net increase to the Discretionary/Fund Raising Funds was \$56,234.33.
- a. As of 4/30/18, net 2018 awards banquet gain is \$36,934.34 (FYE 2/28/18 = \$4,753.47 + \$32,180.87 for 2018/19).
- b. Commitment fee for the period 12/31/17 to 3/30/18 that the \$2 million line of credit was not used. The fee is equal to one-quarter percent (0.25%) per annum based on a 360 day year.
- c. Annual appreciation expense for the VITA volunteers.

Date Prepared: 5/15/18

COMMUNITY ACTION PARTNERSHIP OF KERN

BUDGET AND FINANCE COMMITTEE

FINANCIAL REPORT

MAY 2018

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET AND FINANCE COMMITTEE

MAY 23, 2018

FINANCIAL REPORT

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**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2018 THROUGH FEBRUARY 28, 2019**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
UNRESTRICTED						
GENERAL FUND			NOT APPLICABLE	03/01/18 - 02/28/19	501	NOT APPLICABLE
DISCRETIONARY FUND			NOT APPLICABLE	03/01/18 - 02/28/19	502	NOT APPLICABLE
FOOD BANK			NOT APPLICABLE	03/01/18 - 02/28/19	504	SHARED MAINTENANCE, MEMBERSHIP FEES, DONATIONS, ETC.
ENERGY			NOT APPLICABLE	03/01/18 - 02/28/19	524	NOT APPLICABLE
SHAFTER YOUTH CENTER			NOT APPLICABLE	03/01/18 - 02/28/19	527	DONATIONS, RENTAL INCOME
FRIENDSHIP HOUSE			NOT APPLICABLE	03/01/18 - 02/28/19	531	DONATIONS, RENTAL INCOME
211			NOT APPLICABLE	03/01/18 - 02/28/19	536	FEE FOR SERVICE
FUND RAISING			NOT APPLICABLE	03/01/18 - 02/28/19	595	DONATIONS
RESTRICTED						
EARLY HEAD START/HEAD START	24,469,256	93.600	09CH9142 - 05 - 00	03/01/18 - 02/28/19	108/109	U S DEPT OF HEALTH & HUMAN SERVICES
EARLY HEAD START CHILD CARE PARTNERSHIP	885,275	93.600	09HP0036 - 03	09/01/17 - 08/31/18	110	U S DEPT OF HEALTH & HUMAN SERVICES
EARLY HEAD START SAN JOAQUIN	5,128,204	93.600	09CH010071 - 04	02/01/18 - 01/31/19	117	U S DEPT OF HEALTH & HUMAN SERVICES
VITA	169,630	21.009	17VITA0187	08/01/16 - 07/31/18	149	U S DEPT OF THE TREASURY - INTERNAL REVENUE SERVICE
CSBG (COMMUNITY SERVICES BLOCK GRANT)	1,469,183	93.569	18F - 5015	01/01/18 - 12/31/18	103	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
LIHEAP (LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	4,327,137 3,665,139 3,721,750	93.568	16B - 4012 17B - 3012 18B - 4012	01/01/16 - 03/31/18 10/01/16 - 12/31/18 10/01/17 - 12/31/18	122-36 122-37 122-38	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
GENERAL CENTER CHILD CARE	274,183	93.575	CCTR - 7050	07/01/17 - 06/30/18	253	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
GENERAL CENTER CHILD CARE	596,490	93.596	CCTR - 7050	07/01/17 - 06/30/18	253	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT ALTERNATIVE PAYMENT	5,411,000	93.575	OMAP - 7000	07/01/17 - 06/30/18	261	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
CALIFORNIA STATE PRESCHOOL PROGRAM	168,396	93.575	CSPP - 7119	07/01/17 - 06/30/18	258	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
CALIFORNIA STATE PRESCHOOL PROGRAM	366,642	93.596	CSPP - 7119	07/01/17 - 06/30/18	258	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
ECONOMIC EMPOWERMENT	150,000	93.590	EE - KERN - 17 - 20	03/01/18 - 02/29/20	171	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, OFFICE OF CHILD ABUSE PREVENTION

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2018 THROUGH FEBRUARY 28, 2019**

RESTRICTED cont'd.	PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND #	FUNDING SOURCE
211 HOSPITAL PREPAREDNESS PROGRAM - EMERGENCY RESPONSE & SURGE CAPACITY		10,000	93.074	659 - 2017	10/24/17 - 02/28/19	186	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF HEALTH SERVICES, COUNTY OF KERN, DEPT OF PUBLIC HEALTH
DOE (DEPARTMENT OF ENERGY - WEATHERIZATION)		264,399	81.042	17C - 4010	08/01/18 - 05/31/19	123-65	U S DEPT OF ENERGY - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
EFAP (EMERGENCY FOOD ASSISTANCE PROGRAM)		92,096	10.568/569	15 - MOU - 00118	10/01/17 - 09/30/18	105/111	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CSFP (COMMODITY SUPPLEMENTAL FOOD PROGRAM)		263,449	10.565	16 - 6017	10/01/17 - 09/30/18	147	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CHILD AND ADULT CARE FOOD PROGRAM (CACFP) - KERN & SAN JOAQUIN		BASED ON MEALS SERVED	10.558	15 - 1248 - OJ	10/01/17 - 09/30/18	112/139	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF EDUCATION
WIC (WOMEN, INFANTS & CHILDREN)		4,121,940	10.557	15 - 10064	10/01/17 - 09/30/18	115	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF PUBLIC HEALTH
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) AKA CALFRESH PROGRAM		15,999	10.561	16 - SUB - 00876	10/01/17 - 09/30/18	164	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, INFO LINE OF SAN DIEGO dba 211 SAN DIEGO
HUD CONTINUUM OF CARE PLANNING GRANT		12,000	14.267	N/A	03/01/18 - 06/30/18	428	U S DEPT OF HOUSING & URBAN DEVELOPMENT - CITY OF BAKERSFIELD UNITED WAY OF KERN COUNTY
QUALITY RATING AND IMPROVEMENT SYSTEM (QRIS) - SAN JOAQUIN		14,000	84.412	N/A	07/01/17 - 06/30/18	117-005	U.S. DEPT OF EDUCATION - STATE OF CALIFORNIA, DEPT OF EDUCATION - FIRST 5 CALIFORNIA, COUNTY OF SAN JOAQUIN, FIRST 5 SAN JOAQUIN, RACE TO THE TOP
CCTR QRIS BLOCK GRANT		22,200		N/A	07/01/17 - 06/30/18	253-005	STATE OF CALIFORNIA, DEPT OF EDUCATION - KERN COUNTY SUPERINTENDENT OF SCHOOLS, KERN EARLY STARS
CSPP QRIS BLOCK GRANT		23,400		N/A	07/01/17 - 06/30/18	258-005	STATE OF CALIFORNIA, DEPT OF EDUCATION - KERN COUNTY SUPERINTENDENT OF SCHOOLS, KERN EARLY STARS
LIWP SOLAR PV PILOT		BASED ON WATTS INSTALLED		N/A	07/01/16 - 06/30/18	241	STATE OF CALIFORNIA - DEPT OF COMMUNITY SERVICES AND DEVELOPMENT, FRESNO ECONOMIC OPPORTUNITY COMMISSION
LIWP SINGLE FAMILY		501,468		PC06436	08/16/17 - 06/30/18	245	STATE OF CALIFORNIA - DEPT OF COMMUNITY SERVICES AND DEVELOPMENT, COMMUNITY ACTION PARTNERSHIP OF ORANGE COUNTY, RICHARD HEATH & ASSOCIATES, INC.
MIGRANT ALTERNATIVE PAYMENT		1,658,866		CMAF - 7000	07/01/17 - 06/30/18	261	STATE OF CALIFORNIA, DEPT OF EDUCATION
GENERAL CENTER CHILD CARE		1,458,400		CCTR - 7050	07/01/17 - 06/30/18	253	STATE OF CALIFORNIA, DEPT OF EDUCATION
CALIFORNIA STATE PRESCHOOL PROGRAM		2,596,232		CSPP - 7119	07/01/17 - 06/30/18	258	STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT CHILD CARE		236,499		CMIG - 7004	07/01/17 - 06/30/18	250	STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT SPECIALIZED SERVICES		35,172		CMSS - 7004	07/01/17 - 06/30/18	252	STATE OF CALIFORNIA, DEPT OF EDUCATION

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2018 THROUGH FEBRUARY 28, 2019**

