

COMMUNITY ACTION PARTNERSHIP of KERN
BOARD OF DIRECTORS
AUDIT & PENSION COMMITTEE MEETING
5005 Business Park North
January 17, 2019
12:00 p.m.

AGENDA

1. **Call to Order**

2. **Roll Call**

Craig Henderson Mike Maggard Yolanda Ochoa 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. Pension Plan Update: Education Plan presented by Tom Ming, Pensionmark, Inc. – Raymond Quan, Director of Human Resources – ***Info Item (p. 2-5)***
- b. Brown Armstrong Presentation of the Independent Audit Reports for the year ended February 28, 2018 and the Special Purpose Financial Statements for the year ended June 30, 2018 – Tracy Webster, Chief Financial Officer – ***Info Item (p. 6-167)***
- c. 2017 Information Returns and Attorney General Report – Tracy Webster, Chief Financial Officer – ***Info Item (p. 168-233)***
- d. Audit Transmittal Report (TR) 18-004 (FYE 2-28-18) – Tracy Webster, Chief Financial Officer – ***Info Item (p. 234-242)***

6. **Committee Member Comments**

7. **Next Scheduled Meeting**

Audit Committee Meeting
Thursday, April 11, 2019
12:00 p.m.
5005 Business Park North
Bakersfield, California 93309

8. **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 12:00 pm on January 14, 2019. Paula Daoutis, Administrative Coordinator

COMMUNITY ACTION PARTNERSHIP OF KERN MEMORANDUM

To: Audit and Pension Committee

From: Ray Quan, Director of Human Resources

Date: January 17, 2019

Subject: **Pension Plan Update: Education Plan**
presented by Tom Ming, Pensionmark, Inc. – Informational Only

Tom Ming, Managing Director of Pensionmark, will be providing a review on the upcoming 2019 calendar of events for the 401(a) and 403(b) Plan to include an update on staff engagement activities, scheduled meetings, and utilization rates among newly hired employees and existing plan participants.



401(a) & 403(b) Retirement Plans

I. Statement Purpose

The Plan Sponsor, **Community Action Partnership of Kern** hereby establishes the following employee education objectives and guidelines for administering the employee education program of the **Community Action Partnership of Kern** Retirement Plans in a manner consistent with the Plan document and applicable statutory requirements. The Plan Sponsor reserves the right to amend this Statement as deemed prudent or necessary. Should any amendment to this Statement be required due to changes in the Plan document or a change in applicable law, the Plan Sponsor shall have due time to review such changes and prepare and implement an appropriate amendment.

Because of the dynamic nature of the economic environment, developments in financial theories, and advances in technology, this statement will be examined by the Plan Sponsor from time to time on a formal or informal basis and may, as a result of such examination, may be changed by the Plan Sponsor.

II. Statement Objective

The objective of this Statement is to establish and document:

- The goals of the Plan's employee education program;
- The policies for selecting appropriate employee education; and,
- The guidelines for monitoring and evaluating the performance of the Plan's employee education programs.

III. Employee Education Program Goals

The Plan is intended to provide an opportunity for Plan Participants to exercise control over funds in their retirement accounts and provide an opportunity to choose the manner in which some or all of their funds are invested. In doing so, the Plan intends to meet the Safe Harbor requirements of The Employee Retirement Income Security Act (ERISA) §404(c) and applicable regulations. In addition, the Plan (and any offered model portfolios therein) intends to meet the requirements outlined in Department of Labor (DOL) IB 96-1.

Accordingly, the Plan Sponsor will make available to the Plan Participants tools to educate them on Plan parameters and features, and to assist them in adopting a risk level and asset allocated portfolio strategy consistent with the participant's time horizon and risk tolerance.

IV. Employee Education Program Topics

The tools will be designed to simplify the investment decisions required and provide the employee with a disciplined investment approach. The educational program tools will provide information to plan participants which may include but not be limited to the following:

- | | |
|--|--|
| • How the plan works | • Asset allocation and investment strategies |
| • Plan modifications | • Preparing for retirement |
| • Advisor services | • Economic and stock market commentary |
| • Employer plan contributions | • Basics of financial planning |
| • Determining appropriate deferral amounts | |

V. Methods of Employee Education Delivery

The educational tools provided to plan participants may be delivered primarily in the following formats, including but not limited to;

- Group educational meetings
- Individual Education
- Conference calls
- Internet meetings/webinar
- Print Media/Electronic Media

VI. Selection of Employee Education Strategies

The Plan Sponsor shall select the employee educational tools based on an evaluation of factors including but not limited to:

- Asset allocation trends within the participant accounts
- Demographics of plan participants
- Market conditions
- Surveys and/or participant requests
- Changes and/or modifications to plan features or investments

These factors are intended to help assure that selections are compatible with the requirements of ERISA §404(c), made with a prudent degree of care and that excessive risk is avoided.

VII. Periodic Evaluation

The Pension Committee will review the Employee Education Policy on a periodic basis to determine whether it is meeting its stated objectives. Based upon the results of the review, the committee may elect to change either the content of the policy, or the delivery strategies, or both as it is deemed necessary.

CAPK 401(a) & 403(b) Education Plan



Proposed Education Calendar for 2019

Pension Committee Meetings

January 17, 2019- Pensionmark Quarterly Fund Review

April 11, 2019 - Pensionmark Quarterly Fund Review

August 8, 2019- Pensionmark Quarterly Fund Review/

Standard Plan review

November 7, 2019 - Pensionmark Quarterly Fund Review

January 24th - Bakersfield Office 9-11:30am/Energy 1:30-3:30pm

Topics: Market Volatility, Financial Health Check-up and How to reduce your DEBT

February 21th - Bakersfield Office (scheduled One on One meetings) 9-11am & 2-4pm

March 27th – Webinars (all offices) 10:00, Noon, 2:00, 4:00

Topics: Review the Tax Saver credit & How to Take Charge of YOUR Money

April 12th– Stockton Office 8:30-11:30am (Ken)

Topics: Market Volatility, Financial Health Check-up and How to reduce your DEBT- One on One meeting

CAPK BBQ- May 2nd Stramler Park- Noon-4pm Set-up Table (Pensionmark and Standard reps in attendance)

June- Webinars (all offices) 9:00, 10:30, 1:00, 2:30

Topics: Saving for Tomorrow & Review Plan Highlights/ 401(a) Plan

Head Start Meetings

July TBD, 2018 Head Start Trainings (Pensionmark and Standard reps in attendance)

July TBD, 2018 Head Start Trainings (Pensionmark and Standard reps in attendance)

August TBD, 2018 Head Start Trainings (Pensionmark and Standard reps in attendance)

October- Bakersfield Office Meetings (Schedule **One on One** meetings)

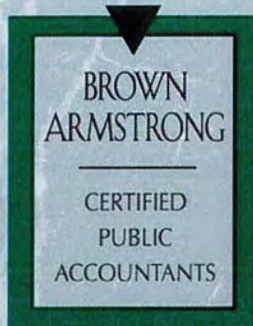
Topics: What is Asset Allocation & What is a Target Date Fund 9:30-3:00pm, lunch break from 11:30-12:30

November – Stockton Office 8:30-11:00 am (Ken/Tom)

Topics: Demo on Personal Financial Portal and Standards Retirement Income Score

December-Webinars (all offices) 10:00, Noon, 2:00, 4:00

Topics: The Power of a Budget & Wants vs. Needs video



BROWN ARMSTRONG

Certified Public Accountants

**Community Action Partnership of Kern
Audit Committee Presentation of the 2018 Audit Results
By: Andrew J. Paulden, CPA and Brooke Baird, CPA
Brown Armstrong Accountancy Corporation
January 17, 2019**

**BAKERSFIELD OFFICE
(MAIN OFFICE)**

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

REGISTERED with the Public Company
Accounting Oversight Board and
MEMBER of the American Institute of
Certified Public Accountants

1. The Audit Process
 - a) Timeline coordination with staff
 - b) Understanding and evaluating internal controls through inquiry and observation
 - c) Confirmations
 - d) Interim testing and compliance audits
 - e) Final fieldwork – substantive procedures, special purpose audit, and Defined Contribution Pension Plan audit
 - f) Report presentation
2. Significant Audit Areas
 - a) Federal and state awards compliance
 - b) Expenses for program and supporting services, accounts payable, and accrued liabilities
 - c) Program revenue, receivables, and deferred revenue
 - d) Property and equipment
 - e) Long-term debt
 - f) Accounts payable, deferred revenue, and expenditures
 - g) Fraud inquiry
3. Audit Reports Issued
 - a) Financial Audit of CAPK
 - 1) Independent Auditor's Report on financial statements – Unmodified Opinion – "Clean Opinion"
 - 2) Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*
 - 3) Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance
 - 4) Independent Auditor's Report on Compliance for First 5 Programs and on Internal Control Over Compliance with the Program Specific Audit Option Under the Uniform Guidance
 - 5) Agreed Upon Conditions Report Designed to Increase Efficiency, Internal Controls, and/or Financial Reporting
 - 6) Agreed Upon Conditions Report Designed to Increase Efficiency, Internal Controls, and/or Information Technology

- b) Special Purpose Audit
 - 1) Independent Auditor's Report for the Special Purpose Audit – Unmodified Opinion – “Clean Opinion”
 - 2) Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*
- c) Defined Contribution Pension Plan
 - 1) Independent Auditor's Report on the Defined Contribution Pension Plan – Disclaimer of Opinion
 - 2) Agreed Upon Conditions Report Designed to Increase Efficiency, Internal Controls, and/or Financial Reporting
- 4. Required Communication to the Board of Directors
- 5. Questions and/or Comments?

COMMUNITY ACTION PARTNERSHIP OF KERN

**FINANCIAL REPORT
AND THE
INDEPENDENT AUDITOR'S REPORT**

**FOR THE YEARS ENDED
FEBRUARY 28, 2018 AND 2017**

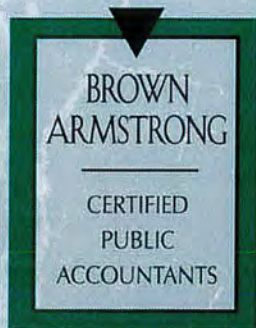


**COMMUNITY ACTION PARTNERSHIP OF KERN
FINANCIAL REPORT
FEBRUARY 28, 2018 AND 2017**

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BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Community Action Partnership of Kern

Report on the Financial Statements

We have audited the accompanying financial statements of Community Action Partnership of Kern (a nonprofit organization) (the Organization), which comprise the statements of financial position as of February 28, 2018 and 2017, the related statements of operations and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Organization's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

BAKERSFIELD OFFICE

(MAIN OFFICE)

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of February 28, 2018 and 2017, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedules of revenues and expenditures and the statements of functional expenses are presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying schedule of expenditures of federal and state awards is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 29, 2018, on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 29, 2018

**COMMUNITY ACTION PARTNERSHIP OF KERN
STATEMENTS OF FINANCIAL POSITION
FEBRUARY 28, 2018 AND 2017**

	<u>2018</u>	<u>2017</u>
ASSETS		
Current Assets:		
Cash	\$ 3,850,166	\$ 3,333,427
Grants and contracts receivable (Note 2)	3,672,278	3,149,045
Inventory (Note 3)	1,265,045	1,119,850
Prepaid expenses	<u>398,620</u>	<u>364,365</u>
Total current assets	9,186,109	7,966,687
Noncurrent Assets:		
Property and equipment (Note 4)	<u>11,826,611</u>	<u>12,358,392</u>
Total assets	<u><u>\$ 21,012,720</u></u>	<u><u>\$ 20,325,079</u></u>
LIABILITIES AND NET ASSETS		
Current Liabilities:		
Notes payable (Note 5)	\$ -	\$ 125,000
Current maturities of long-term debt (Note 6)	352,246	373,187
Accounts payable	1,883,875	2,018,909
Accrued expenses	2,599,489	2,755,313
Advances payable	22,808	8,885
Deferred revenue (Note 9)	<u>1,728,320</u>	<u>1,254,630</u>
Total current liabilities	6,586,738	6,535,924
Noncurrent Liabilities:		
Long-term debt, less current maturities (Note 6)	<u>2,429,474</u>	<u>2,781,255</u>
Total liabilities	<u>9,016,212</u>	<u>9,317,179</u>
Net Assets:		
Temporarily restricted (Note 10)	70,439	61,646
Unrestricted	<u>11,926,069</u>	<u>10,946,254</u>
Total net assets	<u>11,996,508</u>	<u>11,007,900</u>
Total liabilities and net assets	<u><u>\$ 21,012,720</u></u>	<u><u>\$ 20,325,079</u></u>

See Notes to Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
STATEMENTS OF OPERATIONS
FOR THE YEARS ENDED FEBRUARY 28, 2018 AND 2017**

	2018		
	Unrestricted	Temporarily Restricted	Total
Program revenues:			
Federal grants	\$ 50,884,959	\$ -	\$ 50,884,959
State grants	7,255,896	-	7,255,896
Local grants	430,567	32,000	462,567
Public support:			
Contributions in-kind (Note 1)	78,737	-	78,737
Donations:			
Food	14,402,415	-	14,402,415
Cash	11,780	100,606	112,386
Gain on sale of assets	15,441	-	15,441
Other	1,570,786	-	1,570,786
Net assets released from restriction:			
Satisfaction of program restrictions	123,813	(123,813)	-
Total revenue, gains, and other support	74,774,394	8,793	74,783,187
Expenses:			
Program:			
Child care and education	39,203,876	-	39,203,876
Nutrition	22,795,661	-	22,795,661
Energy conservation	4,225,560	-	4,225,560
Community services	1,792,987	-	1,792,987
General and administrative	5,752,850	-	5,752,850
Fundraising	23,645	-	23,645
Total expenses	73,794,579	-	73,794,579
Change in net assets	979,815	8,793	988,608
Net assets, beginning	10,946,254	61,646	11,007,900
Net assets, ending	\$ 11,926,069	\$ 70,439	\$ 11,996,508

See Notes to Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
STATEMENTS OF OPERATIONS (Continued)
FOR THE YEARS ENDED FEBRUARY 28, 2018 AND 2017

	2017		
	Unrestricted	Temporarily Restricted	Total
Program revenues:			
Federal grants	\$ 51,291,996	\$ -	\$ 51,291,996
State grants	5,477,138	-	5,477,138
Local grants	361,109	60,000	421,109
Public support:			
Contributions in-kind (Note 1)	71,254	-	71,254
Donations:			
Food	15,888,163	-	15,888,163
Cash	8,814	109,054	117,868
Gain on sale/disposition of assets	1,941	-	1,941
Other	1,536,129	-	1,536,129
Net assets released from restriction:			
Satisfaction of program restrictions	234,704	(234,704)	-
Total revenue, gains, and other support	74,871,248	(65,650)	74,805,598
Expenses:			
Program:			
Child care and education	37,985,425	-	37,985,425
Nutrition	24,879,634	-	24,879,634
Energy conservation	4,518,189	-	4,518,189
Community services	2,032,032	-	2,032,032
General and administrative	5,181,465	-	5,181,465
Fundraising	28,037	-	28,037
Total expenses	74,624,782	-	74,624,782
Change in net assets	246,466	(65,650)	180,816
Net assets, beginning	10,699,788	127,296	10,827,084
Net assets, ending	\$ 10,946,254	\$ 61,646	\$ 11,007,900

See Notes to Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED FEBRUARY 28, 2018 AND 2017**

	2018	2017
Cash Flows From Operating Activities		
Change in net assets	\$ 988,608	\$ 180,816
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	1,156,081	1,116,482
(Gain) loss on sale of assets	7,742	(6,701)
Debt forgiveness grant revenue (Note 6)	(65,052)	(65,052)
Changes in assets and liabilities:		
(Increase) decrease in:		
Grants and contracts receivable	(523,233)	683,382
Inventory	(145,195)	168,576
Prepaid expenses	(34,255)	(79,409)
Increase (decrease) in:		
Accounts payable	(135,034)	162,941
Accrued expenses	(155,824)	(23,281)
Advances payable	13,923	(338,212)
Deferred revenue	473,690	(153,036)
Net cash provided by operating activities	<u>1,581,451</u>	<u>1,646,506</u>
Cash Flows From Investing Activities		
Insurance proceeds from stolen property	-	29,032
Proceeds from sale of assets	15,441	8,641
Purchase of property and equipment	<u>(647,483)</u>	<u>(667,196)</u>
Net cash used in investing activities	<u>(632,042)</u>	<u>(629,523)</u>
Cash Flows From Financing Activities		
Net borrowings (payments) on revolving line of credit	(125,000)	(575,000)
Proceeds from long-term debt	-	2,305,600
Refinance of long-term debt	-	(2,302,324)
Principal payments on long-term borrowings	<u>(307,670)</u>	<u>(238,026)</u>
Net cash used in financing activities	<u>(432,670)</u>	<u>(809,750)</u>
Net increase in cash	516,739	207,233
Cash:		
Beginning	<u>3,333,427</u>	<u>3,126,194</u>
Ending	<u>\$ 3,850,166</u>	<u>\$ 3,333,427</u>
Supplemental Disclosures of Cash Flow Information		
Cash payments for:		
Interest	<u>\$ 107,272</u>	<u>\$ 106,145</u>
Supplemental Schedule of Noncash Operating Activities		
Program expenses provided by contributions in-kind revenue	<u>\$ 78,737</u>	<u>\$ 71,254</u>

See Notes to Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
NOTES TO FINANCIAL STATEMENTS
FEBRUARY 28, 2018 AND 2017**

NOTE 1 – NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities and Reporting Entity: Community Action Partnership of Kern (the Organization) is the designated Community Action Agency of Kern County. The purpose of this organization is to mobilize and utilize public and private resources of the urban and rural communities in the County of Kern to combat poverty through community action programs. Major classifications of program expenses are child care, nutrition, energy conservation, and community services.

A summary of the Organization's significant accounting policies follows:

Use of Estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Restricted and Unrestricted Revenue and Support: Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of operations as net assets released from restriction.

Federal Grant Awards: Federal grant awards are classified as deferred revenue until expended for the purposes of the grants.

Cash: Cash on deposit as of February 28, 2018 and 2017, included approximately \$4,060,366 and \$3,305,332, respectively, held by a financial institution which exceeded the insurance limits of the Federal Deposit Insurance Corporation. The Organization is required to maintain separate bank accounts in accordance with certain grant restrictions. As of February 28, 2018 and 2017, there was \$625,786 and \$584,243, respectively, in separate bank accounts.

Inventories: Inventories are comprised of food commodities and building weatherization supplies. Supplies are stated at cost, purchased food is stated at lower of cost or market, and food commodities received from the United States Department of Agriculture (USDA) are valued based on the USDA fair value commodity listing. The donated value of food based on Feeding America was \$14,402,415 and \$15,888,163 as of February 28, 2018 and 2017, respectively.

Property and Equipment: Acquisitions of property and equipment greater than \$5,000 are capitalized and stated at cost. The federal government retains a reversionary interest in property and equipment acquired with federal funds. Depreciation of property and equipment is computed using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Buildings	10-35
Renovations	10-35
Vehicles	3
Equipment	3-5

Depreciation for property and equipment was \$1,156,081 and \$1,116,482 for the years ended February 28, 2018 and 2017, respectively.

NOTE 1 – NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

Compensated Absences: The Organization accrues compensated vacation pay for all employees. Sick leave is not payable upon termination, and therefore is not subject to accrual.

Donated Services and Property: Donated services are recognized in the financial statements as revenue and expense in equal amounts at their estimated fair values. In-kind grantee contributions totaling \$78,737 and \$71,254 are included in the statements of operations for the years ended February 28, 2018 and 2017, respectively, and include donations of supplies and professional volunteer time charged at a rate pursuant to related contract provisions. In-kind contributions of volunteer time by parents participating in the Head Start (HS) and Early Head Start (EHS) programs are not included in the statements of operations because they do not meet the criteria for recognition. They totaled \$6,489,388 and \$7,294,111 for the years ended February 28, 2018 and 2017, respectively. The City of Shafter donated land for the Shafter Youth Center. As of February 28, 2018 and 2017, the value included in property and equipment was \$32,211.

Income Taxes: The Organization is a nonprofit corporation and has been recognized as tax exempt pursuant to Section 501 (c)(3) of the Internal Revenue Code and related State of California code sections.

On March 1, 2009, the Organization adopted the accounting standard on accounting for uncertainty in income taxes, which address the determination of whether tax benefits claimed or expected to be claimed on tax returns should be recorded in the financial statements. Under this guidance, the Organization may recognize the tax benefit from an uncertain tax position only if it is more-likely-than-not that the tax position will be sustained on examination by taxing authorities, based on the technical merits of the position. The tax benefits recognized in the financial statements from such a position are measured based on the largest benefit that has a greater than 50% likelihood of being realized upon ultimate settlement. The guidance on accounting for uncertainty in income taxes also addresses de-recognition, classification, interest and penalties on income taxes, and accounting in interim periods. Management evaluated the Organization's tax positions and concluded that it had taken no uncertain tax positions that require adjustment to the financial statements to comply with the provisions of this guidance.

Functional Allocation of Expenses: The costs of providing the various programs and other activities are summarized on a functional basis in the statements of operations. Management allocates general and administrative costs using the 10% de minimis indirect rate.

Reclassifications: Certain accounts presented in the prior year's data may have been reclassified in order to be consistent with the current year's presentation.

Future Financial Accounting Standards Board (FASB) Accounting Standards: The following is a future accounting pronouncement that will be affecting the Organization:

Accounting Standards Update (ASU) 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*, is effective February 28, 2019. The Organization has not yet evaluated the effect on the financial statements of the new standard but will implement the standard when applicable.

NOTE 2 – GRANTS AND CONTRACTS RECEIVABLE

The grants and contracts receivable at February 28, 2018 and 2017, are:

	2018	2017
Federal funds	\$ 3,180,143	\$ 2,850,781
State funds	389,387	244,702
Local funds	56,946	6,119
Private funds	-	831
Other	45,802	46,612
	<u>\$ 3,672,278</u>	<u>\$ 3,149,045</u>

The Organization expects all receivables to be collected and therefore has not recorded an allowance for doubtful accounts.

NOTE 3 – INVENTORY

Inventory is comprised of the following at February 28, 2018 and 2017:

	2018	2017
Weatherization supplies	\$ 174,939	\$ 239,463
Food commodities	1,090,106	880,387
	<u>\$ 1,265,045</u>	<u>\$ 1,119,850</u>

NOTE 4 – PROPERTY AND EQUIPMENT

Property and equipment as of February 28, 2018 and 2017, is comprised of the following:

	2018	2017
Land	\$ 1,776,669	\$ 1,776,669
Buildings	18,411,487	18,527,193
Renovations	5,949,584	5,636,955
Vehicles	2,946,517	2,982,023
Equipment	1,768,284	1,840,542
	<u>30,852,541</u>	<u>30,763,382</u>
Less accumulated depreciation	<u>19,025,930</u>	<u>18,404,990</u>
	<u>\$ 11,826,611</u>	<u>\$ 12,358,392</u>

The federal government has a reversionary interest in property and equipment at February 28, 2018 and 2017, in the amount of \$25,966,082 and \$25,876,922, respectively, with accumulated depreciation of \$16,677,794 and \$16,479,296, respectively.

NOTE 5 – NOTES PAYABLE

The Organization has a \$1,000,000 revolving credit agreement with a bank, which provides credit through January 15, 2018. As of February 28, 2018 and 2017, \$1,000,000 and \$875,000, respectively, were available to the Organization for additional draws under the agreement. The note bears interest at the daily one month LIBOR rate (0.98333% as of February 28, 2018) plus 3.75% and is unsecured. The outstanding principal balance of this note is due and payable in full on January 15, 2018.

NOTE 6 – PLEDGED ASSETS AND LONG-TERM DEBT

Long-term debt consists of the following as of February 28, 2018 and 2017:

	<u>2018</u>	<u>2017</u>
10 year note payable to a bank in the amount of \$2,305,600, secured by deed of trust, due in monthly installments of \$23,790 including interest at 4.2%. Final payment due June 1, 2026 ⁽¹⁾ .	\$ 1,997,917	\$ 2,193,814
Note payable to a bank, secured by land and building, due in monthly installments of \$6,903 including interest at 3.98% per annum. This note was refinanced on December 20, 2012, with a 10 year note ⁽²⁾ .	393,491	476,331
Non-interest bearing State of California, Department of Corrections and Rehabilitation Grant Loan, ⁽³⁾ secured by deed of trust, due in annual installments of \$65,052 through 2023.	390,312	455,364
Non-interest bearing California Department of Education capital lease, secured by building, due in annual installments totaling \$43,400 through November 1, 2017.	-	28,933
	<u>\$ 2,781,720</u>	<u>\$ 3,154,442</u>

⁽¹⁾ In August 2012, the Organization refinanced this note in the amount of \$2,670,283. The outstanding principal balance of this note bore interest at a fixed rate per annum at a rate of 2.75% above LIBOR in effect on the first day of each fixed rate term. Payments commenced on September 20, 2012, and continued up to and including July 20, 2015. Negotiations were started to refinance and terms were extended. In June 2016, the Organization refinanced this note in the amount of \$2,305,600.

⁽²⁾ In December 2002, the Organization entered into an interest rate swap agreement related to this debt. The swap is utilized to manage interest rate exposure over the period of the interest rate swap and is designated as a highly effective cash flow hedge. The differential to be paid or received on the swap agreement is accrued as interest rates change and is recognized over the life of the agreement. The swap agreement expired in December 2012, and effectively fixed the interest rate at 4.62%. In December 2012, the note was refinanced with the total available funds being \$831,607. The outstanding note bears interest at 3.98% per annum with any unpaid principal due on December 20, 2022.

⁽³⁾ A Department of Corrections and Rehabilitation (formerly the Department of the Youth Authority) loan from the State of California was secured and executed July 16, 1999, in the amount of \$1,301,040 for the construction of a facility located in the City of Shafter and County of Kern for use as a youth center. Equal annual installments of \$65,052 are due through 2023. Each annual payment due is to be deemed forgiven, in whole, or in part, as long as the Organization operates the facility as a youth center for a period of 20 years, beginning with 2003, the year operations began in the completed center. The balances outstanding at February 28, 2018 and 2017, represent cash drawn on the note, net of debt forgiveness to date.

NOTE 6 – PLEDGED ASSETS AND LONG-TERM DEBT (Continued)

Aggregate maturities of long-term debt as of February 28, 2018, are due in future years as follows:

<u>Year Ending February 28/29,</u>	
2019	\$ 352,246
2020	360,933
2021	370,371
2022	380,032
2023	369,374
Thereafter	<u>948,764</u>
	<u>\$ 2,781,720</u>

Interest expense for the years ended February 28, 2018 and 2017, was \$107,272 and \$106,145, respectively.

NOTE 7 – PENSION PLAN

The Organization has a defined contribution money purchase pension plan, which covers all employees who have been employed for one year or more with at least 1,000 hours worked during the year, and who are at least 21 years of age. The employer's contribution is as follows:

Group "A" – 10% of the Participant's Compensation for that Plan Year. Group "A" is defined as "Executive Director".

Group "B" – 7.5% of the Participant's Compensation for that Plan Year. Group "B" is defined as "Division Director".

Group "C" – 5% of the Participant's Compensation for that Plan Year. Group "C" is defined as "all Participants who are not in Group A or B".

Employees become vested 25 percent upon two years of service, 50 percent upon three years of service, 75 percent upon four years of service, and 100 percent upon five years of service. Participants also become 100 percent vested upon normal retirement, disability, or death. The Organization's pension contribution for the years ended February 28, 2018 and 2017, was \$1,084,690 and \$1,009,026, respectively.

NOTE 8 – ACCRUED VACATION

Accumulated unpaid employee vacation benefits are recognized as liabilities of the Organization. The liability is recognized in the program to which the liability relates. Accrued vacation benefits at February 28, 2018 and 2017, are unfunded. The value of accumulated vacation at February 28, 2018 and 2017, is as follows:

	2018	2017
Early Head Start	\$ 267,191	\$ 316,640
Head Start	189,158	229,346
Indirect Fund	188,570	168,147
Low Income Home Energy Assistance Program	65,634	75,257
Women, Infants, and Children	59,330	61,644
Community Services Block Grant (CSBG)	34,755	41,198
Migrant Alternative Payment	19,183	23,857
211 United Way	-	6,739
First 5 Kern 211	3,104	2,920
County of Kern 211	6,111	2,759
Differential Response	1,446	2,062
First 5 Kern East Kern Family Resource Center	2,768	1,845
CSBG Discretionary	-	686
First 5 Kern Help Me Grow	671	619
Justice Assistance Grant	-	379
Wells Fargo Foundation	53	-
Commodity Supplement Food Program	1,656	-
I&E (Information & Education)	2,651	-
EHS San Joaquin	67,546	-
EHS Child Care Partnership	1,311	-
	<u>\$ 911,138</u>	<u>\$ 934,098</u>

The accrued vacation benefits of \$182,602 for Head Start and \$267,239 for Early Head Start have been funded.

Cash is maintained in separate interest bearing bank accounts. The cash is reserved for this specific purpose and is not combined with the operating cash of the Organization.

NOTE 9 – DEFERRED REVENUE

The grants and contracts deferred at February 28, 2018 and 2017, are as follows:

	2018	2017
Migrant Alternative Payment	\$ 686,530	\$ 362,297
California State Preschool	277,631	203,795
State Drought Food Assistance	131,775	198,988
General Child Care and Development	209,347	191,831
Bakersfield Californian Foundation	53	96,803
Community Services Block Grant	225,201	71,190
Starbucks Foundation	28,625	36,168
Migrant Child Care	39,912	22,986
California Endowment	-	22,716
Migrant Specialized Services	31,068	15,950
Summer Food Service for Children	10,166	10,166
Resnick Foundation	-	9,462
Early Head Start	(121)	-
Head Start	(531)	-
Food Bank	3,750	6,250
So Cal Gas Company	5,000	5,000
Women, Infant and Children (WIC)	(940)	-
Kaiser - FHCC	-	1,028
Wells Fargo Foundation	16,153	-
Dignity Health	24,701	-
Bank of the West	25,000	-
Wonderful Foundation	15,000	-
	<u>\$ 1,728,320</u>	<u>\$ 1,254,630</u>

NOTE 10 – TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets as of February 28, 2018 and 2017, are available for the following:

	2018	2017
Friendship House	\$ 656	\$ -
Friendship House - Robotics	2,548	7,754
Friendship House - Advisory Board	21,254	7,939
Food Bank - Backpack Buddy	-	380
Food Bank - Produce Program	15,000	15,000
Youth Centers - First Aid	-	1,500
Blue Shield Wellness Program	19,948	20,747
East Kern Family Resource Center	11,033	8,326
	<u>\$ 70,439</u>	<u>\$ 61,646</u>

NOTE 11 – LEASE COMMITMENTS

The Organization leases various equipment and facilities under noncancellable operating leases that expire through June 2033. Rental expense for the years ended February 28, 2018 and 2017, was \$1,435,704 and \$1,316,881, respectively.

At February 28, 2018, total annual rental commitments are as follows:

<u>Year Ending February 28/29,</u>	
2019	\$ 1,311,866
2020	955,582
2021	485,935
2022	273,443
2023	218,177
Thereafter	<u>460,925</u>
	<u>\$ 3,705,928</u>

NOTE 12 – CONCENTRATION OF REVENUE

For the years ended February 28, 2018 and 2017, approximately 53% and 59%, respectively, of the Organization's program revenue was received from one grant source. Management believes the grant will be renewed on an ongoing basis.

NOTE 13 – UNRELATED BUSINESS INCOME TAX MATTERS

The Internal Revenue Service (IRS) and certain state taxing authorities are currently revisiting what, if any, products and services provided by nonprofit organizations are subject to unrelated business income tax (UBIT). There is currently very little guidance in the IRS Code on what activities should be subject to UBIT. The IRS has indicated that it is studying the issue and may issue additional guidance. As a result, at this time there is uncertainty regarding whether the Organization should pay income tax on certain types of net taxable income from activities that may be considered by taxing authorities as unrelated to the purpose for which the Organization was granted non-taxable status. The Organization has not filed any tax returns in the past for potential taxable activities. The taxing authorities have the ability to assess taxes, penalties, and interest for any years for which no tax return was filed. In the opinion of management, any liability resulting from taxing authorities imposing income taxes on the net taxable income from activities deemed to be unrelated to the Organization's nontaxable status is not expected to have a material effect on the Organization's financial position or results of operations. The Organization is no longer subject to U.S. federal, state, or local income tax examinations by tax authorities for years before 2012.

NOTE 14 – SUBSEQUENT EVENTS

Subsequent to February 28, 2018, and through November 29, 2018, the date through which management evaluated subsequent events and the date of the Independent Auditor's Report, there were no subsequent events that require disclosure.

SUPPLEMENTARY INFORMATION

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF EXPENDITURES OF
FEDERAL AND STATE AWARDS
FOR THE YEAR ENDED FEBRUARY 28, 2018**

Federal Grantor/Pass-Through Grantor Program Title	Federal CFDA Number	Grantor's Number	Amount	Total
FEDERAL:				
U.S. Department of Health and Human Services				
<i>Direct Program</i>				
Early Head Start (EHS)/Head Start - Kern	93.600	09CH9142-04	24,304,979	
EHS Child Care Partnership	93.600	09HP0036-02	523,365	
EHS Child Care Partnership	93.600	09HP0036-03	371,870	
EHS San Joaquin	93.600	09CH010071-03	4,694,847	
EHS San Joaquin	93.600	09CH010071-04	427,116	
				\$ 30,322,177
<i>State of California - Pass-Through Programs</i>				
Department of Community Services and Development				
CSBG (Community Services Block Grant)	93.569	17F-2015	1,182,955	
CSBG (Community Services Block Grant)	93.569	18F-5015	260,709	
CSBG Discretionary (EITC)	93.569	16F-5517	11,680	
				1,455,344
Low Income Home Energy Assistance Program	93.568	15B-3013	139,444	
Low Income Home Energy Assistance Program	94.568	16B-4012	(10,458)	
Low Income Home Energy Assistance Program	93.568	17B-3012	3,428,664	
Low Income Home Energy Assistance Program	93.568	18B-4012	799,398	
				4,357,048
Department of Education				
Child Care and Development Fund				
General Child Care and Development	93.596	CCTR-6049	211,968	
General Child Care and Development	93.596	CCTR-7050	399,430	
California State Preschool	93.596	CSPP-6110	156,984	
California State Preschool	93.596	CSPP-7119	244,279	
				1,012,661
Child Care and Development Block Grant				
General Child Care and Development	93.575	CCTR-6049	97,363	
General Child Care and Development	93.575	CCTR-7050	183,572	
California State Preschool	93.575	CSPP-6110	72,089	
California State Preschool	93.575	CSPP-7119	112,230	
Migrant Alternative Payment	93.575	CMAF-6000	1,809,475	
Migrant Alternative Payment	93.575	CMAF-7000	3,472,248	
				5,746,977
Child Care and Development Block Grant Cluster				6,759,638

See accompanying notes to the schedule.

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF EXPENDITURES OF
FEDERAL AND STATE AWARDS (Continued)
FOR THE YEAR ENDED FEBRUARY 28, 2018**

<u>Federal Grantor/Pass-Through Grantor Program Title</u>	<u>Federal CFDA Number</u>	<u>Grantor's Number</u>	<u>Amount</u>	<u>Total</u>
FEDERAL: (Continued)				
U.S. Department of Homeland Security				
<i>Pass-Through United Way of Kern County Local Board</i>				
Emergency Food and Shelter	97.024	Phase 34	<u>94,750</u>	94,750
U.S. Department of Housing and Urban Development				
<i>County of Kern - Pass-Through Programs</i>				
Community Development Block Grant	14.218	16-202	<u>84,154</u>	84,154
U.S. Department of Housing and Urban Development				
<i>City of Bakersfield - Pass-Through Programs</i>				
Community Development Block Grant	14.218	16-202	<u>132,000</u>	132,000
U.S. Department of Housing and Urban Development				
<i>Pass-Through United Way of Kern County</i>				
HUD Continuum of Care Planning Grant	14.267	N/A	<u>12,000</u>	12,000
U.S. Department of the Treasury				
<i>Direct Program</i>				
Internal Revenue Service	21.009	17VITA0187	<u>110,150</u>	110,150
U.S. Department of Agriculture				
<i>State of California - Pass-Through Programs</i>				
Department of Public Health				
WIC Supplemental Nutrition				
WIC (Women, Infants, and Children)				
Contract 1	10.557	15-10064	2,247,552	
Contract 2	10.557	15-10064	<u>1,573,904</u>	3,821,456
Department of Social Services				
Emergency Food Assistance				
Contract 1	10.568	15-MOU-00118	120,228	
Contract 2	10.568	15-MOU-00118	<u>78,915</u>	199,143
Emergency Food Assistance	10.569	N/A	<u>1,528,117</u>	<u>1,528,117</u>
Emergency Food Assistance Cluster				1,727,260
Supplemental Nutrition Assistance				
Cal Fresh	10.561	16-SUB-00876	8,928	
Cal Fresh	10.561	16-SUB-00876	<u>7,191</u>	16,119
Child and Adult Care Food	10.558	15-1248-OJ	1,408,002	
Child and Adult Care Food	10.558	15-1248-OJ	<u>147,148</u>	1,555,150

See accompanying notes to the schedule.

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF EXPENDITURES OF
FEDERAL AND STATE AWARDS (Continued)
FOR THE YEAR ENDED FEBRUARY 28, 2018**

Federal Grantor/Pass-Through Grantor Program Title	Federal CFDA Number	Grantor's Number	Amount	Total
FEDERAL: (Continued)				
U.S. Department of Agriculture				
<i>State of California - Pass-Through Programs</i>				
Department of Social Services				
CSFP (Commodity Supplemental Food Program)	10.565	16-MOU-6017	185,023	
CSFP (Commodity Supplemental Food Program)	10.565	16-MOU-6017	<u>71,828</u>	
				256,851
U.S. Department of Energy				
<i>State of California - Pass-Through Programs</i>				
Department of Community Services and Development				
Department of Energy				
Weatherization Assistance Program	81.042	16C-6012	<u>119,553</u>	
				119,553
U.S. Department of Justice				
<i>County of Kern - Pass-Through Programs</i>				
Justice Assistance Grant	16.738	417-2015	<u>25,227</u>	
				<u>25,227</u>
U.S. Department of Education				
<i>Department of Education-First 5 California</i>				
QRIS (Quality Rating and Improvement System) - San	84.412	N/A	13,999	
QRIS (Quality Rating and Improvement System) - San	84.412	N/A	<u>12,083</u>	
				<u>26,082</u>
U.S. Department of Health and Human Services				
<i>County of Kern- Department of Public Health</i>				
Hospital Preparedness - Emergency Response		659-2017	<u>10,000</u>	
				<u>10,000</u>
Total Federal Grants				<u><u>\$ 50,884,959</u></u>
STATE:				
State of California - Department of Education				
Migrant Alternative Payment		CMAF-6000	555,429	
Migrant Alternative Payment		CMAF-7000	<u>1,064,626</u>	
				\$ 1,620,055
General Child Care and Development		CCTR-6049	436,225	
General Child Care and Development		CCTR-7050	<u>976,658</u>	
				1,412,883
State Preschool		CSPP-6110	881,853	
State Preschool		CSPP-7119	<u>1,729,558</u>	
				2,611,411
Migrant Child Care		CMIG-6004	87,430	
Migrant Child Care		CMIG-7004	<u>162,029</u>	
				249,459
Migrant Specialized Services		CMSS-6004	28,152	
Migrant Specialized Services		CMSS-7004	<u>30</u>	
				28,182
Quality Rating and Improvement System - Kern Early Stars		N/A	<u>26,146</u>	
				26,146

See accompanying notes to the schedule.

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF EXPENDITURES OF
FEDERAL AND STATE AWARDS (Continued)
FOR THE YEAR ENDED FEBRUARY 28, 2018**

Federal Grantor/Pass-Through Grantor Program Title	Federal CFDA Number	Grantor's Number	Amount	Total
STATE: (Continued)				
State of California - Department of Social Services				
Tax Check-Off/AB2366		N/A	13,918	13,918
Differential Response		N/A	55,477	
Differential Response		N/A	108,178	163,655
State Emergency Food Assistance		N/A	230,750	
State Drought Food Assistance		N/A	163,742	394,492
State of California - Department of Public Health				
Information and Education		16-10206	24,877	
Information and Education		16-10206	51,614	76,491
Office of Emergency Services				
Water Tank Installation		N/A	44,508	44,508
Department of Community Services and Development				
LIWP (Low Income Weatherization Program)		15K-6006	45,607	
LIWP Solar Project		N/A	106,489	
LIWP Single Family		PC06436	25,391	177,487
Department of Corrections and Rehabilitation				
Shafter Youth Center		99 - 011	65,052	
Realignment for Success		236-2017	77,052	142,104
California Children and Families Commission				
2-1-1		2015.2.5	35,893	
2-1-1		2015.2.5	53,499	
E Kern Family Resource Center		2015.2.6	38,714	
E Kern Family Resource Center		2015.2.6	85,757	
Help Me Grow		2017.2.01	19,111	
Help Me Grow		2017.2.01	34,470	
Differential Response		N/A	9,713	
Differential Response		N/A	17,948	295,105
Total State Grants				\$ 7,255,896

See accompanying notes to the schedule.

**COMMUNITY ACTION PARTNERSHIP OF KERN
NOTES TO SCHEDULE OF
EXPENDITURES OF FEDERAL AND STATE AWARDS
FOR THE YEAR ENDED FEBRUARY 28, 2018**

NOTE 1 – BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal and State Awards includes the federal and state grant activity of Community Action Partnership of Kern (the Organization) and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of U.S. Office of Management and Budget (OMB) *Compliance Supplement*. The Organization has elected to use the 10% de minimis indirect cost rate in year 2018.

NOTE 2 – NONCASH ASSISTANCE

The Organization received noncash assistance in the form of food commodities, which is included in the amounts reported on the Schedule of Expenditures of Federal and State Awards. Commodities, with a fair value of \$1,528,117 at the time received, have been included in the determination of federal awards expended for the year ended February 28, 2018.

NOTE 3 – CLUSTER INFORMATION

Presented in this note are only grants that are clustered under Part 5 of the OMB *Compliance Supplement*.

