

COMMUNITY ACTION PARTNERSHIP of KERN
BOARD OF DIRECTORS
BUDGET & FINANCE COMMITTEE MEETING
5005 Business Park North, Bakersfield, CA
June 19, 2019
12:00 p.m.

AGENDA

1. **Call to Order**

2. **Roll Call**

Janea Benton
Jimmie Childress

Guadalupe Perez
Ana Vigil

3. **Approval of Agenda**

4. **Public Forum:** *(The public may address the committee on items not on the agenda. Speakers are limited to 3 minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.)*

5. **New Business**

- a. Application Status Report and Funding Requests – Ralph Martinez, Director of Community Development – **Action Item (p. 3-8)**
 - 1. Texas Instruments for 21st STEM Initiative for Friendship House Community Center & Shafter Youth Center
 - 2. Stater Bros. for Harvesting Hope for CAPK Food Bank
 - 3. Wells Fargo for STEM Program for Friendship House Community Center & Shafter Youth Center
- b. Head Start and Early Head Start Budget to Actual Reports – Donna Holland, Fiscal Administrator – **Info Item**
 - 1. Kern Head Start Budget to Actual for the Period Ended May 31, 2019 **(p. 9-11)**
 - 2. Kern Early Head Start Budget to Actual for the Period Ended May 31, 2019 **(p. 12-15)**
 - 3. San Joaquin Early Head Start Budget to Actual for the Period Ended May 31, 2019 **(p. 16-19)**
 - 4. Early Head Start Child Care Partnerships Budget to Actual for the Period Ended May 31, 2019 **(p. 20-21)**
 - 5. Early Head Start Expansion Budget to Actual for the period Ended May 31, 2019 **(p. 22-23)**
- c. Approval of the Employee 1.77 Percent Wage COLA for the Chief Executive Officer Position – Lorraine Casillas, Controller – **Action Item (p. 24-25)**
- d. Federal Financial Report – Lorraine Casillas, Controller – **Info Item (p. 26-28)**

6. **Chief Financial Officer Report**

- a. Discretionary Fund Update – Lorraine Casillas, Controller – **Info Item (p. 29)**
- b. Financial Statements, May 2019 – Lorraine Casillas, Controller - **Action Item (p. 30-78)**

7. **Committee Member Comments**

8. **Next Scheduled Meeting**

Budget & Finance Committee Meeting
Wednesday, August 14, 2019
12:00 p.m.
5005 Business Park North
Bakersfield, California 93309

9. **Adjournment**

This is to certify that this Agenda notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, and online at www.capk.org by 12:00pm on June 14, 2019. Paula Daoutis, Administrative Coordinator.

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNDING REQUESTS AND APPLICATION STATUS REPORT
PENDING - May 2019

Approved Date	Submission Date	Funding Source	Program/Proposal	Amount Requested
11/29/2017	12/4/2017	US Department of Agriculture	CAPK Food Bank Network Capacity Building & Emergency Preparedness Project	\$ 350,000
10/31/2018	11/30/2018	Kern County CDBG	Food Bank Expansion Project	\$ 458,293
2/27/2019	2/14/2019	California Complete Count Census 2020 Office	Census Outreach	\$ 657,770
TBD	2/22/2019	Bank of America	Food Bank Expansion Project	\$ 50,000
2/27/2019	2/27/2019	Union Bank	FHCC/SYC STEM	\$ 25,000
	3/29/2019	CA Board of State Community Corrections	SYV/FHCC/211 Youth Reinvestment Project (3 Years)	\$ 225,000
4/24/2019	4/2/2019	Kern County Dept. of Human Services	FHCC/SYC Youth Mentoring	\$ 75,000
2/27/2019	4/8/2019	California Coastal Conservancy	FHCC/SYC Explore the Coast	\$ 13,558
5/29/2019	5/13/2019	US Bank	Small Business Initiative	\$ 20,000