<u>RESTRICTED cont'd.</u>	PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND #	FUNDING SOURCE
INFORMATION & EDUCATION		80,000		16 - 10206	07/01/17 - 06/30/18	120	STATE OF CALIFORNIA, DEPT OF PUBLIC HEALTH
TAX CHECK - OFF (FOOD BANK)		80,000			07/01/18 - 06/30/19		
		9,784		15 MOU - 00118	07/01/17 - 06/30/18	216-000	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSISTANCE (FOOD BANK)		242,296		N/A	07/01/17 - 06/30/18	216-087	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
DIFFERENTIAL RESPONSE SERVICES		209,094		N/A	07/01/17 - 06/30/18	280	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, COUNTY OF KERN, SUPERINTENDENT OF SCHOOLS, CHILD AND FAMILY SERVICES AGENCY, NETWORK FOR CHILDREN
FIRST 5 KERN - HELPLINE 211		90,660		2015.2.5	07/01/17 - 06/30/18	288	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER		134,418		2015.2.6	07/01/17 - 06/30/18	281	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN - HELP ME GROW		50,921		2017.2.01	07/01/17 - 06/30/18	284	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
REALIGNMENT FOR SUCCESS		138,906		236 - 2017	06/01/17 - 12/31/18	246	STATE OF CALIFORNIA, DEPT OF CORRECTIONS AND REHABILITATION, COUNTY OF KERN, COMMUNITY CORRECTIONS PARTNERSHIP
COUNTY OF KERN HELPLINE 211		44,738		105 - 2018	07/01/17 - 06/30/18	389	COUNTY OF KERN
GANG PREVENTION EDUCATION SERVICES		71,406		230 - 2017	07/01/17 - 06/30/18	335	COUNTY OF KERN, DEPT OF HUMAN SERVICES
READY KERN		1,098		N/A	06/26/17 - 06/30/18	366	COUNTY OF KERN, FIRE DEPT - OFFICE OF EMERGENCY SERVICES
FRIENDSHIP HOUSE AGGRESSION REPLACEMENT TRAINING		3,500		806396	03/13/18 - 06/30/18	531-070	KERN COUNTY SUPERINTENDENT OF SCHOOLS
211 KINGS COUNTY		42,000		N/A	07/01/15 - 06/30/18	536-231	KINGS UNITED WAY
211 TULARE COUNTY		162,000		N/A	07/01/15 - 06/30/18	536-232	UNITED WAY OF TULARE COUNTY
211 MERCED COUNTY		27,400		N/A	10/22/15 - PENDING	536-233	UNITED WAY OF MERCED COUNTY
211 STANISLAUS COUNTY		60,000		N/A	07/01/17 - 06/30/18	536-234	UNITED WAY OF STANISLAUS COUNTY
PENDING		22,716		20121633	03/01/18 - 02/28/19	407-000	THE CALIFORNIA ENDOWMENT
FOOD BANK SOLAR		5,000		N/A	03/01/18 - 02/28/19	485	SOUTHERN CALIFORNIA GAS COMPANY
HUMAN RESOURCES		25,000		N/A	01/01/16 - 12/31/18	501-006	BLUE SHIELD

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2018 THROUGH FEBRUARY 28, 2019**

<u>RESTRICTED</u> cont'd.	PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND #	FUNDING SOURCE
PREP WORKS - YOUTH CENTERS		30,000		N/A	08/01/17 - 07/31/18	444	STARBUCKS
PREP WORKS PROGRAM		25,000		N/A	07/01/17 - 06/30/18	448	WELLS FARGO FOUNDATION
EAST KERN EMERGENCY CLOSET		3,000		N/A	07/01/17 - 06/30/18	501-005	FRIENDS OF MERCY FOUNDATION, SISTER PHYLLIS HUGHES ENDOWMENT FOR SPECIAL NEEDS
EAST KERN HEALTH LINK		24,701		N/A	01/01/18 - 02/28/19	454	DIGNITY HEALTH
FOOD BANK FREE FARMERS MARKET - WASCO		30,000		N/A	01/01/18 - 12/31/18	467	THE WONDERFUL COMPANY FOUNDATION
CENTRAL VALLEY SMALL BUSINESS DEVELOPMENT INITIATIVE		25,000		N/A	01/01/18 - 12/31/18	456	BANK OF THE WEST

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND
FISCAL YEAR 2018/19

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
103	Community Services Block Grant (CSBG)	X	X		X		X
501	General Fund				X		X
800	GAAP Fund						X
910	Community Development Pool				X		
915	Operations Pool			X	X		X
920	Facilities Pool						X
925	Health & Nutrition Pool	X	X		X		
999	Indirect Fund						X
502	Discretionary Fund					X	
595	Fund Raising					X	
108	Early Head Start	X					
109	Head Start	X					
110	Early Head Start Child Care Partnership	X					
117	Early Head Start San Joaquin	X					
117-005	EHS San Joaquin QRIS	X					
250	Migrant Child Care	X					
252	Migrant Specialized	X					
253	General Child Care	X					
253-005	CCTR - QRIS	X					
258	California State Preschool (CSPP)	X					
258-005	CSPP QRIS	X					
260	Child Care Facilities	X					
261	Migrant Alternative Payment	X					
262/265	Child Development Reserve	X					
112	Child Care Food Program (CACFP)		X				
115	Women, Infants & Children		X				
139	CACFP - San Joaquin		X				
	<u>Food Bank</u>		X				
105	Emergency Food Assistance		X				
111	USDA Commodities		X				
114	Emergency Food & Shelter		X				
147	Commodity Supplemental Food Program		X				
216-000	Food Bank Tax Check-Off		X				
216-087	State Emergency Food Assistance		X				
413	Resnick Foundation		X				
485	Southern California Gas Company (Solar)		X				
467	Wonderful Company Foundation		X				
504	Food Bank		X				
122	Low Income Home Energy Assistance			X			
123	Dept of Energy Weatherization			X			
241	LIWP Solar PV Pilot			X			
245	LIWP Single Family			X			
524	Energy			X			

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND
FISCAL YEAR 2018/19

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
	<u>VITA (Volunteer Income Tax Assistance)</u>						
149	Internal Revenue Service - VITA				X		
	<u>Small Business Development</u>						
456	Bank of the West				X		
	<u>East Kern Family Resource Center</u>						
171	Economic Empowerment				X		
280	Differential Response				X		
281	First 5 East Kern Family Resource				X		
454	Dignity Health East Kern Health Link				X		
	<u>Youth Services</u>						
120	Information & Education				X		
242	Youth Authority				X		
246	Realignment for Success				X		
335	Gang Prevention				X		
444	Starbucks Foundation				X		
448	Wells Fargo Foundation				X		
527	Shafter Youth Center				X		
527-068	SYC - Robotics/STEM				X		
531	Friendship House Community Center				X		
531-068	FHCC - Robotics/STEM				X		
531-070	FHCC - Aggression Replacement Training				X		
	<u>2-1-1</u>						
164	Cal Fresh				X		
186	2-1-1 Hospital Preparedness Program				X		
284	First 5 Kern Help Me Grow				X		
288	First 5 Kern 2-1-1				X		
366	ReadyKern				X		
389	County of Kern 2-1-1				X		
428	2-1-1 United Way				X		
536-231	2-1-1: Kings County				X		
536-232	2-1-1: Tulare County				X		
536-233	2-1-1: Merced County				X		
536-234	2-1-1: Stanislaus County				X		

COMMUNITY ACTION PARTNERSHIP OF KERN
LINE OF CREDIT ADVANCES AND REPAYMENTS
FISCAL YEAR 2018/19

Date	Advance Amount	Repayment Amount	No. of Days Borrowed	Interest Expense	Interest Rate
02/28/18	n/a				
03/30/18	n/a				
04/30/18	n/a				

Note 1: Line of Credit agreement was entered into with Wells Fargo Bank as of January 5, 2018 for \$1 million and will terminate on January 15, 2019. On February 9, 2018, the line of credit was increased to \$2 million with the same termination date.

Note 2: Interest expense is calculated at 3.75% above daily one month LIBOR.

LINE OF CREDIT COMMITMENT FEE (Based on the daily unused amount of the line of credit calculated quarterly)

Period	No. of Days in Period	Commitment Fee	Interest Rate
12/31/17 - 3/30/18	90 days	959.72	0.25%

Note 3: The interest expense and commitment fee are automatically deducted from CAPK's operating bank account at Wells Fargo Bank.