<u>Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Federal Expenditures</u>
Child Care Development Block Grant Cluster		
Child Care and Development Block Grant	93.575	\$ 5,746,977
Child Care Mandatory and Matching Funds of the Child Care and Development Fund	93.596	<u>1,012,661</u>
Total Child Care Development Cluster		6,759,638
Emergency Food Assistance Cluster		
Emergency Food Assistance Program (Administrative Costs)	10.568	199,143
Emergency Food Assistance Program (Food Commodities)	10.569	<u>1,528,117</u>
Total Emergency Food Assistance Center		1,727,260

**COMMUNITY ACTION PARTNERSHIP OF KERN
SUPPLEMENTAL SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 17F - 5015 (CSBG)
FOR THE PERIOD JANUARY 1, 2017 THROUGH DECEMBER 31, 2017**

	Jan. 1, 2017 through Feb. 28, 2017	Mar. 1, 2017 through Dec. 31, 2017	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE					
Grant Revenue Awarded	\$ 850,363	\$ 631,991	\$ 1,482,354	\$ -	\$ 1,482,354
Deferred Grant Revenue	(550,964)	550,964	-	-	-
Total Revenue	<u>\$ 299,399</u>	<u>\$ 1,182,955</u>	<u>\$ 1,482,354</u>	<u>\$ -</u>	<u>\$ 1,482,354</u>
EXPENDITURES					
Administrative Costs					
Salaries and Wages	\$ 30,090	\$ 79,425	\$ 109,515	\$ 109,515	\$ 105,082
Fringe Benefits	5,478	18,611	24,089	24,089	23,118
Operating Expenses	6,987	4,132	11,119	11,119	11,250
Out-of-State Travel	-	-	-	-	-
Contract/Consultant Services	-	-	-	-	-
Other Costs	73,127	391,791	464,918	464,918	470,191
Total Administrative Costs	115,682	493,959	609,641	609,641	609,641
Program Costs					
Salaries and Wages	124,342	352,611	476,953	476,953	485,644
Fringe Benefits	33,402	119,268	152,670	152,670	155,469
Operating Expenses	25,973	217,117	243,090	243,090	231,600
Total Program Costs	183,717	688,996	872,713	872,713	872,713
Total Expenditures	<u>\$ 299,399</u>	<u>\$ 1,182,955</u>	<u>\$ 1,482,354</u>	<u>\$ 1,482,354</u>	<u>\$ 1,482,354</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SUPPLEMENTAL SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 16F – 5517 (CSBG DISCRETIONARY TARGETED INITIATIVE)
YOUTH EMPLOYMENT
FOR THE PERIOD JUNE 30, 2016 THROUGH MAY 31, 2017

	June 30, 2016 through Feb. 28, 2017	Mar. 1, 2017 through May 31, 2017	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE					
Grant Revenue Awarded	\$ 32,078	\$ -	\$ 32,078	\$ -	\$ 32,078
Deferred Grant Revenue	(11,680)	11,680	-	-	-
Total Revenue	<u>\$ 20,398</u>	<u>\$ 11,680</u>	<u>\$ 32,078</u>	<u>\$ -</u>	<u>\$ 32,078</u>
EXPENDITURES					
Administrative Costs					
Other Costs	\$ 1,792	\$ 1,124	\$ 2,916	\$ 2,916	\$ 2,916
Total Administrative Costs	<u>1,792</u>	<u>1,124</u>	<u>2,916</u>	<u>2,916</u>	<u>2,916</u>
Program Costs					
Salaries and Wages	15,486	8,082	23,568	23,567	23,740
Fringe Benefits	2,372	2,101	4,473	4,474	4,171
Operating Expenses	<u>748</u>	<u>373</u>	<u>1,121</u>	<u>1,121</u>	<u>1,251</u>
Total Program Costs	<u>18,606</u>	<u>10,556</u>	<u>29,162</u>	<u>29,162</u>	<u>29,162</u>
Total Expenditures	<u>\$ 20,398</u>	<u>\$ 11,680</u>	<u>\$ 32,078</u>	<u>\$ 32,078</u>	<u>\$ 32,078</u>

**COMMUNITY ACTION PARTNERSHIP OF KERN
SUPPLEMENTAL SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 16C - 6012 (DOE WAP)
FOR THE PERIOD JULY 1, 2016 THROUGH SEPTEMBER 30, 2017**

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through Sept. 30, 2017	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE					
Grant Revenue Awarded	\$ 181,272	\$ -	\$ 181,272	\$ -	\$ 304,188
Deferred Grant Revenue	(119,553)	119,553	-	-	-
Total Revenue	<u>\$ 61,719</u>	<u>\$ 119,553</u>	<u>\$ 181,272</u>	<u>\$ -</u>	<u>\$ 304,188</u>
EXPENDITURES					
Administrative Costs					
Administrative Costs	\$ 3,680	\$ 7,127	\$ 10,807	\$ 10,807	\$ 14,426
Total Administrative Costs	<u>3,680</u>	<u>7,127</u>	<u>10,807</u>	<u>10,807</u>	<u>14,426</u>
Program Costs					
Training and Technical Assistance	1,145	1,621	2,766	2,766	3,783
Liability Insurance	923	956	1,879	1,879	2,000
Intake	1,227	118	1,345	1,345	2,600
Outreach	5,627	16	5,643	5,643	6,000
Client Education	300	135	435	435	3,500
Workers' Compensation	-	-	-	-	-
General/Operating Expenditures	44,579	37,153	81,732	81,732	67,900
Direct Program Activities	-	62,869	62,869	62,869	106,444
Health & Safety Activities	-	13,796	13,796	13,796	35,289
Total Program Costs	<u>53,801</u>	<u>116,664</u>	<u>170,465</u>	<u>170,465</u>	<u>227,516</u>
Total Expenditures	<u>\$ 57,481</u>	<u>\$ 123,791</u>	<u>\$ 181,272</u>	<u>\$ 181,272</u>	<u>\$ 241,942</u>

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 15B – 3013 (LIHEAP)
FOR THE PERIOD JANUARY 1, 2015 THROUGH JUNE 30, 2017**

	Jan. 1, 2015 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE					
Grant Revenue Awarded	\$ 4,658,326	\$ -	\$ 4,658,326	\$ -	\$ 4,874,124
Deferred Grant Revenue	(83,018)	83,018	-	-	-
Total Revenue	<u>\$ 4,575,308</u>	<u>\$ 83,018</u>	<u>\$ 4,658,326</u>	<u>\$ -</u>	<u>\$ 4,874,124</u>
EXPENDITURES					
Administrative Costs					
Toilet Retrofit Administrative Costs	\$ 992	\$ 374	\$ 1,366	\$ 1,366	\$ 1,406
EHA Assurance	316,655	3,156	319,811	319,811	322,655
EHA Administrative Costs	340,621	5,332	345,953	345,953	493,703
Total Administrative Costs	<u>658,268</u>	<u>8,862</u>	<u>667,130</u>	<u>667,130</u>	<u>817,764</u>
Program Costs					
Toilet Retrofit Support Costs	2,085	647	2,732	2,732	2,812
Toilet Retrofit Program Costs	19,846	7,475	27,321	27,321	28,209
EHA Intake	485,850	-	485,850	485,850	485,931
EHA Outreach	170,213	-	170,213	170,213	185,649
EHA Training and Technical Assistance	4,675	-	4,675	4,675	4,675
EHA HEAP Program Costs	574,989	14,635	589,624	589,624	576,888
EHA General Operating Expenditures	178,009	-	178,009	178,009	150,000
Weatherization Training and Technical Assistance	60,000	-	60,000	60,000	60,000
Weatherization Liability Insurance	16,170	-	16,170	16,170	20,000
Weatherization Intake	46,003	-	46,003	46,003	75,000
Weatherization Outreach	95,889	-	95,889	95,889	113,260
Weatherization Equipment	76,684	-	76,684	76,684	86,000
Weatherization Workers' Compensation	27,987	-	27,987	27,987	40,000
Weatherization General/Operating Expenditures	290,319	-	290,319	290,319	356,809
Weatherization Direct Program Activities	1,868,321	51,399	1,919,720	1,919,720	1,781,943
Total Program Costs	<u>3,917,040</u>	<u>74,156</u>	<u>3,991,196</u>	<u>3,991,196</u>	<u>3,967,176</u>
Total Expenditures	<u>\$ 4,575,308</u>	<u>\$ 83,018</u>	<u>\$ 4,658,326</u>	<u>\$ 4,658,326</u>	<u>\$ 4,784,940</u>

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
CONTRACT NO. 15K – 6006 (LOW INCOME WEATHERIZATION PROGRAM)
FOR THE PERIOD JANUARY 1, 2015 THROUGH APRIL 30, 2017**

	Jan. 1, 2015 through Feb. 28, 2017	Mar. 1, 2017 through Apr. 30, 2017	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE					
Grant Revenue Awarded	\$ 678,817	\$ -	\$ 678,817	\$ -	\$ 1,031,955
Deferred Grant Revenue	(56,380)	56,380	-	-	-
Total Revenue	<u>\$ 622,437</u>	<u>\$ 56,380</u>	<u>\$ 678,817</u>	<u>\$ -</u>	<u>\$ 1,031,955</u>
EXPENDITURES					
Administrative Costs					
Administrative Costs	\$ 36,873	\$ -	\$ 36,873	\$ 36,873	\$ 52,228
Total Administrative Costs	<u>36,873</u>	<u>-</u>	<u>36,873</u>	<u>36,873</u>	<u>52,228</u>
Program Costs					
Training and Technical Assistance	15,952	-	15,952	15,952	20,000
Intake	20,220	-	20,220	20,220	33,787
Outreach	9,707	-	9,707	9,707	33,787
General Overhead Costs	67,065	1,930	68,995	68,995	93,830
Direct Program Activities	<u>472,620</u>	<u>54,450</u>	<u>527,070</u>	<u>527,070</u>	<u>832,323</u>
Total Program Costs	<u>585,564</u>	<u>56,380</u>	<u>641,944</u>	<u>641,944</u>	<u>1,013,727</u>
Total Expenditures	<u>\$ 622,437</u>	<u>\$ 56,380</u>	<u>\$ 678,817</u>	<u>\$ 678,817</u>	<u>\$ 1,065,955</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
CALIFORNIA STATE PRESCHOOL PROGRAMS
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CSPP - 6110
FOR THE PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL
REVENUE			
Federal Grant Revenue	\$ 342,129	\$ 229,073	\$ 571,202
State Grant Revenue	1,316,698	881,853	2,198,551
Parent Fees	5,584	5,312	10,896
Total Revenue	1,664,411	1,116,238	2,780,649
EXPENDITURES			
Salaries	1,115,378	738,809	1,854,187
Fringe Benefits	365,598	258,928	624,526
Travel	1,044	-	1,044
Space Costs	-	-	-
Consumable Supplies	-	66	66
Equipment	-	-	-
Consultant/Contract Services	-	2,449	2,449
Other Costs	2,148	43	2,191
Program Costs	-	-	-
Depreciation	28,933	14,467	43,400
Administration Cost	151,310	101,476	252,786
Total Expenditures	1,664,411	1,116,238	2,780,649
REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ -	\$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
CHILD AND ADULT CARE FOOD - KERN
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. 15-1248-OJ
FOR THE PERIOD OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017

	Oct. 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through Sept. 30, 2017	TOTAL
REVENUE			
Federal Grant Revenue	\$ 642,739	\$ 708,119	\$ 1,350,858
Total Revenue	<u>642,739</u>	<u>708,119</u>	<u>1,350,858</u>
EXPENDITURES			
Salaries	322,438	323,717	646,155
Fringe Benefits	92,810	111,618	204,428
Travel	12,403	14,097	26,500
Space Costs	37,802	80,335	118,137
Consumable Supplies	50,127	63,957	114,084
Consultant/Contract Services	495	-	495
Other Costs	39,636	39,275	78,911
Program Costs	399,866	389,352	789,218
Depreciation	1,762	-	1,762
Administration Cost	63,781	64,010	127,791
Head Start Subsidy	(378,381)	(378,243)	(756,624)
Total Expenditures	<u>642,739</u>	<u>708,118</u>	<u>1,350,857</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
CHILD AND ADULT CARE FOOD – SAN JOAQUIN
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. 15-1248-OJ
FOR THE PERIOD OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017

	Oct. 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through Sept. 30, 2017	TOTAL
REVENUE			
Federal Grant Revenue	\$ 32,280	\$ 85,496	\$ 117,776
Total Revenue	<u>32,280</u>	<u>85,496</u>	<u>117,776</u>
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	32,280	77,724	110,004
Administration Cost	<u>-</u>	<u>7,772</u>	<u>7,772</u>
Total Expenditures	<u>32,280</u>	<u>85,496</u>	<u>117,776</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
COMMUNITY SERVICES BLOCK GRANT NO. 17F - 5015
FOR THE PERIOD JANUARY 1, 2017 THROUGH DECEMBER 31, 2017**

	<u>Jan. 1, 2017 through Feb. 29, 2017</u>	<u>Mar. 1, 2017 through Dec. 31, 2017</u>	<u>TOTAL</u>
REVENUE			
Federal Grant Revenue	\$ 299,399	\$ 1,182,955	\$ 1,482,354
Private Revenue	-	3,500	3,500
Donation	8	4,764	4,772
Total Revenue	<u>299,407</u>	<u>1,191,219</u>	<u>1,490,626</u>
EXPENDITURES			
Salaries	154,432	432,036	586,468
Fringe Benefits	38,881	137,878	176,759
Travel	667	23,198	23,865
Space Costs	17,251	135,548	152,799
Consumable Supplies	1,075	17,698	18,773
Equipment	-	-	-
Consultant/Contract Services	258	2,599	2,857
Other Costs	12,571	32,739	45,310
Program Costs	1,145	17,731	18,876
Administration Cost	73,127	391,792	464,919
Total Expenditures	<u>299,407</u>	<u>1,191,219</u>	<u>1,490,626</u>
REVENUE OVER/(UNDER) EXPENDITURES			
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
COMMUNITY SERVICES BLOCK GRANT DISCRETIONARY
EITC GRANT NO. 16F - 5517
FOR THE PERIOD JUNE 15, 2016 THROUGH MAY 31, 2017

	June 15, 2016 through Feb. 28, 2017	Mar. 1, 2017 through May 31, 2017	TOTAL
REVENUE			
Federal Grant Revenue	\$ 20,398	\$ 11,680	\$ 32,078
Total Revenue	<u>20,398</u>	<u>11,680</u>	<u>32,078</u>
EXPENDITURES			
Salaries	15,486	8,082	23,568
Fringe Benefits	2,372	2,101	4,473
Travel	503	141	644
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	245	232	477
Program Costs	-	-	-
Administration Cost	1,792	1,124	2,916
Total Expenditures	<u>20,398</u>	<u>11,680</u>	<u>32,078</u>
REVENUE OVER/(UNDER)			
EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
COUNTY OF KERN 211 GRANT NO. 1004 - 2016
FOR THE PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL
REVENUE			
Local Grant Revenue	\$ 46,360	\$ -	\$ 46,360
Total Revenue	<u>46,360</u>	<u>-</u>	<u>46,360</u>
EXPENDITURES			
Salaries	17,070	-	17,070
Fringe Benefits	4,253	-	4,253
Travel	4	-	4
Space Costs	11,957	-	11,957
Consumable Supplies	5,688	-	5,688
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	4,436	-	4,436
Program Costs	-	-	-
Administration Cost	2,952	-	2,952
Total Expenditures	<u>46,360</u>	<u>-</u>	<u>46,360</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
COUNTY OF KERN BIOTERRORISM I&R
FOR THE PERIOD OCTOBER 16, 2016 THROUGH APRIL 29, 2017

	Oct. 16, 2016 through Feb. 28, 2017	Mar. 1, 2017 through April 29, 2017	TOTAL
REVENUE			
Federal Grant Revenue	\$ 10,000	\$ -	\$ 10,000
Total Revenue	<u>10,000</u>	<u>-</u>	<u>10,000</u>
EXPENDITURES			
Salaries	8,750	-	8,750
Fringe Benefits	1,250	-	1,250
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	-	-
Administration Cost	-	-	-
Total Expenditures	<u>10,000</u>	<u>-</u>	<u>10,000</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
COUNTY OF KERN 211 HOSPITAL PREPAREDNESS
FOR THE PERIOD OCTOBER 24, 2017 THROUGH FEBRUARY 28, 2018

	Oct. 24, 2017 through Feb. 28, 2018	TOTAL
REVENUE		
Federal Grant Revenue	\$ 10,000	\$ 10,000
Total Revenue	<u>10,000</u>	<u>10,000</u>
EXPENDITURES		
Consumable Supplies	<u>10,000</u>	<u>10,000</u>
Total Expenditures	<u>10,000</u>	<u>10,000</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
COUNTY OF KERN - GANG VIOLENCE PREVENTION GRANT NO. 446 - 2015
FOR THE PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL
REVENUE			
Local Grant Revenue	\$ 20,907	\$ 32,198	\$ 53,105
Total Revenue	<u>20,907</u>	<u>32,198</u>	<u>53,105</u>
EXPENDITURES			
Salaries	13,423	20,519	33,942
Fringe Benefits	2,962	3,519	6,481
Travel	69	1,147	1,216
Space Costs	1,223	1,050	2,273
Consumable Supplies	-	1,677	1,677
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	1,134	850	1,984
Program Costs	195	509	704
Administration Cost	1,901	2,927	4,828
Total Expenditures	<u>20,907</u>	<u>32,198</u>	<u>53,105</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
DIFFERENTIAL RESPONSE
FOR THE PERIOD JULY 1, 2016 THROUGH FEBRUARY 28, 2018**

	STATE DEPARTMENT OF SOCIAL SERVICES				FIRST 5 KERN			
	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL	July 1, 2017 through Feb. 28, 2018	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL	July 1, 2017 through Feb. 28, 2018
REVENUE								
State Grant Revenue	\$ 105,438	\$ 55,477	\$ 160,915	\$ 108,178	\$ 18,911	\$ 9,713	\$ 28,624	\$ 17,948
Total Revenue	<u>105,438</u>	<u>55,477</u>	<u>160,915</u>	<u>108,178</u>	<u>18,911</u>	<u>9,713</u>	<u>28,624</u>	<u>17,948</u>
EXPENDITURES								
Salaries	62,984	32,452	95,436	66,122	13,826	7,124	20,950	13,139
Fringe Benefits	16,807	5,759	22,566	17,106	3,689	1,872	5,561	3,484
Travel	4,861	2,873	7,734	2,910	-	-	-	-
Space Costs	8,777	4,195	12,972	8,886	-	-	-	-
Consumable Supplies	2,462	(277)	2,185	1,069	-	-	-	-
Equipment	-	-	-	330	-	-	-	-
Consultant/Contract Services	-	-	-	-	-	-	-	-
Other Costs	1,576	5,225	6,801	2,912	-	-	-	-
Program Costs	188	950	1,138	964	-	-	-	-
Administration Cost	<u>7,783</u>	<u>4,300</u>	<u>12,083</u>	<u>7,879</u>	<u>1,396</u>	<u>717</u>	<u>2,113</u>	<u>1,325</u>
Total Expenditures	<u>105,438</u>	<u>55,477</u>	<u>160,915</u>	<u>108,178</u>	<u>18,911</u>	<u>9,713</u>	<u>28,624</u>	<u>17,948</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
DEPARTMENT OF ENERGY - WEATHERIZATION (DOE WAP) GRANT NO. 16C-6012
FOR THE PERIOD JULY 1, 2016 THROUGH SEPTEMBER 30, 2017

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through Sept. 30, 2017	TOTAL
REVENUE			
Federal Grant Revenue	\$ 61,719	\$ 119,553	\$ 181,272
Total Revenue	<u>61,719</u>	<u>119,553</u>	<u>181,272</u>
EXPENDITURES			
Salaries	15,037	28,471	43,508
Fringe Benefits	4,327	8,959	13,286
Travel	3,478	3,398	6,876
Space Costs	7,138	7,421	14,559
Consumable Supplies	3,750	4,247	7,997
Equipment	9,952	38,693	48,645
Consultant/Contract Services	8,015	4,283	12,298
Other Costs	6,342	16,953	23,295
Program Costs	-	-	-
Administration Cost	3,680	7,128	10,808
Total Expenditures	<u>61,719</u>	<u>119,553</u>	<u>181,272</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
EARLY HEAD START/HEAD START AWARD NO. 09CH9142/04
FOR THE PERIOD MARCH 1, 2017 THROUGH FEBRUARY 28, 2018**

	EARLY HEAD START BASE	EARLY HEAD START T & TA	HEAD START BASE	HEAD START T & TA	HEAD START CARRYOVER	
	Mar. 1, 2017 through Feb. 28, 2018	Mar. 1, 2017 through Feb. 28, 2018	Mar. 1, 2017 through Feb. 28, 2018	Mar. 1, 2017 through Feb. 28, 2018	Mar. 1, 2017 through Feb. 28, 2018	TOTAL
REVENUE						
Federal Grant Revenue	\$ 3,901,017	\$ 97,656	\$ 19,652,950	\$ 145,350	\$ 508,006	\$ 24,304,979
Other Revenue	413	-	54,521	-	-	54,934
Donations	-	-	3,724	-	-	3,724
In-Kind	-	-	6,117,314	-	-	6,117,314
Total Revenue	3,901,430	97,656	25,828,509	145,350	508,006	30,480,951
EXPENDITURES						
Salaries	2,034,976	19,375	9,921,667	-	-	11,976,018
Fringe Benefits	672,708	4,538	3,208,158	-	-	3,885,404
Travel	37,856	1,150	143,016	33,722	286,620	502,364
Space Costs	293,711	-	1,913,071	-	-	2,206,782
Consumable Supplies	288,372	5,085	1,027,808	6,342	160,511	1,488,118
Equipment	-	-	-	-	-	-
Consultant/Contract Services	15,110	9,601	109,416	92,036	-	226,163
Other Costs	71,972	49,744	723,219	-	1,018	845,953
Program Costs	130,507	-	562,036	-	-	692,543
Depreciation	5,939	-	388,795	-	-	394,734
Administration Cost	350,279	8,163	1,714,009	13,250	59,857	2,145,558
In-Kind	-	-	6,117,314	-	-	6,117,314
Total Expenditures	3,901,430	97,656	25,828,509	145,350	508,006	30,480,951
REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
EARLY HEAD START CHILDCARE PARTNERSHIP AWARD NO. 09HP0036/02
FOR THE PERIOD MARCH 1, 2016 THROUGH AUGUST 31, 2017**

	EARLY HEAD START CHILDCARE PARTNERSHIP BASE	EARLY HEAD START CHILDCARE PARTNERSHIP BASE	EARLY HEAD START CHILDCARE PARTNERSHIP T & TA	EARLY HEAD START CHILDCARE PARTNERSHIP T & TA	EARLY HEAD START CHILDCARE PARTNERSHIP CARRYOVER	EARLY HEAD START CHILDCARE PARTNERSHIP CARRYOVER	
	Sept. 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through Aug. 31, 2017	Sept. 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through Aug. 31, 2017	Sept. 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through Aug. 31, 2017	TOTAL
REVENUE							
Federal Grant Revenue	\$ 338,565	\$ 345,499	\$ 23,397	\$ 36,012	\$ -	\$ 141,853	\$ 885,326
Other Revenue	1	1	-	-	-	-	2
In-Kind	21,073	154,151	-	-	-	-	175,224
Total Revenue	359,639	499,651	23,397	36,012	-	141,853	1,060,552
EXPENDITURES							
Salaries	76,293	51,639	-	-	-	-	127,932
Fringe Benefits	18,097	10,183	-	-	-	-	28,280
Travel	821	923	7,890	2,983	-	-	12,617
Space Costs	1,266	1,271	-	-	-	-	2,537
Consumable Supplies	4,128	15,501	-	2,127	-	88,673	110,429
Equipment	-	-	-	-	-	-	-
Consultant/Contract Services	204,994	231,553	9,025	19,674	-	-	465,246
Other Costs	1,485	2,645	4,359	7,954	-	40,284	56,727
Program Costs	153	78	-	-	-	-	231
Depreciation	564	320	-	-	-	-	884
Administration Cost	30,765	31,387	2,123	3,274	-	12,896	80,445
In-Kind	21,073	154,151	-	-	-	-	175,224
Total Expenditures	359,639	499,651	23,397	36,012	-	141,853	1,060,552
REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
EARLY HEAD START SAN JOAQUIN AWARD NO. 09CH010071/03
FOR THE PERIOD FEBRUARY 1, 2017 THROUGH JANUARY 31, 2018**

	EARLY HEAD START SAN JOAQUIN BASE	EARLY HEAD START SAN JOAQUIN BASE	EARLY HEAD START SAN JOAQUIN T & TA	EARLY HEAD START SAN JOAQUIN T & TA	
	Feb. 1, 2017 through Feb. 28, 2017	Mar. 1, 2017 through Jan. 31, 2018	Feb. 1, 2017 through Feb. 28, 2017	Mar. 1, 2017 through Jan. 31, 2018	TOTAL
REVENUE					
Federal Grant Revenue	\$ 385,856	\$ 4,615,674	\$ 2,715	\$ 79,173	\$ 5,083,418
Other Revenue	5	79,013	-	-	79,018
In-Kind	-	808,600	-	-	808,600
Total Revenue	<u>385,861</u>	<u>5,503,287</u>	<u>2,715</u>	<u>79,173</u>	<u>5,971,036</u>
EXPENDITURES					
Salaries	213,030	2,797,514	-	-	3,010,544
Fringe Benefits	64,094	693,414	-	-	757,508
Travel	4,770	39,282	40	14,657	58,749
Space Costs	42,930	409,001	-	-	451,931
Consumable Supplies	12,542	163,612	-	21,185	197,339
Equipment	-	-	-	-	-
Consultant/Contract Services	300	8,692	-	11,242	20,234
Other Costs	8,124	108,031	2,428	24,892	143,475
Program Costs	6,103	64,440	-	-	70,543
Depreciation	-	887	-	-	887
Administration Cost	33,968	409,814	247	7,197	451,226
In-Kind	-	808,600	-	-	808,600
Total Expenditures	<u>385,861</u>	<u>5,503,287</u>	<u>2,715</u>	<u>79,173</u>	<u>5,971,036</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
EMERGENCY FOOD ASSISTANCE PROGRAM GRANT NO. 15-MOU-00118
FOR THE PERIOD OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017**

	Oct. 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through Sept. 30, 2017	TOTAL
REVENUE			
Federal Grant Revenue	\$ 71,087	\$ 120,228	\$ 191,315
Donations	-	1,500	1,500
Total Revenue	<u>71,087</u>	<u>121,728</u>	<u>192,815</u>
EXPENDITURES			
Salaries	47,955	61,808	109,763
Fringe Benefits	9,787	15,145	24,932
Travel	2,188	4,734	6,922
Space Costs	5,496	17,060	22,556
Consumable Supplies	997	4,588	5,585
Equipment	-	-	-
Consultant/Contract Services	269	1,333	1,602
Other Costs	4,395	17,060	21,455
Program Costs	-	-	-
Administration Cost	-	-	-
Total Expenditures	<u>71,087</u>	<u>121,728</u>	<u>192,815</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
FIRST 5 KERN 211 AGREEMENT NO. 2015.2.5
FOR THE PERIOD JULY 1, 2016 THROUGH FEBRUARY 28, 2018

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL	July 1, 2017 through Feb. 28, 2018
REVENUE				
State Grant Revenue	\$ 53,244	\$ 35,893	\$ 89,137	\$ 53,499
Total Revenue	<u>53,244</u>	<u>35,893</u>	<u>89,137</u>	<u>53,499</u>
EXPENDITURES				
Salaries	41,254	26,772	68,026	41,236
Fringe Benefits	8,262	6,246	14,508	7,399
Travel	-	-	-	-
Space Costs	-	-	-	-
Consumable Supplies	-	-	-	-
Equipment	-	-	-	-
Consultant/Contract Services	-	-	-	-
Other Costs	-	-	-	-
Program Costs	-	-	-	-
Administration Cost	<u>3,728</u>	<u>2,875</u>	<u>6,603</u>	<u>4,864</u>
Total Expenditures	<u>53,244</u>	<u>35,893</u>	<u>89,137</u>	<u>53,499</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
FIRST 5 KERN - EAST KERN FAMILY RESOURCE CENTER
AGREEMENT NO. 2015.2.6
FOR THE PERIOD JULY 1, 2016 THROUGH FEBRUARY 28, 2018

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL	July 1, 2017 through Feb. 28, 2018
REVENUE				
State Grant Revenue	\$ 75,952	\$ 38,714	\$ 114,666	\$ 85,757
Total Revenue	<u>75,952</u>	<u>38,714</u>	<u>114,666</u>	<u>85,757</u>
EXPENDITURES				
Salaries	48,299	21,930	70,229	55,556
Fringe Benefits	11,493	4,563	16,056	11,789
Travel	1,568	1,054	2,622	3,525
Space Costs	5,780	2,797	8,577	5,924
Consumable Supplies	1,585	4,171	5,756	696
Equipment	-	-	-	-
Consultant/Contract Services	-	-	-	-
Other Costs	1,738	1,195	2,933	1,957
Program Costs	-	-	-	-
Administration Cost	5,489	3,004	8,493	6,310
Total Expenditures	<u>75,952</u>	<u>38,714</u>	<u>114,666</u>	<u>85,757</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
FIRST 5 KERN – HELP ME GROW
AGREEMENT NO. 2017.2.01
FOR THE PERIOD FEBRUARY 1, 2017 THROUGH FEBRUARY 28, 2018

	<u>Feb 1, 2017 through Feb. 28, 2017</u>	<u>Mar. 1, 2017 through June 30, 2017</u>	<u>TOTAL</u>	<u>July 1, 2017 through Feb. 28, 2018</u>
REVENUE				
State Grant Revenue	\$ 10,124	\$ 19,111	\$ 29,235	\$ 34,470
Total Revenue	<u>10,124</u>	<u>19,111</u>	<u>29,235</u>	<u>34,470</u>
EXPENDITURES				
Salaries	5,520	14,339	19,859	26,040
Fringe Benefits	1,121	3,225	4,346	5,296
Travel	-	-	-	-
Space Costs	-	-	-	-
Consumable Supplies	2,779	86	2,865	-
Equipment	-	-	-	-
Consultant/Contract Services	-	-	-	-
Other Costs	-	-	-	-
Program Costs	-	-	-	-
Administration Cost	704	1,461	2,165	3,134
Total Expenditures	<u>10,124</u>	<u>19,111</u>	<u>29,235</u>	<u>34,470</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
GENERAL CHILD CARE AND DEVELOPMENT PROGRAM
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CCTR - 6049
FOR THE PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL
REVENUE			
Federal Grant Revenue	\$ 545,568	\$ 309,331	\$ 854,899
State Grant Revenue	769,363	436,225	1,205,588
Parent Fees	10,914	5,660	16,574
Total Revenue	<u>1,325,845</u>	<u>751,216</u>	<u>2,077,061</u>
EXPENDITURES			
Salaries	900,754	518,684	1,419,438
Fringe Benefits	303,263	162,861	466,124
Travel	572	-	572
Space Costs	-	-	-
Consumable Supplies	-	36	36
Equipment	-	-	-
Consultant/Contract Services	725	1,343	2,068
Other Costs	-	-	-
Program Costs	-	-	-
Administration Cost	120,531	68,292	188,823
Total Expenditures	<u>1,325,845</u>	<u>751,216</u>	<u>2,077,061</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
INFORMATION AND EDUCATION GRANT NO. 16-10206
FOR THE PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017**

	<u>July 1, 2016 through Feb. 28, 2017</u>	<u>Mar. 1, 2017 through June 30, 2017</u>	<u>TOTAL</u>
REVENUE			
State Grant Revenue	\$ 46,490	\$ 24,877	\$ 71,367
Total Revenue	<u>46,490</u>	<u>24,877</u>	<u>71,367</u>
EXPENDITURES			
Salaries	30,754	16,450	47,204
Fringe Benefits	7,089	3,093	10,182
Travel	2,704	716	3,420
Space Costs	-	-	-
Consumable Supplies	-	301	301
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	1,342	102	1,444
Program Costs	375	1,555	1,930
Administration Cost	4,226	2,660	6,886
Total Expenditures	<u>46,490</u>	<u>24,877</u>	<u>71,367</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
JUSTICE ASSISTANCE GRANT NO. 417-2015
FOR THE PERIOD JANUARY 1, 2017 THROUGH DECEMBER 31, 2017

	Jan. 1, 2017 through Feb. 28, 2017	Mar. 1, 2017 through Dec. 31, 2017	TOTAL
REVENUE			
	\$ 11,798	\$ 25,227	\$ 37,025
Federal Grant Revenue			
	11,798	25,227	37,025
Total Revenue			
EXPENDITURES			
	9,013	19,992	29,005
Salaries	2,409	3,709	6,118
Fringe Benefits	376	1,526	1,902
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	-	-
Administration Cost	-	-	-
Total Expenditures	11,798	25,227	37,025
REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ -	\$ -

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
KAISER - HEALTHY EATING GRANT NO. 20633829
FOR THE PERIOD OCTOBER 1, 2013 THROUGH FEBRUARY 28, 2018**

	<u>Mar. 1, 2014 through Feb 28, 2015</u>	<u>Mar. 1, 2015 through Feb 29, 2016</u>	<u>Mar. 1, 2016 through Feb 28, 2017</u>	<u>Mar. 1, 2017 through Feb 28, 2018</u>	<u>TOTAL</u>
REVENUE					
Private Revenue	\$ 25,938	\$ 21,603	\$ 12,459	\$ 1,028	\$ 61,028
Total Revenue	<u>25,938</u>	<u>21,603</u>	<u>12,459</u>	<u>1,028</u>	<u>61,028</u>
EXPENDITURES					
Salaries	19,212	15,550	2,831	919	38,512
Fringe Benefits	4,322	5,503	452	109	10,386
Travel	1,182	400	-	-	1,582
Space Costs	-	-	-	-	-
Consumable Supplies	517	-	3,687	-	4,204
Equipment	-	-	-	-	-
Consultant/Contract Services	-	-	-	-	-
Other Costs	705	150	639	-	1,494
Program Costs	-	-	4,850	-	4,850
Administration Cost	-	-	-	-	-
Total Expenditures	<u>25,938</u>	<u>21,603</u>	<u>12,459</u>	<u>1,028</u>	<u>61,028</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
KAISER - NUTRITION EDUCATION GRANT NO. 20644136
FOR THE PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL
REVENUE			
Private Revenue	\$ 8,972	\$ -	\$ 8,972
Total Revenue	<u>8,972</u>	<u>-</u>	<u>8,972</u>
EXPENDITURES			
Salaries	7,956	-	7,956
Fringe Benefits	1,016	-	1,016
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	-	-
Administration Cost	-	-	-
Total Expenditures	<u>8,972</u>	<u>-</u>	<u>8,972</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
MIGRANT ALTERNATIVE PAYMENT
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CMAP - 6000
FOR THE PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL
REVENUE			
Federal Grant Revenue	\$ 3,601,525	\$ 1,809,475	\$ 5,411,000
State Grant Revenue	563,292	555,429	1,118,721
Parent Fees	140,513	78,464	218,977
Total Revenue	4,305,330	2,443,368	6,748,698
EXPENDITURES			
Salaries	360,600	154,697	515,297
Fringe Benefits	77,066	35,801	112,867
Travel	4,531	5,500	10,031
Space Costs	61,548	24,012	85,560
Consumable Supplies	9,255	3,700	12,955
Equipment	-	-	-
Consultant/Contract Services	2,452	6,087	8,539
Other Costs	44,651	24,234	68,885
Program Costs	3,515,123	2,141,324	5,656,447
Administration Cost	230,104	48,013	278,117
Total Expenditures	4,305,330	2,443,368	6,748,698
REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ -	\$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
MIGRANT CHILD CARE
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CMIG-6004
FOR THE PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL
REVENUE			
State Grant Revenue	\$ 118,207	\$ 87,430	\$ 205,637
Parent Fees	767	292	1,059
Total Revenue	118,974	87,722	206,696
EXPENDITURES			
Salaries	80,673	59,076	139,749
Fringe Benefits	27,334	20,509	47,843
Travel	67	-	67
Space Costs	-	3	3
Consumable Supplies	-	1	1
Equipment	-	-	-
Consultant/Contract Services	-	158	158
Other Costs	84	-	84
Program Costs	-	-	-
Administration Cost	10,816	7,975	18,791
Total Expenditures	118,974	87,722	206,696
REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ -	\$ -

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
MIGRANT CHILD CARE - SPECIALIZED SERVICES
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CMSS-6004
FOR THE PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017

	July 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through June 30, 2017	TOTAL
REVENUE			
State Grant Revenue	\$ 1,502	\$ 28,152	\$ 29,654
Total Revenue	<u>1,502</u>	<u>28,152</u>	<u>29,654</u>
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	1,502	25,593	27,095
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	-	-
Administration Cost	-	2,559	2,559
Total Expenditures	<u>1,502</u>	<u>28,152</u>	<u>29,654</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
STATE TAX CHECK-OFF
FOR THE PERIOD MARCH 1, 2017 THROUGH JUNE 30, 2017

	<u>Mar. 1, 2017 through June 30, 2017</u>
REVENUE	
State Grant Revenue	\$ 13,918
Total Revenue	<u>13,918</u>
EXPENDITURES	
Salaries	-
Fringe Benefits	-
Travel	-
Space Costs	-
Consumable Supplies	-
Equipment	-
Consultant/Contract Services	-
Other Costs	-
Program Costs	13,918
Administration Cost	<u>-</u>
Total Expenditures	<u>13,918</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u><u>\$ -</u></u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (CAL FRESH)
GRANT NO. 16-SUB-00876
FOR THE PERIOD OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017

	Oct. 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through Sept. 30, 2017	TOTAL
REVENUE			
Federal Grant Revenue	\$ 6,060	\$ 8,928	\$ 14,988
Total Revenue	<u>6,060</u>	<u>8,928</u>	<u>14,988</u>
EXPENDITURES			
Salaries	4,487	6,483	10,970
Fringe Benefits	1,022	1,633	2,655
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	-	-
Equipment	-	-	-
Consultant/Contract Services	-	-	-
Other Costs	-	-	-
Program Costs	-	-	-
Administration Cost	551	812	1,363
Total Expenditures	<u>6,060</u>	<u>8,928</u>	<u>14,988</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
COUNTY OF KERN – REALIGNMENT FOR SUCCESS
GRANT NO. 236 - 2017
FOR THE PERIOD JUNE 1, 2017 THROUGH FEBRUARY 28, 2018

	June. 1, 2017 through Feb. 28, 2018	TOTAL
REVENUE		
State Grant Revenue	\$ 77,052	\$ 77,052
Total Revenue	<u>77,052</u>	<u>77,052</u>
EXPENDITURES		
Salaries	47,876	47,876
Fringe Benefits	13,869	13,869
Travel	413	413
Space Costs	-	-
Consumable Supplies	1,908	1,908
Equipment	-	-
Consultant/Contract Services	-	-
Other Costs	400	400
Program Costs	2,444	2,444
Depreciation	3,137	3,137
Administration Cost	7,005	7,005
In-Kind	-	-
Donated Commodities	-	-
Total Expenditures	<u>77,052</u>	<u>77,052</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF REVENUE AND EXPENDITURES
WOMEN, INFANTS, AND CHILDREN (WIC) GRANT NO. 15-10064
FOR THE PERIOD OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017**

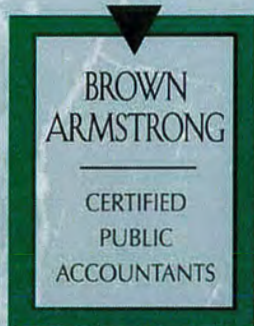
	Oct. 1, 2016 through Feb. 28, 2017	Mar. 1, 2017 through Sept. 30, 2017	TOTAL
REVENUE			
Federal Grant Revenue	\$ 1,512,006	\$ 2,247,552	\$ 3,759,558
Other Revenue	4,940	-	4,940
Total Revenue	1,516,946	2,247,552	3,764,498
EXPENDITURES			
Salaries	946,280	1,366,758	2,313,038
Fringe Benefits	228,256	337,215	565,471
Travel	11,804	22,552	34,356
Space Costs	126,519	187,309	313,828
Consumable Supplies	17,831	19,311	37,142
Equipment	-	34,729	34,729
Consultant/Contract Services	-	-	-
Other Costs	59,787	84,858	144,645
Program Costs	150	1,761	1,911
Depreciation	3,575	5,005	8,580
Administration Cost	122,744	188,054	310,798
Total Expenditures	1,516,946	2,247,552	3,764,498
REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ -	\$ -

**COMMUNITY ACTION PARTNERSHIP OF KERN
STATEMENTS OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED FEBRUARY 28, 2018**

Expenditures	Child Care and Education	Nutrition	Energy Conservation	Community Services	General and Administrative	Fundraising	Total
Salaries	\$ 18,918,580	\$ 3,888,460	\$ 1,700,058	\$ 830,676	\$ 343,871	\$ 3,807	\$ 25,685,452
Fringe Benefits	6,089,490	951,212	483,334	266,094	27,577	509	7,818,216
Consultant/Contract Services	688,803	10,269	702,106	68,928	23,174	-	1,493,280
Travel	322,436	103,760	49,064	28,099	724	-	504,083
Space Cost	2,960,746	531,005	211,587	240,009	3,616	-	3,946,963
Consumable Supplies	1,881,669	271,299	63,106	54,874	197	-	2,271,145
Other Costs	1,150,252	318,017	492,589	97,286	32,488	16,783	2,107,415
Program Costs	6,706,601	739,753	506,675	20,527	-	-	7,973,556
Depreciation	409,107	283,068	17,041	186,494	260,371	-	1,156,081
In-Kind	76,192	-	-	-	-	2,546	78,738
Indirect Expenses	-	-	-	-	5,060,832	-	5,060,832
Donated Commodities	-	15,698,818	-	-	-	-	15,698,818
Total Expenditures	\$ 39,203,876	\$ 22,795,661	\$ 4,225,560	\$ 1,792,987	\$ 5,752,850	\$ 23,645	\$ 73,794,579

**COMMUNITY ACTION PARTNERSHIP OF KERN
STATEMENTS OF FUNCTIONAL EXPENSES (Continued)
FOR THE YEAR ENDED FEBRUARY 28, 2017**

Expenditures	Child Care and Education	Nutrition	Energy Conservation	Community Services	General and Administrative	Fundraising	Total
Salaries	\$ 18,847,577	\$ 3,369,218	\$ 1,780,992	\$ 1,111,074	\$ 120,058	\$ 2,585	\$ 25,231,504
Fringe Benefits	5,911,209	859,961	500,709	257,374	20,776	369	7,550,398
Travel	375,658	111,264	67,400	33,056	1,657	-	589,035
Space Cost	2,917,398	540,735	201,232	224,994	3,683	-	3,888,042
Consumable Supplies	1,468,489	261,116	142,360	52,777	-	-	1,924,742
Consultant/Contract Services	645,675	43,394	263,584	20,504	-	-	973,157
Other Costs	1,192,795	307,505	561,404	114,533	40,758	21,526	2,238,521
Program Costs	6,070,485	334,126	959,856	25,360	-	-	7,389,827
Depreciation	488,442	227,841	40,652	192,360	167,187	-	1,116,482
Administration Cost	-	-	-	-	4,827,346	-	4,827,346
In-Kind	67,697	-	-	-	-	3,557	71,254
Donated Commodities	-	18,824,474	-	-	-	-	18,824,474
Total Expenditures	<u>\$ 37,985,425</u>	<u>\$ 24,879,634</u>	<u>\$ 4,518,189</u>	<u>\$ 2,032,032</u>	<u>\$ 5,181,465</u>	<u>\$ 28,037</u>	<u>\$ 74,624,782</u>



BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors
Community Action Partnership of Kern

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

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MEMBER of the American Institute of
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We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Community Action Partnership of Kern (the Organization), which comprise the statement of financial position as of February 28, 2018, the related statements of operations and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated November 29, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

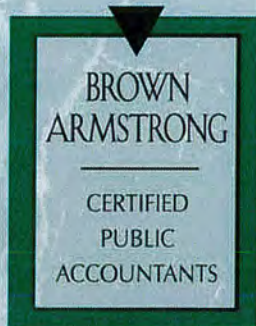
Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 29, 2018



BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Directors
Community Action Partnership of Kern

Report on Compliance for Each Major Federal Program

We have audited Community Action Partnership of Kern's (the Organization) compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Compliance Supplement* that could have a direct and material effect on each of the Organization's major federal programs for the year ended February 28, 2018. The Organization's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Organization's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Organization's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Organization's compliance.

Opinion on Each Major Federal Program

In our opinion, the Organization complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended February 28, 2018.

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

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Report on Internal Control Over Compliance

Management of the Organization is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Organization's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

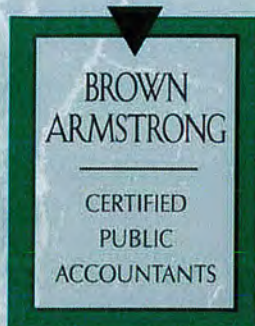
Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 29, 2018



BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR FIRST 5 PROGRAMS AND ON INTERNAL CONTROL OVER COMPLIANCE WITH THE PROGRAM SPECIFIC AUDIT OPTION UNDER THE UNIFORM GUIDANCE

Board of Directors
Community Action Partnership of Kern

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTON AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
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EMAIL info@bacpas.com

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10 RIVER PARK PLACE EAST
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Report on Compliance for Each Major Federal Program

We have audited Community Action Partnership of Kern's (the Organization) compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Compliance Supplement* that could have a direct and material effect on the First 5 Kern 211, East Kern Family Resource Center, and Differential Response Programs (the Programs) for the year ended February 28, 2018.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to the Programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance of the Organization's Programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above, that could have a direct and material effect on the Programs occurred. An audit includes examining, on a test basis, evidence about the Organization's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the Programs. However, our audit does not provide a legal determination of the Organization's compliance.

Opinion on Each Major Federal Program

In our opinion, the Organization complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the Programs for the year ended February 28, 2018.