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNDING REQUESTS AND APPLICATION STATUS REPORT
AWARDED - May 2019

Approved Date	Notification Date	Funding Source	Program/Proposal	Amount Requested	Amount Awarded	Funding Period
1/15/2019	1/1/2019	Bank of the West	Small Business Initiative - 2nd Year Funding	\$25,000	\$ 25,000	1/1/2019-12/31/2019
1/30/2019	1/7/2019	InterConnection	10 computers with monitors for VITA	N/A	N/A	One time shipment
11/28/2018	1/29/2019	California Department of Social Services	Food Bank Capacity Building	\$110,000	\$ 101,490	1/1/2019-9/30/2020
8/15/2018	2/6/2019	HUD 2018 Continuum of Care Program Application	211 Kern Coordinated Entry	\$268,371	\$ 236,838	7/1/2019-6/31/2020
4/24/2019	5/14/2019	Virginia and Alfred Harrel Foundation	Food Bank Truck	\$ 35,000	\$ 35,000	
3/27/2019	5/22/2019	Kern Family Health Care	EKFR Emergency Closeout	\$ 2,000	\$ 2,000	6/1/2019-5/31/2019
3/27/2019	5/22/2019	Kern Family Health Care	SYC Museum on the Move	\$ 2,000	\$ 2,000	6/1/2019-5/31/2019
3/27/2019	5/22/2019	Kern Family Health Care	FHCC Museum on the Move	\$ 2,000	\$ 2,000	6/1/2019-5/31/2019
3/27/2019	5/22/2019	Kern Family Health Care	211/KCHC Hearing Bags for Homeless	\$ 2,000	\$ 2,000	6/1/2019-5/31/2019
11/5/2018	5/23/2019	California Coastal Commission-Whale Tail	Youth Centers Ocean Education and Trip	\$ 8,000	\$ 8,000	6/1/2019-5/31/2019
3/27/2019	5/26/2019	Borax Visitors Center Foundation	EKFR Health Link	\$ 4,000	\$ 3,000	6/1/2019-5/31/2019
Total Awards				\$	\$ 417,328	

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNDING REQUESTS AND APPLICATION STATUS REPORT
DECLINED - May 2019

Date Approved	Date of Notification	Funding Source	Program/Proposal	Amount Requested
10/31/2018	1/29/2019	California Coastal Commission - Whale Tail Grants Program	SYC and FHCC EcoColumns curriculum/aquarium trip	\$15,000
1/23/2019	2/15/2019	Womens and Girls Fund	FHCC PREP Works for Girls	\$25,000
10/31/2018	3/8/2019	City of Bakersfield-CDBG	Food Bank Expansion Project	\$458,293
1/23/2019	2/26/2019	California Office Child Abuse Prevention	Case management for pregnant/mothers with Substance Abuse History-3 Yr. Funding for EKFC, SYC, FHCC	\$1,800,000
2/27/2019	3/15/2019	Kern County Dept. of Human Services	Kinship-EKFRC, FHCC, &SYC	\$158,400
1/23/2019	4/4/2019	CA Department of Public Health	SYC I&E Program (Reapplication 2Yrs)	\$249,420
1/30/2019	4/22/2019	Bank of the Sierra	STEM for the Youth Centers	\$5,000

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Private

Project Name: 21st STEM Initiative

Funder Name: Texas Instruments Foundation

Grant Program Name: SYC & FHCC STEM

Funding Period: 2019 - 2022

CFDA #:

Division Director: Ralph Martinez

Program Manager: Lois Hannibal,
Angelica Nelson

☒ **New Funding.**

☐ **Re-Application**

A. Narrative description of funding request, including goals:

Texas Instrument Foundation funding of both SYC & FHCC will provide for a robust Science, Technology, Engineering and Math Program (STEM) emphasizing robotics, space technology and ecological science. The goal of the grant is to provide a STEM ecosystem of support through educational, internship and workforce professional development to school districts and low income youths and girls.

The grant will concentrate on youths from 5 -15 years for STEM exposure and appreciation and another cohort of 16 -18 years old for internship training and entry level STEM placement with local STEM companies. Additional partnerships with this grant will include AERA Energy and Kern Economic Development Foundation who will facilitate the mentoring and internship networking process for low income youths and young girls as well as provide job placement opportunities.