**COMMUNITY ACTION PARTNERSHIP OF KERN
OPERATING CASH SUMMARY AS OF APRIL 30, 2018**

PROGRAM (FUND)	CASH BALANCE
CHILD AND ADULT CARE FOOD PROGRAM	(250,056.92)
HEAD START/EARLY HEAD START	333,504.62
SUBTOTAL	83,447.70
CHILD DEVELOPMENT RESERVE No. 2	125.52
GENERAL CHILD CARE	(33,093.57)
MIGRANT A/P	1,553,374.13
MIGRANT CHILD CARE	(14,923.16)
MIGRANT SPECIALIZED SERVICES	32,187.71
STATE PRESCHOOL	(379,397.48)
SUBTOTAL	1,158,273.15
BAKERSFIELD CALIFORNIAN FOUNDATION	53.32
COMMODITY SUPPLEMENTAL FOOD PROGRAM	(14,906.57)
EFAP	11,747.71
FOOD BANK	127,966.65
FOOD BANK - STATE	79,070.37
SOCAL GAS	5,000.00
WONDERFUL FOUNDATION	14,848.50
SUBTOTAL	223,779.98
ENERGY	(62,366.31)
LIHEAP	(998,724.40)
LIWP	(4,393.00)
LIWP SOLAR PV	4,063.24
LIWP SINGLE FAMILY	(63,549.14)
WATER TANK	51.53
TRANSFER NEGATIVE BALANCE	1,124,918.08
SUBTOTAL	0.00
CALIFORNIA ENDOWMENT	22,716.43
CENTRAL VALLEY SMALL BUSINESS DEVELOPMENT	25,000.00
SUBTOTAL	47,716.43
211	(22,551.13)
CAL FRESH	(4,490.87)
COST POOLS	(141,818.55)
CSBG	196,487.72
DIFFERENTIAL RESPONSE	(26,355.24)
DIGNITY HEALTH	22,838.24
DISCRETIONARY FUND	215,088.41
FIRST 5 KERN 211	(30,157.89)
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	(20,572.18)
FIRST 5 HELP ME GROW	(11,937.48)
FRIENDSHIP HOUSE	(27,412.37)
FUNDRAISING	292,030.01
GANG PREVENTION	(6,275.36)
GENERAL FUND	151,043.33
HOSPITAL PREPAREDNESS	(1,000.00)
INDIRECT FUND	1,437,936.13
IRS - VITA	(1,982.67)
INFORMATION & EDUCATION	(26,011.54)
REALIGNMENT FOR SUCCESS	(8,255.24)
SHAFTER YOUTH CENTER	(6,604.48)
STARBUCKS FOUNDATION	11,527.56
UNITED WAY 211	(5,219.52)
WELLS FARGO FOUNDATION	9,447.54
WIC	(481,252.98)
LESS: ENERGY NEGATIVE BALANCE	(1,124,918.08)
ADD: LINE OF CREDIT	0.00
SUBTOTAL	389,583.36
TOTAL OPERATING CASH	1,902,800.62

COMMUNITY ACTION PARTNERSHIP OF KERN (CAPK)

WELLS FARGO BANK ACCOUNTS

1. Operating Account: Used to make all CAPK disbursements and for deposits of all cash receipts unless there are requirements to deposit cash to a restricted bank account.
2. Head Start Accrued Vacation: This is an interest bearing restricted bank account that holds cash reserved for the payment of accrued vacation for Head Start and Early Head Start employees.
3. CSD Advances Account: This is an interest bearing restricted bank account for CSBG and Energy grants. Advances on the Community Services Block Grant (CSBG), Department of Energy – Weatherization Assistance Program (DOE WAP) and Low Income Home Energy Assistance Program (LIHEAP) grants are required to be deposited to a restricted bank account until there is an immediate need for the cash. Once the immediate need is determined, the cash is transferred to the Operating Account to make disbursements.
4. On-Line Donations Account: This is an interest bearing restricted bank account that is designated for internet donations to CAPK. The deposits are subsequently transferred to the Operating Account.
5. Child Development Reserve #1: This is an interest bearing restricted bank account that is required by the California Department of Education for center-based contracts, such as General Child Care (CCTR), State Preschool (CSPP) and State Migrant (CMIG) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.
6. Child Development Reserve #2: This is an interest bearing restricted bank account that is required by the California Department of Education for alternative payment contracts, such as Migrant Childcare Alternative Payment (CMAP) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.

Note: All CAPK bank accounts are with Wells Fargo Bank.

COMMUNITY ACTION PARTNERSHIP OF KERN
5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR THE MONTH ENDED
April 30, 2018

WELLS FARGO BANK, N.A.
P. O. BOX 63020
SAN FRANCISCO, CA 94163

OPERATING ACCOUNT
ACCOUNT NO: XXXXXX-X2976

BANK BALANCE AT 04/30/18		2,045,949.99
LESS OUTSTANDING CHECKS	225,529.90	
ADJUSTED BANK BALANCE AT 04/30/18		1,820,420.09
GENERAL LEDGER BALANCE AT 03/31/18		2,323,625.65
ADD: DEPOSITS	1,896,273.24	
ACH DEPOSITS	17,389.73	
HHS DRAWDOWNS	2,327,656.49	
VITA DRAWDOWNS	8,237.08	
LESS CHECKS ISSUED (CURRENT MONTH)	2,361,087.86	
ADP PAYROLL 04/13/18	1,134,929.02	
ADP PAYROLL 04/27/18	1,167,545.39	
ADP H.S.A. & H.R.A.	1,711.28	
MUTUAL OF AMERICA	53,489.02	
BANK ACCOUNT TRANSFER TO CHILD DEVELOPMENT RESERVE No. 2 ACCT.	54.55	
CLIENT ANALYSIS SERVICE CHARGE	809.95	
LOAN (18) BPN - PRINCIPAL AND INTEREST PAYMENTS	8,228.26	
LOAN (133) COMMITMENT FEE	959.72	
LOAN (RABOBANK) - PRINCIPAL AND INTEREST PAYMENTS	23,790.70	
ADP ADJUSTMENTS - TAX PAYMENT	156.35	
GENERAL LEDGER BALANCE AT 04/30/18		1,820,420.09

DIFFERENCE: 0.00

PREPARED BY: Wm Richmond TITLE: Accountant II DATE: 05/01/18
APPROVED BY: C. Anami TITLE: Chief Finance Officer DATE: 5/2/18

COMMUNITY ACTION PARTNERSHIP OF KERN

5005 BUSINESS PARK NORTH

BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR MONTH ENDING

April 30, 2018

WELLS FARGO BANK, N.A.

P. O. BOX 63020

SAN FRANCISCO, CA 94163

ACCOUNT NO.: XXXXX-X6256

BANK BALANCE ENDING: 04/30/18

536,449.42

DEPOSITS IN TRANSIT	0.00
---------------------	------

OUTSTANDING CHECKS	0.00
--------------------	------

OTHER	0.00
-------	------

ADJUSTED BANK BALANCE: 04/30/18

536.449.42

BALANCE PER G/L **03/31/18**

536,381.96

ADD:	DEPOSITS	0.00
------	----------	------

INTEREST	67.46
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BANK ACCOUNT TRANSFER FROM GENERAL FUND	0.00
---	------

LESS:	CHECKS	0.00
-------	--------	------

CLIENT ANALYSIS SERVICE CHARGE	0.00
--------------------------------	------

BANK ACCOUNT TRANSFER TO GENERAL FUND	0.00
---------------------------------------	------

BALANCE PER G/L 04/30/18

536,449.42

DIFFERENCE: 0.00

* This account changed name in March 2011 from "Discretionary Fund" to "Head Start Accrued Vacation".

PREPARED BY: Wm. Richmond

TITLE: Accountant II

DATE: 05/01/18

APPROVED BY: C Am cm l

TITLE: Chief Finance Officer

DATE: 5/2/18

**COMMUNITY ACTION PARTNERSHIP OF KERN
CSD ADVANCES ACCOUNT****

5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

**BANK RECONCILIATION FOR MONTH ENDING
April 30, 2018**

WELLS FARGO BANK, N.A.
P. O. BOX 63020
SAN FRANCISCO, CA 94163

ACCOUNT NO.: XXXXX-X1095

BANK BALANCE ENDING: 04/30/18 98,065.36

DEPOSITS IN TRANSIT 0.00

OUTSTANDING CHECKS 0.00

OTHER 0.00

ADJUSTED BANK BALANCE: 04/30/18 98,065.36

BALANCE PER G/L 03/31/18 98,104.61

ADD: DEPOSITS 0.00

INTEREST 7.25

BANK ACCOUNT TRANSFER FROM GENERAL FUND 0.00

LESS: CHECKS 0.00

CLIENT ANALYSIS SERVICE CHARGE 46.50

BANK ACCOUNT TRANSFER TO GENERAL FUND 0.00

BALANCE PER G/L 04/30/18 98,065.36

* December 2009 name changed from Food Bank to DOE ARRA. DIFFERENCE: 0.00

** January 2018 name changed from DOE ARRA to CSD Advances.

PREPARED BY: Wm. Richmond

TITLE: Accountant II

DATE: 05/01/18

APPROVED BY: C Anami

TITLE: Chief Finance Officer

DATE: 5/2/18

COMMUNITY ACTION PARTNERSHIP OF KERN
ON-LINE DONATIONS ACCOUNT***
5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2018

WELLS FARGO BANK, N.A.
P. O. BOX 63021
SAN FRANCISCO, CA 94163

ACCOUNT NO.: XXXXX-X1921

BANK BALANCE ENDING:	04/30/18	6,288.10
DEPOSITS IN TRANSIT (CREDIT CARD)		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
ADJUSTED BANK BALANCE	04/30/18	6,288.10

BALANCE PER GENERAL LEDGER	03/31/18	6,326.64
ADD:		
DEPOSITS (Credit Card Donations & Shared Fee)		0.00
BANKCARD DEPOSIT		0.00
PAYPAL DEPOSIT		0.00
INTEREST		0.47
LESS:		
APPLIED MERCHANT DEBITS		
CLIENT ANALYSIS SERVICE CHARGE		29.06
BANKCARD FEES		9.95
CASH CONCENTRATION FEE		0.00
FUND TRANSFER TO GENERAL FUND		0.00
BALANCE PER GENERAL LEDGER:	04/30/18	6,288.10

* October 2009 name changed from WIC Account to CSBG ARRA Account and is now interest-bearing.