Report on Internal Control Over Compliance

Management of the Organization is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Organization's internal control over compliance with the types of requirements that could have a direct and material effect on the Programs to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the Programs and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

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BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 29, 2018

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED FEBRUARY 28, 2018**

SECTION I – SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness identified? ☐ Yes ☒ No
- Significant deficiencies identified that are not considered to be material weaknesses? ☐ Yes ☒ None Reported

Noncompliance material to financial statements noted? ☐ Yes ☒ No

Federal Awards

Internal control over major federal programs:

- Material weakness identified? ☐ Yes ☒ No
- Significant deficiencies identified that are not considered to be material weaknesses? ☐ Yes ☒ None Reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with the Uniform Guidance ☐ Yes ☒ No

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
93.575/93.596	Child Care and Development Cluster
93.600	Head Start
10.568/10.569	Emergency Food Assistance Cluster

Dollar threshold used to distinguish between Type A and B programs: \$1,526,549

Auditee qualified as low-risk auditee? ☒ Yes ☐ No

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)
FOR THE YEAR ENDED FEBRUARY 28, 2018

**SECTION II – FINDINGS RELATING TO FINANCIAL STATEMENTS REQUIRED UNDER GENERALLY
ACCEPTED GOVERNMENT AUDITING STANDARDS**

None.

SECTION III – FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None.

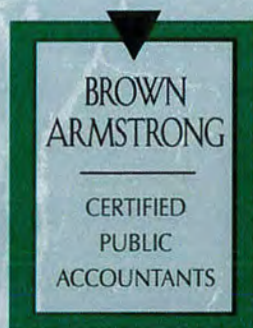
COMMUNITY ACTION PARTNERSHIP OF KERN
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED FEBRUARY 28, 2018

SECTION II – FINDINGS RELATING TO FINANCIAL STATEMENTS REQUIRED UNDER GENERALLY
ACCEPTED GOVERNMENT AUDITING STANDARDS

None.

SECTION III – FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None.



BROWN ARMSTRONG

Certified Public Accountants

Board of Directors
Community Action Partnership of Kern

We have audited the financial statements of Community Action Partnership of Kern (the Organization) for the year ended February 28, 2018, and have issued our report thereon dated November 29, 2018. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 8, 2017. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Organization are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended February 28, 2018. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the depreciation is based on useful life of the asset. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

Note 5 – Notes Payable
Note 6 – Pledged Assets and Long-Term Debt
Note 11 – Lease Commitments
Note 12 – Concentration of Revenue

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

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Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of the audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole. The attached schedule shows misstatements detected as a result of audit procedures were corrected by management.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 29, 2018.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of Board of Directors of the Organization and is not intended to be, and should not be, used by anyone other than this specified party.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 29, 2018

Client: 17649 - Community Action Partnership of Kern
Engagement: 2/28/2018 Audit
Period Ending: 2/28/2018
Trial Balance: TB - CAPK Trial Balance
Workpaper: PSR-27-3 - AJE

Account	Description	W/P Ref	Debit	Credit
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Adjusting Journal Entries JE # 1

To record unapplied grant at 2/28/18

2350-253-000-000-000-00-0	Unapplied Grant/Deferred Revenue		16,815.00	
2350-253-000-000-000-00-0	Unapplied Grant/Deferred Revenue		36,581.00	
2350-253-000-000-000-00-0	Unapplied Grant/Deferred Revenue		89,451.00	
4110-253-000-000-000-00-1-1	Federal Grant Revenue			16,815.00
4110-253-000-000-000-00-1-1	Federal Grant Revenue			36,581.00
4120-253-000-000-000-00-1-1	State Grant Revenue			89,451.00
Total			142,847.00	142,847.00

Adjusting Journal Entries JE # 5

Reclassify GAAP FD Equipment Entry

6405-103-021-120-000-00-4-1	Equipment Purchase		5,409.00	
4999-800-999-000-000-00-5-1	Indirect Revenue			5,409.00
Total			5,409.00	5,409.00

Adjusting Journal Entries JE # 6

Reclassify indirect subsidy by category

9900-999-999-999-000-00-4-1	Indirect Subsidy		159.00	
9900-999-999-999-000-00-5-1	Indirect Subsidy			159.00
Total			159.00	159.00

Adjusting Journal Entries JE # 7

To correct revenue

4120-120-000-000-000-00-4-1	State Grant Revenue		28,386.00	
4110-120-000-000-000-00-4-1	Federal Grant Revenue			28,386.00
Total			28,386.00	28,386.00

Adjusting Journal Entries JE # 8

To reverse entry for food bank inventory D1 for period ended 2/28/2018

4580-504-000-000-000-00-2-1	Donated Commodities/Food Revenue		537.00	
1320-504-000-000-000-00-0-0	Food Inventory			537.00
Total			537.00	537.00

Adjusting Journal Entries JE # 9

Write-off due from others for missing cash receipts

6120-108-002-101-000-13-1-1	Out of Town Travel - Staff		50.00	
6120-108-002-101-000-13-1-1	Out of Town Travel - Staff		72.00	
6120-109-002-101-000-13-1-1	Out of Town Travel - Staff		200.00	
6120-109-002-101-000-13-1-1	Out of Town Travel - Staff		331.00	
1250-108-000-000-000-00-0-0	Due From Others			50.00
1250-108-000-000-000-00-0-0	Due From Others			72.00
1250-109-000-000-000-00-0-0	Due From Others			200.00
1250-109-000-000-000-00-0-0	Due From Others			331.00
Total			653.00	653.00

Adjusting Journal Entries JE # 10

Correct EFAP Expenses

6640-504-000-120-000-00-2-1	First Aid		88.00	
1110-504-000-000-000-00-0-0	Operating Bank Account			88.00
Total			88.00	88.00

Adjusting Journal Entries JE # 11

Adjust In-Kind Transaction

4505-800-000-120-000-00-4-1 In-Kind Revenue: Volunteers	110,622.00	
8105-800-000-120-000-00-1-1 In-Kind Expense: Volunteers	110,622.00	
4505-800-000-120-000-00-1-1 In-Kind Revenue: Volunteers		110,622.00
8105-800-000-120-000-00-4-1 In-Kind Expense: Volunteers		110,622.00
Total	221,244.00	221,244.00

Adjusting Journal Entries JE # 12

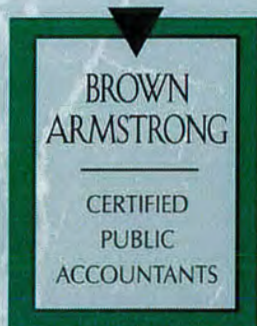
To correct refunded overpayment

4110-115-000-000-000-00-2-1 Federal Grant Revenue	940.00	
1210-115-000-000-000-00-0-0 Due From Federal		940.00
Total	940.00	940.00

Adjusting Journal Entries JE # 13

To adjust revenue

2350-108-000-000-000-00-1-1 Unapplied Grant/Deferred Revenue	121.00	
2350-109-000-000-000-00-1-1 Unapplied Grant/Deferred Revenue	531.00	
2350-115-000-000-000-00-0-0 Unapplied Grant/Deferred Revenue	940.00	
4110-108-001-000-000-00-1-1 Federal Grant Revenue		121.00
4110-109-002-000-000-10-1-1 Federal Grant Revenue		531.00
4110-115-000-000-000-00-2-1 Federal Grant Revenue		940.00
Total	1,592.00	1,592.00



BROWN ARMSTRONG

Certified Public Accountants

AGREED UPON CONDITIONS REPORT DESIGNED TO INCREASE EFFICIENCY, INTERNAL CONTROLS, AND/OR FINANCIAL REPORTING

To the Board of Directors
Community Action Partnership of Kern

We have audited the financial statements of the Community Action Partnership of Kern (the Organization) for the years ended February 28, 2018 and 2017, and have issued our report dated November 29, 2018. In planning and performing our audit of the financial statements of the Organization, we considered its internal control structure over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A deficiency in internal control exists when the design or operation of control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. We did not identify any deficiencies in internal control that we considered to be material weaknesses.

Current Year Agreed Upon Conditions and Recommendations

Agreed Upon Condition 1 – 2018-01

Program Title(s): Early Head Start Partnership

CFDA No.: 93.600

Federal Agency(ies): U.S. Department of Health and Human Services

Pass Through: N/A

Federal Award No.: 09HP0036-03-00

Federal Award Year: Fiscal Year 2017-2018

Compliance Requirement: Reporting

Questioned Cost: \$62,839

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

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Criteria:

Title 45 Subtitle A, subpart D, section 75.341, Financial Reporting, states "[Financial] information must be collected with the frequency required by the terms and conditions of the Federal award, but no less frequently than annually nor more frequently than quarterly except in unusual circumstances, ..." Per Program Instruction (PI) from the Administration of Children and Families, ACF-PI-HS-1704, "All Head Start grantees are required to submit financial reports detailing the cash transactions made for its federal award(s) and separate reports detailing the expenditures made for the same award(s)." "Cash transactions are reported quarterly with online reporting to the U.S. Department of Health and Human Services (HHS) Payment Management System (PMS) on lines 10a–c of SF-425. Expenditures, obligations, and liquidations are reported either quarterly, semi-annually, or annually to the Administration for Children and Families on lines 10d–o of SF-425. Unless instructed otherwise, such as through the terms and conditions or a special condition on the Notice of Award, all Head Start grantees are expected to submit three reports for each Notice of Award and each budget period they have received. Generally, awards are for a 12-month budget period."

Head Start grantees submit the following reports:

- Semi-Annual Report
- Annual Report
- Final Report

Condition:

During our review of the federal financial reports, we noted that the semi-annual report for the Early Head Start Partnership grant was filed with the incorrect in-kind expenses amount. Line I of the Federal the semi-annual report, "Total Recipients Share Required" did not agree to the Notice of Award for the grant, and the amount of expenses reported in Line M, did not agree to the client's general ledger.

In addition, when reviewing the annual report for the grant, we noted the report had the same error. The annual report was re-submitted and corrected in November 2018.

Cause of the Condition:

The Organization was not completely familiar with the federal financial report filing instructions for the completing the semi-annual report.

Effect of the Condition:

The incorrect data was reported to the federal agency. The in-kind expenses were over reported by \$62,839 on the semi-annual report. The annual report was also submitted incorrectly in October 2018, however, was corrected and resubmitted in November 2018.

Recommendations:

We recommend that the Organization management attend Head Start training programs and reviews Head Start guidance to ensure that the Organization is adhering to the program reporting requirements.

Management Response and Planned Corrective Action:

The Organization had a significant change in Finance staff starting June 2018. The error identified on the annual report was swiftly rectified and a revision was sent to the Office of Head Start. It was further communicated to the Fiscal Specialist with the Office of Head Start.

The Finance Staff has received additional training and guidance in the completion of the SF-425. Additionally, communication with Finance and the Head Start Division is being improved. Deadlines for documentation have been strengthened. Greater oversight will be completed for future reporting.

Agreed Upon Condition 2 – 2018-02

Program Title(s): CCTR

CFDA No.: 93.596, 93.569, 10.557

Federal Agency(ies): Department of Education

Pass Through: N/A

Federal Award No.: Multiple

Federal Award Year: Fiscal Year 2017-2018

Compliance Requirement: None

Questioned Cost: None

Criteria:

Uniform Guidance Administrative Requirements, Cost Principles, and Audit Requirements, 200.303, requires that the Organization establish and maintain effective internal controls over federal awards and provide reasonable assurance that the funds are managed in a way that is compliant with federal statutes, regulations, and the terms and conditions of the federal awards.

Condition:

Federal and state grant revenue and unapplied grants for CCTR were improperly recorded.

Cause of the Condition:

The Organization miscalculated the net applied grant when the original entry in August 2018 was completed.

Effect of the Condition:

The incorrect account balances were originally reported and had to be adjusted.

Recommendations:

We recommend that the Organization establish and maintain effective internal controls, improve procedures over journal entry review, and implement a corrective action.

Management Response and Planned Corrective Action:

The Organization had a significant change in Finance staff starting June 2018. The mistake in the calculation of net unapplied grant for CCTR was completed by a staff member who had been with agency for less than a month.

Great effort has been completed to fully train and acclimate the new Finance staff. Training will be ongoing and internal controls will continue to be strengthened.

Prior Year Agreed Upon Conditions and Recommendations

Agreed Upon Condition 1 – Food Donations

We selected a sample of 25 food donation transactions as part of our internal controls testing with regards to this transaction class. One of the 25 donations was calculated incorrectly. During our recalculation, we noted that a donation of 6,525 pounds, was incorrectly calculated at 16,525 pounds. Management became aware of the variance, when our sample was provided to them for testing.

Potential Effects:

Oversights in calculation of donations could overstate or understate revenue.

Cause of Condition:

Employee oversight during the preparation and review process of the calculation of pounds.

Recommendations:

We recommend that staff are more diligent in their review of the calculation of revenue from food donations received.

Views of Responsible Officials:

The Donation Intake Form was revised and implemented effective October 9, 2017. The revised format of the form simplifies the review of the calculation for accuracy.

Current Year Status:

Implemented.

Agreed Upon Condition 2 – Energy Inventory

Condition:

During our inventory observation of the energy program we noted the following:

- i. During our observation we noted that one of the items selected on the warehouse floor was labeled incorrectly and as such did not match the information on the inventory listing. We selected some pipes from the warehouse floor that were labeled "Gas Flex Line 36 yellow (old)," however, per review of the Perpetual Inventory listing that was provided prior to the inventory count, that specific inventory item showed that there were zero items. Per discussion with the inventory staff, they noted that there were no "old" pipes left and that the ones we had selected were "new," but had been hung on the wrong barcode labeled hook on the shelf. During the inventory count, the pipes were moved to the correct shelf, and staff showed us the tags on each individual pipe had "new" written in permanent marker, distinguishing them from the other pipes. In addition, at the completion of our inventory count we had 10 differences. Of the 10 differences, 4 were related to inventory items being labeled an incorrect inventory number. The Organization has corrected the errors.
- ii. Supplies are kept in close proximity as inventory and are only identified as supplies based on the shelf on which they are placed.
- iii. Warehouse staff rely on the labels placed on the shelves where the boxes are stored. We noted that that some boxes had the barcode assigned to the item written on the box in permanent maker, but this was not the case for all items.

Criteria:

It is the Organization's responsibility to keep a well-organized record of the inventory that is received and keep record of it accurately.

Cause of Condition:

Warehouse staff noted that the incorrectly labeled inventory was due to an oversight when the new pipes were stored on the floor and were placed in the wrong location. Supplies are kept on a shelf labeled supplies near the inventory because that is where they have space. Lastly, items are labeled in marker as they are received, but it is not a process that is always followed. They do not have any barcodes or other form to track and label inventory.

Potential Effects:

Oversights in recording and labeling inventory could potentially lead to inventory being lost, misplaced, or stolen. Also, it could result in incorrect inventory numbers being reflected on the financial statements or being reported to program funders.

Recommendations:

We recommend that the Organization be more diligent in tracking and recording inventory as it comes into the warehouse and recording it properly. The Organization might also want to consider looking into improved inventory tracking software.

Views of Responsible Officials:

In order to prevent future occurrences of miscounts due to incorrectly labeled inventory, staff have begun relabeling the inventory in the warehouse with a printed label containing the item number and a description of the item to be completed by December 31, 2017. As new items are added to inventory, new labels will be prepared and affixed to the shelf and the box (if appropriate) identifying the item number and description. This process will be monitored by the Energy Business Manager for consistency. The purchase of Hancock Software, new front end program management to replace CAP60, has been approved by the State. This software includes inventory tracking and it is the intention of the program to utilize this inventory feature to track the inventory in the warehouse, as well as the inventory items installed in the clients' homes beginning with the 2018 LIHEAP grant with an estimated start date of December 1, 2017. Supplies have been moved into another area of the warehouse outside of the storage area for inventory to differentiate those item from inventory items.

Current Year Status:

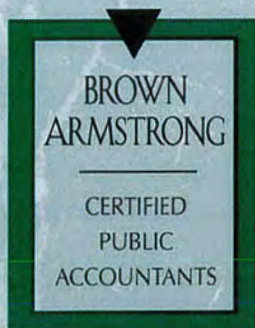
Implemented.

This communication is indented solely for the information and use of the Board of Directors and management of the Organization and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 29, 2018



BROWN ARMSTRONG

Certified Public Accountants

AGREED UPON CONDITIONS REPORT DESIGNED TO INCREASE EFFICIENCY, INTERNAL CONTROLS, AND/OR INFORMATION TECHNOLOGY

Board of Directors
Community Action Partnership of Kern

In planning and performing our audit of the financial statements, we considered the Community Action Partnership of Kern's (CAPK or the Organization) internal control over information technology (IT) (internal control) as of February 28, 2018, to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

However, during our audit we became aware of certain matters that are opportunities for strengthening internal controls and operating efficiency. The list that follows summarizes our comments and suggestions regarding these matters.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and suggestions with various Organization personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

Current Year Agreed Upon Observations and Recommendations for Information Technology (IT)

Financial Systems Observation

- 1. Periodic user access reviews for appropriate group membership and permission assignments within Active Directory are not performed (2017 and 2018).**

Although CAPK staff review all user accounts within Active Directory on a regular basis to verify that they are assigned to active employees, there is no process in place to review the group memberships of Active Directory user accounts or the permissions assigned to them. This increases the risk that user accounts may have access to data or system functions that are not commensurate with employees' current job responsibilities (if assigned to an employee) or their current functions/purposes (if assigned to a vendor or system function).

Recommendation

It is recommended that CAPK implement regularly scheduled (on an annual basis, at a minimum) reviews of Active Directory user accounts and their associated permissions and group memberships to ensure that the permissions/group memberships assigned within the system are appropriate for employees' job responsibilities. If the reviews are performed by CAPK IT staff members, they may wish to work with individual departments during this process to ensure that they are aware of current employee lists and job positions, if deemed necessary.

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTON AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

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23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

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1919 GRAND CANAL BLVD
SUITE C6
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TEL 888.565.1040

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Management Response

CAPK currently has a policy and process for adding new employees to AD security groups from HR notification of a new employee start date and position. When an employee is transferred to a different department HR also notifies IT and the employee's groups are modified. This process is tracked in a help desk ticketing system. We agree that a yearly review should be conducted to ensure that employees are in their correct groups for their current job positions. This review will be conducted by an IT staff and included into the job description of the IT staff member.

2. **Password requirements are not configured to match the requirements specified by the "Passwords Policy" (2017 and 2018).** During our examination of the password requirement settings within the in-scope systems, it was noted that certain configured settings do not meet or exceed the requirements specified by CAPK's "Passwords Policy." Furthermore, given that there were no separate passwords for the Abila MIP application during the audit period, as its authentication was integrated with Active Directory, such that an employee's CIT Active Directory domain user account and password were used as their credentials for Abila MIP, and given that the password requirements for CIT Active Directory domain user accounts were determined by the capk.org Active Directory Default Domain Policy during the audit period, the discrepancies configured within the Policy extended to Abila MIP during the audit period as well. The following discrepancies were noted:

Requirement Description	Passwords Policy	capk.org Active Directory Default Domain Policy Setting
Minimum Password Length	8 characters	8 characters
Password Expires (aging)	90 days	180 days
Minimum Password Age	10 days	1 day
Complex Passwords	At least 1 upper case letter, 1 lower case letter, 1 number, and 1 special character	Complexity requirements enabled
Password History (# of passwords that can't be reused)	Last 10 passwords cannot be re-used	10 passwords remembered
Account Lockout After X Number of Failed Attempts	5 invalid login attempts	15 invalid logon attempts
Duration of Account Lockout	30 minutes	15 minutes

Recommendation

It is recommended that CAPK examine and revise where appropriate the password requirement settings within the Active Directory Default Domain Policy to ensure that strong password requirements have been implemented.

Management Response

We have changed our security policies to be more aligned with current updated settings recommend by Office 365 and Azure, for the smart lockout feature to function properly the Azure AD lockout threshold must be less than the Active Directory account lockout threshold. The default lockout threshold on Azure AD is 10, setting the on-premise active directory lockout policy to 5 would invalidate the Azure Active directory smart lockout feature. It is also recommended to set the values so that the Active Directory account lockout threshold is at least two or three times longer than the Azure AD lockout threshold. A revise written password policy will be written and shared with employees, so they will know the password complexity requirements when creating or resetting a password.

Setting the lockout threshold to a higher value allows the Azure AD smart lockout feature to function properly and helps reduce help desk calls because users cannot accidentally or purposely lock themselves or other employees out of their accounts. CAPK has migrated to Abila Cloud which has its own authentication system and policies and does not rely on Active Directory password and security lockout policies. CAPK will modify its written policy and procedure to align with the settings in Active Directory.

Business Process Improvement Observations (IT Controls Only)

1. **The IT Plan was not updated during the audit period (2017 and 2018).** Although an IT Plan is in place, and although an updated draft of the document is in development at the time of this report, an up-to-date Plan was not in place during the audit period. Failure to ensure that the organization's IT Plan is up-to-date increases the risk that CAPK's IT initiatives do not align with the organization's strategic goals.

Recommendation

It is recommended that CAPK continue its current strategic planning process and complete an updated IT Technology Plan as soon as possible.

Management Response

The IT steering committee at CAPK is in place and is well represented by different departments. The completion and revision of the IT Strategic plan will be a high priority of the IT steering committee and anticipates having the IT Strategic Plan completed by the end of the 2018/2019 fiscal year.

**Status of Prior Year Agreed Upon Observations and
Recommendations for Information Technology (IT)**

Financial Systems Observation

- 1. Select employees responsible for processing financial transactions also have the ability to assign the role needed to create requisitions within Abila MIP (2017).** During our inquiries with staff, we noted that three individuals responsible for processing financial transactions – Christine Anami, Director of Finance, Jeffry Looker, Assistant Director of Finance, and William Richmond, Accountant II – were assigned to the “SYSADMIN” group within the Abila MIP system during the audit period, which allowed these individuals to assign the ability to create requisitions within the system to other user accounts. This represents a problematic lack of segregation of duties in that employees responsible for processing financial transactions are also capable of administering IT security within the program. This increases the risk that unauthorized financial transactions are processed as well as the risk that unauthorized changes are made to user accounts within the system.

Recommendation

It is recommended that the Organization examine the permissions assigned to the individuals noted above and seek to remove their ability to assign the permissions needed to create requisitions within the Abila MIP system to eliminate the potential for a conflict of duties if possible.

If CAPK is unable to remove the permissions, it is recommended that a regular monitoring control be established whereby all access permission changes during a specified period (e.g., on a daily basis for the previous 24 hours, on a weekly basis for the previous week) are automatically reported by the Abila MIP application or by the CIT Active Directory domain, where CAPK employees are assigned to groups that map to permissions within Abila MIP. This report should be reviewed to confirm that all changes had been properly approved per CAPK’s established procedures, and should be reviewed by a member of management without the ability to change user access permissions within the Abila MIP system.

Management Response

Per correspondence with Emilio Wagner, as of April 21, 2017, CAPK has removed the ability to assign the permissions needed to create requisitions within the Abila MIP system from the “SYSADMIN” group, such that the individuals noted above no longer have this ability.

Current Year Status

Implemented. The “SYSADMIN” group has been restricted to “view-only” permissions for the “Set Up Requisition Users” ability.

2. **The process of removing terminated employees' access to Active Directory is not documented and established procedures for removing access to Abila MIP are not consistently followed (2017).** There are no procedures in place to document the processes of removing terminated employees' access to Active Directory. Although requests for removing such access are submitted via a PDF termination form by the Human Resources department, the procedures through which the IT department removes access are not documented, with the exception of adding a description to terminated employees' Active Directory user accounts signifying the date on which they should be completely deleted from the system. Once the user accounts are deleted, however (which generally takes place a month after the employee's termination date), this "deletion date," and therein, the indicator that the employee's access to Active Directory was removed at the time of their termination, is lost. This increases the risk that the appropriate procedures are not adequately and consistently followed, and prevents CAPK management from verifying that access to Active Directory is removed within a reasonable timeframe once the IT department is notified of a termination. These risks are further elevated by the fact that terminated employees' Active Directory user accounts are not disabled at the time of their termination; instead, the password to the user account is reset so that the employee no longer knows the password. While audit staff acknowledge that this is due to the fact that deleting the user account would cause the employee's email and data stored in CAPK's hosted environment to be deleted, such accounts still represent a security risk – albeit a lowered risk – in that they could still be utilized in an unauthorized manner by an individual with knowledge of or access to the new password, or in the event that the new password is cracked or guessed.

Additionally, although the removal of access to Abila MIP is performed independently of the process by which access to Active Directory is removed, and although this process is documented in an "Abila MIP Change Log," because authentication for Abila MIP is linked to CAPK employees' Active Directory user accounts, any Active Directory user account whose password was mistakenly not reset or was improperly accessed after the password was reset represents a security risk in that it could be used to also gain unauthorized access to the Abila MIP system if the employee had also been given access to the system and in the event that this access was not revoked at the time of the employee's termination. This risk is evident in a related observation: during our sample testing of CAPK's procedures for removing terminated employees' access to CAPK systems, we noted that an active Abila MIP user account was still in place for the terminated employee sample, Kerit Flores, and there was no associated entry in the "Abila MIP Change Log" (though the corresponding Active Directory user account had already been deleted from the system).

Recommendation

It is recommended that CAPK begin tracking and documenting the process for removing access to Active Directory in order to ensure that this process is taking place within appropriate timeframes and according to established procedures, particularly if the Organization is unable to fully disable user accounts within the system at the time of an employee's termination due to business-use requirements. Such documentation should include the date and requestor for the original request and management approval (for instance, a retained copy of the PDF termination form), as well as the completion date of the activity at a minimum. It is further recommended that CAPK reinforce its access removal procedures as they relate to Abila MIP to ensure that established procedures, including any required documentation, are followed for every termination that takes place.

Management Response

We agree with the recommendation and CAPK IT staff have begun as of June 2017 to log the following information in a spreadsheet when a notification is received from Human Resources:

- Date the request was received
- Who sent the termination request
- Date user password was reset
- Date the account was deleted

Current Year Status

Partially implemented; unable to fully re-test in the current year. In relation to the terminated employee selected as a testing sample during the current year's procedures, it was noted that the IT department was notified of the termination of in a timely manner, that the employee's Abila MIP user account was disabled in a timely manner, and that the process of disabling the Abila MIP user account was appropriately tracked within the Abila MIP Change Log. However, while CAPK has developed a method whereby the removal of access to Active Directory is documented within a GoToAssist help desk ticket, the terminated employee selected as a testing sample during the current year's procedures left CAPK prior to the introduction of this method. Therefore, we cannot test the new procedures introduced under this control by CAPK since the prior year, and will instead re-test the procedures during the next IT audit.

Additionally, while we were able to confirm that the sample terminated employee no longer has an active user account within the capk.org Active Directory domain or the Abila MIP system, due to delay from CAPK's previous Abila MIP hosted environment provider, Diamond Technologies, CAPK was unable to provide a current user account list for the CIT Active Directory domain, and as a result, audit staff were unable to verify whether the sample terminated employee's user account within the system is currently active. However, because no exceptions were noted in regards to the CIT Active Directory domain under this control in the prior year, because audit staff were able to verify that the sample terminated employee's user account within the capk.org domain has been removed, and because CAPK no longer utilizes Diamond Technologies' hosted environment, audit staff have passed on re-issuing any recommendation in the current year.

3. **Periodic user access reviews for appropriate group membership and permission assignments within Active Directory are not performed; periodic reviews of user access within Abila MIP are not performed (2017).** Although CAPK IT staff review all user accounts within Active Directory on a quarterly basis to verify that they are assigned to active employees, there is no process in place to review the group memberships of or permissions assigned to Active Directory user accounts. This increases the risk that user accounts may have access to data or system functions that are not commensurate with employees' current job responsibilities.

Additionally, CAPK does not currently have a process in place to review user accounts and permissions within the Abila MIP system. As noted above, this increases the risk that user accounts are given access to system functions not commensurate with employees' current job responsibilities, while the failure to review user accounts within the system to determine whether any user accounts belonging to terminated employees have not yet been marked inactive increases the risk that any user accounts that are unintentionally left active at the time of an employee's termination are not identified at a later date, and that defunct vendor user accounts (as applicable) are not marked inactive the system. This was evident in our testing of CAPK's termination procedures, as an active Abila MIP user account was still in place for the terminated employee sample, Kerit Flores.

Recommendation

It is recommended that CAPK implement regularly scheduled (on an annual basis, at a minimum) reviews of Active Directory (both the capk.org and CIT domains, as appropriate) and Abila MIP user accounts and their associated permissions and group memberships to ensure that the permissions/group memberships assigned within the systems are appropriate for employees' job responsibilities. Because permissions within Abila MIP are determined based upon an employee's group memberships within the CIT Active Directory domain, CAPK may consider the review process for appropriate permission/group membership provision within this domain synonymous with a review for appropriate permission provision within Abila MIP, though management may wish to also consider regularly reviewing how such group memberships translate to permissions within the Abila MIP system (e.g., what permissions are granted within Abila MIP when an employee is part of the "System Admin" group within the CIT Active Directory domain). It is also recommended that CAPK implement regularly scheduled (on an annual basis, at a minimum) reviews of Abila MIP user accounts to ensure that no unneeded or unauthorized user accounts, such as those belonging to terminated employees, are active. It is recommended that the reviewer compare the active user accounts in these systems with an

official employee roster provided by the Human Resources or payroll department. All user access permissions should be reviewed by the department head responsible for the function to determine if access permissions are appropriate. If the reviews are performed by CAPK IT staff members, they may wish to work with individual departments during this process to ensure that they are aware of current employee lists and job positions, if deemed necessary.

Management Response

Abila membership is reviewed annually during the month of August, although there is no documentation of the review to produce. A report of the users with access to the software is produced and reviewed, and corrections made in Abila. Kerit Flores would have been identified during this review process or during a subsequent addition to the permissions group in Abila. Only those staff approved by the Director of Finance are added to the specific AD group to grant access to the Abila software. It is agreed that the AD group membership is not reviewed, however, during the annual review of Abila membership, those employee that may have been placed in the group by mistake would be caught. In addition, as an added control, the Technology Services Manager completes the additions to the AD group membership and the refresh of the group membership update in Abila is completed by the Director of Operations. During this refresh, the Director of Operations reviews the user list of the group affected to ensure that the user was added successfully and if any unauthorized changes were made to the group. Membership of Abila is compared to the log of users approved by the Director of Finance. The refresh process only occurs for the group that is to be modified. For example, if an Executive View user is to be added, only the executive view AD group membership is refreshed in Abila. However, for subsequent annual reviews, a log of changes, if any, will be produced along with a print out of Abila membership to be kept in the file as documented review.

Overall we agree with the recommendation and Group membership not only for Abila will be reviewed on a quarterly basis in conjunction with the review of Active Directory membership. A form will be created which will include all changes that were made to Active Directory and Group Memberships. These changes will be made based on a listing of active employees produced by the Human Resources Division. Once all users and group memberships have been reviewed and adjusted, the form will be signed off by the Information Technology Specialist and the Technology Services Manager.

Current Year Status

Partially implemented. Processes for regularly reviewing Active Directory and Abila MIP user accounts for potential candidates for removal are in place. CAPK also reviews Abila MIP user account group memberships each time a user is added to or removed from the system (which occurs several times per year). CAPK has not yet introduced a process to review its Active Directory user accounts for proper provision of permissions/group memberships, however. See current year Financial Systems Observation **2018-1**.

4. **Strong password requirements are not currently enforced (2017).** During our examination of the password requirement settings within the in-scope systems, it was noted that strong password requirements are currently not enforced by the capk.org Active Directory Default Domain Policy. Furthermore, given that there are no separate passwords for the Abila MIP application, as its authentication is integrated with Active Directory, such that an employee's CIT Active Directory domain user account and password are used as their credentials for Abila MIP, and given that the password requirements for CIT Active Directory domain user accounts are determined by the capk.org Active Directory Default Domain Policy, the weak requirements currently configured within the Policy extend to Abila MIP as well. The following weak requirements were noted:

Requirement Description	Active Directory Default Domain Policy Setting
Minimum password length	8 characters
Password expires (aging)	90 days
Minimum password age	0 days
Complex passwords	Complexity requirements enabled

Requirement Description	Active Directory Default Domain Policy Setting
Password history (# of passwords that cannot be reused)	10 passwords remembered
Account lockout after X number of failed attempts	0 invalid logon attempts
Duration of account lockout	Not configured

Weak requirements are noted by red text.

Failure to configure strong password requirements within the capk.org Active Directory Default Domain Policy increases the risk of unauthorized access to the Active Directory systems, and, given that the Policy determines the password requirements for Abila MIP, increases the risk of unauthorized access to process financial transactions within the system as well as the potential for data loss or theft.

It was also noted that although CAPK's password requirement settings have been documented in a "Password Policy," this policy is not included in the "Employee Policy Manual," and was not otherwise made available to employees during the audit period. This increases the risk that CAPK employees are unaware of these requirements, and that they are unfamiliar with how CAPK's various systems are authenticated.

Recommendation

It is recommended that CAPK modify the password requirements defined by the capk.org Active Directory Default Domain Policy (therein also modifying the password requirements for Abila MIP) to include as many of the following conditions as possible:

- A minimum password age of at least 1 day
- Account lockout after no more than 5 invalid logon attempts
- At least 30 minutes of lockout time

Furthermore, once the capk.org Default Domain Policy has been modified to enforce strong password requirements, it is recommended that CAPK incorporate these changes within the "Password Policy" and ensure that it is made available to all CAPK employees with user accounts within Active Directory and Abila MIP.

Management Response

The Domain Policy was updated and took effect August 1, 2017. The policy was changed to as follows:

- Minimum password age set to 10 days
- Account lockout was set to 5 invalid logon attempts
- Account lockout set for 30 minutes

The "Password Policy" was amended to match the recommended changes to the Domain Policy. The "Password Policy" was sent out via email to all CAPK employees August 1, 2017. Employees were required to acknowledge the "Password Policy" by signing and returning to the Human Resources Division to be incorporated in to the employee file.

Current Year Status

Partially implemented. CAPK has updated its written "Passwords Policy" and provided it to all employees via SharePoint. However, while some password requirement settings relating to the Active Directory and Abila MIP systems were adjusted during the audit period, certain discrepancies between the Policy and the requirements configured within these systems persist. See current year Financial Systems Observation **2018-2**.

Business Process Improvement Observations (IT Controls Only)

- 1. Management does not perform in-depth reviews of the results of audits completed by third-party IT service providers, and does not review controls implemented by its hosted environment provider, which does not undergo a SOC audit, to ensure that they are in place (2017).** Diamond Technologies, which provides and fully maintains a hosted environment for CAPK's hosted desktops and Abila MIP server, subcontracts with ViaWest, Inc., to provide colocation services for its hosted environment, with ViaWest providing a physical rack location as well as power and internet connectivity to the servers hosting CAPK's virtual servers – including the Abila MIP server – and hosted desktops, which are located in ViaWest's Las Vegas, Nevada, facility. While both a SOC 2 Type 2 report and a SOC 1 Type 2 report are available, and although CAPK IT management obtains and reviews these reports on an annual basis, during our inquiries, we noted that the reports are not reviewed in detail by CAPK management and are not reviewed at all by Diamond Technologies management. Failure to establish a clear and repeatable procedure for in-depth reviews of these documents prevents CAPK from confirming that financial data held by ViaWest, Inc. is secure and that any financial data provided through the services provided by the vendor is accurate and reliable, and increases the risk that such reports are not adequately reviewed to determine whether any follow-up, such as discussion of identified exceptions with relevant parties or in-depth investigation of the implementation status of any required applicable complementary user entity controls, is necessary.

Furthermore, Diamond Technologies does not undergo a SOC audit in regards to controls surrounding the services provided to CAPK, and there are no regular or scheduled meetings between CAPK management and Diamond Technologies staff to allow CAPK to confirm that adequate controls are in place. Given that Diamond Technologies is responsible for all administration of the equipment hosted on the ViaWest, Inc. network, including maintenance of the firewalls that CAPK's servers and desktops reside behind, and that Diamond Technologies physically hosts backups of CAPK's data, including data held within Abila MIP, failure to regularly discuss the controls for which Diamond Technologies staff are responsible prevents CAPK from confirming that its financial data is secure, and that financial data within its systems is accurate and reliable. This was evident in our testing of network security controls: during our observation of the antivirus solution managed by Diamond Technologies, it was noted that full scans were not scheduled on CAPK's servers or hosted desktops, despite an understanding on the part of CAPK management and Diamond Technologies staff that such scans were in place, and in violation of CAPK's "IT Security Policy."

Recommendation

It is recommended that CAPK formalize its SOC report review process to ensure that such reports are continually obtained in a timely manner for each applicable period, and that these reports are fully reviewed in a timely manner. Key aspects for management to note during their review is whether the service auditor provided an unqualified or qualified opinion; any exceptions noted for individual controls tested should be reviewed to determine if additional risks are noted that will affect management's procedures, data accuracy and integrity, and/or use of the application (if applicable) and whether such risks need to be addressed. In regards to ViaWest, Inc.'s SOC reports, CAPK staff should also work directly with Diamond Technologies staff to formally evaluate whether any complementary user entity controls noted by ViaWest, Inc. are properly implemented at CAPK and/or Diamond Technologies as applicable, and to develop strategies for implementing any such controls that are not already in place. While CAPK management should determine the best methods by which to document its reviews and any required follow-up procedures, all documentation should include the following at a minimum: the dates on which the report(s) was obtained and reviewed, the name of the individual(s) conducting the review/participating in any resulting discussions, the results of the review/discussion (e.g., whether any exceptions were noted), and a determination as to the status of any required complementary user entity controls (if any such controls are identified as not yet implemented, the documentation should also include details as to the proposed implementation steps and include updates on this process). If any additional follow-up is required as a result of the review, such as communication of noted exceptions by CAPK IT to relevant departmental management or additional inquiry with the service provider, CAPK should also include the details (e.g., copies of email chains) and results of these procedures in their documentation.

Given that a SOC report is not available for the services provided by Diamond Technologies, it is further recommended that CAPK implement regularly scheduled (at an annual basis at a minimum) meetings between CAPK IT management (and non-IT management, if deemed appropriate) and the Organization's account representatives and/or key contacts/technicians at Diamond Technologies to review the status of controls for which Diamond Technologies is responsible. While CAPK management should determine which controls are relevant based on the Organization's contract with Diamond Technologies, such meetings should be used to determine whether controls to ensure the security, integrity, availability, and accuracy of data held/hosted by the vendor are adequately implemented. CAPK management may also wish to use the meetings to review the results of audits completed by any subservice organizations utilized by Diamond Technologies (e.g., ViaWest, Inc.) and discuss any noted exceptions and/or the status of any required complementary user entity controls.

Management Response

We agree with the recommendation and will implement a review process where the Technology Services Manager will develop a review form to be used to notate any potential risks identified in the SOC report. In addition to this review, a meeting will be scheduled shortly after the review of the SOC report with Diamond Technologies to discuss and resolve any findings.

Current Year Status

Not implemented. However, CAPK migrated their Abila MIP system from the Diamond Technologies hosted environment to Abila, Inc.'s hosted environment after the close of the audit period, such that the services provided by have been reduced to comprise email hosting and related services only, though certain defunct servers are currently still hosted by Diamond (e.g., CAPK's legacy Abila MIP server). Given that CAPK is transitioning away from Diamond Technologies, and therefore from the services provided by ViaWest, audit staff have passed on re-issuing this recommendation in the current year. Audit staff verbally communicated to Emilio that CAPK should continue obtaining and reviewing any available SOC reports pertaining to the new Abila MIP Advance hosted environment, and will follow up on this control during next year's IT audit procedures.

2. **Third-party vulnerability assessments inclusive of external penetration testing are not conducted on an annual basis (2017).** Although Diamond Technologies performs internal vulnerability scans on the network located at the Las Vegas ViaWest, Inc. data center that hosts CAPK's Abila MIP server and hosted desktops and performs external vulnerability scans on both the Las Vegas network and the network at the Bakersfield Diamond Technologies office on a quarterly basis (with penetration testing performed usually once every two years), audit staff noted that CAPK does not perform vulnerability assessments inclusive of external penetration testing on its own network on a regular basis, and that no such assessment was performed during the audit period. This increases the risk that unauthorized access to the CAPK network could be obtained due to undetected network vulnerabilities, which results in an increased security risk of data loss or theft.

Recommendation

It is recommended that CAPK contract with a third party to perform vulnerability assessments inclusive of external penetration testing, as an independent information security review will provide an objective and unbiased security assessment of CAPK's systems. Such tests should take place on an annual basis at a minimum, though additional tests may be warranted if large-scale changes are made to the network or security infrastructure, and should include an assessment of both internal and external vulnerabilities. In the event that vulnerabilities are identified, CAPK should implement appropriate procedures to ensure that the vulnerabilities have been mitigated to the extent that they are determined by CAPK management to be at acceptable levels.

Management Response

We agree with the recommendation which was also identified as part of the Technology Health Check Performed by WIPFLI. CAPK IT is in the process of obtaining proposals to perform a network risk assessment. Depending on the proposals received and the expected cost a Risk Assessment will be completed by the close of 2017.

Current Year Status

Not implemented within audit period. However, CAPK performed a vulnerability assessment inclusive of external penetration testing following the close of the audit period, and as such, we have determined that it is not necessary to re-issue a recommendation as part of the current audit period's report.

3. **Antivirus solutions maintained by CAPK IT staff are not centrally monitored or managed, and there are no regular full scans on the Abila MIP server or the Organization's hosted desktops (2017).** During our inquiry regarding the antivirus solutions managed by CAPK IT staff, we noted that the Microsoft Security Essentials antivirus agents installed on servers located at the "BPN" and "19th Street" locations, as well as on all of CAPK's Microsoft Surfaces, Dell Optiplex desktops, and Dell Wyse thin clients, are not centrally managed and obtain definition updates on an individual basis from the Internet. As a result, CAPK IT staff cannot actively monitor these agents to confirm that they are updating properly, and do not receive instant notifications in the event that a virus or malicious attack is detected. Failure to implement a centrally managed antivirus solution increases the risk that unauthorized access to the CAPK network could be obtained due to undetected network security events, such as the proliferation of a virus or worm, which results in an increased security risk of data loss or theft.

Additionally, during our examination of the antivirus solution managed by Diamond Technologies staff, we noted that the ESET antivirus agents installed on the Abila MIP server and CAPK's hosted desktops were not configured to perform full scans on a scheduled basis. This is a violation of CAPK's "IT Security Policy," which requires that servers are checked on a weekly basis for viruses.

Recommendation

It is recommended that CAPK identify and implement an antivirus solution that can be monitored and managed from a central server, and that agents of this solution are installed on all servers and endpoints on which CAPK IT is responsible for implementing an antivirus solution. It is also recommended that CAPK work with Diamond Technologies to ensure that full scans are scheduled on the Abila MIP server and hosted desktops in order to maintain compliance with CAPK's "IT Security Policy."

Management Response

We have already begun the implementation by completing an assessment and cost analysis of the following Anti-Virus software providers, Avast, Sophos, Trend Micro and ESET, to determine the best fit for the hardware and environment that CAPK maintains. As a result it was found that Sophos Anti-Virus provided the best solution. Sophos was purchased and implemented on June 5, 2017.

Current Year Status

Partially implemented; unable to fully re-test in the current year. CAPK has implemented a centrally managed antivirus solution, and audit staff verified that full scans were scheduled to run on the Abila MIP server during testing procedures. However, due to delays on the part of Diamond Technologies, CAPK staff were unable to furnish evidence of the virus scan schedule for its hosted desktops. However, given that CAPK is transitioning away from Diamond Technologies, audit staff have elected to pass on re-issuing this recommendation in the current year.

4. **The Abila MIP data restored during CAPK's quarterly backup validation testing procedures is not tested to ensure its integrity (2017).** Although Diamond Technologies staff perform validation testing of Abila MIP backups on a quarterly basis by mounting an image backup of the Abila MIP server and confirming that the image can be booted virtually and that the Abila MIP application can be opened successfully, neither CAPK staff nor Diamond Technologies staff perform a data integrity check process (which is a built-in feature of the Abila MIP application) or test transactions to ensure that the Abila MIP data itself has restored correctly. Failure to perform such checks and tests prevents CAPK management from confirming that the data restored during this process is accurate and complete, and that the procedure could be utilized to restore financial data in the event of system failure or a disaster recovery situation.