B. Use of Funds:

\$25,000 is being requested to fund a full time Program Educator, purchase STEM supplies and provide for two field trips to two Science Centers.

C. Approvals:

1. _____
Division Director Date

2. Ralph Martinez 6/4/19
Director of Community Development Date

3. [Signature] 6/4/19
Chief Financial Officer Date

4. [Signature] 6/5/19
Chief Executive Officer Date

D. Board:

☐ Policy Council

☐ PRE Presentation

☐ B&F Approval

☐ Board Approval

Date: _____

Date: _____

Date: _____

Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Private

Project Name: Harvesting Hope-General
Support

Funder Name: Stater Bros

Grant Program Name: CAPK Food Bank

Funding Period: Jan 1, 2020- Dec 31, 2020

CFDA N/A

Division Director: Carmen Segovia

Program Manager: Jaime Orona

☐ **New Funding**

☒ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK is applying for up to \$15,000 from Stater Bros Harvesting Hope for general operating support for the CAPK Food Bank. The Harvesting Hope grant supports hunger relief programs in the communities served by Stater Bros. Markets.

B. Use of Funds:

General operating support may include procurement and freight charges for food and produce donations; items for the Backpack Buddies program; utilities; and/or other costs.

C. Approvals:

1. <u>Carmen Segovia</u> <u>6/3/19</u> Division Director Date	3. <u>Jaime Orona</u> <u>6/4/19</u> Chief Financial Officer Date
2. <u>Rafael M. Lopez</u> <u>6-4-19</u> Director of Community Development Date	4. <u>[Signature]</u> <u>6/5/19</u> Chief Executive Officer Date

D. Board:

☐ Policy Council

Date: _____

☐ PRE Presentation

Date: _____

☐ B&F Approval

Date: _____

☐ Board Approval

Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Private
Project Name: STEM
Funder Name: Wells Fargo
Grant Program Name: Friendship House
Community Center & Shafter Youth Center
Funding Period: 7/1/2019-6/30/2020
CFDA: N/A

Division Director: Ralph Martinez
Program Manager: Lois Hannible and
Angelica Nelson

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

A. Narrative description of funding request, including goals:

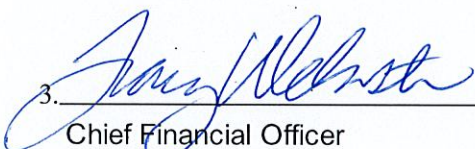
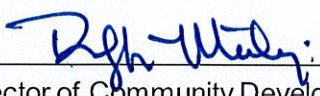
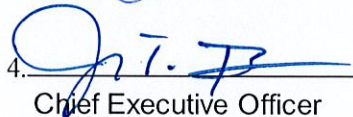
CAPK is applying for up to \$50,000 from Wells Fargo to prepare youths ages 5-18 for future jobs through STEM (Science, Technology, Engineering, and Math) and entrepreneur education/training programs.

The STEM program will engage youths at the FHCC and SYC in STEM related fields through fun and interactive activities. Kern County's key industries, such as aerospace, oil, alternative energies, and manufacturing, have a high demand for employees that have STEM related skills. In addition to STEM, participants in the youth center's PREP Works program will have opportunities to learn entrepreneurship skills.

B. Use of Funds:

The requested funds will be used to build program capacity through staffing, outreach, STEM kits, field trips, and general program supplies.

C. Approvals:

1. _____ Division Director Date	3.  Chief Financial Officer Date
2.  Director of Community Development Date	4.  Chief Executive Officer Date

D. Board:

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

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 5b:* Head Start - Kern
Budget to Actual Report for the Period Ended May 31, 2019 – Info Item

Date: June 19, 2019

Pending the award of a new five-year grant resulting from the Designated Renewal System, the Office of Head Start has awarded Kern Head Start a four-month extension of its current award. The Budget to Actual Report for this grant reflects the prorated award.

The following are highlights of the Kern Head Start Budget to Actual Report for the period March 1, 2019 through May 31, 2019. Three months (75%) of the four-month budget period have elapsed.