Difference: 0.00

** August 2010 name changed from CSBG ARRA Account to HOPE Program Account.

*** January 2018 name changed from HOPE Program Account to On-line Donations Account.

PREPARED BY: Wm. Richmond

TITLE: Accountant II

DATE: 05/01/18

APPROVED BY: C. Anami

TITLE: Chief Finance Officer

DATE: 5/2/18

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD DEVELOPMENT RESERVE #1
5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2018

WELLS FARGO BANK, N.A.
P. O. BOX 63020
SAN FRANCISCO, CA 94163

ACCOUNT NO.: XXXXX-X6264

BANK BALANCE ENDING: **04/30/18** **0.00**

DEPOSITS IN TRANSIT 0.00

OUTSTANDING CHECKS 0.00

OTHER 0.00

ADJUSTED BANK BALANCE: **04/30/18** **0.00**

BALANCE PER G/L **03/31/18** **0.00**

ADD: DEPOSITS

INTEREST 0.00

BANK ACCOUNT TRANSFER FROM GENERAL FUND

LESS: CHECKS 0.00

CLIENT ANALYSIS SERVICE CHARGE 0.00

BANK ACCOUNT TRANSFER TO GENERAL FUND 0.00

BALANCE PER G/L **04/30/18** **0.00**

DIFFERENCE: 0.00

PREPARED BY: Wm. Richmond

TITLE: Accountant II

DATE: 05/01/18

APPROVED BY: Q Arme

TITLE: Chief Finance Officer

DATE: 5/2/18

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD DEVELOPMENT RESERVE #2
5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2018

WELLS FARGO BANK, N.A.
P. O. BOX 63020
SAN FRANCISCO, CA 94163

ACCOUNT NO.: XXXXX-X2049

BANK BALANCE ENDING:	04/30/18	267.78
DEPOSITS IN TRANSIT		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
ADJUSTED BANK BALANCE:	04/30/18	267.78

BALANCE PER G/L	03/31/18	267.77
ADD:		
DEPOSITS		54.55
INTEREST		0.02
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00
LESS:		
CHECKS		0.00
CLIENT ANALYSIS SERVICE CHARGE		54.56
BANK ACCOUNT TRANSFER TO GENERAL FUND		0.00
BALANCE PER G/L	04/30/18	267.78

DIFFERENCE: 0.00

PREPARED BY: <u>Wm. Richmond</u>	TITLE: <u>Accountant II</u>	DATE: <u>05/01/18</u>
APPROVED BY: <u>C. Mami</u>	TITLE: <u>Chief Finance Officer</u>	DATE: <u>5/2/18</u>

**COMMUNITY ACTION PARTNERSHIP OF KERN
BANK OF AMERICA MASTERCARD SUMMARY
STATEMENTS DATED MARCH 22 - APRIL 21, 2018**

Cardholder	Position	Amount Charged
Gloria Barbero	Administrator - EHS San Joaquin	549.81
Emily Gonzalez Demont	Assistant Director - Grants Management	3,170.52
Yolanda Gonzales	Director of Head Start/Státe Child Development Programs	3,994.50
Ralph Martinez	Director of Community Development	7,851.68
Raymond Quan	Director of Human Resources	0.00
Pritika Ram	Director of Administration	362.28
Carmen Segovia	Director of Health & Nutrition Services	881.94
Jeremy Tobias	Chief Executive Officer	0.00
Emilio Wagner	Director of Operations	<u>2,802.62</u>
	Total	15,893.02



GLORIA BARBERO

Platinum Plus® for Business

March 22, 2018 - April 21, 2018

Cardholder Statement

Account Information:
www.bankofamerica.com

Mail Billing Inquiries to:
BANK OF AMERICA
PO BOX 982238
EL PASO, TX 79998-2238

Mail Payments to:
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$549.81
Minimum Payment Due **\$10.00**
Payment Due Date **05/17/18**

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
\$19.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$0.00
Payments and Other Credits \$0.00
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$549.81
Fees Charged \$0.00
Finance Charge \$0.00

New Balance Total \$549.81
Credit Limit \$5,000
Credit Available \$4,450.19
Statement Closing Date 04/21/18
Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Purchases and Other Charges				
03/29	03/29	TARGET.COM * 800-591-3869 MN	55310208088083041421123	87.11
03/29	03/29	TARGET.COM * 800-591-3869 MN	55310208088083042518406	58.78
03/29	03/29	TARGET.COM * 800-591-3869 MN	55310208088083043095438	87.11
04/20	04/20	285899248 8884344532 MD	55446418110083177217869	136.30
04/20	04/20	285903032 8884344532 MD	55446418110083187387751	180.51
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$549.81

00000000 0001000 0054981

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

GLORIA BARBERO
COMM ACTION PRTRSH KERN
COMM ACTION PRTRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-165105

Account Number:
March 22, 2018 - April 21, 2018

New Balance Total \$549.81
Minimum Payment Due **\$10.00**
Payment Due Date **05/17/18**

Enter payment amount

\$

☐ Check here for a change of mailing address or phone numbers.
Please provide all corrections on the reverse side.

Mail this coupon along with your check payable to:
BUSINESS CARD,
or make your payment online at
www.bankofamerica.com



EMILY GONZALEZ DEMONT

Platinum Plus® for Business

March 22, 2018 - April 21, 2018

Cardholder Statement

Account Information:
www.bankofamerica.com

Mail Billing Inquiries to:
BANK OF AMERICA
PO BOX 982238
EL PASO, TX 79998-2238

Mail Payments to:
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$3,170.52

Minimum Payment Due **\$31.71**Payment Due Date **05/17/18**

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:

\$19.00 for balance less than \$100.01

\$29.00 for balance less than \$1,000.01

\$39.00 for balance less than \$5,000.01

\$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$1,343.94

Payments and Other Credits -\$1,343.94

Balance Transfer Activity \$0.00

Cash Advance Activity \$0.00

Purchases and Other Charges \$3,170.52

Fees Charged \$0.00**Finance Charge \$0.00**

New Balance Total \$3,170.52

Credit Limit \$10,000

Credit Available \$6,829.48

Statement Closing Date 04/21/18

Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
04/13	04/13	CA Banking Center payment	10306005750006655565610	- 1,343.94
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$1,343.94
Purchases and Other Charges				
03/23	03/21	UNITED 01623911764985 800-932-2732 TX WHEAT/TRACEY 01623911764985	55432868081200746346881	516.00

0134394 0003171 0317052

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

EMILY GONZALEZ DEMONT
COMM ACTION PRTRSH KERN
COMM ACTION PRTRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-165105

Account Number:
March 22, 2018 - April 21, 2018

New Balance Total \$3,170.52

Minimum Payment Due **\$31.71**Payment Due Date **05/17/18**

Enter payment amount

\$

☐ Check here for a change of mailing address or phone numbers.
Please provide all corrections on the reverse side.