Recommendation

It is recommended that the built-in data integrity check process within the Abila MIP software is performed as part of the quarterly backup validation test process. If deemed appropriate and feasible by CAPK management, it is also recommended that test transactions are performed as part of the test process. The data integrity check process as well as any test transactions performed as part of this process should be performed within the virtually-booted image of the Abila MIP server, or, if possible, on a test server on which the image has been fully restored. CAPK should establish and document a repeatable procedure for performing such testing (i.e., if test transactions are to be performed, what transactions should be processed and in what manner, which parties are responsible for which portions of the restoration testing process) and ensure that the responsible party follows such procedures during each test. CAPK management may wish to consult Finance staff to ensure that any test transactions performed are adequately representative of day-to-day functions within the system and that such transactions fully confirm the viability, completeness, and accuracy of the data restored (management may wish to designate Finance staff as responsible for performing such testing, if possible/applicable). All tests should be fully documented, and such documentation should include at a minimum a) what tests were performed, b) who performed the tests, and c) the results of the test procedures.

Management Response

A test server was developed outside of Diamonds Environment by using Microsoft Azure with the final server configuration tested on November 8, 2017. In addition, the test server will be used to restore and test the functionality of the quarterly backups as well as running Data Integrity checks to verify that backups are fully functional.

Current Year Status

Implemented. During the audit period, Diamond Technologies staff performed a validation test of CAPK's Abila MIP backups that included a database integrity check and a test transaction.

5. **An IT Steering Committee is not in place, and the Organization does not hold regular meetings to discuss IT plans and priorities (2017).** Although Emilio Wagner, Director of Operations, and Bryon Vanderhoff, Technology Services Manager, meet with program and division directors on the fly regarding IT needs, during our inquiry regarding CAPK's process for establishing IT plans and priorities, it was noted that an IT Steering Committee is not in place, and there are no regular meetings during which IT plans and priorities are discussed. Furthermore, the Information Technology Plan in place during the audit period was developed largely based on issues raised by end-users but without formal input by non-IT management. Failure to establish formal and regular processes by which IT plans and priorities are identified and failure to include non-IT management during such processes increases the risk that CAPK's IT initiatives do not align with the Organization's strategic goals.

Recommendation

It is recommended that CAPK management work with the IT department to implement regularly-scheduled meetings held with the express purpose of discussing and reviewing IT plans and priorities. Such meetings should include both IT and non-IT management, and should be used as an opportunity to identify and prioritize IT initiatives throughout the Organization, to ensure that such initiatives align with the goals and objectives of CAPK as a whole, and to discuss the status of ongoing initiatives or issues. If considered appropriate, CAPK management may wish to institute a formal IT Steering Committee based on such meetings and establish a charter and an agreed-upon frequency of meetings to be held by the Committee. It is further recommended that future iterations of the Information Technology Plan are developed based on formal input from non-IT staff and management (and/or the input of an IT Steering Committee, if one is to be formed) to ensure that any included initiatives are, as noted above, in line with the goals and objectives of the Organization as a whole, and that such initiatives adequately address departments' IT issues and needs.

Management Response

We have already begun to address this issue. With the assistance of WIPFLI LLC, consultant, it was identified that CAPK is in need of an IT Steering Committee. A charter has been written and committee chair identified as the Director of Administration. During the month of July membership of the committee was identified. With the assistance of WIPFLI LLC, the first meeting was held on August 11, 2017. It was decided at the first meeting, that frequency of meeting will be every two months.

Current Year Status

Partially implemented. CAPK has organized an IT Steering Committee, which began meeting during the audit period. An updated IT Strategic Plan has not been finalized, however. See current year Business Process Improvement Observation 2018-1.

6. **Supplemental IT-related policies developed in addition to those included in the Employee Policy Manual have not been distributed to employees (2017).** Although CAPK's "Employee Policy Manual," which is distributed to employees when they are hired, includes IT-related policies regarding network security, confidentiality, social media, and appropriate use of computer systems, email, and internet, additional and more-detailed individual IT-related policies regarding topics such as password requirements, mobile device security, and use of wireless networks, Internet, computers, and email have also been developed, but have not been made available to all CAPK employees, despite language in the most recent version of the "Employee Policy Manual" that "all employees are required to comply with all written policies that CAPK may establish regarding the use of its network and computer systems." Failure to ensure that these individual policies are made available to all CAPK employees increases the risk that employees are unaware of requirements noted in such policies, and increases the risk that they are following obsolete procedures, which may result in unauthorized or inaccurate processing of financial transactions.

Recommendation

It is recommended that CAPK IT staff develop a mechanism by which the additional more-detailed IT-related policies are distributed to all CAPK employees. It is also recommended that CAPK IT staff establish a procedure and/or mechanism for notifying all CAPK employees of any changes or updates made to these policies.

Management Response

We have already begun to address this issue with the assistance of WIPFLI LLC, consultant. CAPK IT is in the process of implementing SharePoint to publish Policy and Procedures for employee access and to document acknowledgment of the employee review. Any new policies or revisions to existing policies will be issued using SharePoint. The Operations SharePoint site was deployed on October 10, 2017.

Current Year Status

Implemented. Since the prior year, CAPK has published its IT-related policies to a SharePoint shared document folder and has informed its employees of their location.

7. **The UPS backup power systems in place at CAPK's "BPN" and "19th Street" server rooms are not tested regularly (2017).** During our walkthrough of the server room located at CAPK's "BPN" location and our inquiry regarding the server room located at the "19th Street" location, it was noted that the UPS systems used to provide backup power to the servers and equipment in these locations are not regularly tested. Failure to regularly test these UPS systems prevents CAPK IT staff from confirming that they are capable of providing adequate backup power in the event of a power outage and from confirming how long adequate backup power can be provided during such an event. This increases the risk of an immediate and total loss of power to CAPK's servers and networking equipment should CAPK experience an outage of its primary power source, and increases the risk that the Organization experiences unplanned downtime and/or loss of data.

Recommendation

It is recommended that CAPK IT staff implement regular (on an annual basis, at a minimum) testing of the UPS systems in place in the "BPN" and "19th Street" server rooms to ensure that adequate power will be supplied to the equipment in these locations in the event of a loss of power, and to confirm how long the UPS systems can be expected to provide backup power to critical equipment.

Management Response

We agree with the recommendation and will correct by implementing an annual test of all UPS systems. The tests were performed along with logging the time the UPS system will be able to power critical hardware on July 29, 2017. Thereafter the test will be performed on an annual basis during the month of July.

Current Year Status

Implemented. CAPK installed and tested new UPS battery backup devices in November of 2017 and has established an annual testing process.

This information is intended solely for the use of the Board of Directors and management of the Organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 29, 2018

COMMUNITY ACTION PARTNERSHIP OF KERN
DEFINED CONTRIBUTION PENSION PLAN
FINANCIAL STATEMENTS
WITH
INDEPENDENT AUDITOR'S REPORT
FEBRUARY 28, 2018 AND 2017

**COMMUNITY ACTION PARTNERSHIP OF KERN
DEFINED CONTRIBUTION PENSION PLAN
FEBRUARY 28, 2018 AND 2017**

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**BROWN
ARMSTRONG**

**CERTIFIED
PUBLIC
ACCOUNTANTS**

BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Community Action Partnership of Kern
Defined Contribution Pension Plan

Report on the Financial Statements

We were engaged to audit the accompanying financial statements of Community Action Partnership of Kern Defined Contribution Pension Plan (the Plan), which comprise the statements of net assets available for benefits as of February 28, 2018 and 2017, the related statements of changes in net assets available for benefits for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on conducting the audits in accordance with auditing standards generally accepted in the United States of America. Because of the matter described in the Basis for Disclaimer of Opinion paragraph, however, we were not able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion.

Basis for Disclaimer of Opinion

As permitted by 29 Code of Federal Regulations (CFR) 2520.103-8 of the Department of Labor's (DOL) Rules and Regulations for Reporting and Disclosure under the Employee Retirement Income Security Act of 1974 (ERISA), the plan administrator instructed us not to perform, and we did not perform, any auditing procedures with respect to the information summarized in Note 3, which was certified by Mutual of America, the trustee of the Plan, except for comparing the information with the related information included in the financial statements. We have been informed by the plan administrator that the trustee holds the Plan's investment assets and executes investment transactions. The plan administrator has obtained a certification from the trustee as of and for the years ended February 28, 2018 and 2017, that the information provided to the plan administrator by the trustee is complete and accurate.

Disclaimer of Opinion

Because of the significance of the matter described in the Basis for Disclaimer of Opinion paragraph, we have not been able to obtain sufficient, appropriate audit evidence to provide a basis for an audit opinion. Accordingly, we do not express an opinion on these financial statements.

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

Other Matter

The supplemental schedule, Schedule H, Line 4I – Schedule of Assets Held at End of Year for the year ended February 28, 2018, is required by the DOL Rules and Regulations for Reporting and Disclosure under ERISA and is presented for the purpose of additional analysis and is not a required part of the financial statements. Because of the significance of the matter described in the Basis for Disclaimer of Opinion paragraph, we do not express an opinion on the supplemental schedule referred to above.

Report on Form and Content in Compliance with DOL Rules and Regulations

The form and content of the information included in the financial statements and supplemental schedule, other than that derived from the information certified by the trustee, have been audited by us in accordance with auditing standards generally accepted in the United States of America and, in our opinion, are presented in compliance with the DOL Rules and Regulations for Reporting and Disclosure under ERISA.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
December 10, 2018

**COMMUNITY ACTION PARTNERSHIP OF KERN
DEFINED CONTRIBUTION PENSION PLAN
STATEMENTS OF NET ASSETS AVAILABLE FOR BENEFITS
FEBRUARY 28, 2018 AND 2017**

	<u>2018</u>	<u>2017</u>
ASSETS:		
Investments at Fair Value	\$ 16,720,918	\$ 16,214,202
Employer Contribution Receivable	<u>-</u>	<u>201,197</u>
Total Assets	<u>16,720,918</u>	<u>16,415,399</u>
Net Assets Available for Benefits	<u>\$ 16,720,918</u>	<u>\$ 16,415,399</u>

The accompanying notes are an integral part of these financial statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
DEFINED CONTRIBUTION PENSION PLAN
STATEMENTS OF CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS
FOR THE YEARS ENDED FEBRUARY 28, 2018 AND 2017**

	<u>2018</u>	<u>2017</u>
ADDITIONS TO NET ASSETS ATTRIBUTED TO:		
Investment Income:		
Net Increase in Fair Value of Investments	\$ 1,563,754	\$ 2,333,671
Interest	16,339	21,101
Other Income	126,449	23,359
Contributions:		
Employer Contributions	1,077,811	1,120,963
Rollovers	5,419	125,774
	<u>2,789,772</u>	<u>3,624,868</u>
Total Additions		
DEDUCTIONS FROM NET ASSETS ATTRIBUTED TO:		
Benefits Paid to Participants	2,484,074	1,043,829
Administrative Expenses	179	147
	<u>2,484,253</u>	<u>1,043,976</u>
Total Deductions		
Net Increase	305,519	2,580,892
Net Assets Available for Benefits:		
Beginning of the Period	<u>16,415,399</u>	<u>13,834,507</u>
End of the Period	<u>\$ 16,720,918</u>	<u>\$ 16,415,399</u>

The accompanying notes are an integral part of these financial statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
DEFINED CONTRIBUTION PENSION PLAN
NOTES TO THE FINANCIAL STATEMENTS
FEBRUARY 28, 2018 AND 2017**

NOTE 1 – PLAN DESCRIPTION

The following description of the Community Action Partnership of Kern (the Organization) Defined Contribution Pension Plan (the Plan) provides only general information. Participants should refer to the Plan agreement for a more complete description of the Plan's provisions.

General

The Plan is a defined contribution plan covering all employees who have been employed by the Organization for one year or more with at least 1,000 hours worked during the year and who are at least 21 years of age. It is subject to the provisions of the Employee Retirement Income Security Act of 1974 (ERISA).

Contributions

The Plan's provisions stipulate that the Organization will contribute as follows:

Group "A" – 10% of the Participant's Compensation for that Plan Year. Group "A" is defined as "Executive Director".

Group "B" – 7.5% of the Participant's Compensation for that Plan Year. Group "B" is defined as "Division Director".

Group "C" – 5% of the Participant's Compensation for that Plan Year. Group "C" is defined as "all Participants who are not in Group A or B".

Participants direct the investment of the Organization's contribution into various investment options offered by the Plan. The Plan offers participants 36 investment options and an Interest Accumulation Account from 10 different investment companies. Contributions are subject to certain limitations.

Participants' Accounts

Each participant's account is credited with an allocation of (a) the Organization's contribution and (b) Plan earnings. Allocations are based on participants' earnings, as defined. The benefit to which a participant is entitled is the benefit that can be provided from the participant's vested account. Any contributions made on behalf of a participant, for whom no investment direction is in effect, shall be allocated to a retirement fund appropriate to his or her age at the time of allocation.

Vesting

Vesting in the Organization's contributions plus earnings thereon is based on years of continuous service. A participant is 100 percent vested after 5 years of credited service.

<u>Year(s) of Vesting Service</u>	<u>Vesting Percentage</u>
Less than 2 years	0%
2 years	25%
3 years	50%
4 years	75%
5 years	100%

NOTE 1 – PLAN DESCRIPTION (Continued)

Payment of Benefits

On termination due to death, disability, or retirement, a participant may elect to receive an amount equal to the value of the participant's vested interest in his or her account either in a lump sum amount, or as a joint and survivor annuity. For termination of service due to other reasons, a participant may receive the value of the vested interest in his or her account as a rollover distribution. Amounts allocated to accounts of persons who have elected to withdraw from the Plan but have not yet been paid as of February 28, 2018 and 2017, were \$0 and \$2.26, respectively.

Forfeited Accounts

During fiscal years 2018 and 2017, forfeitures were allocated among the participants who were employees on the last day of the Plan year in the ratio that each such participant's compensation for that Plan year bears to the compensation of all such Plan participants for that Plan year. As of February 28, 2018, forfeitures reallocated to participant accounts were \$100,949. In fiscal year 2017, forfeitures reallocated to participant accounts were \$45,739.

Party-in-Interest Transactions

Plan investments include shares of registered investment company funds managed by Mutual of America. Mutual of America, as the trustee of the Plan, is a party-in-interest.

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Plan are prepared on the accrual basis of accounting. Plan revenues and expenses are recognized when they become measurable.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of net assets available for benefits and changes therein. Actual results could differ from those estimates.

Investment Valuation and Income Recognition

Investments are recorded at fair value as determined by quoted market prices of the securities held in the funds. The unrealized appreciation or depreciation of the investments, based on the quoted market value at February 28, 2018 and 2017, is recorded as an increase or decrease to net assets available for plan benefits. See Note 3 for discussion of fair value measurements.

Purchases and sales of securities are recorded on a trade-date basis. Interest income is recorded on the accrual basis of accounting. Net appreciation (depreciation) includes the Plan's gains and losses on investments bought and sold as well as held during the year.

Payment of Benefits

Benefits are recorded when paid.

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES (Continued)

Implementation of New Accounting Pronouncements

- Accounting Standards Update (ASU) No. 2015-07, *Fair Value Measurement (Topic 820) Disclosures for Investments in Certain Entities That Calculate Net Asset Value per Share (or Its Equivalent)*. The amendments in this update remove the requirements to make certain disclosures for all investments that are eligible to be measured at fair value using the net asset value per share practical expedient. Rather, those disclosures are limited to investments for which the entity has elected to measure the fair value using that practical expedient.
- ASU No. 2016-19, *Technical Corrections and Improvements*. The amendments in this update affect a wide variety of topics in the Accounting Standards Codification including amending Topic 820, *Fair Value Measurement*, and clarifies the difference between a *valuation approach* and a *valuation technique* when applying the guidance in that Topic. That amendment also requires an entity to disclose when there has been a change in either or both a *valuation approach* and/or a *valuation technique*. The transition guidance for the amendment must be applied prospectively because it could potentially involve the use of hindsight that includes fair value measurements.

NOTE 3 – FAIR VALUE MEASUREMENTS

The Organization has adopted Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 820-10, *Fair Value Measurements* (formerly Statement of Financial Accounting Standards (SFAS) No. 157). ASC Topic 820-10 defines fair value, establishes a framework for measuring fair value, and expands disclosures regarding fair value measurements.

ASC Topic 820-10 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

ASC Topic 820-10 also establishes a fair value hierarchy which requires the use of observable inputs and to minimize the use of unobservable inputs when measuring fair value. The standard describes three levels of inputs that may be used to measure fair value:

- Level 1 Quoted prices in active markets for identical assets or liabilities that the Plan has the ability to access at the measurement date.
- Level 2 Inputs other than quoted prices included within Level 1 that are observable for assets or liabilities, either directly or indirectly through corroboration with observable market data. Level 2 inputs include (a) quoted prices for similar assets or liabilities in active markets, (b) quoted prices for identical or similar assets or liabilities in markets that are not active, (c) inputs other than quoted prices that are observable for the asset or liability (for example, interest rates and yield curves observable at commonly quoted intervals, volatilities, prepayment speeds, loss severities, credit risks, and default rates), and (d) inputs that are derived principally from or corroborated by observable market data by correlation or other means.
- Level 3 Unobservable inputs used to measure fair value to the extent that observable market based inputs are not available and that are supported by little or no market activity for the asset or liability. These unobservable inputs reflect the Plan's own estimates about the assumptions that market participants would use in pricing the asset or liability.

NOTE 3 – FAIR VALUE MEASUREMENTS (Continued)

Mutual of America, the trustee of the Plan, determined that the fair value inputs for all investments as of February 28, 2018 and 2017, are considered Level 1. These investments consist solely of investments in mutual funds registered with the Securities and Exchange Commission and are carried at the net asset value at which the mutual fund shares are actively traded.

The preceding method described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Plan believes its valuation method is appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

Investments at Fair Value as of February 28, 2018				
Description	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)	Total
Mutual of America General Account Fund	\$ 1,561,411	\$ -	\$ -	\$ 1,561,411
Pooled Separate Funds:				
Mutual of America All America Fund	3,303	-	-	3,303
Mutual of America Bond Fund	306,344	-	-	306,344
Mutual of America Composite Fund	17,283	-	-	17,283
Mutual of America Mid-Term Bond Fund	122,360	-	-	122,360
Mutual of America Mid-Cap Equity Index	64,545	-	-	64,545
Mutual of America Equity Index Fund	429,825	-	-	429,825
Mutual of America Conservative Allocation	400,519	-	-	400,519
Mutual of America Moderate Allocation	543,808	-	-	543,808
Mutual of America Aggressive Allocation	417,650	-	-	417,650
Mutual of America Mid-Cap Value Fund	8,888	-	-	8,888
Mutual of America Small Cap Growth Fund	112,553	-	-	112,553
Mutual of America Small Cap Value Fund	178,506	-	-	178,506
Mutual of America International Fund	3,869	-	-	3,869
Mutual of America Retirement Income Fund	1,944	-	-	1,944
Mutual of America 2010 Retirement Fund	1,443	-	-	1,443
Mutual of America 2015 Retirement Fund	504,480	-	-	504,480
Mutual of America 2020 Retirement Fund	1,601,267	-	-	1,601,267
Mutual of America 2025 Retirement Fund	1,893,101	-	-	1,893,101
Mutual of America 2030 Retirement Fund	1,338,776	-	-	1,338,776
Mutual of America 2035 Retirement Fund	1,662,043	-	-	1,662,043
Mutual of America 2040 Retirement Fund	1,226,089	-	-	1,226,089
Mutual of America 2045 Retirement Fund	1,573,151	-	-	1,573,151
Mutual of America 2050 Retirement Fund	378,105	-	-	378,105
Mutual of America 2055 Retirement Fund	51,656	-	-	51,656
DWS Capital Growth	25,907	-	-	25,907
VP Capital Appreciation	219,734	-	-	219,734
Calvert VP SRI Balanced Portfolio	5,103	-	-	5,103
Fidelity Investments VIP Asset Manager	269,354	-	-	269,354
Fidelity Investments VIP Equity Income	109,221	-	-	109,221
Fidelity Investments VIP Contra Fund	732,204	-	-	732,204
Fidelity Investments VIP Mid-Cap	349,785	-	-	349,785
Vanguard VIF Diversified Value	244,655	-	-	244,655
Vanguard VIF International	309,890	-	-	309,890
T. Rowe Price Blue Chip Growth Fund	42,526	-	-	42,526
Oppenheimer Main Street VA	3,038	-	-	3,038
American Funds Insurance Series New World Fund	2,072	-	-	2,072
Vanguard VIF REIT Index Portfolio	4,510	-	-	4,510
Total:	\$ 16,720,918	\$ -	\$ -	\$ 16,720,918

NOTE 3 – FAIR VALUE MEASUREMENTS (Continued)

Investments at Fair Value as of February 28, 2017				
Description	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)	Total
Mutual of America General Account Fund	\$ 1,353,592	\$ -	\$ -	\$ 1,353,592
Pooled Separate Funds:				
Mutual of America All America Fund	4,247	-	-	4,247
Mutual of America Bond Fund	365,397	-	-	365,397
Mutual of America Composite Fund	13,922	-	-	13,922
Mutual of America Mid-Term Bond Fund	127,983	-	-	127,983
Mutual of America Mid-Cap Equity Index	77,355	-	-	77,355
Mutual of America Equity Index Fund	523,355	-	-	523,355
Mutual of America Conservative Allocation	295,999	-	-	295,999
Mutual of America Moderate Allocation	623,832	-	-	623,832
Mutual of America Aggressive Allocation	357,051	-	-	357,051
Mutual of America Mid-Cap Value Fund	19,008	-	-	19,008
Mutual of America Small Cap Growth Fund	122,266	-	-	122,266
Mutual of America Small Cap Value Fund	243,154	-	-	243,154
Mutual of America International Fund	3,305	-	-	3,305
Mutual of America 2010 Retirement Fund	4,886	-	-	4,886
Mutual of America 2015 Retirement Fund	479,969	-	-	479,969
Mutual of America 2020 Retirement Fund	1,713,201	-	-	1,713,201
Mutual of America 2025 Retirement Fund	1,850,179	-	-	1,850,179
Mutual of America 2030 Retirement Fund	1,368,782	-	-	1,368,782
Mutual of America 2035 Retirement Fund	1,364,765	-	-	1,364,765
Mutual of America 2040 Retirement Fund	1,140,809	-	-	1,140,809
Mutual of America 2045 Retirement Fund	1,410,112	-	-	1,410,112
Mutual of America 2050 Retirement Fund	225,885	-	-	225,885
Mutual of America 2055 Retirement Fund	2,594	-	-	2,594
DWS Capital Growth	19,736	-	-	19,736
VP Capital Appreciation	243,356	-	-	243,356
Calvert VP SRI Balanced Portfolio	5,082	-	-	5,082
Fidelity Investments VIP Asset Manager	333,470	-	-	333,470
Fidelity Investments VIP Equity Income	174,948	-	-	174,948
Fidelity Investments VIP Contra Fund	768,408	-	-	768,408
Fidelity Investments VIP Mid-Cap	381,079	-	-	381,079
Vanguard VIF Diversified Value	269,224	-	-	269,224
Vanguard VIF International	287,525	-	-	287,525
T. Rowe Price Blue Chip Growth Fund	18,182	-	-	18,182
Oppenheimer Main Street VA	12,144	-	-	12,144
American Funds Insurance Series New World Fund	1,180	-	-	1,180
Vanguard VIF REIT Index Portfolio	8,220	-	-	8,220
Total:	\$ 16,214,202	\$ -	\$ -	\$ 16,214,202

NOTE 4 – CERTIFIED INFORMATION

The fiscal years 2018 and 2017 financial statements and the financial information presented in Note 3 are prepared from information supplied by the Plan's trustee, Mutual of America. Specifically, investments and contributions received as of and for the years ended February 28, 2018 and 2017, were supplied by the trustee and such information has been certified by the trustee as being complete and accurate.

NOTE 5 – PLAN ADMINISTRATION

The Plan's assets are held by the trustee, Mutual of America. The trustee provides record keeping and investment services to the Plan. The Organization's contributions are managed by Mutual of America, which invests cash received and interest income and makes distributions to participants.

NOTE 5 – PLAN ADMINISTRATION (Continued)

Administrative functions are jointly performed by the trustee and by officers or employees of the Organization. No officer or employee receives compensation from the Plan. Trustee administrative expenses are absorbed by the Plan and allocated to the participants' accounts. The independent auditor's fees are paid directly by the Organization.

NOTE 6 – PLAN TERMINATION

Although it has not expressed any intent to do so, the Organization has the right under the Plan to discontinue its contributions at any time and to terminate the Plan subject to the provisions of ERISA. In the event of Plan termination, participants shall become 100 percent vested in their accounts. Upon such termination, the Organization may direct either a complete distribution of the Plan assets in a manner consistent with Plan requirements, or continue to hold the investments of the Plan as though the Plan had not been terminated. In the event that the Plan is terminated, the trustee will have the right to charge a fair value assessment on funds withdrawn prior to maturity. The amount of this assessment is equal to the amount required to cover the investment losses, if any, resulting from making an early payment of funds.

NOTE 7 – TAX STATUS

The Internal Revenue Service has determined and informed the Organization with a letter dated June 23, 2016, that the Plan and related trust are designed in accordance with applicable sections of the Internal Revenue Code (IRC). The Plan has been amended since receiving the determination letter. However, the Plan administrator and the Plan's tax counsel believe the Plan is currently being operated in compliance with the applicable provisions of the IRC.

The FASB issued guidance on accounting for uncertainty in income taxes. The Plan adopted this guidance for the year ended February 28, 2010. Management evaluated the Plan's tax positions and concluded that the Plan had maintained its tax exempt status and had taken no uncertain tax positions that require adjustment to the financial statements. Therefore, no provision for income taxes has been included in the financial statements.

Uncertain Tax Positions

Accounting principles generally accepted in the United States of America require Plan management to evaluate tax positions taken by the Plan and recognize a tax liability (or asset) if the Plan has taken an uncertain tax position that, more likely than not, would not be sustained upon examination by the Internal Revenue Service. The Plan administrator has analyzed the tax positions taken by the Plan, and has concluded that as of February 28, 2018 and 2017, there are no uncertain tax positions taken or expected to be taken that would require recognition of a liability (or asset) or disclosure in the financial statements. The Plan administrator believes it is no longer subject to income tax examinations for years prior to 2013.

NOTE 8 – RECONCILIATION BETWEEN THE FINANCIAL STATEMENTS AND FORM 5500

	<u>February 28, 2018</u>	<u>February 28, 2017</u>
Ending Net Assets Available for Benefits per Form 5500	\$ 16,720,918	\$ 16,415,399
Accrual of Employer Contributions	<u>-</u>	<u>-</u>
Ending Net Assets Available for Benefits per the Financial Statements	<u>\$ 16,720,918</u>	<u>\$ 16,415,399</u>

NOTE 9 – RISK AND UNCERTAINTIES

The Plan invests in various investment securities. Investment securities are exposed to various risks such as interest rate, market, and credit risks. Due to the level or risk associated with certain investments securities, it is at least reasonably possible that changes in the value of investment securities will occur in the near-term and that such changes could materially affect participants' account balances and the amounts reported in the Statements of Net Assets Available for Benefits.

NOTE 10 – TRANSACTIONS WITH PARTIES-IN-INTEREST

The Plan invests in annuities sponsored by the Plan's trustee, as defined by the Plan, and therefore, these transactions qualify as party-in-interest transactions. Administrative fees related to the administration of the Plan are paid by the Plan.

NOTE 11 – SUBSEQUENT EVENTS

Community Action Partnership of Kern terminated their relationship with Mutual of America effective February 28, 2018. Plan assets were transferred to The Standard effective March 1, 2018.

Subsequent to February 28, 2018, and through December 10, 2018, the date through which management evaluated subsequent events and on which the financial statements were issued, the Organization did not identify any other subsequent events that require disclosure.

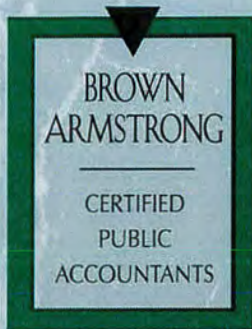
SUPPLEMENTAL SCHEDULE

**COMMUNITY ACTION PARTNERSHIP OF KERN
DEFINED CONTRIBUTION PENSION PLAN
EIN 95-2402760 – PN 001
SCHEDULE H, LINE 4I – SCHEDULE OF ASSETS HELD AT END OF YEAR
FEBRUARY 28, 2018**

(A)	(B) Identity of Issuer, Borrower, Lessor, or Similar Party	(C) Description of Investment, Including Maturity Date, Rate of Interest, Collateral, Par, or Maturity Value	(D) Cost	(E) Carrying Value
*	Mutual of America	General Account Fund	\$ -	\$ 1,561,411
*	Mutual of America	All America Fund	-	3,303
*	Mutual of America	Bond Fund	-	306,344
*	Mutual of America	Composite Fund	-	17,283
*	Mutual of America	Mid-Term Bond Fund	-	122,360
*	Mutual of America	Mid-Cap Equity Index	-	64,545
*	Mutual of America	Equity Index Fund	-	429,825
*	Mutual of America	Conservative Allocation	-	400,519
*	Mutual of America	Moderate Allocation	-	543,808
*	Mutual of America	Aggressive Allocation	-	417,650
*	Mutual of America	Mid-Cap Value Fund	-	8,888
*	Mutual of America	Small Cap Growth Fund	-	112,553
*	Mutual of America	Small Cap Value Fund	-	178,506
*	Mutual of America	International Fund	-	3,869
*	Mutual of America	Retirement Income Fund	-	1,944
*	Mutual of America	2010 Retirement Fund	-	1,443
*	Mutual of America	2015 Retirement Fund	-	504,480
*	Mutual of America	2020 Retirement Fund	-	1,601,267
*	Mutual of America	2025 Retirement Fund	-	1,893,101
*	Mutual of America	2030 Retirement Fund	-	1,338,776
*	Mutual of America	2035 Retirement Fund	-	1,662,043
*	Mutual of America	2040 Retirement Fund	-	1,226,089
*	Mutual of America	2045 Retirement Fund	-	1,573,151
*	Mutual of America	2050 Retirement Fund	-	378,105
*	Mutual of America	2055 Retirement Fund	-	51,656
	Deutsche Bank Group	DWS Capital Growth	-	25,907
	American Century	VP Capital Appreciation	-	219,734
	Calvert Investments	VP SRI Balanced Portfolio	-	5,103
	Fidelity	VIP Asset Manager	-	269,354
	Fidelity	VIP Equity Income	-	109,221
	Fidelity	VIP Contra Fund	-	732,204
	Fidelity	VIP Mid-Cap	-	349,785
	Vanguard	VIF Diversified Value	-	244,655
	Vanguard	VIF International	-	309,890
	T. Rowe Price	Blue Chip Growth Fund	-	42,526
	Oppenheimer	Main Street VA	-	3,038
	American Fund	Insurance Series New World Fund	-	2,072
	Vanguard	VIF REIT Index Portfolio	-	4,510
Total assets held for investment purposes			\$ -	\$ 16,720,918

Cost omitted as investments are participant directed.

*Represents a party-in-interest



BROWN ARMSTRONG

Certified Public Accountants

To the Board of Directors
Community Action Partnership of Kern
Defined Contribution Pension Plan

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

REGISTERED with the Public Company
Accounting Oversight Board and
MEMBER of the American Institute of
Certified Public Accountants

We have conducted a Department of Labor (DOL) limited-scope audit of the financial statements and supplemental schedule of Community Action Partnership of Kern Defined Contribution Pension Plan (the Plan) for the year ended February 28, 2018, and have issued our report thereon December 10, 2018. As permitted by 29 Code of Federal Regulations (CFR) 2520.103-8 of the DOL's Rules and Regulations for Reporting and Disclosure under the Employee Retirement Income Security Act of 1974 (ERISA), the Plan administrator instructed us not to perform, and we did not perform, any auditing procedures with respect to the information summarized in Note 3 to those financial statements. Because of the significance of the information that we did not audit, we are unable to, and have not, expressed an opinion on those financial statements and supplemental schedule as a whole. We did, however, audit the form and content of the information included in the financial statements and supplemental schedule, other than that derived from the information certified by the trustee, in accordance with auditing standards generally accepted in the United States of America and found them to be presented in compliance with the DOL's Rules and Regulations for Reporting and Disclosure under ERISA. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 4, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Plan are described in Note 2 to the financial statements. As discussed in Note 2 to the financial statements, the Plan adopted the provisions of Accounting Standards Update No. 2015-07, *Fair Value Measurement (Topic 820) Disclosures for Investments in Certain Entities that Calculate Net Asset Value per Share (or its Equivalent)*, and Accounting Standards Update No. 2016-09, *Technical Corrections and Improvements*. We noted no transactions entered into by the Plan during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the fair value of investments is based on various methods as detailed in the notes to the financial statements. We evaluated the key factors and assumptions used to develop the estimate of the fair value of investments in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was the disclosure of the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 820-10 in Note 3 to the financial statements, which expands the disclosure about the fair value measurement.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 10, 2018.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Plan's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Plan's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

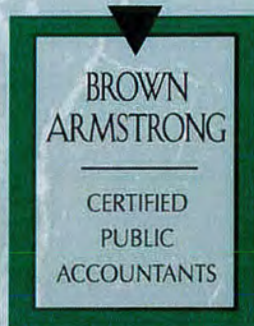
With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the DOL's Rules and Regulations for Reporting and Disclosure under ERISA, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of Board of Directors and management of the Plan and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

*Brown Armstrong
Accountancy Corporation*

Bakersfield, California
December 10, 2018



BROWN ARMSTRONG

Certified Public Accountants

AGREED UPON CONDITIONS REPORT DESIGNED TO INCREASE EFFICIENCY, INTERNAL CONTROLS, AND/OR FINANCIAL REPORTING

To the Board of Directors
Community Action Partnership of Kern

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTON AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

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MEMBER of the American Institute of
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We have audited the financial statements of the Community Action Partnership of Kern (CAPK) Defined Contribution Pension Plan (the Plan) for the year ended February 28, 2018, and have issued our report dated December 10, 2018. In planning and performing our audit of the financial statements of the Plan, we considered its internal control structure over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Plan's internal control. Accordingly, we do not express an opinion on the effectiveness of the Plan's internal control.

A deficiency in internal control exists when the design or operation of control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. We did not identify any deficiencies in internal control that we considered to be material weaknesses.

Current Year Agreed Upon Conditions and Recommendations

Agreed Upon Condition 1 – Active Population

During our selection of active participants for our pension audit participant testing, we were informed that one of forty participants selected was not active, but rather terminated for the period selected for testing. CAPK had not notified Mutual of America of this participant's termination.

Recommendations:

We recommend that CAPK provide Mutual of America consistent and frequent status updates regarding participant status.

Views of Responsible Officials:

Effective February 28, 2018, CAPK terminated its relationship with Mutual of America (MOA). Plan assets were transferred to The Standard effective March 1, 2018. The data in MOA was difficult to analyze and review in comparison with an active employee roster. Moving assets to The Standard have improved the ability to compare employee active and terminated dates. The Standard has a more transparent and user-friendly system. All files transmitted to The Standard were reviewed and terminated records were properly updated.

Going forward, staff will regularly use relational data analysis to compare the participant roster from The Standard to CAPK employee directory.

Prior Year Agreed Upon Conditions and Recommendations

Agreed Upon Condition 1 – Active Population

During our selection of active participants for our pension audit participant testing, we were informed that one of forty participants selected was not active, but rather terminated for the period selected for testing. The listing of active participants provided to Mutual of America had not been updated. As such, the listing contained participants who were not active. CAPK's payroll department reviewed the active participant list and found over 100 other participants who contained an incorrect status in the listing.

Recommendations:

We recommend that CAPK provide Mutual of America consistent and frequent status updates regarding participant status.

Views of Responsible Officials:

As of January 2017, CAPK sends Mutual of America (MOA) an electronic payroll detail file which provides employment status each pay date. The participant status data is reviewed each time by MOA staff and status changes from Active to Terminated or Terminated to Active (at rehire) are updated in the MOA plan administration system from the file. However, this file does not serve to automatically enroll any employee. All employees new to the 401a plan must enroll prior to beginning contributions.

Additionally, all transmissions of 401a contributions are previewed within the MOA plan administration system before final submission to MOA to ensure that no contributions go to unenrolled participants. Additionally, MOA audits all contributions made to terminated employees within their system (this occurs infrequently and is usually a result of the first transmission of contributions after a formerly eligible employee is rehired). MOA may request confirmation of the contributions and any status change to confirm final pay dates or termination due to disability.

The changes outlined above have resulted in timely updates to employee status records within the MOA plan administration system and provides a two-way communication process to ensure that changes in employee status are verified and updated promptly.

Current Year Status:

See current year agreed upon condition 1.

This communication is indented solely for the information and use of the Board of Directors and management of the Plan and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

*Brown Armstrong
Accountancy Corporation*

Bakersfield, California
December 10, 2018

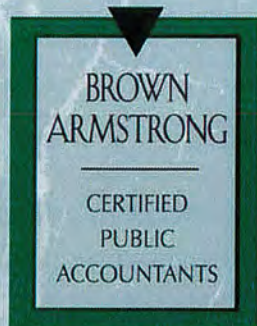
COMMUNITY ACTION PARTNERSHIP OF KERN
SPECIAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 2018

**COMMUNITY ACTION PARTNERSHIP OF KERN
SPECIAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 2018**

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BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Community Action Partnership of Kern
Bakersfield, California

Report on the Financial Statements

We have audited the accompanying special purpose financial statements of Community Action Partnership of Kern (the Organization) for the year ended June 30, 2018, and the related notes to the financial statements, which comprise the Organization's special purpose financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these special purpose financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these special purpose financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the special purpose financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the special purpose financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the special purpose financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Organization's preparation and fair presentation of the special purpose financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the special purpose financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

Opinion

In our opinion, the special purpose financial statements referred to above present fairly, in all material respects, the special purpose financial statements of the California Department of Education funds of the Organization for the year ended June 30, 2018, in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 29, 2018, on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 29, 2018

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF EXPENDITURES OF STATE AWARDS
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

Pass-Through Grantor Program Title	State Number / Grantor Number	Amount
STATE:		
State of California - Department of Education		
General Child Care and Development Programs	CCTR - 7050	\$ 2,407,015
California State Preschool Programs	CSPP - 7119	3,244,651
Migrant Child Care	CMIG - 7004	240,129
Migrant Specialized Services	CMSS - 7004	35,028
Migrant Alternative Payment	CMAF - 7000	6,974,260
Child and Adult Care Food	15-1248-OJ	2,244,235
Summer Food Service	15-9150-OS	10,166
Quality Rating And Improvement System Block Grant	N/A	11,315
		<u>\$ 15,166,799</u>

Basis of Presentation

The accompanying Schedule of Expenditures of State Awards includes the state grant activity of the Organization and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of U.S. Office of Management and Budget (OMB) Uniform Guidance, 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards." The Organization has elected to use the 10% de minimis indirect cost rate in the fiscal year 2018.