Base Funds

Overall expenditures are at 67% of the budget, which is on trend with expenditures for the third quarter of last year.

Training & Technical Assistance Funds

Overall expenditures are at 96% of the budget. Staff have identified all training costs for the four-month budget period, which will fully exhaust these funds

Non-Federal Share (Head Start and Early Head Start Combined)

Non-Federal share is at 132% of the budget.

Community Action Partnership of Kern

Head Start - Kern

Budget to Actual Report

Budget Period: March 1, 2019 - June 30, 2019

Report Period: March 1, 2019 - May 31, 2019

Month 3 of 4 (75%)

Prepared 06/11/2019

HEAD START

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,699,990	2,591,305	1,108,685	70%	30%
FRINGE BENEFITS	1,224,686	766,589	458,097	63%	37%
TRAVEL	1,667	0	1,667	0%	100%
SUPPLIES	336,101	250,578	85,523	75%	25%
CONTRACTUAL	32,134	11,248	20,886	35%	65%
OTHER	1,128,654	712,113	416,541	63%	37%
INDIRECT	620,467	420,965	199,502	68%	32%
TOTAL BASE FUNDING	7,043,699	4,752,799	2,290,900	67%	33%

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	15,315	24,474	(9,159)	160%	-60%
SUPPLIES	6,947	10,677	(3,730)	154%	-54%
CONTRACTUAL	2,981	0	2,981	0%	100%
OTHER	50,262	37,192	13,070	74%	26%
INDIRECT	7,551	7,234	317	96%	4%
TOTAL TRAINING & TECHNICAL ASSISTANCE	83,056	79,578	3,478	96%	4%

GRAND TOTAL HS FEDERAL FUNDS	7,126,755	4,832,377	2,294,378	68%	32%
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HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	660,015	1,237,026	(577,011)	187%	-87%
CALIF DEPT OF ED	1,476,898	1,583,514	(106,616)	107%	-7%
TOTAL NON-FEDERAL	2,136,913	2,820,540	(683,627)	132%	-32%

Budget reflects Notice of Award #09CH9142-06-01 (adjusted for Child Care Food Subsidy).