Mail this coupon along with your check payable to:
BUSINESS CARD,
or make your payment online at
www.bankofamerica.com

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
		Departure Date: 04/14/18 Airport Code: BFL UA SR DEN		
		Departure Date: 04/14/18 Airport Code: DEN UA SR MSY		
		Departure Date: 04/18/18 Airport Code: MSY UA SR SFO		
		Departure Date: 04/18/18 Airport Code: SFO UA SR BFL		
03/23	03/21	UNITED 01623911764996 800-932-2732 TX COFFEY/CAROLYNJEANDENISE 01623911764996	55432868081200746346899	516.00
		Departure Date: 04/14/18 Airport Code: BFL UA SR DEN		
		Departure Date: 04/14/18 Airport Code: DEN UA SR MSY		
		Departure Date: 04/18/18 Airport Code: MSY UA SR SFO		
		Departure Date: 04/18/18 Airport Code: SFO UA SR BFL		
03/23	03/21	UNITED 01623911765000 800-932-2732 TX MITCHELL/LESLIE 01623911765000	55432868081200746346907	516.00
		Departure Date: 04/14/18 Airport Code: BFL UA SR DEN		
		Departure Date: 04/14/18 Airport Code: DEN UA SR MSY		
		Departure Date: 04/18/18 Airport Code: MSY UA SR SFO		
		Departure Date: 04/18/18 Airport Code: SFO UA SR BFL		
03/26	03/25	TOWNEPLACE SUITES SAN ANTONIO TX Arr: 03/25/18 Dep: 03/25/18 Inv: 084010	55432868084200321992064	173.63
03/26	03/25	TOWNEPLACE SUITES SAN ANTONIO TX Arr: 03/25/18 Dep: 03/25/18 Inv: 084011	55432868084200321992072	173.63
03/27	03/26	EB LACOE AND LACMEC F 8014137200 CA	55429508085715413420894	85.26
04/09	04/06	CACFP.ORG 5128508278 TX	55429508096637695523145	1,150.00
04/20	04/18	CALIFORNIA CHILD DEVEL 415-9671967 CA	75306378109324600438912	40.00
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$3,170.52

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	25.74% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.



YOLANDA GONZALES

Platinum Plus® for Business

March 22, 2018 - April 21, 2018

Cardholder Statement

Account Information:
www.bankofamerica.com

Mail Billing Inquiries to:
BANK OF AMERICA
PO BOX 982238
EL PASO, TX 79998-2238

Mail Payments to:
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.8656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$3,994.50

Minimum Payment Due **\$39.95**Payment Due Date **05/17/18**

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:

\$19.00 for balance less than \$100.01

\$29.00 for balance less than \$1,000.01

\$39.00 for balance less than \$5,000.01

\$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$400.00

Payments and Other Credits **-\$400.00**

Balance Transfer Activity \$0.00

Cash Advance Activity \$0.00

Purchases and Other Charges \$3,994.50

Fees Charged \$0.00**Finance Charge \$0.00**New Balance Total **\$3,994.50**

Credit Limit \$10,000

Credit Available \$6,005.50

Statement Closing Date 04/21/18

Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
04/13	04/13	CA Banking Center payment	10306005750015655473634	- 400.00
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$400.00
Purchases and Other Charges				
04/11	04/10	HILTON HOTELS COSTA ME COSTA MESA CA Arr: 04/08/18 Dep: 04/09/18 Inv: 0002155927	55310208100006021559277	204.91
04/11	04/10	HILTON HOTELS COSTA ME COSTA MESA CA Arr: 04/08/18 Dep: 04/09/18 Inv: 0002155937	55310208100006021559376	204.91

0040000 0003995 0399450

Account Number:
March 22, 2018 - April 21, 2018

New Balance Total \$3,994.50

Minimum Payment Due **\$39.95**Payment Due Date **05/17/18**

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YOLANDA GONZALES

March 22, 2018 - April 21, 2018

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
04/12	04/11	HILTON HOTELS COSTA ME COSTA MESA CA Arr: 04/08/18 Dep: 04/10/18 Inv: 0002155922	55310208101006021559227	594.68
04/16	04/13	TABLEAU SOFTWARE, INC. 12066333400 WA	55429508104637981922357	2,990.00
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$3,994.50

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	25.74% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

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Safeguarding your purchases—it's just part of what we do

Your Bank of America Business Mastercard® protects you 24/7 with:

Purchase Assurance® coverage¹

Secure yourself against stolen or damaged items within 90 days of purchase

Extended Warranty coverage¹

Receive one additional year, on top of the manufacturer's warranty

Zero Liability Protection²

Rest assured that you won't be responsible for unauthorized use



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RALPH MARTINEZ

Platinum Plus® for Business

March 22, 2018 - April 21, 2018

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Account Information:
www.bankofamerica.com**Mail Billing Inquiries to:**
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PO BOX 982238
EL PASO, TX 79998-2238**Mail Payments to:**
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PO BOX 15796
WILMINGTON, DE 19886-5796**Customer Service:**
1.800.673.1044, 24 Hours**TTY Hearing Impaired:**
1.888.500.6267, 24 Hours**Outside the U.S.:**
1.509.353.6656, 24 Hours**For Lost or Stolen Card:**
1.800.673.1044, 24 Hours**Business Offers:**
www.bankofamerica.com/mybusinesscenter**Payment Information****New Balance Total** \$7,845.55
Minimum Payment Due **\$78.46**
Payment Due Date **05/17/18****Late Payment Warning:** If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
\$19.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01**Minimum Payment Warning:** If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.**Account Summary****Previous Balance** \$69.00
Payments and Other Credits -\$75.13
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$7,851.68
Fees Charged **\$0.00**
Finance Charge **\$0.00****New Balance Total** **\$7,845.55**
Credit Limit \$10,000
Credit Available \$2,154.45
Statement Closing Date 04/21/18
Days in Billing Cycle 31**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
04/13	04/13	CA Banking Center payment	10306005750006655375739	- 69.00
04/19	04/18	RBT PANDA EXPRESS #124 EasySavings NY	05587458108000000222472	- 6.13
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$75.13
Purchases and Other Charges				
03/23	03/22	US COACHWAYS 08003595991 NY	55547508082034915106146	640.55
03/23	03/22	SPIRIT CRUISES 2 SAN PEDRO CA	25247808081004401125554	2,395.18
03/26	03/22	FRESHPRES,JBC CONSUMER FISHERS IN	55207398082684210592320	98.14

0006900 0007846 0784555

Account Number:
March 22, 2018 - April 21, 2018**New Balance Total** \$7,845.55
Minimum Payment Due **\$78.46**
Payment Due Date **05/17/18****Enter payment amount**

\$

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BAKERSFIELD, CA 93309-165105

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
03/30	03/26	THE WEBSTAUANT STORE 717-392-7472 PA	85431548088701299063178	70.85
03/30	03/29	US COACHWAYS 08003595991 NY	55547508089034004631304	1,494.60
04/02	04/01	STAYCLASSYP STAYCLASSY 6199611892 CA	55429508091894764718982	69.00
04/09	04/05	FRONTSTREAM RESTON VA	75263588096984001401429	180.00
04/09	04/06	SMK*SURVEYMONKEY 971-244-5555 CA	55432868096200652040976	252.00
04/09	04/07	VALLITIX TICKETS BOX O BAKERSFIELD CA	25247808097001074047596	75.00
04/12	04/10	THE WEBSTAUANT STORE 717-392-7472 PA	85431548101701299063536	164.71
04/16	04/13	DICKEYS CA-702 BAKERSFIELD CA	55432868104200043929341	134.38
04/16	04/13	CASA MUNOZ BAKERSFIELD CA	85186878105702117662909	161.09
04/17	04/16	PANDA EXPRESS #1245 T BAKERSFIELD CA	55310208107838005944361	153.37
04/20	04/19	HOTELS.COM147345635915 HOTELS.COM WA	55432868109200051940268	514.68
04/20	04/19	HOTELS.COM147345846634 HOTELS.COM WA	55432868109200051943742	713.73
04/20	04/19	LATINO TAX PROFESSIONA SALINAS CA	85450938109980067949198	734.40
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$7,851.68

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	25.74% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

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Secure yourself against stolen or damaged items within 90 days of purchase

Extended Warranty coverage¹

Receive one additional year, on top of the manufacturer's warranty

Zero Liability Protection²

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PRITIKA RAM

Platinum Plus® for Business

March 22, 2018 - April 21, 2018

Cardholder Statement

Account Information:
www.bankofamerica.com

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BANK OF AMERICA
PO BOX 982238
EL PASO, TX 79998-2238

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TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$259.20
Minimum Payment Due **\$10.00**
Payment Due Date **05/17/18**

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
\$19.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$445.99
Payments and Other Credits **-\$549.07**
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$362.28
Fees Charged \$0.00
Finance Charge \$0.00

New Balance Total \$259.20
Credit Limit \$10,000
Credit Available \$9,740.80
Statement Closing Date 04/21/18
Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
04/09	04/06	THE WEBSTaurant STORE 717-392-7472 PA	85431548098701299065601	- 103.08
04/13	04/13	CA Banking Center payment	10306005750015655442456	- 445.99
TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD				-\$549.07
Purchases and Other Charges				
03/23	03/20	THE WEBSTaurant STORE 717-392-7472 PA	85431548081701299061864	162.41
03/26	03/22	THE WEBSTaurant STORE 717-392-7472 PA	85431548082701299064438	149.87