COMMUNITY ACTION PARTNERSHIP OF KERN
GENERAL CHILD CARE AND DEVELOPMENT PROGRAMS
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CCTR-7050
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018

	July 1, 2017 through Feb. 28, 2018	Mar. 1, 2018 through June 30, 2018	TOTAL
REVENUE			
Federal Grant Revenue	\$ 583,000	\$ 287,673	\$ 870,673
State Grant Revenue	976,658	481,742	1,458,400
Family Fees	2,182	705	2,887
Head Start	61,593	13,462	75,055
Total Revenue	1,623,433	783,582	2,407,015
EXPENDITURES			
Salaries	1,092,904	534,106	1,627,010
Fringe Benefits	384,531	175,895	560,426
Consultant/Contract Services	-	2,723	2,723
Travel	396	60	456
Consumable Supplies	72	82	154
Other Costs	3,545	616	4,161
Indirect Costs	141,985	70,100	212,085
Total Expenditures	1,623,433	783,582	2,407,015
REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ -	\$ -

See Notes to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
CALIFORNIA STATE PRESCHOOL PROGRAMS
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CSPP-7119
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018

	July 1, 2017 through Feb. 28, 2018	Mar. 1, 2018 through June 30, 2018	TOTAL
REVENUE			
Federal Grant Revenue	\$ 356,509	\$ 178,529	\$ 535,038
State Grant Revenue	1,719,214	877,018	2,596,232
Reserve	-	-	-
Family Fees	1,913	338	2,251
Head Start	87,596	23,534	111,130
Total Revenue	<u>2,165,232</u>	<u>1,079,419</u>	<u>3,244,651</u>
EXPENDITURES			
Salaries	1,460,174	725,319	2,185,493
Fringe Benefits	492,455	246,852	739,307
Consultant/Contract Services	4,899	8,886	13,785
Travel	1,290	185	1,475
Space Costs	-	-	-
Consumable Supplies	131	267	398
Other Costs	2,735	1,920	4,655
Depreciation	14,466	-	14,466
Indirect Costs	189,082	95,990	285,072
Total Expenditures	<u>2,165,232</u>	<u>1,079,419</u>	<u>3,244,651</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See Notes to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
MIGRANT CHILD CARE
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CMIG-7004
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018

	July 1, 2017 through Feb. 28, 2018	Mar. 1, 2018 through June 30, 2018	TOTAL
REVENUE			
State Grant Revenue	\$ 162,029	\$ 74,470	\$ 236,499
Miscellaneous Revenue	-	103	103
Family Fees	1,210	538	1,748
Head Start	1,355	424	1,779
Total Revenue	<u>164,594</u>	<u>75,535</u>	<u>240,129</u>
EXPENDITURES			
Salaries	111,345	50,983	162,328
Fringe Benefits	37,964	17,390	55,354
Consultant/Contract Services	316	237	553
Travel	34	11	45
Space Costs	-	-	-
Consumable Supplies	8	8	16
Other Costs	87	78	165
Indirect Costs	14,840	6,828	21,668
Total Expenditures	<u>164,594</u>	<u>75,535</u>	<u>240,129</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See Notes to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
MIGRANT SPECIALIZED SERVICES
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CMSS-7004
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018

	<u>July 1, 2017 through Feb. 28, 2018</u>	<u>Mar. 1, 2018 through June 30, 2018</u>	<u>TOTAL</u>
REVENUE			
State Grant Revenue	\$ 30	\$ 34,998	\$ 35,028
Total Revenue	<u>30</u>	<u>34,998</u>	<u>35,028</u>
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Consultant/Contract Services	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	27	31,816	31,843
Other Costs	-	-	-
Indirect Costs	<u>3</u>	<u>3,182</u>	<u>3,185</u>
Total Expenditures	<u>30</u>	<u>34,998</u>	<u>35,028</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See Notes to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
MIGRANT ALTERNATIVE PAYMENT
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. CMAP-7000
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018

	<u>July 1, 2017 through Feb. 28, 2018</u>	<u>Mar. 1, 2018 through June 30, 2018</u>	<u>TOTAL</u>
REVENUE			
Federal Grant Revenue	\$ 3,472,248	\$ 1,814,179	\$ 5,286,427
State Grant Revenue	1,008,511	557,165	1,565,676
Family Fees	76,499	45,658	122,157
Total Revenue	<u>4,557,258</u>	<u>2,417,002</u>	<u>6,974,260</u>
EXPENDITURES			
Salaries	357,574	153,898	511,472
Fringe Benefits	71,485	32,442	103,927
Consultant/Contract Services	4,053	6,190	10,243
Travel	5,867	2,294	8,161
Space Costs	52,619	24,425	77,044
Consumable Supplies	6,431	6,466	12,897
Other Costs	47,379	20,450	67,829
Program Costs	3,801,917	1,951,892	5,753,809
Indirect Costs	209,933	218,945	428,878
Total Expenditures	<u>4,557,258</u>	<u>2,417,002</u>	<u>6,974,260</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

See Notes to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. 15-1248-OJ
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018

	July 1, 2017 through Feb. 28, 2018	Mar. 1, 2018 through June 30, 2018	TOTAL
REVENUE			
Federal Grant Revenue	\$ 1,068,139	\$ 493,934	\$ 1,562,073
Head Start	454,313	226,899	681,212
Other Revenue	950	-	950
Total Revenue	1,523,402	720,833	2,244,235
EXPENDITURES			
Salaries	417,204	211,310	628,514
Fringe Benefits	137,942	71,012	208,954
Consultant/Contract Services	293	-	293
Travel	17,482	8,576	26,058
Space Costs	70,000	33,480	103,480
Consumable Supplies	89,283	52,317	141,600
Other Costs	40,002	16,655	56,657
Program Costs	649,611	273,164	922,775
Depreciation	4,229	1,410	5,639
Indirect Costs	97,356	52,909	150,265
Total Expenditures	1,523,402	720,833	2,244,235
REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ -	\$ -

See Notes to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
SUMMER FOOD SERVICE
CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT NO. 15-9150-OS
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018

	July 1, 2017 through Feb. 28, 2018	Mar. 1, 2018 through June 30, 2018	TOTAL
REVENUE			
Deferred Revenue	\$ -	\$ 10,166	\$ 10,166
Total Revenue	<u>-</u>	<u>10,166</u>	<u>10,166</u>
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Consultant/Contract Services	-	-	-
Travel	-	-	-
Space Costs	-	-	-
Consumable Supplies	-	10,008	10,008
Other Costs	-	-	-
Program Costs	-	-	-
Indirect Costs	-	158	158
Total Expenditures	<u>-</u>	<u>10,166</u>	<u>10,166</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
QUALITY RATING AND IMPROVEMENT SYSTEM BLOCK GRANT
SCHEDULE OF REVENUE AND EXPENDITURES
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

	<u>July 1, 2017 through Feb. 28, 2018</u>	<u>Mar. 1, 2018 through June 30, 2018</u>	<u>TOTAL</u>
REVENUE			
State Grant Revenue	\$ 10,344	\$ 971	\$ 11,315
Total Revenue	<u>10,344</u>	<u>971</u>	<u>11,315</u>
EXPENDITURES			
Salaries	-	-	-
Fringe Benefits	-	-	-
Consultant/Contract Services	-	-	-
Travel	5,262	-	5,262
Space Costs	-	-	-
Consumable Supplies	2,342	971	3,313
Other Costs	1,800	-	1,800
Indirect Costs	940	-	940
Total Expenditures	<u>10,344</u>	<u>971</u>	<u>11,315</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
COMBINING SCHEDULE OF EXPENDITURES BY STATE CATEGORIES
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

	GENERAL CHILD CARE CCTR - 7050	STATE PRESCHOOL CSPP - 7119	MIGRANT CHILD CARE CMRG - 7004	MIGRANT SPECIALIZED SERVICES CMSS - 7004	MIGRANT ALTERNATIVE PAYMENT CMAP - 7000	TOTAL REIMBURSABLE
1000 CERTIFICATED SALARIES	\$ 1,190,542	\$ 1,475,714	\$ 114,771	\$ -	\$ -	\$ 2,781,027
1100 TEACHERS' SALARIES	1,181,106	1,436,320	112,931	-	-	2,732,357
1300 CERTIFICATED SUPERVISORS' & ADMINISTRATORS' SALARIES	9,436	37,394	1,840	-	-	48,670
2000 CLASSIFIED SALARIES	436,468	709,779	47,557	-	511,472	1,705,276
2100 INSTRUCTIONAL AIDES' SALARIES	339,904	441,005	32,744	-	-	813,653
2200 CLASSIFIED SUPPORT SALARIES	-	-	-	-	-	-
2300 CLASSIFIED SUPERVISORS' & ADMINISTRATORS' SALARIES	28,143	107,227	5,292	-	-	140,662
2400 CLERICAL, TECHNICAL, & OFFICE STAFF SALARIES	68,421	161,547	9,521	-	511,472	750,961
3000 EMPLOYEE BENEFITS	560,426	739,307	55,354	-	103,927	1,459,014
3301 OASDI/MEDICARE/ALTERNATIVE CERTIFICATED	15,445	467,820	38,108	-	-	521,373
3302 OASDI/MEDICARE/ALTERNATIVE CLASSIFIED	5,662	225,009	15,791	-	38,240	284,702
3401 HEALTH AND WELFARE BENEFITS CERTIFICATED	340,135	26,109	868	-	-	367,112
3402 HEALTH AND WELFARE BENEFITS CLASSIFIED	124,698	12,558	359	-	53,239	190,854
3501 STATE UNEMPLOYMENT INSURANCE CERTIFICATED	22,500	1,247	35	-	-	23,782
3502 STATE UNEMPLOYMENT INSURANCE CLASSIFIED	8,249	800	15	-	8,101	16,965
3601 WORKERS' COMPENSATION INSURANCE CERTIFICATED	32,004	4,027	126	-	-	36,157
3602 WORKERS' COMPENSATION INSURANCE CLASSIFIED	11,733	1,937	52	-	4,347	18,069
4000 BOOKS AND SUPPLIES	154	398	16	31,843	12,897	45,308
4300 MATERIALS & SUPPLIES	154	398	16	31,843	12,897	45,308
4400 NONCAPITALIZED EQUIPMENT	-	-	-	-	-	-
5000 SERVICES AND OTHER OPERATING EXPENSES	7,340	19,915	763	-	5,917,086	5,945,104
5200 TRAVEL AND CONFERENCES	1,911	1,475	107	-	8,161	10,754
5300 DUES AND MEMBERSHIPS	345	1,118	38	-	5,450	6,951
5400 INSURANCE	-	-	-	-	8,841	8,841
5500 OPERATIONS AND HOUSEKEEPING SERVICES	-	-	-	-	9,640	9,640
5600 RENTALS, LEASES, REPAIRS & NONCAPITALIZED IMPROVEMENTS	-	-	-	-	66,860	66,860
5800 PROFESSIONAL/CONSULTING SVCS & OPERATING EXPENDITURES	5,984	17,322	618	-	5,789,481	5,813,405
5900 COMMUNICATIONS	-	-	-	-	28,653	28,653
6000 CAPITAL OUTLAY	-	14,466	-	-	-	14,466
6200 BUILDINGS AND IMPROVEMENTS OF BUILDINGS	-	-	-	-	-	-
6400 EQUIPMENT	-	-	-	-	-	-
6900 DEPRECIATION EXPENSE	-	14,466	-	-	-	14,466
INDIRECT COSTS	212,085	285,072	21,668	3,185	428,878	950,888
TOTAL	\$ 2,407,015	\$ 3,244,651	\$ 240,129	\$ 35,028	\$ 6,974,260	\$ 12,901,083

We have examined the claims filed for reimbursement and the original supporting records covering the transactions under these contracts to an extent considered necessary to assure ourselves that the amounts claimed by the Organization were proper.

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
COMBINING SCHEDULE OF ADMINISTRATIVE COSTS
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

	GENERAL CHILD CARE CCTR - 7050	STATE PRESCHOOL CSPP - 7119	MIGRANT CHILD CARE CMIG - 7004	MIGRANT SPECIALIZED SERVICES CMSS - 7004	MIGRANT ALTERNATIVE PAYMENT CMAP - 7000	Total Costs
CLERICAL, TECHNICAL, AND OFFICE STAFF SALARIES	\$ 51,241	\$ 108,744	\$ 7,127	\$ -	\$ 366,778	\$ 533,890
EMPLOYEE BENEFITS	637	39,318	2,270	-	74,841	117,066
MATERIALS AND SUPPLIES	9	30	1	-	9,613	9,653
TRAVEL AND CONFERENCES	1,067	3,479	99	-	5,798	10,443
DUES AND MEMBERSHIPS	345	1,118	38	-	3,872	5,373
INSURANCE	-	-	-	-	6,498	6,498
OPERATIONS AND HOUSEKEEPING SERVICES	-	-	-	-	497	497
RENTALS, LEASES, REPAIRS AND NONCAPITALIZED IMPROVEMENTS	-	-	-	-	62,893	62,893
PROFESSIONAL/CONSULTING SERVICES AND OPERATING EXPENDITURES	5,984	15,382	635	39	15,959	37,999
COMMUNICATIONS	-	-	-	-	20,358	20,358
INDIRECT COSTS	212,085	285,072	21,668	3,185	428,878	950,888
TOTAL ADMINISTRATIVE COSTS	\$ 271,368	\$ 453,143	\$ 31,838	\$ 3,224	\$ 995,985	\$ 1,755,558

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
COMBINING SCHEDULE OF RENOVATION AND REPAIR EXPENDITURES
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

	GENERAL CHILD CARE CCTR - 7050	STATE PRESCHOOL CSPP - 7119	MIGRANT CHILD CARE CMIG - 7004	MIGRANT SPECIALIZED SERVICES CMSS - 7004	MIGRANT ALTERNATIVE PAYMENT CMAP - 7000	Total Costs
<u>Unit Costs Under \$10,000 Items:</u>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Unit Costs Over \$10,000 Items With CDD Approval:</u>	-	-	-	-	-	-
<u>Unit Costs Over \$10,000 Items Without CDD Approval:</u>	-	-	-	-	-	-
Total Renovation and Repair Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
COMBINING SCHEDULE OF EQUIPMENT EXPENDITURES
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

	GENERAL CHILD CARE CCTR - 7050	STATE PRESCHOOL CSPP - 7119	MIGRANT CHILD CARE CMIG - 7004	MIGRANT SPECIALIZED SERVICES CMSS - 7004	MIGRANT ALTERNATIVE PAYMENT CMAP - 7000	Total Costs
<u>Unit Costs Under \$7,500 Items:</u>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Unit Costs Over \$7,500 Items With CDD Approval:</u>	-	-	-	-	-	-
<u>Unit Costs Over \$7,500 Items Without CDD Approval:</u>	-	-	-	-	-	-
Total Equipment Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM
SCHEDULE OF REPORTED, ADJUSTED, AND ALLOWED MEALS AND EARNED REIMBURSEMENT
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

FIXED PERCENTAGE METHOD

Federal Meal Compensation	Reported	Meals Adjusted	Allowed	Food Service Rates July 2017 to June 2018	Revenue Recognized	Audit Adjustments	Earned Reimbursements
Breakfast							
Free	226,239	-	226,239	\$1.75	\$ 395,918	\$ -	\$ 395,918
Reduced	-	-	-	\$1.45	-	-	-
Base	-	-	-	\$0.30	-	-	-
Total	<u>226,239</u>	<u>-</u>	<u>226,239</u>		<u>\$ 395,918</u>	<u>\$ -</u>	<u>\$ 395,918</u>
Lunch							
Free	289,987	-	289,987	\$3.23	\$ 936,657	\$ -	\$ 936,657
Reduced	-	-	-	\$2.83	-	-	-
Base	-	-	-	\$0.31	-	-	-
Total	<u>289,987</u>	<u>-</u>	<u>289,987</u>		<u>\$ 936,657</u>	<u>\$ -</u>	<u>\$ 936,657</u>
HS Snack							
Free	79,308	-	79,308	\$0.88	\$ 69,791	\$ -	\$ 69,791
Reduced	-	-	-	\$0.44	-	-	-
Base	-	-	-	\$0.08	-	-	-
Total	<u>79,308</u>	<u>-</u>	<u>79,308</u>		<u>\$ 69,791</u>	<u>\$ -</u>	<u>\$ 69,791</u>
State Snack							
Free	104,871	-	104,871	\$0.88	\$ 92,286	\$ -	\$ 92,286
Reduced	-	-	-	\$0.44	-	-	-
Base	-	-	-	\$0.08	-	-	-
Total	<u>104,871</u>	<u>-</u>	<u>104,871</u>		<u>\$ 92,286</u>	<u>\$ -</u>	<u>\$ 92,286</u>
Total Rate X Meals	<u>700,405</u>	<u>-</u>	<u>700,405</u>		<u>\$ 1,494,652</u>	<u>\$ -</u>	<u>\$ 1,494,652</u>
Cash-in-Lieu	<u>289,987</u>	<u>-</u>	<u>289,987</u>	\$0.23	<u>\$ 67,422</u>	<u>\$ -</u>	<u>\$ 67,422</u>
Total Federal Reimbursement					<u>\$ 1,562,074</u>	<u>\$ -</u>	<u>\$ 1,562,074</u>

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM
SCHEDULE OF REPORTED, ADJUSTED, AND ALLOWED MEALS
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

FIXED PERCENTAGE METHOD

	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>
	<u>July 1, 2017 to July 31, 2017</u>			<u>August 1, 2017 to August 31, 2017</u>			<u>September 1, 2017 to September 30, 2017</u>		
<u>Breakfast</u>									
Free	6,821	-	6,821	15,614	-	15,614	23,283	-	23,283
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>6,821</u>	<u>-</u>	<u>6,821</u>	<u>15,614</u>	<u>-</u>	<u>15,614</u>	<u>23,283</u>	<u>-</u>	<u>23,283</u>
<u>Lunch</u>									
Free	7,256	-	7,256	18,435	-	18,435	30,363	-	30,363
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>7,256</u>	<u>-</u>	<u>7,256</u>	<u>18,435</u>	<u>-</u>	<u>18,435</u>	<u>30,363</u>	<u>-</u>	<u>30,363</u>
<u>HS Snack</u>									
Free	1,941	-	1,941	5,711	-	5,711	10,547	-	10,547
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>1,941</u>	<u>-</u>	<u>1,941</u>	<u>5,711</u>	<u>-</u>	<u>5,711</u>	<u>10,547</u>	<u>-</u>	<u>10,547</u>
<u>State Snack</u>									
Free	4,195	-	4,195	6,931	-	6,931	7,619	-	7,619
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>4,195</u>	<u>-</u>	<u>4,195</u>	<u>6,931</u>	<u>-</u>	<u>6,931</u>	<u>7,619</u>	<u>-</u>	<u>7,619</u>

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM
SCHEDULE OF REPORTED, ADJUSTED, AND ALLOWED MEALS (Continued)
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

FIXED PERCENTAGE METHOD

	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>
	<u>October 1, 2017 to October 31, 2017</u>			<u>November 1, 2017 to November 30, 2017</u>			<u>December 1, 2017 to December 31, 2017</u>		
<u>Breakfast</u>									
Free	25,398	-	25,398	21,766	-	21,766	17,892	-	17,892
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>25,398</u>	<u>-</u>	<u>25,398</u>	<u>21,766</u>	<u>-</u>	<u>21,766</u>	<u>17,892</u>	<u>-</u>	<u>17,892</u>
<u>Lunch</u>									
Free	33,203	-	33,203	28,507	-	28,507	23,323	-	23,323
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>33,203</u>	<u>-</u>	<u>33,203</u>	<u>28,507</u>	<u>-</u>	<u>28,507</u>	<u>23,323</u>	<u>-</u>	<u>23,323</u>
<u>HS Snack</u>									
Free	9,612	-	9,612	6,507	-	6,507	6,134	-	6,134
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>9,612</u>	<u>-</u>	<u>9,612</u>	<u>6,507</u>	<u>-</u>	<u>6,507</u>	<u>6,134</u>	<u>-</u>	<u>6,134</u>
<u>State Snack</u>									
Free	10,703	-	10,703	11,265	-	11,265	8,459	-	8,459
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>10,703</u>	<u>-</u>	<u>10,703</u>	<u>11,265</u>	<u>-</u>	<u>11,265</u>	<u>8,459</u>	<u>-</u>	<u>8,459</u>

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM
SCHEDULE OF REPORTED, ADJUSTED, AND ALLOWED MEALS (Continued)
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

FIXED PERCENTAGE METHOD

	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>
	<u>January 1, 2018 to January 31, 2018</u>			<u>February 1, 2018 to February 28, 2018</u>			<u>March 1, 2018 to March 31, 2018</u>		
<u>Breakfast</u>									
Free	21,063	-	21,063	22,605	-	22,605	22,001	-	22,001
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>21,063</u>	<u>-</u>	<u>21,063</u>	<u>22,605</u>	<u>-</u>	<u>22,605</u>	<u>22,001</u>	<u>-</u>	<u>22,001</u>
<u>Lunch</u>									
Free	27,519	-	27,519	30,063	-	30,063	28,805	-	28,805
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>27,519</u>	<u>-</u>	<u>27,519</u>	<u>30,063</u>	<u>-</u>	<u>30,063</u>	<u>28,805</u>	<u>-</u>	<u>28,805</u>
<u>HS Snack</u>									
Free	7,806	-	7,806	8,841	-	8,841	6,267	-	6,267
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>7,806</u>	<u>-</u>	<u>7,806</u>	<u>8,841</u>	<u>-</u>	<u>8,841</u>	<u>6,267</u>	<u>-</u>	<u>6,267</u>
<u>State Snack</u>									
Free	9,267	-	9,267	9,920	-	9,920	11,707	-	11,707
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>9,267</u>	<u>-</u>	<u>9,267</u>	<u>9,920</u>	<u>-</u>	<u>9,920</u>	<u>11,707</u>	<u>-</u>	<u>11,707</u>

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM
SCHEDULE OF REPORTED, ADJUSTED, AND ALLOWED MEALS (Continued)
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

FIXED PERCENTAGE METHOD

	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>
	<u>April 1, 2018 to April 30, 2018</u>			<u>May 1, 2018 to May 31, 2018</u>			<u>June 1, 2018 to June 30, 2018</u>		
<u>Breakfast</u>									
Free	25,207	-	25,207	19,765	-	19,765	4,824	-	4,824
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>25,207</u>	<u>-</u>	<u>25,207</u>	<u>19,765</u>	<u>-</u>	<u>19,765</u>	<u>4,824</u>	<u>-</u>	<u>4,824</u>
<u>Lunch</u>									
Free	32,813	-	32,813	24,664	-	24,664	5,036	-	5,036
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>32,813</u>	<u>-</u>	<u>32,813</u>	<u>24,664</u>	<u>-</u>	<u>24,664</u>	<u>5,036</u>	<u>-</u>	<u>5,036</u>
<u>HS Snack</u>									
Free	9,244	-	9,244	6,698	-	6,698	-	-	-
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>9,244</u>	<u>-</u>	<u>9,244</u>	<u>6,698</u>	<u>-</u>	<u>6,698</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>State Snack</u>									
Free	11,078	-	11,078	9,579	-	9,579	4,148	-	4,148
Reduced	-	-	-	-	-	-	-	-	-
Base	-	-	-	-	-	-	-	-	-
Total	<u>11,078</u>	<u>-</u>	<u>11,078</u>	<u>9,579</u>	<u>-</u>	<u>9,579</u>	<u>4,148</u>	<u>-</u>	<u>4,148</u>

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD AND ADULT CARE FOOD PROGRAM – CHILD CARE CENTERS
SCHEDULE OF REPORTED, ADJUSTED, AND ALLOWED ENROLLMENT
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

FIXED PERCENTAGE METHOD

Enrollment	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>
<u>Total</u>												
Reported	931	2,210	2,531	2,616	2,682	2,630	2,682	2,682	2,682	2,682	2,682	322
Adjusted	2,750	1,471	1,150	1,065	999	1,051	999	999	999	999	999	3,359
Allowed	3,681	3,681	3,681	3,681	3,681	3,681	3,681	3,681	3,681	3,681	3,681	3,681
<u>Free</u>												
Reported	931	2,210	2,531	2,616	2,682	2,630	2,682	2,682	2,682	2,682	2,682	322
Adjusted	2,750	1,471	1,150	1,065	999	1,051	999	999	999	999	999	3,359
Allowed	3,681	3,681	3,681	3,681	3,681	3,681	3,681	3,681	3,681	3,681	3,681	3,681
<u>Reduced</u>												
Reported	-	-	-	-	-	-	-	-	-	-	-	-
Adjusted	-	-	-	-	-	-	-	-	-	-	-	-
Allowed	-	-	-	-	-	-	-	-	-	-	-	-
<u>Base</u>												
Reported	-	-	-	-	-	-	-	-	-	-	-	-
Adjusted	-	-	-	-	-	-	-	-	-	-	-	-
Allowed	-	-	-	-	-	-	-	-	-	-	-	-

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
SUMMER FOOD SERVICE PROGRAM
SCHEDULE OF REPORTED, ADJUSTED, AND ALLOWED MEALS AND EARNED REIMBURSEMENT
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018**

<u>Federal Meal Compensation</u>	<u>Reported</u>	<u>Meals Adjusted</u>	<u>Allowed</u>	<u>Food Service Rates July 2017 to June 2018</u>	<u>Revenue Recognized</u>	<u>Audit Adjustments</u>	<u>Earned Reimbursements</u>
Breakfast (2017)							
First Meals	-	-	-				
Second Meals	-	-	-				
Total	<u>-</u>	<u>-</u>	<u>-</u>	\$2.13	\$ -	\$ -	\$ -
Breakfast (2018)							
First Meals	-	-	-				
Second Meals	-	-	-				
Total	<u>-</u>	<u>-</u>	<u>-</u>	\$2.19	-	-	-
Lunch (2017)							
First Meals	-	-	-				
Second Meals	-	-	-				
Total	<u>-</u>	<u>-</u>	<u>-</u>	\$3.75	-	-	-
Lunch (2018)							
First Meals	-	-	-				
Second Meals	-	-	-				
Total	<u>-</u>	<u>-</u>	<u>-</u>	\$3.83	-	-	-
Total Federal Reimbursement					<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See Notes to Special Purpose Financial Statements.

COMMUNITY ACTION PARTNERSHIP OF KERN
SUMMER FOOD SERVICE PROGRAM
SCHEDULE OF REPORTED, ADJUSTED, AND ALLOWED MEALS
FOR THE PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018

	<u>Reported</u>	<u>Adjusted</u>	<u>Allowed</u>
	July 1, 2017 to June 30, 2018		
<u>Breakfast</u>			
First Meals	-	-	-
Second Meals	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>
<u>Lunch</u>			
First Meals	-	-	-
Second Meals	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
RECONCILIATION OF SINGLE AUDIT TO PROGRAM AUDIT
PERIODS ENDED FEBRUARY 28, 2017, AND JUNE 30, 2018**

	Single Audit 2/28/2018	Less: 03/01/17 thru 06/30/17 and Eliminations *	3/1/2018 Thru 6/30/2018	Program Audit 6/30/2018
ASSETS				
Current Assets				
Cash - Unrestricted	\$ 3,849,955	\$ (2,495,360)	\$ (244,593)	\$ 1,110,002
Cash - Restricted	211	222	(111)	322
Grants and contracts receivable	3,672,278	(3,997,623)	352,699	27,354
Inventory	1,265,045	(1,265,045)	-	-
Prepaid expenses	398,620	(396,965)	-	1,655
Total current assets	9,186,109	(8,154,771)	107,995	1,139,333
Noncurrent Assets				
Property and equipment	11,826,611	(11,826,611)	-	-
Total assets	<u>\$ 21,012,720</u>	<u>\$ (19,981,382)</u>	<u>\$ 107,995</u>	<u>\$ 1,139,333</u>
LIABILITIES AND NET ASSETS				
Current liabilities				
Notes Payable	\$ -	\$ -	\$ -	\$ -
Current maturities of long-term debt	352,246	(337,780)	-	14,466
Accounts payable	1,883,875	(995,020)	76,687	965,542
Accrued expenses	2,599,489	(2,438,096)	12,125	173,518
Advances payable	22,808	(22,716)	-	92
Deferred revenue	1,728,320	(1,728,320)	-	-
Total current liabilities	6,586,738	(5,521,932)	88,812	1,153,618
Noncurrent Liabilities				
Long-term debt, less current maturities	2,429,474	(2,477,790)	33,850	(14,466)
Total liabilities	9,016,212	(7,999,722)	122,662	1,139,152
Net Position:				
Temporarily restricted	70,439	(70,439)	-	-
Unrestricted	11,926,069	(11,925,889)	-	180
Total net position	11,996,508	(11,996,328)	-	180
Total liabilities and net position	<u>\$ 21,012,720</u>	<u>\$ (19,996,050)</u>	<u>\$ 122,662</u>	<u>\$ 1,139,332</u>
SUPPORT AND REVENUE				
Program Revenues				
Federal grants	\$ 50,884,959	\$ (44,800,208)	\$ 3,048,801	\$ 9,133,552
State grants	7,255,896	(3,379,111)	2,026,541	5,903,326
Local grants	462,567	(462,567)	-	-
Public Support				
Contributions in-kind	78,737	(78,737)	-	-
Donations				
Food	14,402,415	(14,402,415)	-	-
Cash	112,386	(112,386)	-	-
Gain on sale of assets	15,441	(15,441)	-	-
Other	1,570,786	(1,488,031)	47,166	129,921
Total support and revenue	74,783,187	(64,738,896)	5,122,508	15,166,799
EXPENDITURES	<u>73,794,579</u>	<u>(63,750,288)</u>	<u>5,122,507</u>	<u>15,166,798</u>
EXCESS SUPPORT AND REVENUE OVER (UNDER) EXPENDITURES	<u>\$ 988,608</u>	<u>\$ (988,608)</u>	<u>\$ 1</u>	<u>\$ 1</u>

* Eliminations are non-California Department of Education programs.

See Notes to Special Purpose Financial Statements.

**COMMUNITY ACTION PARTNERSHIP OF KERN
NOTES TO SPECIAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 2018**

NOTE 1 – NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities: Community Action Partnership of Kern (the Organization) is a non-profit organization which has been designated as the Community Action Agency of Kern County. The purpose of this organization is to mobilize and utilize public and private resources of the urban and rural communities in the County of Kern to combat poverty through community action programs.

These special purpose financial statements represent only specific information for the year ended June 30, 2018, and they are not intended to be a presentation in conformity with accounting principles generally accepted in the United States of America. The general purpose financial statements for the Organization for the year ended February 28, 2018, were prepared in conformity with accounting principles generally accepted in the United States of America. A copy can be obtained by contacting the Organization.

The Schedules of Revenue and Expenditures presented on pages 4 - 11 represent the program activity for each state grant for the year ended June 30, 2018. They are intended to assist the California Department of Education in reconciling to the Organization's fiscal year ended February 28, 2017.

The special purpose financial statements presented herein on pages 12 - 23 and 28 - 40 were prepared specifically to comply with California Department of Education reporting requirements at each program level, using the fiscal year of the state.

A summary of the Organization's significant accounting policies follows:

Basis of Presentation: The accompanying Schedule of Expenditures of State Awards includes the state grant activity of the Organization and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of U.S. Office of Management and Budget (OMB) Uniform Guidance, 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards."

Property: Property purchased with California Department of Education contract funds during the fiscal year 2016-2017 has been separately accounted for in the property management system.

Claim Preparation: Due to the provisions in the Improving Head Start for School Readiness Act of 2007 (Public Law 110-134), any child enrolled in Head Start is now automatically eligible for free meals provided by the United States Department of Agriculture (USDA) National School Breakfast Program, National School Lunch Program, and the Child and Adult Care Food Program.

NOTE 2 – SUBSEQUENT EVENTS

Subsequent to June 30, 2018, and through November 29, 2018, the date through which management evaluated subsequent events and the date of the Independent Auditor's Report, the Organization did not identify any subsequent events that require disclosure.



BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors
Community Action Partnership of Kern
Bakersfield, California

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

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Accounting Oversight Board and
MEMBER of the American Institute of
Certified Public Accountants

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the special purpose financial statements of Community Action Partnership of Kern (the Organization) for the year ended June 30, 2018, and the related notes to the financial statements, which comprise the Organization's special purpose financial statements, as noted in the table of contents, and have issued our report thereon dated November 29, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the special purpose financial statements, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the special purpose financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's special purpose financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 29, 2018

AUDITED ATTENDANCE AND FISCAL REPORT for General or Migrant Center-Based Programs					
Agency Name: <u>Community Action Partnership of Kern</u>		Vendor No. <u>Y320</u>			
Fiscal Year Ended: <u>June 30, 2018</u>		Contract No. <u>CCTR-7050</u>			
Independent Auditor's Name: <u>Brown Armstrong Accountancy Corporation</u>					
SECTION I - CERTIFIED CHILDREN DAYS OF ENROLLMENT	COLUMN A CUMULATIVE FISCAL YEAR PER FORM CDFS 9500	COLUMN B AUDIT ADJUSTMENTS	COLUMN C CUMULATIVE FISCAL YEAR PER AUDIT	COLUMN D ADJUSTMENT FACTOR	COLUMN E ADJUSTED DAYS OF ENROLLMENT PER AUDIT
Infants (up to 18 months)					
Full-time-plus	81	0	81	2.006	162.486
Full-time	9,773	0	9,773	1.700	16,614.100
Three-quarters-time	1,479	0	1,479	1.275	1,885.725
One-half-time	0	0	0	0.935	0.000
FCCH Infants (up to 18 months)					
Full-time plus				1.652	
Full-time				1.400	
Three-quarters-time				1.050	
One-half-time				0.770	
Toddlers (18 up to 36 months)					
Full-time-plus	795	0	795	1.652	1,313.340
Full-time	23,745	0	23,745	1.400	33,243.000
Three-quarters-time	3,106	0	3,106	1.050	3,261.300
On-half-time	0	0	0	0.770	0.000
Three Years and Older					
Full-time-plus	96	0	96	1.180	113.280
Full-time	2,374	0	2,374	1.000	2,374.000
Three-quarters-time	170	0	170	0.750	127.500
One-half-time	42	0	42	0.550	23.100
Exceptional Needs					
Full-time-plus				1.416	
Full-time				1.200	
Three-quarters-time				0.900	
One-half-time				0.660	
Limited and Non-English Proficient					
Full-time-plus				1.298	
Full-time				1.100	
Three-quarters-time				0.825	
One-half-time				0.605	
At Risk of Abuse or Neglect					
Full-time-plus				1.298	
Full-time				1.100	
Three-quarters-time				0.825	
One-half-time				0.605	
Severely Disabled					
Full-time-plus				1.770	
Full-time				1.500	
Three-quarters-time				1.125	
One-half-time				0.825	
TOTAL DAYS OF ENROLLMENT	41,661	0	41,661		59,117.831
DAYS OF OPERATION	245	0	245		
DAYS OF ATTENDANCE	37,630	0	37,630		
☐ NO NONCERTIFIED CHILDREN - Check this box, omit page 2, and continue to Section III if no noncertified children were enrolled in the program.					
Comments - If necessary, attach additional sheets to explain adjustments:					

**AUDITED ATTENDANCE AND FISCAL REPORT
for General or Migrant Center-Based Programs**

Agency Name: Community Action Partnership of Kern Vendor No. Y320

Fiscal Year Ended: June 30, 2018 Contract No. CCTR-7050

SECTION II - NONCERTIFIED CHILDREN Report all children who were not certified, but who were served at the same sites as certified children. DAYS OF ENROLLMENT	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E
	CUMULATIVE FISCAL YEAR PER FORM CDFS 9500	AUDIT ADJUSTMENTS	CUMULATIVE FISCAL YEAR PER AUDIT	ADJUSTMENT FACTOR	ADJUSTED DAYS OF ENROLLMENT PER AUDIT
Infants (up to 18 months)					
Full-time-plus				2.006	
Full-time				1.700	0.000
Three-quarters-time	157	0	157	1.275	200.175
One-half-time				0.935	
FCCH Infants (up to 18 months)					
Full-time plus				1.652	
Full-time				1.400	
Three-quarters-time				1.050	
One-half-time				0.770	
Toddlers (18 up to 36 months)					
Full-time-plus				1.652	
Full-time				1.400	
Three-quarters-time	1,001	0	1,001	1.050	1,051.050
On-half-time				0.770	
Three Years and Older					
Full-time-plus				1.180	
Full-time				1.000	
Three-quarters-time	534	0	534	0.750	400.500
One-half-time				0.550	
Exceptional Needs					
Full-time-plus				1.416	
Full-time				1.200	
Three-quarters-time				0.900	
One-half-time				0.660	
Limited and Non-English Proficient					
Full-time-plus				1.298	
Full-time				1.100	
Three-quarters-time				0.825	
One-half-time				0.605	
At Risk of Abuse or Neglect					
Full-time-plus				1.298	
Full-time				1.100	
Three-quarters-time				0.825	
One-half-time				0.605	
Severely Disabled					
Full-time-plus				1.770	
Full-time				1.500	
Three-quarters-time				1.125	
One-half-time				0.825	
TOTAL DAYS OF ENROLLMENT	1,692	0	1,692		1,651.725

Comments - If necessary, attach additional sheets to explain adjustments:

**AUDITED ATTENDANCE AND FISCAL REPORT
for General or Migrant Center-Based Programs**

Agency Name: Community Action Partnership of Kern Vendor No. Y320

Fiscal Year End: June 30, 2018 Contract No. CCTR-7050

Insert Any Commingled Contract No.

	COLUMN A	COLUMN B	COLUMN C
	CUMULATIVE FISCAL YEAR PER FORM CDFS 9500	AUDIT ADJUSTMENT INCREASE OR (DECREASE)	CUMULATIVE FISCAL YEAR PER AUDIT
SECTION III - REVENUE			
RESTRICTED INCOME			
Child Nutrition Programs			
County Maintenance of Effort (EC § 8279)			
Uncashed Checks to Providers			
Other (Specify): Head Start			\$0
Subtotal	\$0		\$0
Transfer from Reserve			
Family Fees for Certified Children Contract # CCTR-6049	\$2,887		\$2,887
Interest Earned on Apportionments			
UNRESTRICTED INCOME			
Family Fees for Noncertified Children			
Head Start Program (EC § 8235(b))	75,054	0	75,054
Other (Specify):			
TOTAL REVENUE	\$77,941	\$0	\$77,941

SECTION IV - REIMBURSABLE EXPENSES			
Direct Payments to Providers (FCCH Only)			
1000 Certificated Salaries	\$1,190,542	\$0	\$1,190,542
2000 Classified Salaries	436,468	0	436,468
3000 Employee Benefits	560,426	0	560,426
4000 Books and Supplies	154	0	154
5000 Services and Other Operating Expenses	7,430	0	7,430
6100/6200 Other Approved Capital Outlay			
6400 New Equipment (program-related)			
6500 Replacement Equipment (program-related)			
Depreciation or Use Allowance			
Start-Up Expenses (service level exemption)			
Budget Impasse Credit	0		0
Indirect Costs. Rate 10.00 %. (Rate is Self-Calculating)	212,085	0	212,085
TOTAL EXPENSES CLAIMED FOR REIMBURSEMENT	\$2,407,105	\$0	\$2,407,105
TOTAL ADMINISTRATIVE COST (included in section IV above)	\$271,368	\$0	\$271,368
FOR CDE-A&I USE ONLY:			

Independent Auditor's Assurances on Agency's compliance with Contract Funding Terms and Conditions and Program

Requirements of the California Department of Education, Child Development Division:

Eligibility, enrollment, and attendance records are being maintained as required (check YES or NO):

☒

YES

☐

NO - Explain any discrepancies.

Reimbursable expenses claimed above are eligible for reimbursement, reasonable, necessary, and adequately supported (check YES or NO):

☒

YES

☐

NO - Explain any discrepancies.

COMMENTS - If necessary, attach additional sheets to explain adjustments:

☒ **NO SUPPLEMENTAL REVENUES OR EXPENSES** - Check this box and omit page 4 if there are no supplemental revenues or expenses to report.

AUDITED ATTENDANCE AND FISCAL REPORT

for California State Preschool Programs

Agency Name: Community Action Partnership of Kern Vendor No. Y320

Fiscal Year Ended: June 30, 2018 Contract No. CSPP-7119

Independent Auditor's Name: Brown Armstrong Accountancy Corporation

SECTION I - CERTIFIED CHILDREN DAYS OF ENROLLMENT	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E
	CUMULATIVE FISCAL YEAR PER FORM CDFS 8501	AUDIT ADJUSTMENTS	CUMULATIVE FISCAL YEAR PER AUDIT	ADJUSTMENT FACTOR	ADJUSTED DAYS OF ENROLLMENT PER AUDIT
Three Years and Older					
Full-time-plus	1,114	0	1,114	1.1800	1,314.520
Full-time	18,449	0	18,449	1.0000	18,449.000
Three-quarters-time	2,607	0	2,607	0.7500	1,955.250
One-half-time	57,159	0	57,159	0.6193	35,398.569
Exceptional Needs					
Full-time-plus	157	0	157	1.4160	222.312
Full-time	560	0	560	1.2000	672.000
Three-quarters-time	0	0	0	0.9000	-
One-half-time	257	0	257	0.6193	159.160
Limited and Non-English Proficient					
Full-time-plus	1,035	0	1,035	1.2980	1,343.430
Full-time	2,157	0	2,157	1.1000	2,372.700
Three-quarters-time	208	0	208	0.8250	171.600
One-half-time	6,922	0	6,922	0.6193	4,286.795
At Risk of Abuse or Neglect					
Full-time-plus	0	0	0	1.2980	-
Full-time	4,728	0	4,728	1.1000	5,200.800
Three-quarters-time	638	0	638	0.8250	526.350
One-half-time	1,084	0	1,084	0.6193	671.321
Severely Disabled					
Full-time-plus				1.7700	
Full-time				1.5000	
Three-quarters-time				1.1250	
One-half-time				0.6195	
TOTAL DAYS OF ENROLLMENT	97,075	0	97,075		72,743.807
DAYS OF OPERATION	245	0	245		
DAYS OF ATTENDANCE	83,886	0	83,886		

☐ NO NONCERTIFIED CHILDREN - Check this box, omit page 2, and continue to Section III if no noncertified children were enrolled in the program.

Comments - If necessary, attach additional sheets to explain adjustments:

**AUDITED ATTENDANCE AND FISCAL REPORT
for California State Preschool Programs**

Agency Name: Community Action Partnership of Kern Vendor No. Y320

Fiscal Year Ended: June 30, 2018 Contract No. CSPP-7119

SECTION II - NONCERTIFIED CHILDREN Report all children who were not certified, but who were served at the same sites as certified children. DAYS OF ENROLLMENT	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E
	CUMULATIVE FISCAL YEAR PER FORM CDFS 8501	AUDIT ADJUSTMENTS	CUMULATIVE FISCAL YEAR PER AUDIT	ADJUSTMENT FACTOR	ADJUSTED DAYS OF ENROLLMENT PER AUDIT
Toddlers (18 up to 36 months)					
Full-time-plus				1.6520	
Full-time				1.4000	
Three-quarters-time				1.0500	
One-half-time				0.7700	
Three and Four Year Olds					
Full-time-plus				1.1800	
Full-time				1.0000	
Three-quarters-time				0.7500	
One-half-time	3,923	0	3,923	0.6193	2,429.514
Exceptional Needs					
Full-time-plus				1.4160	
Full-time				1.2000	
Three-quarters-time				0.9000	
One-half-time	0	0	0	0.6196	-
Limited and Non-English Proficient					
Full-time-plus				1.2980	
Full-time				1.1000	
Three-quarters-time				0.8250	
One-half-time	1	0	1	0.6196	0.620
At Risk of Abuse or Neglect					
Full-time-plus				1.2980	
Full-time				1.1000	
Three-quarters-time				0.8250	
One-half-time	0	0	0	0.6196	-
Severely Disabled					
Full-time-plus				1.7700	
Full-time				1.5000	
Three-quarters-time				1.1250	
One-half-time				0.6196	
TOTAL DAYS OF ENROLLMENT	3,924	0	3,924		2,430.134

Comments - If necessary, attach additional sheets to explain adjustments:

AUDITED ATTENDANCE AND FISCAL REPORT for California State Preschool Programs			
Agency Name: <u>Community Action Partnership of Kern</u>		Vendor No. <u>Y320</u>	
Fiscal Year End: <u>June 30, 2018</u>		Contract No. <u>CSPP-7119</u>	
SECTION III - REVENUE	COLUMN A CUMULATIVE FISCAL YEAR PER FORM CDFS 8501	COLUMN B AUDIT ADJUSTMENT INCREASE OR (DECREASE)	COLUMN C CUMULATIVE FISCAL YEAR PER AUDIT
RESTRICTED INCOME			
Child Nutrition Programs			
County Maintenance of Effort (EC § 8279)			
Uncashed Checks to Providers			
Other (Specify): Head Start			\$0
Other (Specify):			
Subtotal	\$0	\$0	\$0
Transfer from Reserve - General			
Transfer from Reserve - Professional Development			
Subtotal	\$0	\$0	\$0
Family Fees for Certified Children	2,251		2,251
Interest Earned on Apportionments			
UNRESTRICTED INCOME			
Family Fees for Noncertified Children			
Head Start Program (EC § 8235(b))	111,130	0	111,130
Other (Specify):			
Other (Specify):			
TOTAL REVENUE	\$113,381	\$0	\$113,381
SECTION IV - REIMBURSABLE EXPENSES			
Direct Payments to Providers (FCCH Only)			
1000 Certificated Salaries	\$1,475,714		1,475,714
2000 Classified Salaries	709,779		709,779
3000 Employee Benefits	739,307		739,307
4000 Books and Supplies	398		398
5000 Services and Other Operating Expenses	19,915		19,915
6100/6200 Other Approved Capital Outlay	14,466		14,466
6400 New Equipment (program-related)			
6500 Replacement Equipment (program-related)			
Depreciation or Use Allowance			
Start-Up Expenses (service level exemption)			
Budget Impasse Credit			
Indirect Costs. Rate 10.00 %. (Rate is Self-Calculating)	285,072		285,072
TOTAL EXPENSES CLAIMED FOR REIMBURSEMENT	\$3,244,651	\$0	\$3,244,651
TOTAL ADMINISTRATIVE COST (included in section IV above)	\$453,143	\$0	\$453,143
FOR CDE-A&I USE ONLY:			
Independent Auditor's Assurances on Agency's compliance with Contract Funding Terms and Conditions and Program Requirements of the California Department of Education, Child Development Division: Eligibility, enrollment, and attendance records are being maintained as required (check YES or NO): ☒ YES ☐ NO - Explain any discrepancies. COMMENTS - If necessary, attach additional sheets to explain adjustments: Reimbursable expenses claimed above are eligible for reimbursement, reasonable, necessary, and adequately supported (check YES or NO): ☒ YES ☐ NO - Explain any discrepancies.			
☐ NO SUPPLEMENTAL REVENUES OR EXPENSES - Check this box and omit page 4 if there are no supplemental revenues or expenses to report.			

AUDITED ATTENDANCE AND FISCAL REPORT for General or Migrant Center-Based Programs					
Agency Name: <u>Community Action Partnership of Kern</u>		Vendor No. <u>Y320</u>			
Fiscal Year Ended: <u>June 30, 2018</u>		Contract No. <u>CMIG-7004</u>			
Independent Auditor's Name: <u>Brown Armstrong Accountancy Corporation</u>					
SECTION I - CERTIFIED CHILDREN DAYS OF ENROLLMENT	COLUMN A CUMULATIVE FISCAL YEAR PER FORM CDFS 9500	COLUMN B AUDIT ADJUSTMENTS	COLUMN C CUMULATIVE FISCAL YEAR PER AUDIT	COLUMN D ADJUSTMENT FACTOR	COLUMN E ADJUSTED DAYS OF ENROLLMENT PER AUDIT
Infants (up to 18 months)					
Full-time-plus				2.006	
Full-time				1.700	
Three-quarters-time				1.275	
One-half-time				0.935	
FCCH Infants (up to 18 months)					
Full-time plus				1.652	
Full-time				1.400	
Three-quarters-time				1.050	
One-half-time				0.770	
Toddlers (18 up to 36 months)					
Full-time-plus				1.652	
Full-time				1.400	
Three-quarters-time				1.050	
On-half-time				0.770	
Three Years and Older					
Full-time-plus	533	0	533	1.180	628.940
Full-time	771	0	771	1.000	771.000
Three-quarters-time	125	0	125	0.750	93.750
One-half-time	9	0	9	0.550	4.950
Exceptional Needs					
Full-time-plus		0	0	1.416	0.000
Full-time				1.200	
Three-quarters-time				0.900	
One-half-time				0.660	
Limited and Non-English Proficient					
Full-time-plus	2,944	0	2,944	1.298	3,821.312
Full-time	901	0	901	1.100	991.100
Three-quarters-time	89	0	89	0.825	73.425
One-half-time				0.605	
At Risk of Abuse or Neglect					
Full-time-plus				1.298	
Full-time				1.100	
Three-quarters-time				0.825	
One-half-time				0.605	
Severely Disabled					
Full-time-plus				1.770	
Full-time				1.500	
Three-quarters-time				1.125	
One-half-time				0.825	
TOTAL DAYS OF ENROLLMENT	5,372	0	5,372		6,384.477
DAYS OF OPERATION	245	0	245		
DAYS OF ATTENDANCE	4,289	0	4,289		
☐ NO NONCERTIFIED CHILDREN - Check this box, omit page 2, and continue to Section III if no noncertified children were enrolled in the program.					
Comments - If necessary, attach additional sheets to explain adjustments:					

**AUDITED ATTENDANCE AND FISCAL REPORT
for General or Migrant Center-Based Programs**

Agency Name: Community Action Partnership of Kern Vendor No. Y320

Fiscal Year Ended: June 30, 2018 Contract No. CMIG-7004

SECTION II - NONCERTIFIED CHILDREN Report all children who were not certified, but who were served at the same sites as certified children. DAYS OF ENROLLMENT	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E
	CUMULATIVE FISCAL YEAR PER FORM CDFS 9500	AUDIT ADJUSTMENTS	CUMULATIVE FISCAL YEAR PER AUDIT	ADJUSTMENT FACTOR	ADJUSTED DAYS OF ENROLLMENT PER AUDIT
Infants (up to 18 months)					
Full-time-plus				2.006	
Full-time				1.700	
Three-quarters-time				1.275	
One-half-time				0.935	
FCCH Infants (up to 18 months)					
Full-time plus				1.652	
Full-time				1.400	
Three-quarters-time				1.050	
One-half-time				0.770	
Toddlers (18 up to 36 months)					
Full-time-plus				1.652	
Full-time				1.400	
Three-quarters-time				1.050	
On-half-time				0.770	
Three Years and Older					
Full-time-plus				1.180	
Full-time				1.000	
Three-quarters-time				0.750	
One-half-time	69	0	69	0.550	37.950
Exceptional Needs					
Full-time-plus				1.416	
Full-time				1.200	
Three-quarters-time				0.900	
One-half-time				0.660	
Limited and Non-English Proficient					
Full-time-plus				1.298	
Full-time				1.100	
Three-quarters-time				0.825	
One-half-time	2	0	2	0.605	1.210
At Risk of Abuse or Neglect					
Full-time-plus				1.298	
Full-time				1.100	
Three-quarters-time				0.825	
One-half-time				0.605	
Severely Disabled					
Full-time-plus				1.770	
Full-time				1.500	
Three-quarters-time				1.125	
One-half-time				0.825	
TOTAL DAYS OF ENROLLMENT	71	0	71		39.160

Comments - If necessary, attach additional sheets to explain adjustments:

**AUDITED ATTENDANCE AND FISCAL REPORT
for General or Migrant Center-Based Programs**

Agency Name: Community Action Partnership of Kern Vendor No. Y320

Fiscal Year End: June 30, 2018 Contract No. CMIG-7004

Insert Any Commingled Contract No.