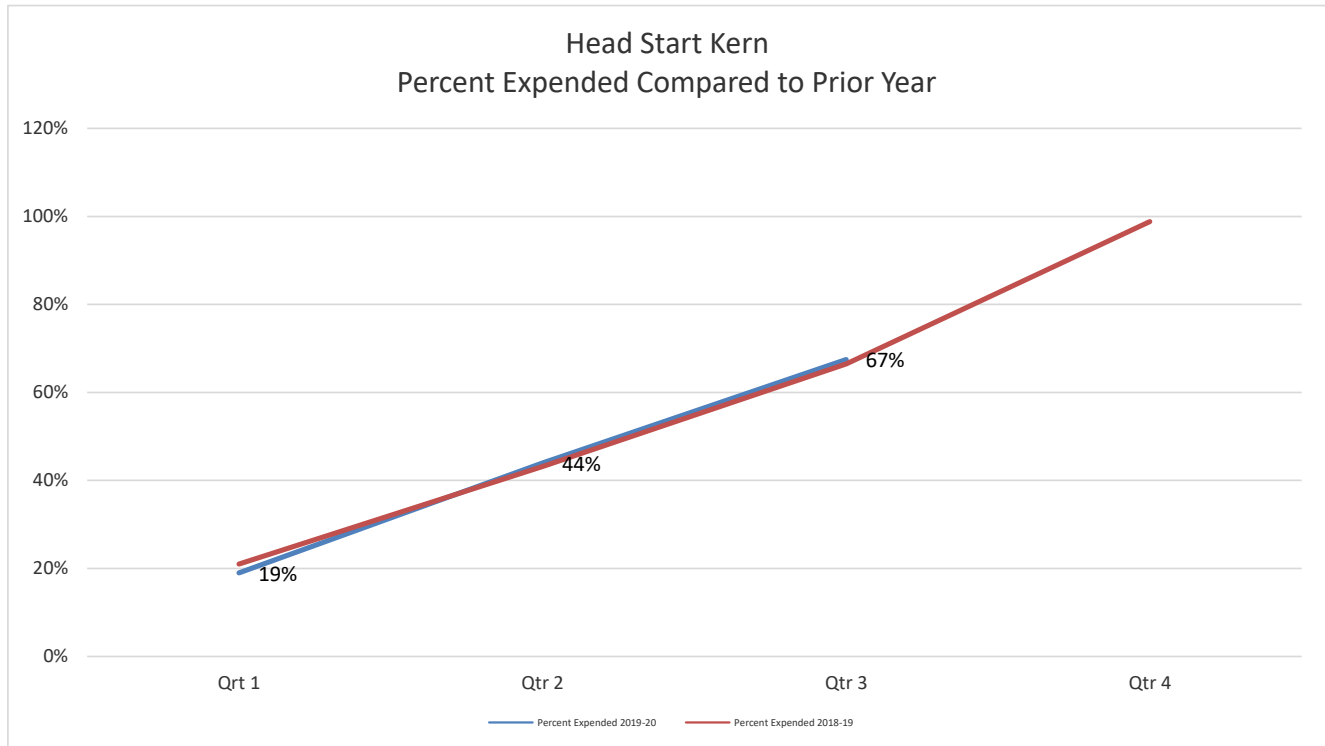
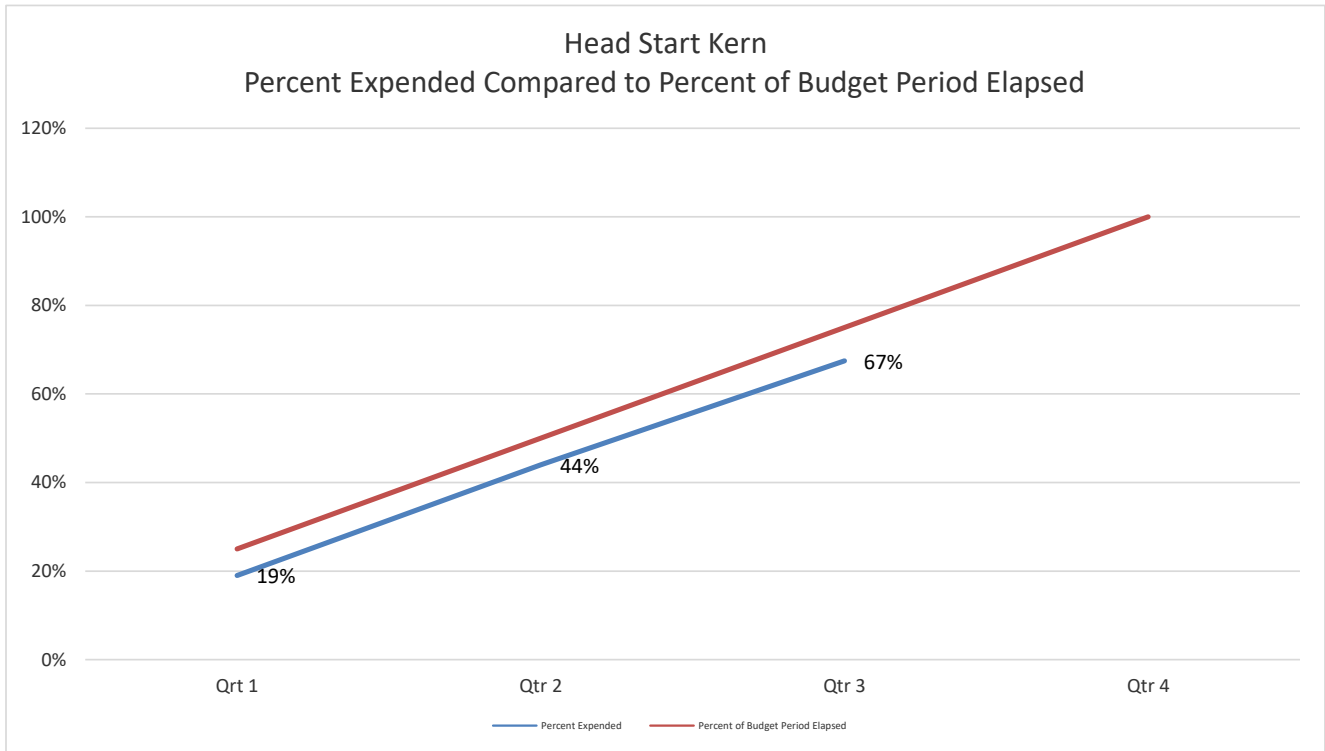
Award is prorated for **four months (03/01/2019 - 06/30/2019)** pending outcome of the Designated Renewal System.