0044599 0001000 0025920

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WILMINGTON, DE 19886-5796

PRITIKA RAM
COMM ACTION PRTRNSH KERN
COMM ACTION PRTRNSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-165105

Account Number:
March 22, 2018 - April 21, 2018

New Balance Total \$259.20
Minimum Payment Due **\$10.00**
Payment Due Date **05/17/18**

Enter payment amount

\$

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Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
04/16	04/13	CALCAPA 9164431721 CA	55429508104637975343529	50.00
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$362.28

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	25.74% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

Bank of America Business Advantage

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With MyReport Center, you can:

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CARMEN SEGOVIA

Platinum Plus® for Business

March 22, 2018 - April 21, 2018

Cardholder Statement

Account Information:
www.bankofamerica.com

Mail Billing Inquiries to:
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PO BOX 982238
EL PASO, TX 79998-2238

Mail Payments to:
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$131.94
Minimum Payment Due **\$10.00**
Payment Due Date **05/17/18**

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
\$19.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$1,217.40
Payments and Other Credits -\$1,967.40
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$881.94
Fees Charged \$0.00
Finance Charge \$0.00

New Balance Total \$131.94

Credit Limit \$20,000
Credit Available \$19,868.06
Statement Closing Date 04/21/18
Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
04/13	04/12	CALIFORNIA WIC ASSOC 916-448-2280 CA	55432868102200687806757	- 750.00
04/13	04/13	CA Banking Center payment	10306005750015655408069	- 1,217.40
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$1,967.40
Purchases and Other Charges				
03/23	03/22	WALMART.COM 800-966-6546 AR	55432868081200807371851	76.98
03/28	03/27	VIOC GN0163 BAKERSFIELD CA	55457028087837000021695	60.07
03/28	03/27	VIOC GN0163 BAKERSFIELD CA	55457028087837000021703	60.07

0121740 0001000 0013194

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CARMEN SEGOVIA
COMM ACTION PRTRSH KERN
COMM ACTION PRTRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-165105

Account Number:
March 22, 2018 - April 21, 2018

New Balance Total \$131.94
Minimum Payment Due **\$10.00**
Payment Due Date **05/17/18**

Enter payment amount

\$

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Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
03/30	03/29	WALMART.COM 800-966-6546 AR	55432868088200118562019	14.37
03/30	03/29	LASSENS NATURAL FOODS- BAKERSFIELD CA	55500368089837000216423	129.82
04/02	03/31	WALMART.COM 800-966-6546 AR	55432868090200393585657	159.39
04/05	04/05	TARGET.COM * 800-591-3869 MN	55310208095083065698094	171.56
04/11	04/10	J AND E RESTAURANT SUP 06616311584 CA	55480778101286153100109	155.51
04/20	04/19	LASSENS NATURAL FOODS- BAKERSFIELD CA	55500368110837000445413	54.17
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$881.94

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	25.74% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

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Receive one additional year, on top of the manufacturer's warranty

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EMILIO WAGNER

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Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total -\$997.38

Minimum Payment Due \$0.00

Payment Due Date 05/17/18

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$6,272.96

Payments and Other Credits -\$10,072.96

Balance Transfer Activity \$0.00

Cash Advance Activity \$0.00

Purchases and Other Charges \$2,802.62

Fees Charged \$0.00

Finance Charge \$0.00

New Balance Total -\$997.38

Credit Limit \$10,000

Credit Available \$10,000.00

Statement Closing Date 04/21/18

Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
		Payments and Other Credits		
04/13	04/13	CA Banking Center payment	10306005750006655521712	- 6,272.96
04/17	04/16	WSU CONF MGMT 5093353530 WA	55310208107026948571810	- 3,800.00
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$10,072.96
		Purchases and Other Charges		
03/22	03/20	UNITED 01670864069932 800-932-2732 TX	55432868080200585792873	532.00
		CONTRERAS/ESPERANZA		
		01670864069932		

0627296 0000000 0099738

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BAKERSFIELD, CA 93309-165105

Account Number:
March 22, 2018 - April 21, 2018

New Balance Total -\$997.38

Minimum Payment Due \$0.00

Payment Due Date 05/17/18

Enter payment amount

\$

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EMILIO WAGNER

March 22, 2018 - April 21, 2018

Page 3 of 4

Transactions				
Posting Date	Transaction Date	Description	Reference Number	Amount
		Departure Date: 06/02/18 Airport Code: BFL UA L DEN		
		Departure Date: 06/02/18 Airport Code: DEN UA L DFW		
		Departure Date: 06/06/18 Airport Code: DFW UA Q DEN		
		Departure Date: 06/06/18 Airport Code: DEN AU Q BFL		
03/22	03/20	UNITED 01670864069943 800-932-2732 TX WAGNER/EMILIO GABRIE 01670864069943	55432868080200585792881	532.00
		Departure Date: 06/02/18 Airport Code: BFL UA L DEN		
		Departure Date: 06/02/18 Airport Code: DEN UA L DFW		
		Departure Date: 06/06/18 Airport Code: DFW UA Q DEN		
		Departure Date: 06/06/18 Airport Code: DEN AU Q BFL		
03/26	03/23	INDIGO GAS LAMP QUARTE SAN DIEGO CA Arr: 04/15/18 Dep: 04/17/18 Inv: 13194910	55310208083708749054009	774.62
04/18	04/17	PACIFIC GAS AND ELECTR 4159739000 CA	55429508107713490569687	145.00
04/18	04/17	PACIFIC GAS AND ELECTR 4159739000 CA	55429508107713490569828	145.00
04/18	04/17	PACIFIC GAS AND ELECTR 4159739000 CA	55429508107713486264228	145.00
04/18	04/17	PACIFIC GAS AND ELECTR 4159739000 CA	55429508107713486264350	145.00
04/18	04/17	PACIFIC GAS AND ELECTR 4159739000 CA	55429508107715496537121	145.00
04/18	04/17	PACIFIC GAS AND ELECTR 4159739000 CA	55429508107715496537204	145.00
04/19	04/17	INDIGO GAS LAMP QUARTE SAN DIEGO CA Arr: 04/15/18 Dep: 04/17/18 Inv: 13195905	55310208108708787392072	94.00
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$2,802.62

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	25.74% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

COMMUNITY ACTION PARTNERSHIP OF KERN
CENTRAL KITCHEN - BUDGET TO ACTUAL
FOR THE PERIOD MARCH 1, 2018 TO FEBRUARY 28, 2019 (2 OF 12 MONTHS OR 16.67%)

Line Item	2018/19 Budget	3/1/18 - 4/30/18 Actual	% Expended	Available Budget
USDA Revenue (Note A)	\$1,265,857	301,116	23.8%	964,741
Head Start Subsidy	<u>1,151,461</u>	<u>112,165</u>	9.7%	<u>1,039,296</u>
Total Revenue	<u>\$2,417,318</u>	<u>\$413,281</u>	17.1%	<u>2,004,037</u>
Expenditures (Note B)				
Salaries	\$557,792	89,838	16.1%	467,954
Benefits	167,338	33,390	20.0%	133,948
Vehicle Gasoline, Repair/Maintenance	70,000	9,856	14.1%	60,144
Space Costs	101,200	15,377	15.2%	85,823
Supplies - Office & Food Service	114,900	28,447	24.8%	86,453
Equipment Purchase		7,271		(7,271)
Equipment Repair/Maintenance	6,000	2,921	48.7%	3,079
Communication	13,000	2,315	17.8%	10,685
Risk Insurance	12,700	1,762	13.9%	10,938
Printing	1,700	297	17.5%	1,403
Hiring & Employee Costs	1,800		0.0%	1,800
First Aid	2,600	25	1.0%	2,575
Home Base Socializations	9,568		0.0%	9,568
Raw Food/Vended Meals	<u>763,418</u>	<u>145,994</u>	19.1%	<u>617,424</u>
Sub Total	1,822,016	337,493	18.5%	1,484,523
Adult Meals Prepared	188,000	38,229	20.3%	149,771
Indirect	<u>219,302</u>	<u>37,559</u>	17.1%	<u>181,743</u>
Total Expenditures	<u>\$2,229,318</u>	<u>\$413,281</u>	18.5%	<u>1,816,037</u>

	Prior Period	April 2018	Cum
Total Meals Prepared and Vended (Note C)	74,289	83,080	157,369
Total Meals Claimed	<u>61,693</u>	<u>71,136</u>	<u>132,829</u>
Difference	12,596	11,944	24,540

Percentage Claimed to Prepared/Vended	83.0%	85.6%	84.4%
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Note A: Source of USDA revenue is monthly report submitted to California Department of Education by Head Start/State Child Development Program Division. Revenue is reimbursement for meals claimed.

Note B: Expenditures are for meals prepared, including vended meals.

Note C: Total number of meals delivered to the centers and homebase excluding adult prepared and adult meals vended. The total represents the number of meals available to be served to center and homebase children.