	COLUMN A	COLUMN B	COLUMN C
	CUMULATIVE FISCAL YEAR PER FORM CDFS 9500	AUDIT ADJUSTMENT INCREASE OR (DECREASE)	CUMULATIVE FISCAL YEAR PER AUDIT
SECTION III - REVENUE			
RESTRICTED INCOME			
Child Nutrition Programs			
County Maintenance of Effort (EC § 8279)			
Uncashed Checks to Providers			
Other (Specify):			
Subtotal			
Transfer from Reserve			
Family Fees for Certified Children Contract # CMIG-6004	\$1,748		\$1,748
Interest Earned on Apportionments			
UNRESTRICTED INCOME			
Family Fees for Noncertified Children			
Head Start Program (EC § 8235(b))	1,779	0	1,779
Other (Specify):			
TOTAL REVENUE	\$3,527	\$0	\$3,527
SECTION IV - REIMBURSABLE EXPENSES			
Direct Payments to Providers (FCCH Only)			
1000 Certificated Salaries	\$114,771	\$0	\$114,771
2000 Classified Salaries	47,557	0	47,557
3000 Employee Benefits	55,354	0	55,354
4000 Books and Supplies	16	0	16
5000 Services and Other Operating Expenses	763	0	763
6100/6200 Other Approved Capital Outlay			
6400 New Equipment (program-related)			
6500 Replacement Equipment (program-related)			
Depreciation or Use Allowance			
Start-Up Expenses (service level exemption)			
Budget Impasse Credit			
Indirect Costs. Rate 10.00 %. (Rate is Self-Calculating)	21,668	0	21,668
TOTAL EXPENSES CLAIMED FOR REIMBURSEMENT	\$240,129	\$0	\$240,129
TOTAL ADMINISTRATIVE COST (included in section IV above)	\$31,838	\$0	\$31,838
FOR CDE-A&I USE ONLY:			

Independent Auditor's Assurances on Agency's compliance with Contract Funding Terms and Conditions and Program

Requirements of the California Department of Education, Child Development Division:

Eligibility, enrollment, and attendance records are being maintained as required
(check YES or NO):

☒

YES

☐

NO - Explain any discrepancies.

Reimbursable expenses claimed above are eligible for reimbursement, reasonable,
necessary, and adequately supported (check YES or NO):

☒

YES

☐

NO - Explain any discrepancies.

COMMENTS - If necessary, attach additional sheets to explain adjustments:

☒ **NO SUPPLEMENTAL REVENUES OR EXPENSES** - Check this box and omit page 4 if there are no supplemental revenues or expenses to report.

**AUDITED FISCAL REPORT
for Migrant Special Services**

Agency Name: Community Action Partnership of Kern Vendor No. Y320
 Fiscal Year End: June 30, 2018 Contract No. CMSS-7004
 Independent Auditor's Name: Brown Armstrong Accountancy Corporation

	COLUMN A	COLUMN B	COLUMN C
	CUMULATIVE FISCAL YEAR PER FORM CDFS 9500-A	AUDIT ADJUSTMENT INCREASE OR (DECREASE)	CUMULATIVE FISCAL YEAR PER AUDIT
SECTION I - REVENUE			
RESTRICTED INCOME			
Other (Specify):			
Other (Specify):			
Subtotal			
INTEREST EARNED ON APPORTIONMENTS			
UNRESTRICTED INCOME			
Other (Specify):			
Other (Specify):			
TOTAL REVENUE	\$0	\$0	\$0
SECTION II - REIMBURSABLE EXPENSES			
1000 Certificated Salaries	\$0	\$0	\$0
2000 Classified Salaries	0	0	0
3000 Employee Benefits	0	0	0
4000 Books and Supplies	0	0	0
5000 Services and Other Operating Expenses	31,843	0	31,843
Indirect Costs. Rate: 10.00%	3,185	0	3,185
TOTAL EXPENSES CLAIMED FOR REIMBURSEMENT	\$35,028	\$0	\$35,028
TOTAL ADMINISTRATIVE COSTS (included in section II above)	\$3,224	\$0	\$3,224
DAYS OF OPERATION	245	0	245
FOR CDE-A&I USE ONLY:			

COMMENTS - If necessary, attach additional sheets to explain adjustments:

AUDITED FISCAL REPORT
for CalWORKS, Alternative Payment or Family Child Care Home Programs

Agency Name: Community Action Partnership of Kern Vendor No. Y320

Fiscal Year End: June 30, 2018 Contract No. CMAP-7000

Independent Auditor's Name: Brown Armstrong Accountancy Corporation

	Column A	Column B	Column C
SECTION I - REVENUE	CUMULATIVE FISCAL YEAR PER FORM CDFS 9500-AP	AUDIT ADJUSTMENT INCREASE OR (DECREASE)	CUMULATIVE FISCAL YEAR PER AUDIT
RESTRICTED INCOME			
Child Nutrition Programs			
County Maintenance of Effort (EC § 8279)			
Uncashed Checks to Providers			
Other (Specify):			
Subtotal			
TRANSFER FROM RESERVE <i>(Alternative Payment Only)</i>			
FAMILY FEES FOR CERTIFIED CHILDREN	122,157		122,157
INTEREST ON APPORTIONMENT PAYMENTS			
UNRESTRICTED INCOME			
Other (Specify):			
TOTAL REVENUE	\$122,157	\$0	\$122,157
SECTION II - REIMBURSABLE EXPENSES			
<i>Direct Payments to Providers</i>	5,753,809		\$5,753,809
1000 Certificated Salaries	511,472		511,472
2000 Classified Salaries	103,927		103,927
3000 Employee Benefits	12,897		12,897
4000 Books and Supplies	163,277		163,277
5000 Services and Other Operating Expenses	-		0
6100/6200 Other Approved Capital Outlay			
6400 New Equipment <i>(program-related)</i>			
6500 Replacement Equipment <i>(program-related)</i>			
Depreciation or Use Allowance			
Indirect Costs, Rate 10.00 %	428,878		428,878
NONREIMBURSABLE EXPENSES			
6100-6500 Nonreimbursable Capital Outlay			
Other (Specify):			
TOTAL EXPENSES CLAIMED FOR REIMBURSEMENT	6,974,260		\$6,974,260
TOTAL ADMINISTRATIVE COST <i>(included in Section II above)</i>	995,985		\$995,985
DAYS OF OPERATION	249		249
FOR CDE-A&I USE ONLY:			
COMMENTS - If necessary, attach additional sheets to explain adjustments:			

☒ **NO SUPPLEMENTAL REVENUES OR EXPENSES** - Check this box and omit page 2 if there are no supplemental revenues or expenses to report.

AUDITED RESERVE ACCOUNT ACTIVITY REPORT			
Agency Name: <u>Community Action Partnership of Kern</u>			
Fiscal Year End: <u>June 30, 2018</u>		Vendor No. <u>Y320</u>	
Independent Auditor's Name: <u>Brown Armstrong Accountancy Corporation</u>			
RESERVE ACCOUNT TYPE (Check One): ☒ Center Based ☐ Resource and Referral ☐ Alternative Payment	COLUMN A	COLUMN B	COLUMN C
	PER AGENCY	AUDIT ADJUSTMENT INCREASE OR (DECREASE)	PER AUDIT
LAST YEAR:			
1. Beginning Balance (must equal ending balance from Last Year's AUD 9530-A)	\$3	\$0	\$3
2. Plus Transfers from Contracts to Reserve Account (based on last year's post-audit CDFS 9530, Section IV):			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Total Transferred from Contracts to Reserve Account	0		0
3. Less Excess Reserve to be Billed (enter as a positive amount any excess amount calculated by CDFS on last year's post-audit CDFS 9530)			
4. Ending Balance on Last Year's Post-Audit CDFS 9530	\$3	\$0	\$3
THIS YEAR:			
5. Plus Interest Earned This Year on Reserve Funds (column A must agree with this year's CDFS 9530-A, Section II)	\$0	\$0	\$0
6. Less Transfers to Contracts from Reserve Account (column A amounts must agree with this year's CDFS 9530-A, Section III; and column C amounts must be reported on this year's AUD forms for respective contracts):			
CSPP - General			
Contract No.			
Contract No.			
CSPP - Professional Development			
Contract No.			
Contract No.			
Subtotal			
Other Contracts			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Subtotal			
Total Transferred to Contracts from Reserve Account	0	0	0
7. Ending Balance on June 30, 2018 (column A must agree with this year's CDFS 9530-A, Section IV)	\$3	\$0	\$3
COMMENTS - If necessary, attach additional sheets to explain adjustments:			

AUDITED RESERVE ACCOUNT ACTIVITY REPORT			
Agency Name: <u>Community Action Partnership of Kern</u>			
Fiscal Year End: <u>June 30, 2018</u>		Vendor No. <u>Y320</u>	
Independent Auditor's Name: <u>Brown Armstrong Accountancy Corporation</u>			
RESERVE ACCOUNT TYPE (Check One): ☐ Center Based ☐ Resource and Referral ☒ Alternative Payment	COLUMN A	COLUMN B	COLUMN C
	PER AGENCY	AUDIT ADJUSTMENT INCREASE OR (DECREASE)	PER AUDIT
LAST YEAR:			
1. Beginning Balance (must equal ending balance from Last Year's AUD 9530-A)	\$322	\$0	\$322
2. Plus Transfers from Contracts to Reserve Account			
(based on last year's post-audit CDFS 9530, Section IV):			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Total Transferred from Contracts to Reserve Account	0		0
3. Less Excess Reserve to be Billed (enter as a positive amount any excess amount calculated by CDFS on last year's post-audit CDFS 9530)			
	\$0	\$0	\$0
4. Ending Balance on Last Year's Post-Audit CDFS 9530			
	\$322	\$0	\$322
THIS YEAR:			
5. Plus Interest Earned This Year on Reserve Funds (column A must agree with this year's CDFS 9530-A, Section II)			
	\$0	\$0	\$0
6. Less Transfers to Contracts from Reserve Account (column A amounts must agree with this year's CDFS 9530-A, Section III; and column C amounts must be reported on this year's AUD forms for respective contracts):			
CSPP - General			
Contract No.			
Contract No.			
CSPP - Professional Development			
Contract No.			
Contract No.			
Subtotal			
Other Contracts			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Contract No.			
Subtotal			
Total Transferred to Contracts from Reserve Account			
	0	0	0
7. Ending Balance on June 30, 2018 (column A must agree with this year's CDFS 9530-A, Section IV)			
	\$322	\$0	\$322
COMMENTS - If necessary, attach additional sheets to explain adjustments:			

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2018**

No findings in the current year.

**COMMUNITY ACTION PARTNERSHIP OF KERN
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2018**

No findings in the prior year.

**BROWN
ARMSTRONG**

CERTIFIED
PUBLIC
ACCOUNTANTS

**BAKERSFIELD OFFICE
(MAIN OFFICE)**

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
SUITE 255
LAGUNA HILLS, CA 92653
TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

REGISTERED with the Public Company
Accounting Oversight Board and
MEMBER of the American Institute of
Certified Public Accountants

BROWN ARMSTRONG

Certified Public Accountants

The Board of Directors
Community Action Partnership of Kern
Bakersfield, California

We have audited the special purpose financial statements of Community Action Partnership of Kern (the Organization) for the year ended June 30, 2018, and have issued our report thereon dated November 29, 2018. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 8, 2017. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Organization are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during fiscal year. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. There are no significant accounting estimates reflected in the Organization's June 30, 2018 special purpose financial statements.

The special purpose financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 29, 2018.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of Board of Directors of the Organization and is not intended to be, and should not be, used by anyone other than this specified party.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 29, 2018



MEMORANDUM

TO: Audit & Pension Committee

FROM: Tracy Webster, Chief Financial Officer 

DATE: January 14, 2019

RE: Agenda Item 5c, 2017 Information Returns and Attorney General Report –
Info Item

Community Action Partnership of Kern (CAPK) is required to file information returns annual with the Internal Revenue Service and the Franchise Tax Board. The 2017 returns were prepared by Brown Armstrong Accountancy Corporation from data provided by CAPK for the year ended February 28, 2018. The following information returns were submitted electronically by Brown Armstrong by the filing deadline date of January 15, 2018:

- 2017 IRS Form 990 – Return of Organization Exempt from Income Tax
- 2017 Form 199 California Exempt Organization Annual Information Return

Annually, CAPK is required to file the registration renewal fee report to the Attorney General's Registry of Charitable Trusts. The purpose of the report is to assist the Attorney General's Office with early detection of charity fiscal mismanagement and unlawful diversion of charitable assets. Organizations with total gross revenue or assets of \$25,000 or more must also provide a copy of the IRS Form 990 with the renewal report. The report is required to be filed with the Attorney General no later than the date the IRS Form 990 is required to be filed with the IRS. CAPK met the filing deadline.

For your information, the information returns and the Attorney General report are attached.

Attachments:

2017 IRS Form 990 – Return of Organization Exempt from Income Tax
2017 Form 199 California Exempt Organization Annual Information Return
Annual Registration Renewal Fee Report to Attorney General of California

Form **8879-EO****IRS e-file Signature Authorization
for an Exempt Organization**

OMB No. 1545-1878

For calendar year 2017, or fiscal year beginning 3/01, 2017, and ending 2/28, 20 2018

▶ Do not send to the IRS. Keep for your records.

▶ Go to www.irs.gov/Form8879EO for the latest information.**2017**Department of the Treasury
Internal Revenue Service

Name of exempt organization

COMMUNITY ACTION PARTNERSHIP OF KERN

Name and title of officer

TRACY WEBSTERCFO

Employer identification number

95-2402760**Part I Type of Return and Return Information (Whole Dollars Only)**

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line **1a**, **2a**, **3a**, **4a**, or **5a**, below, and the amount on that line for the return being filed with this form was blank, then leave line **1b**, **2b**, **3b**, **4b**, or **5b**, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

1 a Form 990 check here.....▶ ☒	b Total revenue , if any (Form 990, Part VIII, column (A), line 12).....	1 b <u>74,759,542.</u>
2 a Form 990-EZ check here.....▶ ☐	b Total revenue , if any (Form 990-EZ, line 9).....	2 b _____
3 a Form 1120-POL check here.....▶ ☐	b Total tax (Form 1120-POL, line 22).....	3 b _____
4 a Form 990-PF check here.....▶ ☐	b Tax based on investment income (Form 990-PF, Part VI, line 5)....	4 b _____
5 a Form 8868 check here.....▶ ☐	b Balance Due (Form 8868, line 3c).....	5 b _____

Part II Declaration and Signature Authorization of Officer

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2017 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

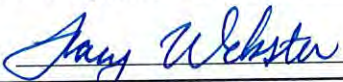
Officer's PIN: check one box only

☒ I authorize BROWN ARMSTRONG ACCOUNTANCY CORPORATION to enter my PIN 17649 as my signature
ERO firm name Enter five numbers, but do not enter all zeros

on the organization's tax year 2017 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

☐ As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2017 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Officer's signature ▶



Date ▶

1/14/19**Part III Certification and Authentication**

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN

77047527800

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2017 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature ▶

CLINT W. BAIRD

Date ▶

1/14/19

**ERO Must Retain This Form – See Instructions
Do Not Submit This Form to the IRS Unless Requested To Do So**

BAA For Paperwork Reduction Act Notice, see instructions.

Form 8879-EO (2017)

Form **8868**

(Rev. January 2017)

Department of the Treasury
Internal Revenue Service**Application for Automatic Extension of Time To File an
Exempt Organization Return**► **File a separate application for each return.**► Information about Form 8868 and its instructions is at www.irs.gov/form8868.

OMB No. 1545-1709

Electronic filing (e-file). You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/efile, click on Charities & Non-Profits, and click on e-file for Charities and Non-Profits.

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Enter filer's identifying number, see instructions

Type or print	Name of exempt organization or other filer, see instructions.		Employer identification number (EIN) or
	COMMUNITY ACTION PARTNERSHIP OF KERN		95-2402760
	Number, street, and room or suite number. If a P.O. box, see instructions.		Social security number (SSN)
	5005 BUSINESS PARK NORTH		
File by the due date for filing your return. See instructions.	City, town or post office, state, and ZIP code. For a foreign address, see instructions.		
	BAKERSFIELD, CA 93309		

Enter the Return Code for the return that this application is for (file a separate application for each return)..... **01**

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (section 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

- The books are in the care of ► CHRISTINE ANAMI

Telephone No. ► 661-336-5236 Fax No. ► 661-322-2237

- If the organization does not have an office or place of business in the United States, check this box ► ☐
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box ► ☐. If it is for part of the group, check this box ... ► ☐ and attach a list with the names and EINs of all members the extension is for.

- 1 I request an automatic 6-month extension of time until 1/15, 20 19, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

- ☐ calendar year 20 ____ or
- ☒ tax year beginning 3/01, 20 17, and ending 2/28, 20 18.

- 2 If the tax year entered in line 1 is for less than 12 months, check reason: ☐ Initial return ☐ Final return
- ☐ Change in accounting period

3a If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a \$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b \$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c \$	0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

BAA For Privacy Act and Paperwork Reduction Act Notice, see instructions.

Form 8868 (Rev. 1-2017)

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990 for instructions and the latest information.

2017

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

A For the 2017 calendar year, or tax year beginning 3/01, 2017, and ending 2/28, 2018

B Check if applicable:

- ☐ Address change
☐ Name change
☐ Initial return
☐ Final return/terminated
☐ Amended return
☐ Application pending

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

D Employer identification number

95-2402760

E Telephone number

661-336-5236

G Gross receipts \$ 75,367,091.

F Name and address of principal officer:

SAME AS C ABOVE

H(a) Is this a group return for subordinates? Yes ☐ No ☒H(b) Are all subordinates included? Yes ☐ No ☐
If 'No,' attach a list. (see instructions)I Tax-exempt status ☒ 501(c)(3) ☐ 501(c) () (insert no.) ☐ 4947(a)(1) or ☐ 527

J Website: WWW.CAPK.ORG

H(c) Group exemption number

K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other

L Year of formation: 1965

M State of legal domicile: CA

Part I Summary

Activities & Governance	1	Briefly describe the organization's mission or most significant activities: PROVIDE/ADVOCATE FOR RESOURCES THAT WILL EMPOWER MEMBERS OF THE COMMUNITY WE SERVE TO BE SELF-SUFFICIENT.		
	2	Check this box ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3	Number of voting members of the governing body (Part VI, line 1a)	3	15
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	15
	5	Total number of individuals employed in calendar year 2017 (Part V, line 2a)	5	1,069
	6	Total number of volunteers (estimate if necessary)	6	690
Revenue	7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
	7b	Net unrelated business taxable income from Form 990-T, line 34	7b	0.
Expenses	8	Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	9	Program service revenue (Part VIII, line 2g)	73,267,527.	73,196,960.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	812,219.	385,130.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	2,749.	16,530.
	12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	695,065.	1,160,922.
	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	74,777,560.	74,759,542.
	14	Benefits paid to or for members (Part IX, column (A), line 4)		
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	35,594,055.	36,306,129.
	16a	Professional fundraising fees (Part IX, column (A), line 11e)		
	16b	Total fundraising expenses (Part IX, column (D), line 25)		
Net Assets or Fund Balances	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	39,002,689.	37,464,805.
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	74,596,744.	73,770,934.
	19	Revenue less expenses. Subtract line 18 from line 12	180,816.	988,608.
	20	Total assets (Part X, line 16)	Beginning of Current Year	End of Year
	21	Total liabilities (Part X, line 26)	20,325,079.	21,012,720.
	22	Net assets or fund balances. Subtract line 21 from line 20	9,317,179.	9,016,212.
			11,007,900.	11,996,508.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer	Date	1/14/19
	TRACY WEBSTER	CFO	
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date
	CLINT W. BAIRD	CLINT W. BAIRD	1/14/19
	Firm's name	Firm's EIN	PTIN
	BROWN ARMSTRONG ACCOUNTANCY CORPORATION	95-3109182	P01318969
	Firm's address	Phone no.	
	4200 TRUXTUN AVE STE 300 BAKERSFIELD, CA 93309-0668	(661) 324-4971	

May the IRS discuss this return with the preparer shown above? (see instructions) ☒ Yes ☐ No

Part III Statement of Program Service AccomplishmentsCheck if Schedule O contains a response or note to any line in this Part III. ☒ **X**

1 Briefly describe the organization's mission:

SEE SCHEDULE O

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

If 'Yes,' describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If 'Yes,' describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 39,203,876. including grants of \$) (Revenue \$ 39,817,555.)

CHILD EDUCATION AND DEVELOPMENT SERVICES: TO PROVIDE COMPREHENSIVE CHILD EDUCATION AND DEVELOPMENT SERVICES FOR 2,738 INCOME ELIGIBLE CHILDREN SIX WEEKS TO FIVE YEARS OF AGE, AND THEIR FAMILIES. ALSO INCLUDES A STATEWIDE CHILD CARE PROGRAM TO PROVIDE CHILDREN OF MIGRANT FARM WORKERS WITH A SAFE, NURTURING AND EDUCATIONALLY GROWING ENVIRONMENT.

4b (Code:) (Expenses \$ 22,795,661. including grants of \$) (Revenue \$ 22,804,371.)

NUTRITION SERVICES: INCLUDES THE (1) CHILD AND ADULT CARE FOOD PROGRAM WHICH PROVIDES NUTRITIONAL LUNCH MEALS AND SNACKS TO THE 2,682 CHILDREN ENROLLED IN THE CHILD EDUCATION AND DEVELOPMENT SERVICES PROGRAM, (2) THE WOMEN, INFANTS AND CHILDREN PROGRAM WHICH PROVIDES TEMPORARY NUTRITIONAL ASSISTANCE AND COUNSELING FOR 19,770 PREGNANT AND NON-PREGNANT WOMEN, MEN AND GRANDPARENTS PER MONTH WHO ARE RAISING INFANTS AND CHILDREN WHO ARE NUTRITIONALLY AT RISK AND (3) THE FOOD BANK PROGRAM WHICH IS ONE OF THE LARGEST FOOD BANKS IN CALIFORNIA PROVIDING EMERGENCY FOOD ASSISTANCE AND DISTRIBUTING 13.5 MILLION POUNDS OF FOOD ANNUALLY.

4c (Code:) (Expenses \$ 4,225,560. including grants of \$) (Revenue \$ 4,313,638.)

ENERGY SERVICES: THE AGENCY PROVIDES UTILITY ASSISTANCE TO MORE THAN 6,500 HOUSEHOLDS ON AN ANNUAL BASIS. AN APPLICANT CAN ONLY RECEIVE THIS BENEFIT ONCE IN A 12 MONTH PERIOD. THE APPLICANT MUST RESIDE IN KERN COUNTY: HAVE A TOTAL HOUSEHOLD INCOME AT OR BELOW 150 PERCENT OF THE FEDERAL POVERTY INCOME GUIDELINES AND HAVE A UTILITY BILL WITH AT LEAST 30 DAYS OF SERVICE.

WEATHERIZATION SERVICES: THE AGENCY PROVIDES ASSISTANCE TO MORE THAN 400 HOUSEHOLDS ON AN ANNUAL BASIS. A RESIDENT CAN RECEIVE WEATHERIZATION ASSISTANCE ONCE EVERY SEVEN YEARS. TO QUALIFY THE APPLICANT MUST RESIDE IN KERN COUNTY AND HAVE A TOTAL HOUSEHOLD INCOME AT OR BELOW 150 PERCENT OF THE FEDERAL POVERTY INCOME GUIDELINES.

4d Other program services (Describe in Schedule O.)

SEE SCHEDULE O

(Expenses \$ 1,792,987. including grants of \$) (Revenue \$ 1,632,755.)

4e Total program service expenses ▶ 68,018,084.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If 'Yes,' complete Schedule A.	X	
2 Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If 'Yes,' complete Schedule C, Part I.		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If 'Yes,' complete Schedule C, Part II.		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If 'Yes,' complete Schedule C, Part III.		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If 'Yes,' complete Schedule D, Part I.		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If 'Yes,' complete Schedule D, Part II.		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If 'Yes,' complete Schedule D, Part III.		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If 'Yes,' complete Schedule D, Part IV.		X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If 'Yes,' complete Schedule D, Part V.		X
11 If the organization's answer to any of the following questions is 'Yes,' then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If 'Yes,' complete Schedule D, Part VI.	X	
b Did the organization report an amount for investments — other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VII.		X
c Did the organization report an amount for investments — program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VIII.		X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part IX.		X
e Did the organization report an amount for other liabilities in Part X, line 25? If 'Yes,' complete Schedule D, Part X.	X	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If 'Yes,' complete Schedule D, Part X.		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? If 'Yes,' complete Schedule D, Parts XI and XII.	X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? If 'Yes,' and if the organization answered 'No' to line 12a, then completing Schedule D, Parts XI and XII is optional.		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If 'Yes,' complete Schedule E.		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If 'Yes,' complete Schedule F, Parts I and IV.		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If 'Yes,' complete Schedule F, Parts II and IV.		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If 'Yes,' complete Schedule F, Parts III and IV.		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If 'Yes,' complete Schedule G, Part I (see instructions).		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If 'Yes,' complete Schedule G, Part II.	X	
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If 'Yes,' complete Schedule G, Part III.		X

Part IV Checklist of Required Schedules (continued)

	Yes	No
20a Did the organization operate one or more hospital facilities? <i>If 'Yes,' complete Schedule H</i>		X
b If 'Yes' to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If 'Yes,' complete Schedule I, Parts I and II</i>		X
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If 'Yes,' complete Schedule I, Parts I and III</i>		X
23 Did the organization answer 'Yes' to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If 'Yes,' complete Schedule J</i>	X	
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If 'Yes,' answer lines 24b through 24d and complete Schedule K. If 'No,' go to line 25a</i>		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an 'on behalf of' issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If 'Yes,' complete Schedule L, Part I</i>		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If 'Yes,' complete Schedule L, Part I</i>		X
26 Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? <i>If 'Yes,' complete Schedule L, Part II</i>		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If 'Yes,' complete Schedule L, Part III</i>		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? <i>If 'Yes,' complete Schedule L, Part IV</i>		X
b A family member of a current or former officer, director, trustee, or key employee? <i>If 'Yes,' complete Schedule L, Part IV</i>		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If 'Yes,' complete Schedule L, Part IV</i>		X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If 'Yes,' complete Schedule M</i>	X	
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If 'Yes,' complete Schedule M</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If 'Yes,' complete Schedule N, Part I</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If 'Yes,' complete Schedule N, Part II</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If 'Yes,' complete Schedule R, Part I</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If 'Yes,' complete Schedule R, Part II, III, or IV, and Part V, line 1</i>	X	
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If 'Yes' to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If 'Yes,' complete Schedule R, Part V, line 2</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If 'Yes,' complete Schedule R, Part V, line 2</i>		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If 'Yes,' complete Schedule R, Part VI</i>		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O	X	

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Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response or note to any line in this Part V. ☐

		Yes	No
1 a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	1 a 383		
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	1 b 0		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1 c	X	
2 a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2 a 1,069		
b If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2 b	X	
Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)			
3 a Did the organization have unrelated business gross income of \$1,000 or more during the year?	3 a		X
b If 'Yes,' has it filed a Form 990-T for this year? If 'No' to line 3b, provide an explanation in Schedule O	3 b		
4 a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4 a		X
b If 'Yes,' enter the name of the foreign country: See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).			
5 a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5 a		X
b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5 b		X
c If 'Yes,' to line 5a or 5b, did the organization file Form 8886-T?	5 c		
6 a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6 a		X
b If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6 b		
7 Organizations that may receive deductible contributions under section 170(c).			
a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7 a	X	
b If 'Yes,' did the organization notify the donor of the value of the goods or services provided?	7 b	X	
c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7 c		X
d If 'Yes,' indicate the number of Forms 8282 filed during the year	7 d		
e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7 e		X
f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7 f		X
g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7 g		
h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7 h		
8 Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8		
9 Sponsoring organizations maintaining donor advised funds.			
a Did the sponsoring organization make any taxable distributions under section 4966?	9 a		
b Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9 b		
10 Section 501(c)(7) organizations. Enter:			
a Initiation fees and capital contributions included on Part VIII, line 12	10 a		
b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10 b		
11 Section 501(c)(12) organizations. Enter:			
a Gross income from members or shareholders	11 a		
b Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11 b		
12 a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12 a		
b If 'Yes,' enter the amount of tax-exempt interest received or accrued during the year	12 b		
13 Section 501(c)(29) qualified nonprofit health insurance issuers.			
a Is the organization licensed to issue qualified health plans in more than one state?	13 a		
Note. See the instructions for additional information the organization must report on Schedule O.			
b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13 b		
c Enter the amount of reserves on hand	13 c		
14 a Did the organization receive any payments for indoor tanning services during the tax year?	14 a		X
b If 'Yes,' has it filed a Form 720 to report these payments? If 'No,' provide an explanation in Schedule O	14 b		

Part VI Governance, Management, and Disclosure For each 'Yes' response to lines 2 through 7b below, and for a 'No' response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.Check if Schedule O contains a response or note to any line in this Part VI. ☒ **X****Section A. Governing Body and Management**

	Yes	No
1 a Enter the number of voting members of the governing body at the end of the tax year. 1 a 15		
If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.		
b Enter the number of voting members included in line 1a, above, who are independent. 1 b 15		
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee? 2		X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person? 3		X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed? 4		X
5 Did the organization become aware during the year of a significant diversion of the organization's assets? 5		X
6 Did the organization have members or stockholders? 6		X
7 a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body? 7 a		X
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body? 7 b		X
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
a The governing body? 8 a	X	
b Each committee with authority to act on behalf of the governing body? 8 b	X	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If 'Yes,' provide the names and addresses in Schedule O. 9		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
10 a Did the organization have local chapters, branches, or affiliates? 10 a		X
b If 'Yes,' did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes? 10 b		
11 a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? 11 a	X	
b Describe in Schedule O the process, if any, used by the organization to review this Form 990. SEE SCHEDULE O		
12 a Did the organization have a written conflict of interest policy? If 'No,' go to line 13. 12 a	X	
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? 12 b	X	
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If 'Yes,' describe in Schedule O how this was done. 12 c		X
13 Did the organization have a written whistleblower policy? 13	X	
14 Did the organization have a written document retention and destruction policy? 14	X	
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a The organization's CEO, Executive Director, or top management official 15 a	X	
b Other officers or key employees of the organization 15 b	X	
If 'Yes' to line 15a or 15b, describe the process in Schedule O (see instructions).		
16 a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? 16 a		X
b If 'Yes,' did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements? 16 b		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed ▶ CA

18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.

☒ Own website ☐ Another's website ☒ Upon request ☐ Other (explain in Schedule O)

19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year. SEE SCHEDULE O

20 State the name, address, and telephone number of the person who possesses the organization's books and records: ▶

TRACY WEBSTER 5005 BUSINESS PARK NORTH BAKERSFIELD CA 93309 661-336-5236

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response or note to any line in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1 a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of 'key employee.'
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) JAMES S. CAMP DIRECTOR	4 0	X						0.	0.	0.
(2) MARIAN PANOS DIRECTOR	0 0	X						0.	0.	0.
(3) FRED PLANE SECRETARY	4 0	X						0.	0.	0.
(4) GARTH CORRIGAN CHAIRMAN	4 0	X						0.	0.	0.
(5) CHARLIE RODRIGUEZ DIRECTOR	4 0	X						0.	0.	0.
(6) GUADALUPE PEREZ DIRECTOR	4 0	X						0.	0.	0.
(7) CURTIS FLOYD VICE-CHAIR	4 0	X						0.	0.	0.
(8) ANA VIGIL DIRECTOR	4 0	X						0.	0.	0.
(9) YOLANDA OCHOA DIRECTOR	4 0	X						0.	0.	0.
(10) WARREN PETERSON TREASURER	4 0	X						0.	0.	0.
(11) JIMMIE CHILDRESS DIRECTOR	4 0	X						0.	0.	0.
(12) CRAIG HENDERSON DIRECTOR	4 0	X						0.	0.	0.
(13) MIKE MAGGARD DIRECTOR	4 0	X						0.	0.	0.
(14) ENRIQUE SALAZAR, JR. DIRECTOR	4 0	X						0.	0.	0.

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Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(15) SHARIF HASSAN DIRECTOR	4 0	X						0.	0.	0.
(16) JANE BENTON DIRECTOR	4 0	X						0.	0.	0.
(17) LORENA FERNANDEZ DIRECTOR	4 0	X						0.	0.	0.
(18) JEREMY T. TOBIAS CEO	40 0			X				180,567.	0.	33,464.
(19) CHRISTINE ANAMI CFO	40 0			X				136,083.	0.	15,595.
(20) YOLANDA GONZALES DIV. DIRECTOR	40 0					X		123,227.	0.	21,350.
(21) RALPH MARTINEZ DIV. DIRECTOR	40 0					X		107,691.	0.	20,764.
(22) CARMEN SEGOVIA DIV. DIRECTOR	40 0					X		101,972.	0.	22,986.
(23) EMILIO WAGNER DIV. DIRECTOR	40 0					X		100,846.	0.	23,346.
(24)										
(25)										
1 b Sub-total								750,386.	0.	137,505.
c Total from continuation sheets to Part VII, Section A								0.	0.	0.
d Total (add lines 1b and 1c)								750,386.	0.	137,505.
2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization										6

	Yes	No
3 Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? <i>If 'Yes,' complete Schedule J for such individual.</i>		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If 'Yes,' complete Schedule J for such individual.</i>	X	
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If 'Yes,' complete Schedule J for such person.</i>		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
PLC SYSTEM SERVICES 11509 ORCHARD PARK DRIVE BAKERSFIELD, CA 93311	AC & HEATING	197,990.
CORDOVA CONSTRUCTION - ARTURO F. CORDOVA 6128 FILLMORE AVE. STOCKTON	GENERAL CONTRACTOR	116,420.

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **2**

Part VIII Statement of RevenueCheck if Schedule O contains a response or note to any line in this Part VIII. ☐

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns.....	1 a				
	b Membership dues.....	1 b				
	c Fundraising events.....	1 c				
	d Related organizations.....	1 d				
	e Government grants (contributions).....	1 e 58,603,422.				
	f All other contributions, gifts, grants, and similar amounts not included above....	1 f 14,593,538.				
	g Noncash contributions included in lines 1a-1f: \$	14,481,152.				
	h Total. Add lines 1a-1f.....		73,196,960.			
Program Service Revenue	Business Code					
	2 a SHARED MAINTENANCE FEES	624200	212,223.	212,223.		
	b PROGRAM AND PARENT FEES	624200	172,907.	172,907.		
	c					
	d					
	e					
	f All other program service revenue....					
g Total. Add lines 2a-2f.....		385,130.				
Other Revenue	3 Investment income (including dividends, interest and other similar amounts).....		1,089.			1,089.
	4 Income from investment of tax-exempt bond proceeds. ▶					
	5 Royalties					
	6 a Gross rents.....	(i) Real 72,284.				
	b Less: rental expenses.....					
	c Rental income or (loss)....	72,284.				
	d Net rental income or (loss)..... ▶		72,284.			72,284.
	7 a Gross amount from sales of assets other than inventory.....	(i) Securities (ii) Other 599,345.				
	b Less: cost or other basis and sales expenses.....		583,904.			
	c Gain or (loss).....		15,441.			
	d Net gain or (loss)..... ▶		15,441.	15,441.		
	8 a Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18.....	a 73,051.				
	b Less: direct expenses.....	b 23,645.				
	c Net income or (loss) from fundraising events..... ▶		49,406.			49,406.
	9 a Gross income from gaming activities. See Part IV, line 19.....	a				
	b Less: direct expenses.....	b				
	c Net income or (loss) from gaming activities..... ▶					
10 a Gross sales of inventory, less returns and allowances.....	a					
b Less: cost of goods sold.....	b					
c Net income or (loss) from sales of inventory..... ▶						
Miscellaneous Revenue		Business Code				
11 a OTHER MISCELLANEOUS	624200	1,039,232.	1,039,232.			
b						
c						
d All other revenue.....						
e Total. Add lines 11a-11d.....		1,039,232.				
12 Total revenue. See instructions.....		74,759,542.	1,439,803.	0.	122,779.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX. ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21.				
2 Grants and other assistance to domestic individuals. See Part IV, line 22.				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16.				
4 Benefits paid to or for members.				
5 Compensation of current officers, directors, trustees, and key employees.	365,709.	0.	365,709.	0.
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B).	0.	0.	0.	0.
7 Other salaries and wages.	27,588,471.	25,337,778.	2,250,693.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions).	1,204,275.	1,085,736.	118,539.	
9 Other employee benefits.	4,778,569.	4,548,191.	230,378.	
10 Payroll taxes.	2,369,105.	2,156,203.	212,902.	
11 Fees for services (non-employees):				
a Management.				
b Legal.	61,327.	19,584.	41,743.	
c Accounting.	82,587.		82,587.	
d Lobbying.				
e Professional fundraising services. See Part IV, line 17.				
f Investment management fees.				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)	2,154,646.	1,486,910.	667,736.	
12 Advertising and promotion.				
13 Office expenses.				
14 Information technology.				
15 Royalties.				
16 Occupancy.	2,439,910.	2,341,849.	98,061.	
17 Travel.	569,310.	503,355.	65,955.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials.				
19 Conferences, conventions, and meetings.	299,408.	250,645.	48,763.	
20 Interest.	107,272.	89,591.	17,681.	
21 Payments to affiliates.				
22 Depreciation, depletion, and amortization.	1,179,263.	895,710.	283,553.	
23 Insurance.	279,495.	223,736.	55,759.	
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a PROGRAM COST	23,672,373.	23,672,373.		
b CONSUMABLE SUPPLIES	2,417,822.	2,310,751.	107,071.	
c REPAIRS AND MAINTENANCE	1,903,818.	1,824,609.	79,209.	
d INDIRECT EXPENSE	844,919.		844,919.	
e All other expenses.	1,452,655.	1,271,063.	181,592.	
25 Total functional expenses. Add lines 1 through 24e.	73,770,934.	68,018,084.	5,752,850.	0.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here ☐ if following SOP 98-2 (ASC 958-720).				

Part X Balance SheetCheck if Schedule O contains a response or note to any line in this Part X. ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash — non-interest-bearing		1	
	2 Savings and temporary cash investments	3,333,427.	2	3,850,166.
	3 Pledges and grants receivable, net	3,149,045.	3	3,672,278.
	4 Accounts receivable, net		4	
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use	1,119,850.	8	1,265,045.
	9 Prepaid expenses and deferred charges	364,365.	9	398,620.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 30,852,541.		
	b Less: accumulated depreciation	10b 19,025,930.	12,358,392.	10c 11,826,611.
	11 Investments — publicly traded securities		11	
	12 Investments — other securities. See Part IV, line 11		12	
	13 Investments — program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11		15	
16 Total assets. Add lines 1 through 15 (must equal line 34)	20,325,079.	16	21,012,720.	
Liabilities	17 Accounts payable and accrued expenses	4,774,222.	17	4,483,364.
	18 Grants payable		18	
	19 Deferred revenue	1,254,630.	19	1,728,320.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties	3,154,442.	23	2,781,720.
	24 Unsecured notes and loans payable to unrelated third parties	125,000.	24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	8,885.	25	22,808.
	26 Total liabilities. Add lines 17 through 25	9,317,179.	26	9,016,212.
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here ▶ ☒ and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets	10,946,254.	27	11,926,069.
	28 Temporarily restricted net assets	61,646.	28	70,439.
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here ▶ ☐ and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
	33 Total net assets or fund balances.	11,007,900.	33	11,996,508.
34 Total liabilities and net assets/fund balances.	20,325,079.	34	21,012,720.	

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Form 990 (2017)

Part XI Reconciliation of Net AssetsCheck if Schedule O contains a response or note to any line in this Part XI. ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	74,759,542.
2	Total expenses (must equal Part IX, column (A), line 25)	2	73,770,934.
3	Revenue less expenses. Subtract line 2 from line 1.	3	988,608.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A)).	4	11,007,900.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O).	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B)).	10	11,996,508.

Part XII Financial Statements and ReportingCheck if Schedule O contains a response or note to any line in this Part XII. ☐

		Yes	No
1	Accounting method used to prepare the Form 990: ☐ Cash ☒ Accrual ☐ Other _____ If the organization changed its method of accounting from a prior year or checked 'Other,' explain in Schedule O.		
2 a	Were the organization's financial statements compiled or reviewed by an independent accountant? If 'Yes,' check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: ☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis		X
2 b	Were the organization's financial statements audited by an independent accountant? If 'Yes,' check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: ☒ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis	X	
2 c	If 'Yes' to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.	X	
3 a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?	X	
3 b	If 'Yes,' did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits	X	

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Form 990 (2017)

SCHEDULE A
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

► Attach to Form 990 or Form 990-EZ.

► Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2017

Open to Public
Inspection

Name of the organization

COMMUNITY ACTION PARTNERSHIP OF KERN

Employer identification number

95-2402760

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 ☐ A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990 or 990-EZ).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: _____
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 ☒ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 ☐ An organization that normally receives: (1) more than 33-1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33-1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
 - a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
 - f Enter the number of supported organizations: _____
 - g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
Total						

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any 'unusual grants'.)	49969652.	62242512.	68387777.	73196274.	73118223.	326914438.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf.						0.
3 The value of services or facilities furnished by a governmental unit to the organization without charge.						0.
4 Total. Add lines 1 through 3.	49969652.	62242512.	68387777.	73196274.	73118223.	326914438.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f).						0.
6 Public support. Subtract line 5 from line 4.						326914438.