Actual expenditures include posted expenditures and estimated adjustments through 05/31/2019.

Administrative Cost for HS and EHS Kern **6.9%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Bank of America	29,162				29,162	5/21/2019
Lowe's	15,924	130			16,054	5/25/2019
Smart & Final	189				189	6/2/2019
Save Mart	3,462				3,462	5/29/2019
Chevron & Texaco Business Card	8,572				8,572	6/6/2019
Home Depot	4,592				4,592	6/5/2019
	61,901	130	0	0	62,031	



COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 5b:* Early Head Start – Kern
Budget to Actual Report for the Period Ended May 31, 2019 – Info Item

Date: June 19, 2019

Pending the award of a new five-year grant resulting from the Designated Renewal System, the Office of Head Start has awarded Kern Early Head Start a four-month extension of its current award. The Budget to Actual Report for this grant reflects the prorated award.

The following are highlights of the Kern Early Head Start Budget to Actual Report for the period March 1, 2019 through May 31, 2019. Three months (75%) of the four-month budget period have elapsed.

Base Funds

Overall expenditures are at 58% of the budget, which is on trend with expenditures for the third quarter of last year.

Training & Technical Assistance Funds

Overall expenditures are at 100% of the budget.

Community Action Partnership of Kern
Early Head Start - Kern
Budget to Actual Report
Budget Period: March 1, 2019 - June 30, 2019
Report Period: March 1, 2019 - May 31, 2019
 Month 3 of 4 (75%)

Prepared 06/11/2019

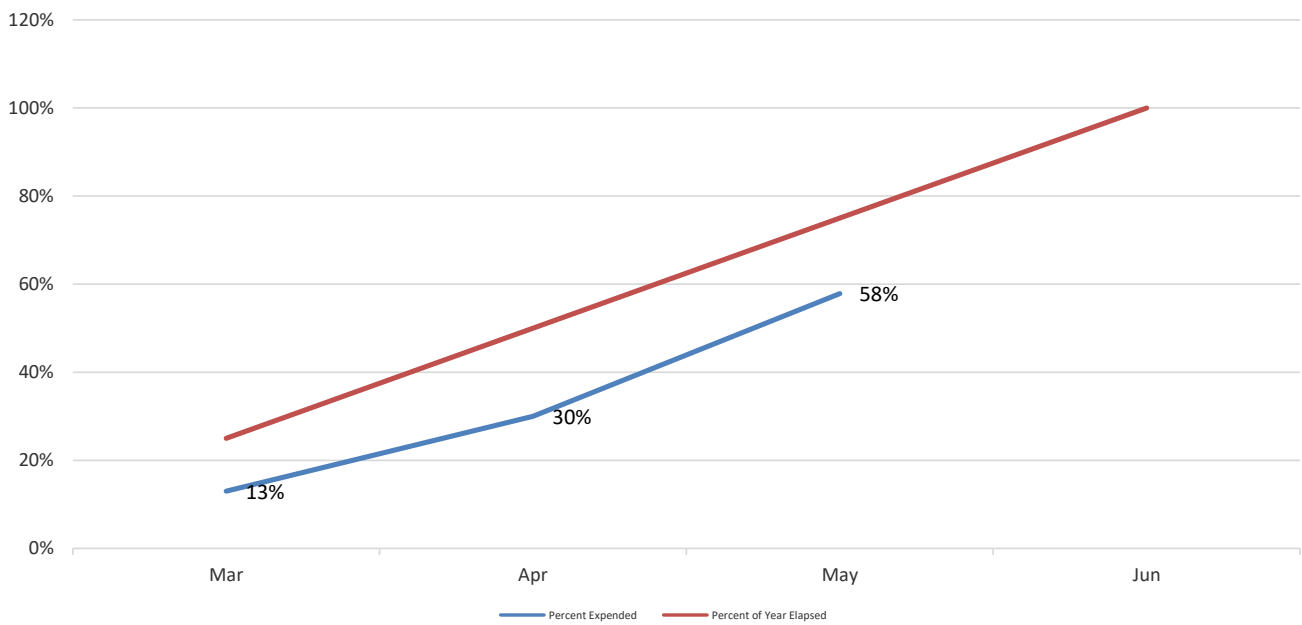
BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	772,672	333,954	438,718	43%	57%
FRINGE BENEFITS	251,829	119,591	132,238	47%	53%
SUPPLIES	92,157	38,134	54,023	41%	59%
CONTRACTUAL	5,809	3,277	2,532	56%	44%
OTHER	141,572	236,251	(94,679)	167%	-67%
INDIRECT	124,518	72,207	52,311	58%	42%
TOTAL BASE FUNDING	1,388,557	803,414	585,143	58%	42%
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	11,777	3,865	7,912	33%	67%
SUPPLIES	1,340	5,618	(4,278)	419%	-319%
CONTRACTUAL	1,219	0	1,219	0%	100%
OTHER	15,059	20,179	(5,120)	134%	-34%
INDIRECT	2,940	2,670	271	91%	9%
TOTAL TRAINING & TECHNICAL ASSISTANCE	32,335	32,331	4	100%	0%
GRAND TOTAL EHS FEDERAL FUNDS	1,420,892	835,745	585,147	59%	41%