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION 2017/18 CONTRACTS - EARNED REVENUE
FOR THE PERIOD 7/1/17 - 6/30/18 (10 OF 12 MONTHS = 83.33%)

	July 2017	Aug 2017	Sept 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	TOTAL	% Earned to MRA
<u>GENERAL CHILD CARE (CCTR-7050)</u>												
Adjusted Days of Enrollment - Certified	3,900	5,289	4,655	4,917	4,534	4,331	4,971	4,484	5,516	5,564	48,161	
Reimbursement Rate per Child per Day	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	
Revenue Earned	\$177,216	\$240,332	\$211,523	\$223,428	\$206,025	\$196,801	\$225,882	\$203,753	\$250,647	\$252,828	\$2,188,436	93.96%
Maximum Reimbursable Amount (MRA)											\$2,329,073	
<u>CALIFORNIA STATE PRESCHOOL (CSPP-7119)</u>												
Adjusted Days of Enrollment - Certified	3,041	4,826	6,531	7,817	6,948	6,083	6,900	6,878	6,919	7,823	63,766	
Reimbursement Rate per Child per Day	X \$45.73	X \$45.73	X \$45.73	X \$45.73	X \$45.73	X \$45.73	X \$45.73	X \$45.73	X \$45.73	X \$45.73	X \$45.73	
Revenue Earned	\$139,065	\$220,693	\$298,663	\$357,471	\$317,732	\$278,176	\$315,537	\$314,531	\$316,406	\$357,746	\$2,916,019	93.13%
Maximum Reimbursable Amount (MRA)											\$3,131,270	
<u>MIGRANT CHILD CARE (CMIG-7004)</u>												
Adjusted Days of Enrollment - Certified	418	500	433	549	480	451	545	500	611	641	5,128	
Reimbursement Rate per Child per Day	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	X \$45.44	
Revenue Earned	\$18,994	\$22,720	\$19,676	\$24,947	\$21,811	\$20,493	\$24,765	\$22,720	\$27,764	\$29,127	\$233,016	98.53%
Maximum Reimbursable Amount (MRA)											\$236,499	

Note 1: Source of adjusted days of enrollment for certified children is the monthly attendance report prepared by the Fiscal Dept. of the Head Start/State Child Development Division.

Note 2: Source of reimbursement rate per child per day and maximum reimbursable amount is per the 2017/18 State contracts.

Note 3: CCTR's MRA for 2017/18 is \$268,586 greater than 2016/17.
CSPP's MRA for 2017/18 is \$361,517 greater than 2016/17.
CMIG's MRA for 2017/18 is \$27,193 greater than 2016/17.

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION CONTRACT - MIGRANT ALTERNATIVE PAYMENT
FOR THE PERIOD 7/1/17 - 6/30/18 (9 OF 12 MONTHS = 75%)

Contract CMAP-7000	July 2017	Aug 2017	Sept 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Total	%	% Earned to MRA
Provider Payments	424,205	469,338	510,564	473,918	485,313	467,961	482,411	488,297	499,681	4,301,688		
Less: Family Fees	(13,071)	(14,022)	(2,966)	(5,788)	(9,373)	(9,562)	(10,344)	(11,462)	(10,004)	(86,592)		
Net Provider Payments	411,134	455,316	507,598	468,130	475,940	458,399	472,067	476,835	489,677	4,215,096	82.34%	
Maximum Reimbursable Amount (MRA) for Provider Payments										5,832,639		73.75%
Administration & Support Services Revenue												
Provider Payments	424,205	469,338	510,564	473,918	485,313	467,961	482,411	488,297	499,681	4,301,688		
Reimbursement Rate	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%		
Revenue Earned	89,983	99,556	108,301	100,528	102,945	99,264	102,330	103,578	105,993	912,478		
Program Administration/Support Services Costs												
Indirect (10% x MTDC) Costs	42,841	62,672	82,488	65,595	63,154	81,946	38,075	108,339	39,617	584,727	11.42%	
Transfer Indirect to CSBG	46,066	52,639	58,667	53,301	54,208	54,352	51,410	59,025	53,292	482,960	6.24%	
Total Operating Costs	88,907	115,311	141,155	118,896	117,362	13,089	89,485	126,922	92,909	(163,651)	17.66%	
Revenue Earned Over/(Under) Costs	1,076	(15,755)	(32,854)	(18,368)	(14,417)	86,175	12,845	(23,344)	13,084	8,442		
TOTAL COSTS - NET OF FAMILY FEES	500,041	570,627	648,753	587,026	593,302	471,488	561,552	603,752	582,586	5,119,132	100.00%	

Note 1: Administration and Support Services revenue is earned based on the amount of provider payments incurred. Example:

Provider payments 4,301,688
 Reimbursement Rate (17.5% / 82.5%) x 21.2121%
 Revenue Earned 912,478

Note 2: The maximum reimbursable amount per the 2017/18 State contract is as follows:

Provider Payments 5,832,639 82.50%
 Administration 1,060,480 15.00%
 Support Services 176,747 2.50%
 Maximum Reimbursable Amount (MRA) 7,069,866 100.00%

Note 3: The MRA for 2017/18 is \$540,145 greater than 2016/17.

Division/CFO: Finance/Christine Anami	Month/Year: April 2018
Program/Work Unit: Not Applicable	Deputy CFO: Vacant
Services: Overall financial and accounting functions of the organization	

Activities	April 2018		Year to Date (3/1/18-4/30/18)	
Description	Number	Amount	Number	Amount
Accounting Transactions Processed	22,066		47,073	
Bank Deposits	5	1,896,273	10	3,505,078
Wire Deposits	3	17,390	10	121,705
Head Start/IRS Drawdowns	5	2,327,656	12	7,708,661
Vendor Checks Issued	898	2,361,088	1,785	4,389,018
Payroll Disbursed		2,302,474		5,845,407
Grant Reports Prepared in April 2018	24		33	
Cal Fresh Outreach				
Dept. of Education - CCTR - CMIG/CMSS - CSPP - Migrant Alternative Payment				
Differential Response				
EFAP				
Federal Financial Report (FFR) - EHS/HS Kern – Annual - EHS San Joaquin – Annual & Final - EHS Partnership – Semi-annual				
First 5 Kern 211 E. Kern Family Resource Center - Help Me Grow				
Gang Prevention				
Information & Education				
LIHEAP 2016				
LIHEAP 2017				
LIHEAP 2018				
Realignment for Success				
Supplemental Commodity Food Program				
U. S. Treasury Cash Report - Head Start - Internal Revenue Service				
WIC				

Other: Total Division Staffing: 9 + 3 vacancies – Accountant (2) & Accounting Specialist

CFO	Deputy CFO – Idiowa Alali starts on 5/21/18
Accounting Manager	Accountant II
Accountant (2)	Accounting Specialist
Accounting Technician (4)	Accounting Clerk

Community Action of Partnership of Kern Agency Total

STATEMENT OF POSITION (GAAP UNAUDITED) AS OF FEBRUARY 28, 2018

ASSETS

Cash in Bank	3,327,316.09
Cash - Vacation Reserve	522,349.93
Petty Cash	500.00
Accounts Receivable	1,804,579.10
Travel Advance	11,823.77
Prepaid Expense	329,421.22
Inventory	1,051,700.33
Net Fixed Assets - Unrestricted	2,590,181.40
Net Fixed Assets - Restricted	<u>9,236,431.72</u>

Total Assets 18,874,303.56

LIABILITIES AND NET ASSETS

Accounts Payable	1,883,833.17
Accrued Expenses	1,631,632.30
Accrued Vacation	911,138.65
Line of Credit	-
Note Payable	2,781,736.49
Advance Payable	92.00
Deferred Revenue	<u>850,987.11</u>

Total Liabilities 8,059,419.72

Total Net Assets 10,814,883.84

Total Liabilities and Net Assets 18,874,303.56

STATEMENT OF OPERATIONS (GAAP UNAUDITED) FOR THE PERIOD MARCH 1, 2017 TO FEBRUARY 28, 2018

REVENUE

Grant Revenue	56,158,786.80
Donations	185,435.16
Other Revenue	5,685,448.19
In-Kind	<u>7,370,302.73</u>

Total Revenue 69,399,972.88

EXPENDITURES

Salaries	27,956,340.76
Benefits	8,353,697.73
Travel	567,595.53
Space Costs	5,285,050.63
Supplies	2,377,901.73
Consultant/Contract Services	2,262,172.17
Other Costs	2,393,510.50
Program Costs	7,955,393.65
Capital Expenditures	(0.00)
Indirect	5,071,019.86
In-Kind	<u>7,370,302.73</u>

Total Expenditures 69,592,985.29

Net Change in Assets (193,012.41)