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
7 Amounts from line 4.	49969652.	62242512.	68387777.	73196274.	73118223.	326914438.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources.	68,303.	81,215.	78,840.	79,174.	73,373.	380,905.
9 Net income from unrelated business activities, whether or not the business is regularly carried on.						0.
10 Other income. Do not include gain or loss from the sale of capital assets. (Explain in Part VI.) SEE PART VI.	63,760.	5,229.	16,107.	1,769.	3,921.	90,786.
11 Total support. Add lines 7 through 10.						327386129.
12 Gross receipts from related activities, etc. (see instructions)					12	0.
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ▶ ☐						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2017 (line 6, column (f) divided by line 11, column (f)).	14	99.86 %
15 Public support percentage from 2016 Schedule A, Part II, line 14.	15	99.84 %
16a 33-1/3% support test—2017. If the organization did not check the box on line 13, and line 14 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization. ▶ ☒		
b 33-1/3% support test—2016. If the organization did not check a box on line 13 or 16a, and line 15 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization. ▶ ☐		
17a 10%-facts-and-circumstances test—2017. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the 'facts-and-circumstances' test, check this box and stop here. Explain in Part VI how the organization meets the 'facts-and-circumstances' test. The organization qualifies as a publicly supported organization. ▶ ☐		
b 10%-facts-and-circumstances test—2016. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the 'facts-and-circumstances' test, check this box and stop here. Explain in Part VI how the organization meets the 'facts-and-circumstances' test. The organization qualifies as a publicly supported organization. ▶ ☐		
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions. ▶ ☐		

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Schedule A (Form 990 or 990-EZ) 2017

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any 'unusual grants'.)						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose.						
3 Gross receipts from activities that are not an unrelated trade or business under section 513.						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf.						
5 The value of services or facilities furnished by a governmental unit to the organization without charge.						
6 Total. Add lines 1 through 5.						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons.						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year.						
c Add lines 7a and 7b.						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
9 Amounts from line 6.						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources.						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975.						
c Add lines 10a and 10b.						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on.						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.).						
13 Total support. (Add lines 9, 10c, 11, and 12.)						
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here .						☐

Section C. Computation of Public Support Percentage

15 Public support percentage for 2017 (line 8, column (f) divided by line 13, column (f)).	15	%
16 Public support percentage from 2016 Schedule A, Part III, line 15.	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2017 (line 10c, column (f) divided by line 13, column (f)).	17	%
18 Investment income percentage from 2016 Schedule A, Part III, line 17.	18	%
19a 33-1/3% support tests—2017. If the organization did not check the box on line 14, and line 15 is more than 33-1/3%, and line 17 is not more than 33-1/3%, check this box and stop here . The organization qualifies as a publicly supported organization.		☐
b 33-1/3% support tests—2016. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33-1/3%, and line 18 is not more than 33-1/3%, check this box and stop here . The organization qualifies as a publicly supported organization.		☐
20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions.		☐

Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If 'No,' describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If 'Yes,' explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If 'Yes,' answer (b) and (c) below.		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If 'Yes,' describe in Part VI when and how the organization made the determination.		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If 'Yes,' explain in Part VI what controls the organization put in place to ensure such use.		
4a Was any supported organization not organized in the United States ('foreign supported organization')? If 'Yes' and if you checked 12a or 12b in Part I, answer (b) and (c) below.		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If 'Yes,' describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If 'Yes,' explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? If 'Yes,' answer (b) and (c) below (if applicable). Also, provide detail in Part VI , including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If 'Yes,' provide detail in Part VI .		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If 'Yes,' complete Part I of Schedule L (Form 990 or 990-EZ).		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? If 'Yes,' complete Part I of Schedule L (Form 990 or 990-EZ).		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If 'Yes,' provide detail in Part VI .		
b Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If 'Yes,' provide detail in Part VI .		
c Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If 'Yes,' provide detail in Part VI .		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If 'Yes,' answer 10b below.		
b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		

Part IV Supporting Organizations (continued)

- 11 Has the organization accepted a gift or contribution from any of the following persons?
- a A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?
- b A family member of a person described in (a) above?
- c A 35% controlled entity of a person described in (a) or (b) above? If 'Yes' to a, b, or c, provide detail in **Part VI**.

	Yes	No
11a		
11b		
11c		

Section B. Type I Supporting Organizations

- 1 Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If 'No,' describe in **Part VI** how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.
- 2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If 'Yes,' explain in **Part VI** how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.

	Yes	No
1		
2		

Section C. Type II Supporting Organizations

- 1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If 'No,' describe in **Part VI** how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).

	Yes	No
1		

Section D. All Type III Supporting Organizations

- 1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?
- 2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If 'No,' explain in **Part VI** how the organization maintained a close and continuous working relationship with the supported organization(s).
- 3 By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If 'Yes,' describe in **Part VI** the role the organization's supported organizations played in this regard.

	Yes	No
1		
2		
3		

Section E. Type III Functionally Integrated Supporting Organizations

- 1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).
- a ☐ The organization satisfied the Activities Test. Complete line 2 below.
- b ☐ The organization is the parent of each of its supported organizations. Complete line 3 below.
- c ☐ The organization supported a governmental entity. Describe in **Part VI** how you supported a government entity (see instructions).

2 Activities Test. Answer (a) and (b) below.

- a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If 'Yes,' then in **Part VI** identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.
- b Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If 'Yes,' explain in **Part VI** the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.

	Yes	No
2a		
2b		
3a		
3b		

3 Parent of Supported Organizations. Answer (a) and (b) below.

- a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in **Part VI**.
- b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If 'Yes,' describe in **Part VI** the role played by the organization in this regard.

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

- 1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A – Adjusted Net Income

		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4).	8	

Section B – Minimum Asset Amount

		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C – Distributable Amount

			Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	

- 7 ☐ Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

BAA

Schedule A (Form 990 or 990-EZ) 2017

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D – Distributions	Current Year
1 Amounts paid to supported organizations to accomplish exempt purposes	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	
4 Amounts paid to acquire exempt-use assets	
5 Qualified set-aside amounts (prior IRS approval required)	
6 Other distributions (describe in Part VI). See instructions.	
7 Total annual distributions. Add lines 1 through 6.	
8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9 Distributable amount for 2017 from Section C, line 6	
10 Line 8 amount divided by line 9 amount	

Section E – Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2017	(iii) Distributable Amount for 2017
1 Distributable amount for 2017 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2017 (reasonable cause required – explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2017			
a			
b From 2013.....			
c From 2014.....			
d From 2015.....			
e From 2016.....			
f Total of lines 3a through e			
g Applied to underdistributions of prior years			
h Applied to 2017 distributable amount			
i Carryover from 2012 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4 Distributions for 2017 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2017 distributable amount			
c Remainder. Subtract lines 4a and 4b from 4.			
5 Remaining underdistributions for years prior to 2017, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.			
6 Remaining underdistributions for 2017. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.			
7 Excess distributions carryover to 2018. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2013.....			
b Excess from 2014.....			
c Excess from 2015.....			
d Excess from 2016.....			
e Excess from 2017.....			

BAA

Schedule A (Form 990 or 990-EZ) 2017

Part VI **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

PART II, LINE 10 - OTHER INCOME

NATURE AND SOURCE	2017	2016	2015	2014	2013
OTHER REVENUE	\$ 3,921.	\$ 1,769.	\$ 16,107.	\$ 5,229.	\$ 63,760.
TOTAL	<u>\$ 3,921.</u>	<u>\$ 1,769.</u>	<u>\$ 16,107.</u>	<u>\$ 5,229.</u>	<u>\$ 63,760.</u>

Schedule B
(Form 990, 990-EZ,
or 990-PF)

Department of the Treasury
Internal Revenue Service

Schedule of Contributors

- ▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.
▶ Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2017

Name of the organization

COMMUNITY ACTION PARTNERSHIP OF KERN

Employer identification number

95-2402760

Organization type (check one):

Filers of:

Form 990 or 990-EZ

Section:

- ☒ 501(c)(3) (enter number) organization
☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation
☐ 527 political organization

Form 990-PF

- ☐ 501(c)(3) exempt private foundation
☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation
☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

Note. Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

- ☐ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- ☒ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33-1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000 or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ▶ \$ _____

Caution. An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer 'No' on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

BAA For Paperwork Reduction Act Notice, see the instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990, 990-EZ, or 990-PF) (2017)

Name of organization COMMUNITY ACTION PARTNERSHIP OF KERN	Employer identification number 95-2402760
--	--

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) Number	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	U.S. DEPT. OF HEALTH AND HUMAN SERV PROGRAM DETAIL AVAILABLE BAKERSFIELD, CA 93301	\$ 42,894,207.	Person ☒ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
2	U.S. DEPT. OF AGRICULTURE PROGRAM DETAIL AVAILABLE BAKERSFIELD, CA 93301	\$ 7,376,836.	Person ☒ Payroll ☐ Noncash ☒ (Complete Part II for noncash contributions.)
3	STATE OF CA - DEPT. OF EDUCATION PROGRAM DETAIL AVAILABLE BAKERSFIELD, CA 93301	\$ 5,948,136.	Person ☒ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
			Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
			Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
			Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)

Employer identification number	
--------------------------------	--

95-2402760

Part II

[illegible]

Schedule B (Form 990, 990-EZ, or 990-PF) (2017)

Employer identification number

Employer Identification
95-2402760

Part III **Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor.** Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this information once. See instructions.) \$ _____ N/A
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	N/A		
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

**SCHEDULE D
(Form 990)**

Department of the Treasury
Internal Revenue Service

Name of the organization

Supplemental Financial Statements

- Complete if the organization answered 'Yes' on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
► Attach to Form 990.
► Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2017

**Open to Public
Inspection**

Employer identification number

COMMUNITY ACTION PARTNERSHIP OF KERN

95-2402760

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year.....		
2 Aggregate value of contributions to (during year).....		
3 Aggregate value of grants from (during year).....		
4 Aggregate value at end of year.....		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?.....	☐ Yes	☐ No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?.....	☐ Yes	☐ No

Part II Conservation Easements.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

☐ Preservation of land for public use (e.g., recreation or education)	☐ Preservation of a historically important land area
☐ Protection of natural habitat	☐ Preservation of a certified historic structure
☐ Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements.....	2 a
b Total acreage restricted by conservation easements.....	2 b
c Number of conservation easements on a certified historic structure included in (a).....	2 c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register.....	2 d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ► _____

4 Number of states where property subject to conservation easement is located ► _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?..... ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ► _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ► \$ _____

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?..... ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 8.

1 a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1..... ► \$ _____

(ii) Assets included in Form 990, Part X..... ► \$ _____

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1..... ► \$ _____

b Assets included in Form 990, Part X..... ► \$ _____

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a ☐ Public exhibition
 b ☐ Scholarly research
 c ☐ Preservation for future generations
 d ☐ Loan or exchange programs
 e ☐ Other _____

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered 'Yes' on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1 a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If 'Yes,' explain the arrangement in Part XIII and complete the following table:

	Amount
1 c Beginning balance	
1 d Additions during the year	
1 e Distributions during the year	
1 f Ending balance	

2 a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If 'Yes,' explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII ☐

Part V Endowment Funds. Complete if the organization answered 'Yes' on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1 a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment ☐ %
 b Permanent endowment ☐ %
 c Temporarily restricted endowment ☐ %
 The percentages on lines 2a, 2b, and 2c should equal 100%.

3 a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
(i) unrelated organizations	3a(i)	
(ii) related organizations	3a(ii)	

b If 'Yes' on line 3a(ii), are the related organizations listed as required on Schedule R? ☐ 3b

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1 a Land		1,776,669.		1,776,669.
b Buildings		18,411,488.	10,451,593.	7,959,895.
c Leasehold improvements		5,949,582.	4,661,251.	1,288,331.
d Equipment		4,714,802.	3,913,086.	801,716.
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				11,826,611.

BAA

Schedule D (Form 990) 2017

Part VII Investments – Other Securities.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
(I)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 12.) ..		

Part VIII Investments – Program Related.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 13.) ..		

Part IX Other Assets.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 15.)	

Part X Other Liabilities.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25

(a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) ADVANCES PAYABLE	22,808.
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
(11)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 25.) ..	22,808.

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☐

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements	1	74,759,542.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
	a Net unrealized gains (losses) on investments	2 a	
	b Donated services and use of facilities	2 b	
	c Recoveries of prior year grants	2 c	
	d Other (Describe in Part XIII.)	2 d	
	e Add lines 2a through 2d	2 e	
3	Subtract line 2e from line 1	3	74,759,542.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
	a Investment expenses not included on Form 990, Part VIII, line 7b	4 a	
	b Other (Describe in Part XIII.)	4 b	
	c Add lines 4a and 4b	4 c	
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5	74,759,542.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements	1	73,770,934.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
	a Donated services and use of facilities	2 a	
	b Prior year adjustments	2 b	
	c Other losses	2 c	
	d Other (Describe in Part XIII.)	2 d	
	e Add lines 2a through 2d	2 e	
3	Subtract line 2e from line 1	3	73,770,934.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
	a Investment expenses not included on Form 990, Part VIII, line 7b	4 a	
	b Other (Describe in Part XIII.)	4 b	
	c Add lines 4a and 4b	4 c	
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5	73,770,934.

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

SCHEDULE G
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information Regarding Fundraising or Gaming Activities

Complete if the organization answered 'Yes' on Form 990, Part IV, line 17, 18, or 19, or if the organization entered more than \$15,000 on Form 990-EZ, line 6a.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to www.irs.gov/Form990 for the latest instructions.

OMB No. 1545-0047

2017

Open to Public Inspection

Name of the organization

COMMUNITY ACTION PARTNERSHIP OF KERN

Employer identification number

95-2402760

Part I Fundraising Activities. Complete if the organization answered 'Yes' on Form 990, Part IV, line 17.
Form 990-EZ filers are not required to complete this part.

1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.

- | | |
|--|---|
| a ☐ Mail solicitations | e ☐ Solicitation of non-government grants |
| b ☐ Internet and email solicitations | f ☐ Solicitation of government grants |
| c ☐ Phone solicitations | g ☐ Special fundraising events |
| d ☐ In-person solicitations | |

2 a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees, or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services? ☐ Yes ☒ No

b If 'Yes,' list the 10 highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least \$5,000 by the organization.

(i) Name and address of individual or entity (fundraiser)	(ii) Activity	(iii) Did fundraiser have custody or control of contributions?		(iv) Gross receipts from activity	(v) Amount paid to (or retained by) fundraiser listed in column (i)	(vi) Amount paid to (or retained by) organization
		Yes	No			
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
Total						0.

3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing.

Part II Fundraising Events. Complete if the organization answered 'Yes' on Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

REVENUE		(a) Event #1	(b) Event #2	(c) Other events	(d) Total events
		AWARDS BANQUET (event type)	(event type)	NONE (total number)	(add column (a) through column (c))
1	Gross receipts	73,051.			73,051.
	2 Less: Contributions				
	3 Gross income (line 1 minus line 2)	73,051.			73,051.
DIRECT EXPENSES	4 Cash prizes				
	5 Noncash prizes				
	6 Rent/facility costs	23,645.			23,645.
	7 Food and beverages				
	8 Entertainment				
	9 Other direct expenses				
	10 Direct expense summary. Add lines 4 through 9 in column (d)				23,645.
	11 Net income summary. Subtract line 10 from line 3, column (d)				49,406.

Part III Gaming. Complete if the organization answered 'Yes' on Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

REVENUE		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming
					(add column (a) through column (c))
1	Gross revenue				
	2 Cash prizes				
DIRECT EXPENSES	3 Noncash prizes				
	4 Rent/facility costs				
	5 Other direct expenses				
6	Volunteer labor	Yes _____ % No _____ %	Yes _____ % No _____ %	Yes _____ % No _____ %	
	7 Direct expense summary. Add lines 2 through 5 in column (d)				
8	Net gaming income summary. Subtract line 7 from line 1, column (d)				

9 Enter the state(s) in which the organization conducts gaming activities: _____

a Is the organization licensed to conduct gaming activities in each of these states? ☐ Yes ☐ No

b If 'No,' explain: _____

10 a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year? ☐ Yes ☐ No

b If 'Yes,' explain: _____

- 11 Does the organization conduct gaming activities with nonmembers? ☐ Yes ☐ No
- 12 Is the organization a grantor, beneficiary or trustee of a trust, or a member of a partnership or other entity formed to administer charitable gaming? ☐ Yes ☐ No

13 Indicate the percentage of gaming activity conducted in:

a The organization's facility	13a	%
b An outside facility	13b	%

14 Enter the name and address of the person who prepares the organization's gaming/special events books and records:

Name ▶ _____

Address ▶ _____

15 a Does the organization have a contract with a third party from whom the organization receives gaming revenue? ☐ Yes ☐ No

b If 'Yes,' enter the amount of gaming revenue received by the organization ▶ \$ _____ and the amount of gaming revenue retained by the third party ▶ \$ _____

c If 'Yes,' enter name and address of the third party:

Name ▶ _____

Address ▶ _____

16 Gaming manager information:

Name ▶ _____

Gaming manager compensation ▶ \$ _____

Description of services provided ▶ _____

☐ Director/officer ☐ Employee ☐ Independent contractor

17 Mandatory distributions:

a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? ☐ Yes ☐ No

b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ▶ \$ _____

Part IV

Supplemental Information. Provide the explanations required by Part I, line 2b, columns (iii) and (v); and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also provide any additional information. See instructions.

SCHEDULE J
(Form 990)

Department of the Treasury
Internal Revenue Service

Compensation Information

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

- Complete if the organization answered 'Yes' on Form 990, Part IV, line 23.
► Attach to Form 990.

► Go to www.irs.gov/form990 for instructions and the latest information

OMB No. 1545-0047

2017

**Open to Public
Inspection**

Name of the organization

COMMUNITY ACTION PARTNERSHIP OF KERN

Employer identification number

95-2402760

Part I Questions Regarding Compensation

1 a Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- | | |
|--|---|
| ☐ First-class or charter travel | ☐ Housing allowance or residence for personal use |
| ☐ Travel for companions | ☐ Payments for business use of personal residence |
| ☐ Tax indemnification and gross-up payments | ☐ Health or social club dues or initiation fees |
| ☐ Discretionary spending account | ☐ Personal services (such as, maid, chauffeur, chef) |

b If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If 'No,' complete Part III to explain

2 Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?

3 Indicate which, if any, of the following the filing organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- | | |
|---|---|
| ☐ Compensation committee | ☐ Written employment contract |
| ☒ Independent compensation consultant | ☒ Compensation survey or study |
| ☐ Form 990 of other organizations | ☒ Approval by the board or compensation committee |

4 During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

- a** Receive a severance payment or change-of-control payment?
- b** Participate in, or receive payment from, a supplemental nonqualified retirement plan?
- c** Participate in, or receive payment from, an equity-based compensation arrangement?
- If 'Yes' to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.

5 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

- a** The organization?
- b** Any related organization?
- If 'Yes' on line 5a or 5b, describe in Part III.

6 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

- a** The organization?
- b** Any related organization?
- If 'Yes' on line 6a or 6b, describe in Part III.

7 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If 'Yes,' describe in Part III

8 Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)?
If 'Yes,' describe in Part III

9 If 'Yes' on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

Yes No

1 b

2

4 a

4 b

4 c

5 a

5 b

6 a

6 b

7

8

9

BAA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2017

Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees. Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

Note: The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title	(B) Breakdown of W-2 and/or 1099-MISC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
	(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
JEREMY T. TOBIAS							
1 CEO	(i) 170,280.	0.	10,287.	18,004.	15,460.	214,031.	0.
	(ii) 0.	0.	0.	0.	0.	0.	0.
CHRISTINE ANAMI							
2 CFO	(i) 128,719.	0.	7,364.	10,178.	5,417.	151,678.	0.
	(ii) 0.	0.	0.	0.	0.	0.	0.
3	(i)						
	(ii)						
4	(i)						
	(ii)						
5	(i)						
	(ii)						
6	(i)						
	(ii)						
7	(i)						
	(ii)						
8	(i)						
	(ii)						
9	(i)						
	(ii)						
10	(i)						
	(ii)						
11	(i)						
	(ii)						
12	(i)						
	(ii)						
13	(i)						
	(ii)						
14	(i)						
	(ii)						
15	(i)						
	(ii)						
16	(i)						
	(ii)						
BAA							

TEEA4102L 08/09/17

Schedule J (Form 990) 2017

Part III

Supplemental Information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

SCHEDULE M
(Form 990)

Noncash Contributions

OMB No. 1545-0047

2017

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

- ▶ Complete if the organizations answered 'Yes' on Form 990, Part IV, lines 29 or 30.
- ▶ Attach to Form 990.
- ▶ Go to www.irs.gov/Form990 for the latest information.

Name of the organization

COMMUNITY ACTION PARTNERSHIP OF KERN

Employer identification number

95-2402760

Part I Types of Property

	(a) Check if applicable	(b) Number of contributions or items contributed	(c) Noncash contribution amounts reported on Form 990, Part VIII, line 1g	(d) Method of determining noncash contribution amounts
1 Art – Works of art				
2 Art – Historical treasures				
3 Art – Fractional interests				
4 Books and publications				
5 Clothing and household goods				
6 Cars and other vehicles				
7 Boats and planes				
8 Intellectual property				
9 Securities – Publicly traded				
10 Securities – Closely held stock				
11 Securities – Partnership, LLC, or trust interests				
12 Securities – Miscellaneous				
13 Qualified conservation contribution – Historic structures				
14 Qualified conservation contribution – Other				
15 Real estate – Residential				
16 Real estate – Commercial				
17 Real estate – Other				
18 Collectibles				
19 Food inventory	X	1	1,528,117.	
20 Drugs and medical supplies				
21 Taxidermy				
22 Historical artifacts				
23 Scientific specimens				
24 Archeological artifacts				
25 Other ▶ (.....)				
26 Other ▶ (.....)				
27 Other ▶ (.....)				
28 Other ▶ (.....)				

29 Number of Forms 8283 received by the organization during the tax year for contributions for which the organization completed Form 8283, Part IV, Donee Acknowledgement

29

30a During the year, did the organization receive by contribution any property reported in Part I, lines 1 through 28, that it must hold for at least three years from the date of the initial contribution, and which isn't required to be used for exempt purposes for the entire holding period?

b If 'Yes,' describe the arrangement in Part II.

31 Does the organization have a gift acceptance policy that requires the review of any nonstandard contributions?

32a Does the organization hire or use third parties or related organizations to solicit, process, or sell noncash contributions?

b If 'Yes,' describe in Part II.

33 If the organization didn't report an amount in column (c) for a type of property for which column (a) is checked, describe in Part II.

	Yes	No
30 a		X
31		X
32 a		X
33		

BAA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule M (Form 990) (2017)

Part II **Supplemental Information.** Provide the information required by Part I, lines 30b, 32b, and 33, and whether the organization is reporting in Part I, column (b), the number of contributions, the number of items received, or a combination of both. Also complete this part for any additional information.

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
▶ Attach to Form 990 or 990-EZ.

▶ Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2017

**Open to Public
Inspection**

Name of the organization

COMMUNITY ACTION PARTNERSHIP OF KERN

Employer identification number

95-2402760

VOLUNTEER ESTIMATE

VOLUNTEERS PARTICIPATE FOR THE MOST PART IN THE FOOD BANK, YOUTH CENTERS IN SHAFTER AND BAKERSFIELD, HEAD START AND VOLUNTEER INCOME TAX ASSISTANCE PROGRAMS OF THE ORGANIZATION.

FORM 990, PART III, LINE 1 - ORGANIZATION MISSION

COMMUNITY ACTION PARTNERSHIP OF KERN SHALL PROVIDE AND ADVOCATE FOR RESOURCES THAT WILL EMPOWER MEMBERS OF THE COMMUNITIES WE SERVE TO BE SELF-SUFFICIENT. COMMUNITY ACTION PARTNERSHIP OF KERN (CAPK) IS THE FEDERALLY DESIGNATED ANTI-POVERTY AGENCY FOR KERN COUNTY AND HAS BEEN WORKING TO PROVIDE AN INTEGRATED NETWORK OF SERVICES SINCE 1965. THROUGH A VARIETY OF PROGRAMS AND IN COLLABORATION WITH OTHER COMMUNITY SERVICE AGENCIES, CAPK HELP PARTICIPANTS PURSUE THEIR EDUCATION GOALS, SECURE AND RETAIN EMPLOYMENT, MAINTAIN ADEQUATE HOUSING, RECEIVE MEDICAL SERVICES, OBTAIN ENERGY SUBSIDY AND WEATHERIZATION ASSISTANCE, ENCOURAGES PARENT PARTICIPATION, COUNTERACTS HUNGER AND MALNUTRITION, PROVIDES CHILD CARE AND PRESCHOOL EDUCATION, AND OTHER PERSONAL AND FAMILY DEVELOPMENT OPPORTUNITIES TO BUILD AND ACHIEVE INDIVIDUAL AND FAMILY SELF-SUFFICIENCY.

FORM 990, PART III, LINE 4D - OTHER PROGRAM SERVICES DESCRIPTION

OTHER PROGRAM SERVICES INCLUDE (1) COMPREHENSIVE INFORMATION AND REFERRAL SERVICES THAT LINK KERN COUNTY RESIDENTS TO COMMUNITY HEALTH AND HUMAN SERVICES AND SUPPORT. CAPK HAS BEEN DESIGNATED BY THE CALIFORNIA PUBLIC UTILITIES COMMISSION AS THE 2-1-1 PROVIDER FOR KERN COUNTY. SERVICES ARE AVAILABLE 24 HOURS A DAY, SEVEN DAYS A WEEK. (2) FREE TAX PREPARATION SERVICES TO LOW-TO-MODERATE INCOME INDIVIDUALS, FAMILIES AND SENIORS. (3) YOUTH SERVICES TO PROVIDE PROGRAMS THAT FOCUS ON NUTRITION, EDUCATION, RECREATION, TEEN PREGNANCY PREVENTION, AND ACTIVE HEALTHY LIVING.

Name of the organization

Employer identification number

COMMUNITY ACTION PARTNERSHIP OF KERN

95-2402760

FORM 990, PART VI, LINE 11B - FORM 990 REVIEW PROCESS

THE CHIEF FINANCIAL OFFICER OF THE ORGANIZATION REVIEWS THE PREPARED FORM 990 BEFORE IT IS SIGNED BY THE CHIEF EXECUTIVE OFFICER OF THE ORGANIZATION AND BEFORE IT IS SUBMITTED TO THE IRS.

FORM 990, PART VI, LINE 15B - COMPENSATION REVIEW & APPROVAL PROCESS - OFFICERS & KEY EMPLOYEES

EVERY THREE YEARS AND PERIODICALLY DURING THIS TIME FRAME, AN INDEPENDENT SALARY SURVEY INCLUDING BENEFIT PACKAGE IS CONDUCTED. ALSO, THE RECENTLY ENACTED HEAD START ACT CONTAINS LANGUAGE REGARDING LIMITATIONS ON THE COMPENSATION OF HEAD START STAFF, INCLUDING THE CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, AND OTHER KEY EMPLOYEES. SPECIFICALLY, IT PRECLUDES USING ANY FEDERAL FUNDS TO PAY ANY PART OF THE COMPENSATION OF AN INDIVIDUAL IF THAT INDIVIDUALS COMPENSATION EXCEEDS THE RATE PAYABLE FOR LEVEL II OF THE EXECUTIVE SCHEDULE (\$187,000 EFFECTIVE CALENDAR YEAR 2017). ANY CHANGE IN THE SALARY GRADE OF A POSITION IS APPROVED BY THE BOARD OF DIRECTORS BEFORE THE CHANGE IS IMPLEMENTED.

FORM 990, PART VI, LINE 19 - OTHER ORGANIZATION DOCUMENTS PUBLICLY AVAILABLE

COPIES OF THE ABOVE DOCUMENTS ARE MADE AVAILABLE TO THE PUBLIC ON THE ORGANIZATION'S WEBSITE, UPON REQUEST, AND ARE ALSO AVAILABLE FOR INSPECTION AT THE MAIN OFFICE OF THE ORGANIZATION.

Part I

Identification of Disregarded Entities.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 33.

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity
(1) -----					

(2) -----					

(3) -----					

Part II

Identification of Related Tax-Exempt Organizations.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Sec 512(b)(13) controlled entity?
(1) FRIENDSHIP HOUSE COMMUNITY CENTER 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309 95-2419401	COMMUNITY CENTER	CA	501 (C) (4)		CAPK	X
(2) -----						

(3) -----						

(4) -----						

Part III Identification of Related Organizations Taxable as a Partnership Complete if the organization answered 'Yes' on Form 990, Part IV, line 34, because it had one or more related organizations treated as a partnership during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(f) Share of total income	(g) Share of end-of-year assets	(h) Dispropor- tionate allocations?		(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner?		(k) Percentage ownership
							Yes	No		Yes	No	
(1) -----												

(2) -----												

(3) -----												

Part IV Identification of Related Organizations Taxable as a Corporation or Trust Complete if the organization answered 'Yes' on Form 990, Part IV, line 34, because it had one or more related organizations treated as a corporation or trust during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Type of entity (C corp, S corp, or trust)	(f) Share of total income	(g) Share of end-of- year assets	(h) Percentage ownership	(i) Sec 512(b)(13) controlled entity?	
								Yes	No
(1) -----									

(2) -----									

(3) -----									

BAA

TEEA5002L 11/29/17

Schedule R (Form 990) 2017

Part V Transactions With Related Organizations. Complete if the organization answered 'Yes' on Form 990, Part IV, line 34, 35b, or 36.**Note:** Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

1 During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?

	Yes	No
a Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity		1 a X
b Gift, grant, or capital contribution to related organization(s)		1 b X
c Gift, grant, or capital contribution from related organization(s)		1 c X
d Loans or loan guarantees to or for related organization(s)		1 d X
e Loans or loan guarantees by related organization(s)		1 e X
f Dividends from related organization(s)		1 f X
g Sale of assets to related organization(s)		1 g X
h Purchase of assets from related organization(s)		1 h X
i Exchange of assets with related organization(s)		1 i X
j Lease of facilities, equipment, or other assets to related organization(s)		1 j X
k Lease of facilities, equipment, or other assets from related organization(s)		1 k X
l Performance of services or membership or fundraising solicitations for related organization(s)		1 l X
m Performance of services or membership or fundraising solicitations by related organization(s)		1 m X
n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)		1 n X
o Sharing of paid employees with related organization(s)		1 o X
p Reimbursement paid to related organization(s) for expenses		1 p X
q Reimbursement paid by related organization(s) for expenses		1 q X
r Other transfer of cash or property to related organization(s)		1 r X
s Other transfer of cash or property from related organization(s)		1 s X

2 If the answer to any of the above is 'Yes,' see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

	(a) Name of related organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1)				
(2)				
(3)				
(4)				
(5)				
(6)				

Part VI **Unrelated Organizations Taxable as a Partnership.** Complete if the organization answered 'Yes' on Form 990, Part IV, line 37.

Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total assets or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

(a) Name, address, and EIN of entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(e) Are all partners section 501(c)(3) organizations?		(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations?		(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner?		(k) Percentage ownership
				Yes	No			Yes	No		Yes	No	
(1) -----													

(2) -----													

(3) -----													

(4) -----													

(5) -----													

(6) -----													

(7) -----													

(8) -----													

Part VII Supplemental Information.

Provide additional information for responses to questions on Schedule R. See instructions.

Date Accepted _____

DO NOT MAIL THIS FORM TO THE FTB

TAXABLE YEAR

2017

California e-file Return Authorization for Exempt Organizations

FORM

8453-EO

Exempt Organization name

Identifying number

COMMUNITY ACTION PARTNERSHIP OF KERN

95-2402760

Part I Electronic Return Information (whole dollars only)

1	Total gross receipts (Form 199, line 4)	1	75,367,091.
2	Total gross income (Form 199, line 8)	2	74,783,187.
3	Total expenses and disbursements (Form 199, Line 9)	3	73,794,579.

Part II Settle Your Account Electronically for Taxable Year 2017

4 ☐ Electronic funds withdrawal 4a Amount _____ 4b Withdrawal date (mm/dd/yyyy) _____

Part III Banking Information (Have you verified the exempt organization's banking information?)

5 Routing number _____
 6 Account number _____ 7 Type of account: ☐ Checking ☐ Savings

Part IV Declaration of Officer

I authorize the exempt organization's account to be settled as designated in Part II. If I check Part II, Box 4, I authorize an electronic funds withdrawal for the amount listed on line 4a.

Under penalties of perjury, I declare that I am an officer of the above exempt organization and that the information I provided to my electronic return originator (ERO), transmitter, or intermediate service provider and the amounts in Part I above agree with the amounts on the corresponding lines of the exempt organization's 2017 California electronic return. To the best of my knowledge and belief, the exempt organization's return is true, correct, and complete. If the exempt organization is filing a balance due return, I understand that if the Franchise Tax Board (FTB) does not receive full and timely payment of the exempt organization's fee liability, the exempt organization will remain liable for the fee liability and all applicable interest and penalties. I authorize the exempt organization return and accompanying schedules and statements be transmitted to the FTB by the ERO, transmitter, or intermediate service provider. **If the processing of the exempt organization's return or refund is delayed, I authorize the FTB to disclose to the ERO or intermediate service provider, the reason(s) for the delay.**

Sign Here

Signature of officer 

Date 

CFO
Title

Part V Declaration of Electronic Return Originator (ERO) and Paid Preparer. See instructions.

I declare that I have reviewed the above exempt organization's return and that the entries on form FTB 8453-EO are complete and correct to the best of my knowledge. (If I am only an intermediate service provider, I understand that I am not responsible for reviewing the exempt organization's return. I declare, however, that form FTB 8453-EO accurately reflects the data on the return.) I have obtained the organization officer's signature on form FTB 8453-EO before transmitting this return to the FTB; I have provided the organization officer with a copy of all forms and information that I will file with the FTB, and I have followed all other requirements described in FTB Pub. 1345, 2017 e-file Handbook for Authorized e-file Providers. I will keep form FTB 8453-EO on file for **four** years from the due date of the return or **four** years from the date the exempt organization return is filed, whichever is later, and I will make a copy available to the FTB upon request. If I am also the paid preparer, under penalties of perjury, I declare that I have examined the above exempt organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

ERO Must Sign

ERO's signature		Date		Check if also paid preparer	☒	Check if self-employed	☐	ERO's PTIN	P01318969
Firm's name (or yours if self-employed) and address	BROWN ARMSTRONG ACCOUNTANCY CORPORATION 4200 TRUXTUN AVE STE 300 BAKERSFIELD CA				FEIN		95-3109182		
					ZIP Code		93309-0668		

Under penalties of perjury, I declare that I have examined the above organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

Paid Preparer Must Sign

Paid preparer's signature		Date	_____	Check if self-employed	☐	Paid preparer's PTIN	_____
Firm's name (or yours if self-employed) and address	_____				FEIN		_____
	_____				ZIP code		_____

For Privacy Notice, get FTB 1131 ENG/SP.

FTB 8453-EO 2017

2017

California Exempt Organization
Annual Information Return

199

Calendar Year 2017 or fiscal year beginning (mm/dd/yyyy) 3/01/2017, and ending (mm/dd/yyyy) 2/28/2018.

Corporation/Organization name

COMMUNITY ACTION PARTNERSHIP OF KERN

Additional information. See instructions.

California corporation number

0490460

FEIN

95-2402760

PMB no.

Street address (suite or room)

5005 BUSINESS PARK NORTH

City

BAKERSFIELD

Foreign country name

State

CA

Foreign province/state/county

Zip code

93309

Foreign postal code

- A** First Return. ☐ Yes ☒ No
- B** Amended Return. ☐ Yes ☒ No
- C** IRC Section 4947(a)(1) trust. ☐ Yes ☒ No
- D** Final Information Return?
☐ Dissolved ☐ Surrendered (Withdrawn) ☐ Merged/Reorganized
 Enter date (mm/dd/yyyy) ☐
- E** Check accounting method:
 1 ☐ Cash 2 ☒ Accrual 3 ☐ Other
- F** Federal return filed? 1 ☐ 990T 2 ☐ 990-PF 3 ☐ Sch H (990)
 4 ☐ Other 990 series
- G** Is this a group filing? See instructions. ☐ Yes ☒ No
- H** Is this organization in a group exemption? ☐ Yes ☒ No
 If 'Yes,' what is the parent's name?
- I** Did the organization have any changes to its guidelines not reported to the FTB? See instructions. ☐ Yes ☒ No

J If exempt under R&TC Section 23701d, has the organization engaged in political activities?See instructions. ☐ Yes ☒ No**K** Is the organization exempt under R&TC Section 23701g? ☐ Yes ☒ No

If 'Yes,' enter the gross receipts from nonmember sources. \$

L If organization is exempt under R&TC Section 23701d and meets the filing fee exception, check box.No filing fee is required. ☒**M** Is the organization a Limited Liability Company? ☐ Yes ☒ No**N** Did the organization file Form 100 or Form 109 to report taxable income? ☐ Yes ☒ No**O** Is the organization under audit by the IRS or has the IRS audited in a prior year? ☐ Yes ☒ No**P** Is federal Form 1023/1024 pending? ☐ Yes ☐ No

Date filed with IRS

CACA1112L 01/02/18

Part I Complete Part I unless not required to file this form. See General Information B and C.

Receipts and Revenues	1	Gross sales or receipts from other sources. From Side 2, Part II, line 8.	1	2,170,131.
	2	Gross dues and assessments from members and affiliates.	2	
	3	Gross contributions, gifts, grants, and similar amounts received. SEE SCH. B	3	73,196,960.
	4	Total gross receipts for filing requirement test. Add line 1 through line 3. This line must be completed. If the result is less than \$50,000, see General Information B.	4	75,367,091.
	5	Cost of goods sold	5	
	6	Cost or other basis, and sales expenses of assets sold	6	583,904.
	7	Total costs. Add line 5 and line 6.	7	583,904.
	8	Total gross income. Subtract line 7 from line 4.	8	74,783,187.
Expenses	9	Total expenses and disbursements. From Side 2, Part II, line 18.	9	73,794,579.
	10	Excess of receipts over expenses and disbursements. Subtract line 9 from line 8.	10	988,608.
Filing Fee	11	Total payments	11	
	12	Use tax. See General Information K.	12	
	13	Payments balance. If line 11 is more than line 12, subtract line 12 from line 11.	13	
	14	Use tax balance. If line 12 is more than line 11, subtract line 11 from line 12.	14	
	15	Filing fee \$10 or \$25. See General Information F.	15	
	16	Penalties and Interest. See General Information J.	16	
	17	Balance due. Add line 12, line 15, and line 16. Then subtract line 11 from the result.	17	0.
Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.			
Paid Preparer's Use Only	Signature of officer		Title	CFO
	Preparer's signature	CLINT W. BAIRD	Date	4/11/18
	Firm's name (or yours, if self-employed) and address	BROWN ARMSTRONG ACCOUNTANCY CORPORATION 4200 TRUXTUN AVE STE 300 BAKERSFIELD, CA 93309-0668		
	Check if self-employed	☐	Telephone	661-336-5236
			PTIN	P01318969
			FEIN	95-3109182
			Telephone	(661) 324-4971
	May the FTB discuss this return with the preparer shown above? See instructions. ☒ Yes ☐ No			

Part II Organizations with gross receipts of more than \$50,000 and private foundations
regardless of amount of gross receipts — complete Part II or furnish substitute information.

Receipts from Other Sources	1	Gross sales or receipts from all business activities. See instructions.....	•	1	
	2	Interest.....	•	2	
	3	Dividends.....	•	3	
	4	Gross rents.....	•	4	72,284.
	5	Gross royalties.....	•	5	
	6	Gross amount received from sale of assets (See Instructions).....	•	6	599,345.
	7	Other income. Attach schedule..... SEE STATEMENT 1	•	7	1,498,502.
	8	Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1.....		8	2,170,131.
	9	Contributions, gifts, grants, and similar amounts paid. Attach schedule.....	•	9	
Expenses and Disbursements	10	Disbursements to or for members.....	•	10	
	11	Compensation of officers, directors, and trustees. Attach schedule..... SEE STMT 2	•	11	365,709.
	12	Other salaries and wages.....	•	12	27,588,471.
	13	Interest.....	•	13	107,272.
	14	Taxes.....	•	14	2,369,105.
	15	Rents.....	•	15	2,439,910.
	16	Depreciation and depletion (See instructions).....	•	16	1,179,263.
	17	Other Expenses and Disbursements. Attach schedule..... SEE STATEMENT 3	•	17	39,744,849.
	18	Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9.....		18	73,794,579.

Schedule L Balance Sheet		Beginning of taxable year		End of taxable year	
		(a)	(b)	(c)	(d)
Assets					
1	Cash.....		3,333,427.	•	3,850,166.
2	Net accounts receivable.....		3,149,045.	•	3,672,278.
3	Net notes receivable.....			•	
4	Inventories.....		1,119,850.	•	1,265,045.
5	Federal and state government obligations.....			•	
6	Investments in other bonds.....			•	
7	Investments in stock.....			•	
8	Mortgage loans.....			•	
9	Other investments. Attach schedule.....			•	
10a	Depreciable assets.....	28,986,714.		29,075,872.	
b	Less accumulated depreciation.....	18,404,991.	10,581,723.	19,025,930.	10,049,942.
11	Land.....		1,776,669.	•	1,776,669.
12	Other assets. Attach schedule..... STM 4		364,365.	•	398,620.
13	Total assets.....		20,325,079.		21,012,720.
Liabilities and net worth					
14	Accounts payable.....		4,774,222.	•	4,483,364.
15	Contributions, gifts, or grants payable.....			•	
16	Bonds and notes payable.....			•	
17	Mortgages payable.....		3,154,442.	•	2,781,720.
18	Other liabilities. Attach schedule..... STM 5		1,388,515.	•	1,751,128.
19	Capital stock or principal fund.....		11,007,900.	•	11,996,508.
20	Paid-in or capital surplus. Attach reconciliation.....			•	
21	Retained earnings or income fund.....			•	
22	Total liabilities and net worth.....		20,325,079.		21,012,720.

Schedule M-1 Reconciliation of income per books with income per return

Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000.

1	Net income per books.....	•	988,608.	7	Income recorded on books this year not included in this return. Attach schedule.....	•	
2	Federal income tax.....	•		8	Deductions in this return not charged against book income this year. Attach schedule.....	•	
3	Excess of capital losses over capital gains.....	•		9	Total. Add line 7 and line 8.....		
4	Income not recorded on books this year. Attach schedule.....	•		10	Net income per return. Subtract line 9 from line 6.....		988,608.
5	Expenses recorded on books this year not deducted in this return. Attach schedule.....	•					
6	Total. Add line 1 through line 5.....		988,608.				

Schedule B
(Form 990, 990-EZ,
or 990-PF)

Department of the Treasury
Internal Revenue Service

CALIFORNIA COPY
Schedule of Contributors

► Attach to Form 990, Form 990-EZ, or Form 990-PF.
► Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2017

Name of the organization

COMMUNITY ACTION PARTNERSHIP OF KERN

Employer identification number

95-2402760

Organization type (check one):

Filers of:

Form 990 or 990-EZ

Section:

☒ 501(c)(3) (enter number) organization

☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation

☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation

☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

Note. Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

☒ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33-1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000 or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.

☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ► \$ _____

Caution. An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer 'No' on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

BAA For Paperwork Reduction Act Notice, see the instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990, 990-EZ, or 990-PF) (2017)

Name of organization

COMMUNITY ACTION PARTNERSHIP OF KERN

Employer identification number

95-2402760

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) Number	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	U.S. DEPT. OF HEALTH AND HUMAN SERV PROGRAM DETAIL AVAILABLE BAKERSFIELD, CA 93301	\$ 42,894,207.	Person ☒ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
2	U.S. DEPT. OF AGRICULTURE PROGRAM DETAIL AVAILABLE BAKERSFIELD, CA 93301	\$ 7,376,836.	Person ☒ Payroll ☐ Noncash ☒ (Complete Part II for noncash contributions.)
3	STATE OF CA - DEPT. OF EDUCATION PROGRAM DETAIL AVAILABLE BAKERSFIELD, CA 93301	\$ 5,948,136.	Person ☒ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
			Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
			Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
			Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)

Employer identification number	
--------------------------------	--

95-2402760

Part III Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this information once. See instructions.) \$ _____ N/A
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	N/A		
-----	(e) Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
-----	(e) Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
-----	(e) Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
-----	(e) Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
-----	(e) Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

COMMUNITY ACTION PARTNERSHIP OF KERN

95-2402760

STATEMENT 1
FORM 199, PART II, LINE 7
OTHER INCOME

INCOME FROM SPECIAL EVENTS.....	\$	73,051.
OTHER INVESTMENT INCOME.....		1,089.
OTHER MISCELLANEOUS.....		1,039,232.
PROGRAM SERVICE REVENUE.....		385,130.
TOTAL	\$	1,498,502.