Budget reflects Notice of Award #09CH9142-06-01 (adjusted for Child Care Food Subsidy).

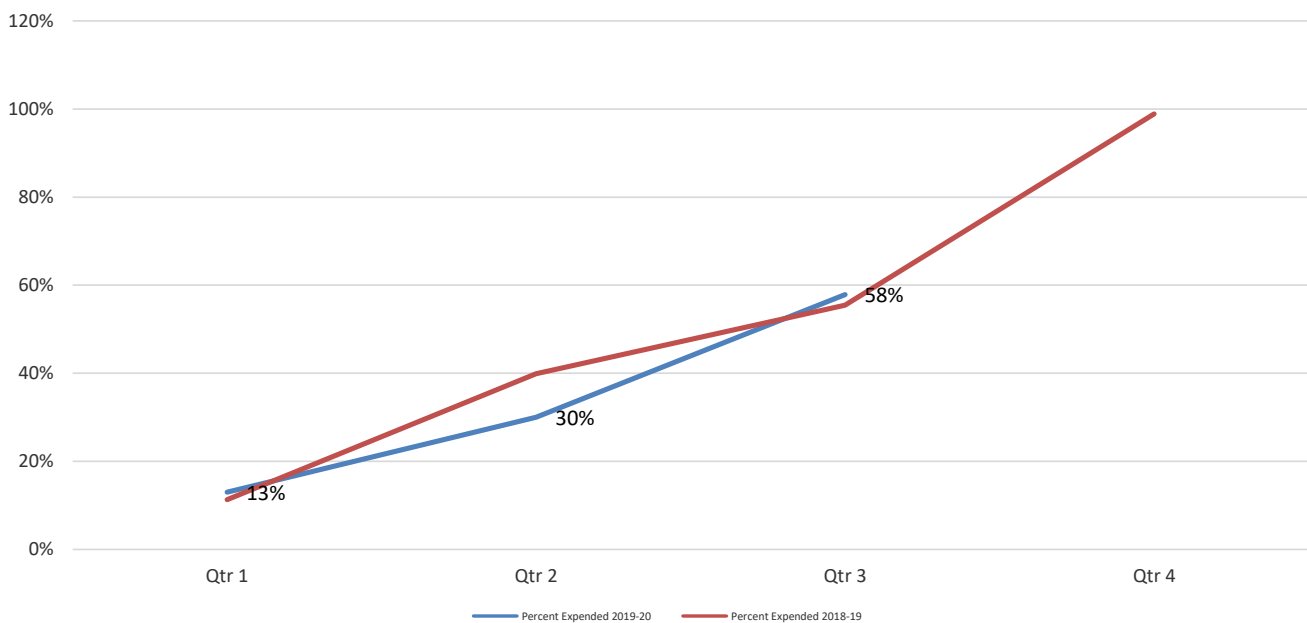
Award is prorated for **four months (03/01/2019 - 06/30/2019)** pending outcome of the Designated Renewal System.