Net Assets, beginning 11,007,896.25

Net Assets, ending 10,814,883.84

Community Action of Partnership of Kern Agency Total

STATEMENT OF POSITION (UNAUDITED) AS OF APRIL 30, 2018

ASSETS

Cash in Bank	1,902,800.62
Cash - Vacation Reserve	536,449.42
Petty Cash	500.00
Accounts Receivable	1,413,569.65
Travel Advance	31,973.39
Prepaid Expense	564,335.85
Inventory	1,058,238.08
Net Fixed Assets - Unrestricted	2,542,483.21
Net Fixed Assets - Restricted	<u>9,236,431.72</u>

Total Assets 17,286,781.94

LIABILITIES AND NET ASSETS

Accounts Payable	1,229,432.54
Accrued Expenses	847,602.95
Accrued Vacation	525,206.52
Line of Credit	0.00
Note Payable	2,734,038.30
Advance Payable	92.00
Deferred Revenue	<u>1,149,522.32</u>

Total Liabilities 6,485,894.63

Total Net Assets 10,800,887.31

Total Liabilities and Net Assets 17,286,781.94

STATEMENT OF OPERATIONS (UNAUDITED) FOR THE PERIOD MARCH 1, 2018 TO APRIL 30, 2018

REVENUE

Grant Revenue	8,215,874.88
Donations	56,258.57
Other Revenue	762,366.48
In-Kind	<u>0.00</u>

Total Revenue 9,034,499.93

EXPENDITURES

Salaries	3,915,643.19
Benefits	1,379,705.82
Travel	73,298.41
Space Costs	639,043.97
Supplies	249,283.30
Consultant/Contract Services	336,426.59
Other Costs	361,294.19
Program Costs	1,313,574.25
Capital Expenditures	24,030.53
Indirect	756,196.21
In-Kind	<u>(0.00)</u>

Total Expenditures 9,048,496.46

Net Change in Assets (13,996.53)

Net Assets, beginning 10,814,883.84

Net Assets, ending 10,800,887.31

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 04-30-18 (17%)**

	AGENCY TOTAL		
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE
EXPENDITURES			
SALARIES	25,995,600	3,756,844	22,238,756
BENEFITS	7,979,525	1,307,107	6,672,418
TRAVEL	536,271	75,449	460,822
SPACE COST	3,765,111	563,321	3,201,790
SUPPLIES	1,796,041	239,405	1,556,636
EQUIPMENT	211,038	24,031	187,007
CONSULTANT/CONTRACT SERVICES	954,462	214,009	740,453
OTHER COSTS	2,259,160	350,306	1,908,854
PROGRAM COSTS	9,151,790	1,311,847	7,839,943
INDIRECT	5,059,589	757,612	4,301,977
TOTAL	57,708,587	8,599,930	49,108,657
			15%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 04-30-18 (17%)**

	EDUCATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	20,001,314	3,072,362	16,928,952	15%
BENEFITS	6,306,887	1,038,913	5,267,974	16%
TRAVEL	323,189	45,636	277,553	14%
SPACE COST	2,763,629	406,747	2,356,882	15%
SUPPLIES	1,391,790	167,925	1,223,865	12%
EQUIPMENT	113,310	16,760	96,550	15%
CONSULTANT/CONTRACT SERVICES	697,686	151,084	546,602	22%
OTHER COSTS	1,273,028	182,818	1,090,210	14%
PROGRAM COSTS	6,935,676	1,065,088	5,870,588	15%
INDIRECT	3,489,828	601,884	2,887,944	17%
TOTAL	43,296,337	6,749,217	36,547,120	16%

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**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 04-30-18 (17%)**

	NUTRITION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	3,431,870	383,359	3,048,511	11%
BENEFITS	981,090	142,407	838,683	15%
TRAVEL	106,391	15,395	90,996	14%
SPACE COST	576,555	87,515	489,040	15%
SUPPLIES	214,757	56,080	158,677	26%
EQUIPMENT	97,728	7,271	90,457	7%
CONSULTANT/CONTRACT SERVICES	11,300	784	10,516	7%
OTHER COSTS	310,015	56,207	253,808	18%
PROGRAM COSTS	1,235,539	151,993	1,083,546	12%
INDIRECT	604,331	78,745	525,586	13%
TOTAL	7,569,576	979,755	6,589,821	13%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 04-30-18 (17%)**

	ENERGY CONSERVATION		
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE
EXPENDITURES			
SALARIES	1,300,000	160,573	1,139,427
BENEFITS	377,000	64,093	312,907
TRAVEL	60,000	9,455	50,545
SPACE COST	200,000	40,153	159,847
SUPPLIES	140,000	10,722	129,278
EQUIPMENT	0	0	0
CONSULTANT/CONTRACT SERVICES	200,000	54,966	145,034
OTHER COSTS	535,000	79,259	455,741
PROGRAM COSTS	950,000	87,947	862,053
INDIRECT	376,200	48,986	327,214
TOTAL	4,138,200	556,154	3,582,046
			13%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 04-30-18 (17%)**

	COMMUNITY SERVICES			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	652,004	64,081	587,923	10%
BENEFITS	150,654	27,385	123,269	18%
TRAVEL	32,701	4,499	28,202	14%
SPACE COST	102,402	19,804	82,598	19%
SUPPLIES	25,419	1,332	24,087	5%
EQUIPMENT	0	0	0	0%
CONSULTANT/CONTRACT SERVICES	43,226	7,085	36,141	16%
OTHER COSTS	66,152	9,715	56,437	15%
PROGRAM COSTS	20,025	1,966	18,059	10%
INDIRECT	101,673	13,132	88,541	13%
TOTAL	1,194,256	148,999	1,045,257	12%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 04-30-18 (17%)**

	CSBG			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	606,412	73,968	532,444	12%
BENEFITS	163,069	33,962	129,107	21%
TRAVEL	13,990	464	13,526	3%
SPACE COST	118,325	9,102	109,223	8%
SUPPLIES	21,875	1,213	20,662	6%
EQUIPMENT	0	0	0	0%
CONSULTANT/CONTRACT SERVICES	2,250	89	2,161	4%
OTHER COSTS	48,705	4,986	43,719	10%
PROGRAM COSTS	10,550	2,135	8,415	20%
INDIRECT	484,007	12,484	471,523	3%
TOTAL	1,469,183	138,404	1,330,779	9%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 04-30-18 (17%)**

	DISCRETIONARY & FUND RAISING			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	4,000	2,501	1,499	63%
BENEFITS	825	348	477	42%
TRAVEL	0	0	0	0%
SPACE COST	4,200	0	4,200	0%
SUPPLIES	2,200	2,133	67	97%
EQUIPMENT	0	0	0	0%
CONSULTANT/CONTRACT SERVICES	0	0	0	0%
OTHER COSTS	26,260	17,321	8,939	66%
PROGRAM COSTS	0	2,717	(2,717)	100%
INDIRECT	3,550	2,381	1,169	67%
TOTAL	41,035	27,401	13,634	67%

COMMUNITY ACTION PARTNERSHIP OF KERN
INDIRECT FUND - FY 2018/19
BUDGET TO ACTUAL - 3/1/18 TO 2/28/19 (2 OF 12 MONTHS = 16.67%)

	Budget	Actual	% Earned/ Expended	Available Balance
Revenue	5,059,589	756,196	14.9%	4,303,393
Expenditures				
Salaries	2,820,260	325,861	11.6%	2,494,399
Benefits @ 24.11% actual	<u>674,091</u>	<u>85,135</u>	<u>12.6%</u>	<u>588,956</u>
Total Personnel Costs	3,494,351	410,996	11.8%	3,083,355
Operating Costs				
Travel	90,750	3,070	3.4%	87,680
Space Costs	187,900	27,035	14.4%	160,865
Supplies	138,400	8,922	6.4%	129,478
Consultant/Contract	630,725	114,789	18.2%	515,936
Other Operating Costs	<u>363,950</u>	<u>26,573</u>	<u>7.3%</u>	<u>337,377</u>
Total Operating Costs	1,411,725	180,389	12.8%	1,231,336
Total Expenditures	<u>4,906,076</u>	<u>591,385</u>	<u>12.1%</u>	<u>4,314,691</u>
Excess Indirect Revenue	<u>153,513</u>	<u>164,811</u>		

RECAP BY SUPPORT DIVISION	Revised Budget	Actual	% Expended	Available Balance
HR	1,223,465	142,423	11.6%	1,081,042
Operations	1,394,366	194,688	14.0%	1,199,678
Executive	536,935	75,444	14.1%	461,491
Community Development	704,410	68,315	9.7%	636,095
Finance	<u>1,046,900</u>	<u>110,515</u>	<u>10.6%</u>	<u>936,385</u>
	<u>4,906,076</u>	<u>591,385</u>	<u>12.1%</u>	<u>4,314,691</u>