STATEMENT 2
FORM 199, PART II, LINE 11
COMPENSATION OF OFFICERS, DIRECTORS, TRUSTEES AND KEY EMPLOYEES

CURRENT OFFICERS:

NAME AND ADDRESS	TITLE AND AVERAGE HOURS PER WEEK DEVOTED	TOTAL COMPEN- SATION	CONTRI- BUTION TO EBP & DC	EXPENSE ACCOUNT/ OTHER
JAMES S. CAMP 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	\$ 0.	\$ 0.	\$ 0.
MARIAN PANOS 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 0	0.	0.	0.
FRED PLANE 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	SECRETARY 4.00	0.	0.	0.
GARTH CORRIGAN 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	CHAIRMAN 4.00	0.	0.	0.
CHARLIE RODRIGUEZ 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	0.	0.	0.
GUADALUPE PEREZ 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	0.	0.	0.
CURTIS FLOYD 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	VICE-CHAIR 4.00	0.	0.	0.
ANA VIGIL 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	0.	0.	0.
YOLANDA OCHOA 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	0.	0.	0.

COMMUNITY ACTION PARTNERSHIP OF KERN

95-2402760

STATEMENT 2 (CONTINUED)
 FORM 199, PART II, LINE 11
 COMPENSATION OF OFFICERS, DIRECTORS, TRUSTEES AND KEY EMPLOYEES

CURRENT OFFICERS:

NAME AND ADDRESS	TITLE AND AVERAGE HOURS PER WEEK DEVOTED	TOTAL COMPEN- SATION	CONTRI- BUTION TO EBP & DC	EXPENSE ACCOUNT/ OTHER
WARREN PETERSON 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	TREASURER 4.00	\$ 0.	\$ 0.	\$ 0.
JIMMIE CHILDRESS 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	0.	0.	0.
CRAIG HENDERSON 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	0.	0.	0.
MIKE MAGGARD 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	0.	0.	0.
ENRIQUE SALAZAR, JR. 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	0.	0.	0.
JEREMY T. TOBIAS 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	CEO 40.00	214,031.	18,004.	15,460.
CHRISTINE ANAMI 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	CFO 40.00	151,678.	10,178.	5,417.
SHARIF HASSAN 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	0.	0.	0.
JANEA BENTON 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	0.	0.	0.
LORENA FERNANDEZ 5005 BUSINESS PARK NORTH BAKERSFIELD, CA 93309	DIRECTOR 4.00	0.	0.	0.
	TOTAL	\$ 365,709.	\$ 28,182.	\$ 20,877.

COMMUNITY ACTION PARTNERSHIP OF KERN

95-2402760

STATEMENT 3
FORM 199, PART II, LINE 17
OTHER EXPENSES

ACCOUNTING FEES.....	\$ 82,587.
BANK CHARGES.....	17,053.
BOARD COSTS.....	21,876.
CONFERENCES, CONVENTIONS, AND MEETINGS.....	299,408.
CONSUMABLE SUPPLIES.....	2,417,822.
DUES AND SUBSCRIPTIONS.....	33,287.
EMPLOYEE COSTS.....	24,499.
EQUIPMENT RENT/LEASE.....	116,366.
FINES/PENALTIES.....	4,660.
FIRST AID.....	12,503.
INDIRECT EXPENSE.....	844,919.
INSURANCE.....	279,495.
LEGAL FEES.....	61,327.
MISCELLANEOUS EXPENSE.....	159.
OTHER EMPLOYEE BENEFIT.....	4,778,569.
OTHER FEES.....	2,154,646.
OUTREACH.....	347,593.
PENSION PLAN CONTRIBUTIONS.....	1,204,275.
POSTAGE AND SHIPPING.....	46,647.
PRE-EMPLOYMENT PHYSICAL.....	82,631.
PRINTING AND PUBLICATIONS.....	124,371.
PROGRAM COST.....	23,672,373.
REPAIRS AND MAINTENANCE.....	1,903,818.
SPECIAL EVENT EXPENSES.....	23,645.
TAXES AND LICENSES.....	62,339.
TELEPHONE AND INTERNET.....	558,671.
TRAVEL.....	569,310.
TOTAL	<u>\$39,744,849.</u>

STATEMENT 4
FORM 199, SCHEDULE L, LINE 12
OTHER ASSETS

PREPAID EXPENSES AND DEFERRED CHARGES.....	398,620.
TOTAL	<u>\$ 398,620.</u>

STATEMENT 5
FORM 199, SCHEDULE L, LINE 18
OTHER LIABILITIES

ADVANCES PAYABLE.....	22,808.
DEFERRED REVENUE.....	1,728,320.
TOTAL	<u>\$ 1,751,128.</u>

Date Accepted _____

DO NOT MAIL THIS FORM TO THE FTB

TAXABLE YEAR

2017**California e-file Return Authorization for
Exempt Organizations**

FORM

8453-EO

Exempt Organization name

Identifying number

COMMUNITY ACTION PARTNERSHIP OF KERN

95-2402760

Part I Electronic Return Information (whole dollars only)

1	Total gross receipts (Form 199, line 4)	1	75,367,091.
2	Total gross income (Form 199, line 8)	2	74,783,187.
3	Total expenses and disbursements (Form 199, Line 9)	3	73,794,579.

Part II Settle Your Account Electronically for Taxable Year 2017

4 ☐ Electronic funds withdrawal 4a Amount _____ 4b Withdrawal date (mm/dd/yyyy) _____

Part III Banking Information (Have you verified the exempt organization's banking information?)

5 Routing number _____
 6 Account number _____ 7 Type of account: ☐ Checking ☐ Savings

Part IV Declaration of Officer

I authorize the exempt organization's account to be settled as designated in Part II. If I check Part II, Box 4, I authorize an electronic funds withdrawal for the amount listed on line 4a.

Under penalties of perjury, I declare that I am an officer of the above exempt organization and that the information I provided to my electronic return originator (ERO), transmitter, or intermediate service provider and the amounts in Part I above agree with the amounts on the corresponding lines of the exempt organization's 2017 California electronic return. To the best of my knowledge and belief, the exempt organization's return is true, correct, and complete. If the exempt organization is filing a balance due return, I understand that if the Franchise Tax Board (FTB) does not receive full and timely payment of the exempt organization's fee liability, the exempt organization will remain liable for the fee liability and all applicable interest and penalties. I authorize the exempt organization return and accompanying schedules and statements be transmitted to the FTB by the ERO, transmitter, or intermediate service provider. **If the processing of the exempt organization's return or refund is delayed, I authorize the FTB to disclose to the ERO or intermediate service provider, the reason(s) for the delay.**

**Sign
Here**

Signature of officer

Date

CFO
Title

Part V Declaration of Electronic Return Originator (ERO) and Paid Preparer. See instructions.

I declare that I have reviewed the above exempt organization's return and that the entries on form FTB 8453-EO are complete and correct to the best of my knowledge. (If I am only an intermediate service provider, I understand that I am not responsible for reviewing the exempt organization's return. I declare, however, that form FTB 8453-EO accurately reflects the data on the return.) I have obtained the organization officer's signature on form FTB 8453-EO before transmitting this return to the FTB; I have provided the organization officer with a copy of all forms and information that I will file with the FTB, and I have followed all other requirements described in FTB Pub. 1345, 2017 e-file Handbook for Authorized e-file Providers. I will keep form FTB 8453-EO on file for **four** years from the due date of the return or **four** years from the date the exempt organization return is filed, whichever is later, and I will make a copy available to the FTB upon request. If I am also the paid preparer, under penalties of perjury, I declare that I have examined the above exempt organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

**ERO
Must
Sign**

ERO's signature	CLINT W. BAIRD	Date	Check if also paid preparer ☒	Check if self-employed ☐	ERO's PTIN
Firm's name (or yours if self-employed) and address	BROWN ARMSTRONG ACCOUNTANCY CORPORATION 4200 TRUXTUN AVE STE 300 BAKERSFIELD CA				FEIN 95-3109182 ZIP Code 93309-0668

Under penalties of perjury, I declare that I have examined the above organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

**Paid
Preparer
Must
Sign**

Paid preparer's signature		Date	Check if self-employed ☐	Paid preparer's PTIN
Firm's name (or yours if self-employed) and address				FEIN ZIP code

For Privacy Notice, get FTB 1131 ENG/SP.

FTB 8453-EO 2017

COMMUNITY ACTION PARTNERSHIP OF KERN

95-2402760

RENTAL INCOME WORKSHEET
FORM 990

RENTAL PROPERTY

GROSS RENTAL INCOME.....	\$	72,284.
EXPENSES		
TOTAL EXPENSES.....	\$	0.
NET RENTAL INCOME OR LOSS	\$	<u>72,284.</u>

FORM 990, PART III, LINE 4E
PROGRAM SERVICES TOTALS

	PROGRAM SERVICES TOTAL	FORM 990	SOURCE
TOTAL EXPENSES	68,018,084.	68,018,084.	PART IX, LINE 25, COL. B
GRANTS	0.	0.	PART IX, LINES 1-3, COL. B
REVENUE	68,568,319.	385,130.	PART VIII, LINE 2, COL. A

FORM 990, PART IX, LINE 11G
OTHER FEES FOR SERVICES

	(A) TOTAL	(B) PROGRAM SERVICES	(C) MANAGEMENT & GENERAL	(D) FUND- RAISING
CONSULTING	1,427,316.	1,269,722.	157,594.	
OTHER PROFESSIONAL FEES	36,388.	36,388.		
PAYROLL SERVICE FEES	196,409.		196,409.	
SOFTWARE SUPPORT/MAINTENANCE	494,533.	180,800.	313,733.	
TOTAL	<u>\$ 2,154,646.</u>	<u>\$ 1,486,910.</u>	<u>\$ 667,736.</u>	<u>\$ 0.</u>

FORM 990, PART IX, LINE 24E
OTHER EXPENSES

	(A) TOTAL	(B) PROGRAM SERVICES	(C) MANAGEMENT & GENERAL	(D) FUNDRAISING
BANK CHARGES	17,053.	720.	16,333.	
BOARD COSTS	21,876.		21,876.	
DUES AND SUBSCRIPTIONS	33,287.	20,397.	12,890.	
EMPLOYEE COSTS	24,499.	6,510.	17,989.	
EQUIPMENT RENT/LEASE	116,366.	99,997.	16,369.	
FINES/PENALTIES	4,660.		4,660.	
FIRST AID	12,503.	10,753.	1,750.	
MISCELLANEOUS EXPENSE	159.	159.		
OUTREACH	347,593.	341,422.	6,171.	
POSTAGE AND SHIPPING	46,647.	28,643.	18,004.	
PRE-EMPLOYMENT PHYSICAL	82,631.	71,702.	10,929.	
PRINTING AND PUBLICATIONS	124,371.	113,703.	10,668.	

FORM 990, PART IX, LINE 24E (CONTINUED)
OTHER EXPENSES

	(A) <u>TOTAL</u>	(B) <u>PROGRAM SERVICES</u>	(C) <u>MANAGEMENT & GENERAL</u>	(D) <u>FUNDRAISING</u>
TAXES AND LICENSES	62,339.	56,897.	5,442.	
TELEPHONE AND INTERNET	558,671.	520,160.	38,511.	
TOTAL	<u>\$ 1,452,655.</u>	<u>\$ 1,271,063.</u>	<u>\$ 181,592.</u>	<u>\$ 0.</u>

MAIL TO:

Registry of Charitable Trusts
P.O. Box 903447
Sacramento, CA 94203-4470
(916) 210-6400

WEB SITE ADDRESS:

www.ag.ca.gov/charities/

ANNUAL REGISTRATION RENEWAL FEE REPORT TO ATTORNEY GENERAL OF CALIFORNIA

Section 12586 and 12587, California Government Code
11 Cal. Code Regs. section 301-307, 311, and 312

Failure to submit this report annually no later than the 15th day of the 5th month after the end of the organization's accounting period may result in the loss of tax exemption and the assessment of a minimum tax of \$800, plus interest, and/or fines or filing penalties as defined in Government Code section 12586.1. IRS extensions will be honored.



State Charity Registration Number 61855

COMMUNITY ACTION PARTNERSHIP OF KERN

Name of Organization

5005 BUSINESS PARK NORTH

Address (Number and Street)

BAKERSFIELD, CA 93309-1651

City or Town, State and ZIP Code

Check if:

☐ Change of address

☐ Amended report

Corporate or Organization No. D-490460

Federal Employer I.D. No. 95-2402760

ANNUAL REGISTRATION RENEWAL FEE SCHEDULE (11 Cal. Code Regs. sections 301-307, 311, and 312) Make Check Payable to Attorney General's Registry of Charitable Trusts

Gross Annual Revenue	Fee	Gross Annual Revenue	Fee	Gross Annual Revenue	Fee
Less than \$25,000	0	Between \$100,001 and \$250,000	\$50	Between \$1,000,001 and \$10 million	\$150
Between \$25,000 and \$100,000	\$25	Between \$250,001 and \$1 million	\$75	Between \$10,000,001 and \$50 million	\$225
				Greater than \$50 million	\$300

PART A - ACTIVITIES

For your most recent full accounting period (beginning 03 / 01 / 2017 ending 02 / 28 / 2018) list:

Gross annual revenue \$ 74,759,542 Total assets \$ 21,012,720

PART B - STATEMENTS REGARDING ORGANIZATION DURING THE PERIOD OF THIS REPORT

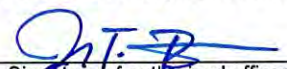
Note: If you answer "yes" to any of the questions below, you must attach a separate page providing an explanation and details for each "yes" response. Please review RRF-1 instructions for information required.

	Yes	No
1. During this reporting period, were there any contracts, loans, leases or other financial transactions between the organization and any officer, director or trustee thereof either directly or with an entity in which any such officer, director or trustee had any financial interest?		X
2. During this reporting period, were there any theft, embezzlement, diversion or misuse of the organization's charitable property or funds?		X
3. During this reporting period, did non-program expenditures exceed 50% of gross revenue?		X
4. During this reporting period, were any organization funds used to pay any penalty, fine or judgment? If you filed a Form 4720 with the Internal Revenue Service, attach a copy.		X
5. During this reporting period, were the services of a commercial fundraiser or fundraising counsel for charitable purposes used? If "yes," provide an attachment listing the name, address, and telephone number of the service provider.		X
6. During this reporting period, did the organization receive any governmental funding? If so, provide an attachment listing the name of the agency, mailing address, contact person, and telephone number.	X	
7. During this reporting period, did the organization hold a raffle for charitable purposes? If "yes," provide an attachment indicating the number of raffles and the date(s) they occurred.		X
8. Does the organization conduct a vehicle donation program? If "yes," provide an attachment indicating whether the program is operated by the charity or whether the organization contracts with a commercial fundraiser for charitable purposes.		X
9. Did your organization have prepared an audited financial statement in accordance with generally accepted accounting principles for this reporting period?	X	

Organization's area code and telephone number (661) 336 - 5236

Organization's e-mail address WWW.CAPK.ORG

I declare under penalty of perjury that I have examined this report, including accompanying documents, and to the best of my knowledge and belief, the content is true, correct and complete.


Signature of authorized officer

JEREMY T. TOBIAS

Printed Name

CHIEF EXECUTIVE OFFICER

Title

Date

12/14/18

COMMUNITY ACTION PARTNERSHIP OF KERN
2017/18 FORM RRF-1 (3-05)
REGISTRATION RENEWAL FEE REPORT
TO ATTORNEY GENERAL OF CALIFORNIA

State Charity Registration Number: 61855
Corporate Number: D-0490460
Federal Employer I.D. No.: 95-2402760

PART B – QUESTION #6

Governmental funding for the period 3/1/17 to 2/28/18 was as follows:

U.S. Department of Agriculture

Women, Infants and Children
U.S. Department of Agriculture
California Department of Public Health
WIC Supplemental Nutrition Branch
3901 Lennane Drive
Sacramento, California 95834

Lavinia Fakih (916) 928-8827

The Emergency Food Assistance Program
U.S. Department of Agriculture
California Department of Social Services
Food Assistance Program Bureau
744 P Street, MS 8-16-04
Sacramento, California 95814

Vincent Schenck (916) 229-3338

Child and Adult Care Food Program/Summer Food Program
U.S. Department of Agriculture
California Department of Education
Nutrition Services Division
1430 N Street, Suite 1500
Sacramento, California 95814

Shakshi Sharma (916) 327-5456

COMMUNITY ACTION PARTNERSHIP OF KERN
2017/18 FORM RRF-1 (3-05)
REGISTRATION RENEWAL FEE REPORT
TO ATTORNEY GENERAL OF CALIFORNIA

PART B – QUESTION #6 (CONTINUED)

Supplemental Nutrition Assistance Program – Cal Fresh Outreach
U.S. Department of Agriculture
Infoline of San Diego County, dba 2-1-1 San Diego
3860 Calle Fortunada, Suite 101
San Diego, California 92123

Brian Nolan (858) 300-1206

Commodity Supplemental Food Program
U.S. Department of Agriculture
California Department of Social Services
744 P Street, MS 19-51
Sacramento, California 95814

Lori Coopwood (916) 229-3339

U.S. Department of Energy

Weatherization Assistance Program
U.S. Department of Energy
California Department of Community Services and Development
2389 Gateway Oaks Drive
Sacramento, California 95833

Darrell Scheidegger (916) 576-4356

U.S. Department of Health and Human Services

Head Start/Early Head Start
U.S. Department of Health and Human Services
Administration for Children and Families
90 7th Street, Ninth Floor
San Francisco, California 94103

Gabriela Aranda (415) 437-8423

COMMUNITY ACTION PARTNERSHIP OF KERN
2017/18 FORM RRF-1 (3-05)
REGISTRATION RENEWAL FEE REPORT
TO ATTORNEY GENERAL OF CALIFORNIA

PART B – QUESTION #6 (CONTINUED)

Community Services Block Grant and Low Income Home Energy Assistance Program
U.S. Department of Health and Human Services
California Department of Community Services and Development
2389 Gateway Oaks Drive
Sacramento, California 95833

Darrell Scheidegger (916) 576-4356

Child Care and Development Fund and Child Care and Development Block Grant
U.S. Department of Health and Human Services
California Department of Education
Child Development Division
1430 N Street, Suite 2213
Sacramento, California 95814

Kimberly Conover (916) 445-1068

Information and Education Grant
U.S. Department of Health and Human Services
California Department of Public Health
Maternal, Child & Adolescent Health Division
1615 Capitol Avenue
Sacramento, California 95814

Michael Neff (916) 341-6726

Hospital Preparedness – Emergency Response
U.S. Department of Health and Human Services
Kern County Department of Public Health
1800 Mt. Vernon Avenue
Bakersfield, California 93306

Matthew Constantine (661) 868-0300

COMMUNITY ACTION PARTNERSHIP OF KERN
2017/18 FORM RRF-1 (3-05)
REGISTRATION RENEWAL FEE REPORT
TO ATTORNEY GENERAL OF CALIFORNIA

PART B – QUESTION #6 (CONTINUED)

U.S. Department of Homeland Security

Emergency Food and Shelter
U.S. Department of Homeland Security
Federal Emergency Management Agency
United Way of Kern County Local Board
5405 Stockdale Hwy, Suite 200
Bakersfield, California 93309

Della Hodson (661) 834-1820

U.S. Department of Housing and Urban Development

Community Development Block Grant
U.S. Department of Housing and Urban Development
Kern County Planning & Natural Resources Department
1115 Truxtun Avenue, Fifth Floor
Bakersfield, California 93301

Community Development Block Grant
U.S. Department of Housing and Urban Development
City of Bakersfield
1600 Truxtun Avenue
Bakersfield, California 93301

Housing and Urban Development Continuum of Care Planning Grant
U.S. Department of Housing and Urban Development
City of Bakersfield
1600 Truxtun Avenue
Bakersfield, California 93301

COMMUNITY ACTION PARTNERSHIP OF KERN
2017/18 FORM RRF-1 (3-05)
REGISTRATION RENEWAL FEE REPORT
TO ATTORNEY GENERAL OF CALIFORNIA

PART B – QUESTION #6 (CONTINUED)

U.S. Department of Justice

Justice Assistance Grant
U.S. Department of Justice
California Board of State & Community Corrections
Kern County Probation Department
2005 Ridge Road
Bakersfield, California 93305

Jeremy Roberts (661) 868-4135

U.S. Department of Treasury

Volunteer Income Tax Assistance Program
U.S. Department of Treasury
Internal Revenue Service
401 W. Peachtree Street, Stop 420-D
Atlanta, Georgia 30308

Azell Turner (470) 639-2935

U.S. Department of Education

Quality Rating and Improvement System – San Joaquin
U.S. Department of Education
Department of Education-First 5 California
102 S. San Joaquin Street
Stockton, California 95202

Lani Schiff-Ross (209) 468-0250

California Children and Families Commission

First 5 California
First 5 Kern
2724 L Street
Bakersfield, California 93301

Roland Maier (661) 328-8888

COMMUNITY ACTION PARTNERSHIP OF KERN
2017/18 FORM RRF-1 (3-05)
REGISTRATION RENEWAL FEE REPORT
TO ATTORNEY GENERAL OF CALIFORNIA

PART B – QUESTION #6 (CONTINUED)

California Department of Community Services and Development

Low Income Weatherization Program
California Department of Community Services and Development
2389 Gateway Oaks Drive
Sacramento, California 95833

Darrell Scheidegger (916) 576-4356

California Department of Corrections and Rehabilitation

Shafter Youth Center
Board of State and Community Corrections
California Department of Corrections and Rehabilitation
2590 Venture Oaks Way, Suite 200
Sacramento, California 95833

Kathleen Howard (916) 324-2626

California Department of Education

Child Care Contracts (Migrant Alternative Payment, General Center Child Care,
State Preschool, Migrant Child Care and Migrant Specialized Services)
California Department of Education
Child Development Division
1430 N Street, Suite 2213
Sacramento, California 95814

Kimberly Conover (916) 445-1068

California Department of Social Services

Differential Response
California Department of Social Services
Kern County Network for Children
1212 18th Street
Bakersfield, California 93301

Jayne Stuart (661) 588-7949



LINNÉ STOUT
DIRECTOR

State of California-Health and Human Services Agency
DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
2389 Gateway Oaks Drive, Suite 100, Sacramento, CA 95833-4246
Telephone: (916) 576-7109 | Fax: (916) 263-1406
www.csd.ca.gov



EDMUND G. BROWN JR.
GOVERNOR

January 4, 2019

Jeremy Tobias, Executive Director
Community Action Partnership of Kern
5005 Business Park North
Bakersfield, CA 93309

Dear Mr. Tobias:

Audit Transmittal Report (TR) 18-004 (FYE 2/28/18)

The Department of Community Services and Development (CSD) has performed a desk review of an audit report submitted to this office by the Community Action Partnership of Kern, or the auditor identified below. This review is conducted in accordance with the provisions of Office of Management and Budget (OMB) Title 2, Code of Federal Regulations (CFR), Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," Subpart F, Section §200.500 et seq.

Auditor: Brown Armstrong, CPAs

Audit Period: 3/1/17 – 2/28/18

Contract Numbers: 15B-3013, 15K-6006, 16B-4012, 16C-6012, 16F-5517, 17B-3012, 17F-2015, 18B-4012, and 18F-5015

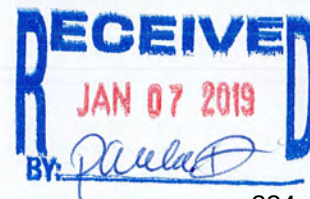
Report Date: November 29, 2018 **Date Received:** December 6, 2018

FAC Date: November 30, 2018

This desk review of the single audit report is to ensure that applicable standards have been met and to determine if there are outstanding matters that must be resolved before the audit is closed. Based on our review, we have the following comments and/or actions required:

CONTRACT NUMBERS: 15B-3013, 15K-6006, 16C-6012, 16F-5517, and 17F-2015

The terms of these contracts were covered in the audited period. Since there were no audit findings requiring corrective action, Audit Services Unit considers these contracts closed.



Jeremy Tobias
January 4, 2019

SUPPLEMENTAL STATEMENT OF REVENUE AND EXPENDITURES (SSRE)

The SSRE provided in your agency's audit report for contract number 15B-3013 is not in conformance to CSD's Supplemental Audit Guide. The SSRE lists revenues and expenditures for its weatherization, EHA, and toilet retrofit program. Please find enclosed two samples of the preferred format of the required SSRE. (See Enclosure A, page # A-1 through A-2)

Action Required:

1. In future audits, please review the SSREs to ensure it conforms the preferred format of the required SSREs. (See Enclosure A, page #A-1 through A-7)

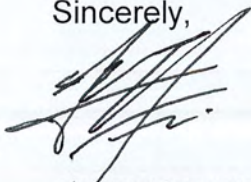
CONTRACT NUMBERS: 16B-4012, 17B-3012, 18B-4012, and 18F-5015

The terms of these contracts extend beyond the audit reporting period. Please ensure these contracts are included in the next Single Agency-Wide Audit; and revenues and expenditures are identified by contract numbers, components, and Federal Catalog numbers for the Federal Funding.

Our review did not disclose any other findings requiring corrective action that have not already been addressed. Therefore, the audit has been closed. If the agency has any questions or requires additional information, please reference the subject TR number. I may be contacted at (916) 576-5298 or Jeffry.Takili@csd.ca.gov.

Thank you for your dedication and commitment to serve low-income individuals and families throughout the state. I look forward to working in partnership with you to develop innovative and effective programs as well as strengthen our capacity to, not only improve the lives of those living in poverty, but to reduce poverty in California.

Sincerely,



JEFFRY TAKILI
CSD Management Auditor
Audit Services Unit

Enclosures (7)

c: Garth Corrigan, Board Chair
Brown Armstrong, CPAs

ACME COMMUNITY DEVELOPMENT, INC.
SUPPLEMENTAL STATEMENT OF REVENUE AND EXPENDITURES (SSRE)
CSD CONTRACT NO. 14B-XXXX (WX)
FOR THE PERIOD JAN. 1, 2014 THROUGH MAR 31, 2015

Enclosure A

	1-Jan-14 through 30-Jun-14	1-Jul-14 through 31-Mar-15	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE					
Grant Revenue	\$456,987	\$532,776	\$989,763		\$989,763
Interest Income ⁽²⁾	\$123	\$283	\$406		
Other Income	\$0	\$0	\$0		
Total Revenue:	\$457,110	\$533,059	\$990,169		\$989,763
EXPENDITURES⁽¹⁾					
Administrative Costs					
Administrative Costs ⁽³⁾	\$12,984	\$29,359	\$42,343	\$41,937	\$41,937
Administrative Equipment (More than \$5,000)	\$5,607	\$11,324	\$16,931	\$16,931	\$16,931
Total Administrative Costs:	\$18,591	\$40,683	\$59,274	\$58,868	\$58,868
Weatherization Program Costs					
Intake	\$8,301	\$23,957	\$32,258	\$32,258	\$35,410
Outreach	\$15,354	\$29,789	\$45,143	\$45,143	\$49,007
Training & Technical Assistance	\$4,866	\$0	\$4,866	\$4,866	\$9,722
Direct Program Activities	\$198,563	\$569,101	\$767,664	\$768,070	\$757,259
Liability Insurance	\$10,598	\$14,013	\$24,611	\$24,611	\$29,013
Major Vehicle and Field Equipment (More than \$5k)	\$0	\$0	\$0	\$0	\$0
Minor Vehicle and Field Equipment (Less than \$5k)	\$0	\$0	\$0	\$0	\$0
Workers' Compensation	\$0	\$0	\$0	\$0	\$0
General Operating Expenditures	\$26,912	\$29,441	\$56,353	\$55,947	\$50,484
Training and Technical Assistance-Solar H ₂ O Heating	\$0	\$0	\$0	\$0	\$0
Total Program Costs:	\$264,594	\$666,301	\$930,895	\$930,895	\$930,895
Total Expenses:	\$283,185	\$706,984	\$990,169	\$989,763	\$989,763

⁽¹⁾ Please note that the supplemental statements should be based on the budget line items contained in the contract and will need to be adjusted to incorporate the line items applicable to specific contracts.

⁽²⁾ Interest Income should not be reported on the SEFA but will get reported in the SSRE

ACME COMMUNITY DEVELOPMENT, INC.
SUPPLEMENTAL STATEMENT OF REVENUE AND EXPENDITURES (SSRE)
CSD CONTRACT NO. 15B-XXXX (WX)
FOR THE PERIOD JAN. 1, 2015 THROUGH NOV 30, 2016

Enclosure A

REVENUE	1-Jan-15 through 30-Jun-15	1-Jul-15 through 30-Jun-15	1-Jul-16 through 30-Nov-16	Total Audited Costs	Total Reported Expenses	Total Budget
Grant Revenue	\$204,340	\$408,679	\$170,283	\$783,302		\$783,302
Interest Income ⁽²⁾	\$0	\$0	\$0	\$0		
Other Income	\$0	\$0	\$0	\$0		
Deferred Revenue Earned	\$0	\$0	\$0	\$0		
Deferred Grant Revenue	\$0	\$0	\$0	\$0		
Total Revenue:	\$204,340	\$408,679	\$170,283	\$783,302		\$783,302
EXPENDITURES⁽¹⁾						
Weatherization Program Costs						
Intake	\$15,632	\$31,265	\$13,027	\$59,924	\$59,924	\$59,924
Outreach	\$15,827	\$31,653	\$13,189	\$60,669	\$60,669	\$60,669
Training & Technical Assistance	\$7,963	\$15,926	\$6,636	\$30,525	\$15,975	\$30,525
Direct Program Activities	\$128,468	\$256,937	\$107,057	\$492,462	\$572,981	\$492,462
Liability Insurance	\$4,727	\$9,455	\$3,940	\$18,122	\$18,954	\$18,122
Major Vehicle and Equipment (More than \$5k)	\$6,522	\$13,043	\$5,435	\$25,000	\$23,799	\$25,000
Minor Vehicle and Equipment (Less than \$5k)	\$0	\$0	\$0	\$0	\$0	\$0
Workers' Compensation	\$6,913	\$13,826	\$5,761	\$26,500	\$26,500	\$26,500
General Operating Expenditures	\$15,026	\$30,052	\$12,522	\$57,600	\$0	\$57,600
Training & Technical Assistance-Solar H ₂ O Heating	\$3,261	\$6,522	\$2,717	\$12,500	\$4,500	\$12,500
Total Expenses:	\$204,340	\$408,679	\$170,283	\$783,302	\$783,302	\$783,302

⁽¹⁾ Please note that the supplemental statements should be based on the budget line items contained in the contract and will need to be adjusted to incorporate the line items applicable to specific contracts.

⁽²⁾ Interest Income should not be reported on the SEFA but will get reported in the SSRE

ACME COMMUNITY DEVELOPMENT, INC.
SUPPLEMENTAL STATEMENT OF REVENUE AND EXPENDITURES (SSRE)
CSD CONTRACT NO. 15B-XXXX (EHA16)
FOR THE PERIOD JAN. 1, 2015 THROUGH NOV 30, 2016

Enclosure A

	1-Jan-15 through 30-Jun-15	1-Jul-15 through 30-Jun-16	1-Jul-16 through 30-Nov-16	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE						
Grant Revenue	\$203,630	\$407,260	\$169,692	\$780,581		\$780,581
Interest Income ⁽²⁾	\$324	\$527	\$89	\$940		
Other Income	\$0	\$0	\$0	\$0		
Deferred Revenue Earned	\$0	\$0	\$0	\$0		
Deferred Grant Revenue	\$0	\$0	\$0	\$0		
Total Revenue:	\$203,954	\$407,787	\$169,781	\$781,521		\$780,581
EXPENDITURES⁽¹⁾						
Assurance 16 Costs						
Assurance 16 Costs	\$32,190	\$64,380	\$27,325	\$123,895	\$123,395	\$123,395
Administrative Costs						
Administrative Costs ⁽³⁾	\$37,472	\$74,944	\$31,727	\$144,143	\$143,643	\$143,643
Administrative Equipment (More Than \$5,000)	\$0	\$0	\$0	\$0	\$0	\$0
Total A-16/Administration Costs:	\$69,662	\$139,324	\$59,052	\$268,038	\$267,038	\$267,038
ECIP HEAP Program Costs						
Intake	\$27,391	\$54,783	\$22,826	\$105,000	\$105,000	\$105,000
Outreach	\$14,348	\$28,696	\$11,957	\$55,000	\$55,000	\$55,000
Training & Technical Assistance	\$106	\$0	\$0	\$106	\$106	\$405
ECIP EHCS Diagnostics	\$9,539	\$19,078	\$8,449.35	\$37,067	\$36,567	\$36,567
ECIP EHCS Cooling Service Repair/Replacement	\$0	\$0	\$0	\$0	\$0	\$0
ECIP EHCS Heating Service Repair/Replacement	\$52,774	\$105,548	\$43,978	\$202,301	\$209,036	\$202,301
ECIP Water Heater Repair/Replacement	\$20,348	\$35,348	\$16,957	\$72,652	\$72,652	\$78,000
ECIP EHCS Other Program Costs	\$7,304	\$13,222	\$6,087	\$26,613	\$26,613	\$28,000
ECIP Wood, Propane, and Oil Payments	\$0	\$0	\$0	\$0	\$0	\$0
Severe Weather Energy Assist. & Trans. Svcs (SWEATS)	\$0	\$0	\$0	\$0	\$0	\$0
SWEATS Drought 2015	\$0	\$0	\$0	\$0	\$0	\$0
HEAP Wood, Propane, and Oil Payments	\$175	\$350	\$146	\$670	\$670	\$670
Liability Insurance	\$0	\$0	\$0	\$0	\$0	\$0
Major Vehicle and Equipment (More than \$5k)	\$0	\$0	\$0	\$0	\$0	\$0
Minor Vehicle and Equipment (Less than \$5k)	\$0	\$0	\$0	\$0	\$0	\$0
Workers' Compensation	\$0	\$0	\$0	\$0	\$0	\$0
General Operating Expenditures	\$1,983	\$5,965	\$5,686	\$13,634	\$7,899	\$7,600
Automation Supplemental	\$0	\$0	\$0	\$0	\$0	\$0
Total Program Costs	\$133,968	\$262,989	\$116,086	\$513,043	\$513,543	\$513,543
Total Expenses:	\$203,630	\$402,313	\$175,137	\$781,081	\$780,581	\$780,581

⁽¹⁾ Please note that the supplemental statements should be based on the budget line items contained in the contract and will need to be adjusted to incorporate the line items applicable to specific contracts.

⁽²⁾ Interest Income should not be reported on the SEFA but will get reported in the SSRE

ACME COMMUNITY DEVELOPMENT, INC.
SUPPLEMENTAL STATEMENT OF REVENUE AND EXPENDITURES (SSRE)
CSD CONTRACT NO. 16B-XXXX (WX)
FOR THE PERIOD JAN. 1, 2016 THROUGH JUN 30, 2017

Enclosure A

	1-Jan-16 through 30-Jun-16	1-Jul-16 through 30-Jun-17	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE					
Grant Revenue	\$130,541	\$238,325	\$368,866		\$368,865
Interest Income ⁽²⁾	\$0	\$246	\$246		
Other Income	\$0	\$0	\$0		
Deferred Revenue Earned	\$0	\$0	\$0		
Deferred Grant Revenue	\$0	\$0	\$0		
Total Revenue:	\$130,541	\$238,571	\$369,112		\$368,865
EXPENDITURES ⁽¹⁾					
Weatherization Program Costs					
Intake	\$9,836	\$19,672	\$29,508	\$29,509	\$29,509
Outreach	\$6,148	\$12,295	\$18,443	\$18,443	\$18,443
Training & Technical Assistance	\$12,400	\$0	\$12,400	\$18,443	\$18,443
Out of State Travel	\$0	\$0	\$0	\$0	\$0
Major Vehicle and Field Equipment (More than \$5k)	\$0	\$0	\$0	\$0	\$0
Minor Vehicle and Field Equipment (Less than \$5k)	\$2,000	\$0	\$2,000	\$2,000	\$2,000
General Operating Expenditures	\$21,667	\$49,377	\$71,044	\$65,000	\$65,000
Training & Technical Assistance-Solar H ₂ O Heating	\$0	\$0	\$0	\$0	\$0
Total Program Costs:	\$52,051	\$81,344	\$133,395	\$133,395	\$133,395
Weatherization Direct Program Costs					
Total Weatherization Activity Expenditures	\$78,490	\$156,980	\$235,470	\$235,470	\$235,470
Total Expenses:	\$130,541	\$238,324	\$368,865	\$368,865	\$368,865

⁽¹⁾ Please note that the supplemental statements should be based on the budget line items contained in the contract and will need to be adjusted to incorporate the line items applicable to specific contracts.

⁽²⁾ Interest Income should not be reported on the SEFA but will get reported in the SSRE

ACME COMMUNITY DEVELOPMENT, INC.
SUPPLEMENTAL STATEMENT OF REVENUE AND EXPENDITURES (SSRE)
CSD CONTRACT NO. 16B-XXXX (EHA16)
FOR THE PERIOD JAN. 1, 2016 THROUGH JUN 30, 2017

Enclosure A

	1-Jan-16 through 30-Jun-16	1-Jul-16 through 30-Jun-17	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE					
Grant Revenue	\$227,466	\$341,198	\$568,664		\$568,664
Interest Income ⁽²⁾	\$0	\$0	\$0		
Other Income	\$0	\$0	\$0		
Deferred Revenue Earned	\$0	\$0	\$0		
Deferred Grant Revenue	\$0	\$0	\$0		
Total Revenue:	\$227,466	\$341,198	\$568,664		\$568,664
EXPENDITURES⁽¹⁾					
Assurance 16 Costs					
Assurance 16 Costs	\$29,602	\$44,404	\$74,006	\$74,006	\$74,006
Administrative Costs					
Administrative Costs	\$29,567	\$44,351	\$73,918	\$73,918	\$73,918
Administrative Equipment (More Than \$5,000)	\$0	\$0	\$0	\$0	\$0
Out of State Travel	\$0	\$0	\$0	\$0	\$0
Total A-16/Administration Costs:	\$59,170	\$88,754	\$147,924	\$147,924	\$147,924
Program Support Costs					
Intake	\$28,336	\$42,504	\$70,840	\$70,840	\$70,840
Outreach	\$17,710	\$26,565	\$44,275	\$44,275	\$44,275
Training & Technical Assistance	\$7,084	\$10,626	\$17,710	\$17,710	\$17,710
Out of State Travel	\$0	\$0	\$0	\$0	\$0
Major Vehicle and Equipment (More than \$5k)	\$0	\$0	\$0	\$0	\$0
Minor Vehicle and Equipment (Less than \$5k)	\$160	\$240	\$400	\$400	\$400
General Operating Expenditures	\$25,600	\$38,400	\$64,000	\$64,000	\$64,000
Automation Supplemental	\$2,895	\$4,343	\$7,238	\$7,238	\$7,238
Total Program Support Costs	\$81,785	\$122,678	\$204,463	\$204,463	\$204,463
Program Services Costs					
ECIP Emergency Heating & Cooling Services (EHCS)	\$60,000	\$90,000	\$150,000	\$150,000	\$150,000
Severe Weather Energy Assist. & Trans. Svcs (SWEATS)	\$0	\$0	\$0	\$0	\$0
Wood, Propane, and Oil (ECIP & HEAP WPO)	\$26,511	\$39,766	\$66,277	\$66,277	\$66,277
Total Program Services Costs	\$86,511	\$129,766	\$216,277	\$216,277	\$216,277
Total Expenses:	\$227,466	\$341,198	\$568,664	\$568,664	\$568,664

⁽¹⁾ Please note that the supplemental statements should be based on the budget line items contained in the contract and will need to be adjusted to incorporate the line items applicable to specific contracts.

⁽²⁾ Interest Income should not be reported on the SEFA but will get reported in the SSRE

ACME COMMUNITY DEVELOPMENT, INC.
SUPPLEMENTAL STATEMENT OF REVENUE AND EXPENDITURES (SSRE)
CSD CONTRACT NO. 16C-XXXX
FOR THE PERIOD JUL 1, 2016 THROUGH JAN. 31, 2017

Enclosure A

	1-Jul-16 through 31-Jan-17	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE				
Grant Revenue	\$265,363	\$265,363		\$265,363
Interest Income ⁽²⁾	\$0	\$0		\$0
Other Income	\$0	\$0		\$0
Deferred Revenue Earned	\$0	\$0		
Deferred Grant Revenue	\$0	\$0		
Total Revenue:	\$265,363	\$265,363		\$265,363
EXPENDITURES ⁽¹⁾				
Administration				
Administrative Costs	\$15,823	\$15,823	\$15,823	\$15,823
Administrative Equipment (\$5k or greater)	\$0	\$0	\$0	\$0
Administrative Out-of-State Travel	\$0	\$0	\$0	\$0
Total Administration Costs:	\$15,823	\$15,823	\$15,823	\$15,823
Training & Technical Assistance				
Training & Technical Assistance	\$12,265	\$12,265	\$12,268	\$15,118
Out-of-State Travel	\$0	\$0	\$0	\$0
Total Training & Technical Assistance:	\$12,265	\$12,265	\$12,265	\$15,118
Program Costs				
Liability Insurance	\$1,345	\$1,345	\$1,345	\$1,000
Major Vehicle and Equipment (\$5k or greater)	\$0	\$0	\$0	\$0
Intake	\$21,200	\$21,200	\$21,200	\$21,200
Outreach	\$15,000	\$15,000	\$15,000	\$15,000
Direct Program Activities	\$124,826	\$124,826	\$124,826	\$123,318
Minor Vehicle & Field Equip. (Less than \$5,000)	\$0	\$0	\$0	\$0
General Overhead Costs	\$22,025	\$22,025	\$22,025	\$20,000
Client Education	\$8,975	\$8,975	\$8,975	\$10,000
Auditomation Supplemental	\$5,000	\$5,000	\$5,000	\$5,000
Health & Safety Activities	\$38,904	\$38,904	\$38,904	\$38,904
Total Program Costs:	\$237,275	\$237,275	\$237,275	\$234,422
Total Expenses:	\$265,363	\$265,363	\$265,363	\$265,363

⁽¹⁾ Please note that the supplemental statements should be based on the budget line items contained in the contract and will need to be adjusted to incorporate the line items applicable to specific contracts.

⁽²⁾ Interest Income should not be reported on the SEFA but will get reported in the SSRE

ACME COMMUNITY DEVELOPMENT INC
SUPPLEMENTAL STATEMENT OF REVENUE AND EXPENDITURES (SSRE)
CSD CONTRACT NO. 16F-XXXX
FOR THE PERIOD JAN. 1, 2016 THROUGH DEC. 31, 2016

Enclosure A

	1-Jan-16 through 30-Jun-16	1-Jul-16 through 31-Dec-16	Total Audited Costs	Total Reported Expenses	Total Budget
REVENUE					
Grant Revenue	\$271,486	\$407,230	\$678,716		\$678,716
Interest Income ⁽²⁾	\$0	\$0	\$0		
Other Income	\$0	\$0	\$0		
Total Revenue:	\$271,486	\$407,230	\$678,716		\$678,716
EXPENDITURES⁽¹⁾					
Administrative Costs					
Salaries & Wages	\$105,392	\$158,087	\$263,479	\$263,479	\$263,479
Fringe benefits	\$24,171	\$36,256	\$60,427	\$60,427	\$60,427
Operating Expenses	\$64,080	\$96,120	\$160,200	\$160,200	\$160,200
Equipment	\$0	\$0	\$0	\$0	\$0
Out-of-State Travel	\$2,000	\$3,000	\$5,000	\$5,000	\$5,000
Contract/Consultant Services	\$4,783	\$7,175	\$11,958	\$11,958	\$11,958
Other Costs	\$0	\$0	\$0	\$0	\$0
Total Administrative Costs:	\$200,426	\$300,638	\$501,064	\$501,064	\$501,064
Program Costs					
Salaries & Wages	\$46,077	\$69,116	\$115,193	\$115,193	\$115,193
Fringe benefits	\$12,464	\$18,695	\$31,159	\$31,159	\$31,159
Operating Expenses	\$8,998	\$13,498	\$22,496	\$22,496	\$22,496
Equipment	\$0	\$0	\$0	\$0	\$0
Out-of-State Travel	\$2,322	\$3,482	\$5,804	\$5,804	\$5,804
Subcontractor/Consultant Services	\$1,200	\$1,800	\$3,000	\$3,000	\$3,000
Other Costs	\$0	\$0	\$0	\$0	\$0
Total Program Costs	\$71,061	\$106,591	\$177,652	\$177,652	\$177,652
Total Expenses:	\$271,486	\$407,230	\$678,716	\$678,716	\$678,716

⁽¹⁾ Please note that the supplemental statements should be based on the budget line items contained in the contract and will need to be adjusted to incorporate the line items applicable to specific contracts.

⁽²⁾ Interest Income should not be reported on the SEFA but will get reported in the SSRE