Actual expenditures include posted expenditures and estimated adjustments through 05/31/2019.

Early Head Start Kern
Percent Expended Compared to Percent of Year Elapsed



Early Head Start Kern
Percent Expended Compared to Prior Year



Community Action Partnership of Kern
Head Start and Early Head Start
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: March 1, 2019 through June 30, 2019
Report for period ending May 31, 2019 (Month 3 of 4)

Percent of year elapsed: 75%

LOCATION	FUNDED ENROLL- MENT	March	April	May	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Shafter	34	15,082	13,451	11,096	39,630	9,617	412%
Taft	78	50,645	21,292	16,834	88,771	22,063	402%
Broadway	44	16,914	17,783	14,263	48,960	12,446	393%
Alberta Dillard	68	29,798	24,113	17,729	71,641	19,234	372%
Faith	34	12,674	13,763	8,599	35,036	9,617	364%
Martha J. Morgan	83	28,795	27,389	22,301	78,485	23,477	334%
Delano	76	24,657	22,994	18,227	65,878	21,497	306%
Lamont	34	10,002	10,092	8,662	28,756	9,617	299%
Planz	34	15,843	11,876	0	27,719	9,617	288%
Sunrise Villa	34	13,559	9,023	5,064	27,646	9,617	287%
East California	70	17,734	19,252	19,346	56,332	19,800	285%
Pacific	62	15,258	16,335	15,575	47,167	17,537	269%
Heritage	34	9,706	7,385	7,861	24,952	9,617	259%
Fairfax	40	10,748	10,542	6,544	27,834	11,314	246%
Fairview	34	8,150	8,041	5,798	21,990	9,617	229%
Oasis	57	11,959	11,700	10,429	34,088	16,123	211%
Lost Hills	20	3,798	3,539	4,163	11,499	5,657	203%
Vineland	20	6,869	3,584	0	10,453	5,657	185%
Williams	34	4,721	5,214	7,820	17,755	9,617	185%
Oildale	34	7,090	6,190	4,441	17,720	9,617	184%
Franklin	24	5,809	3,922	2,603	12,334	6,789	182%
Rosamond	100	18,817	16,114	15,756	50,687	28,286	179%
Pioneer	34	7,239	4,725	5,209	17,173	9,617	179%
Willow	72	15,063	12,377	8,755	36,194	20,366	178%
Virginia	34	5,704	5,313	4,652	15,670	9,617	163%
Primeros Pasos	76	15,767	8,683	10,208	34,658	21,497	161%
California City	34	6,396	7,821	0	14,218	9,617	148%
Casa Loma	34	7,485	3,830	2,708	14,023	9,617	146%
Wesley	60	12,177	8,731	3,253	24,161	16,971	142%
Tehachapi	34	6,286	4,310	2,653	13,249	9,617	138%
Pete H. Parra	112	15,975	22,501	4,862	43,338	31,680	137%
McFarland	20	3,863	3,075	753	7,692	5,657	136%
Cleo Foran	34	4,992	4,345	3,416	12,753	9,617	133%
Seibert	34	3,118	4,745	4,128	11,990	9,617	125%
Harvey L. Hall	138	25,993	22,439	0	48,432	39,034	124%
Noble	34	3,650	5,990	1,335	10,975	9,617	114%
Rafer Johnson	34	2,151	2,887	4,425	9,463	9,617	98%
Sterling	122	12,226	16,904	1,316	30,446	34,509	88%
Shafter HS/EHS	36	3,664	4,607	0	8,272	10,183	81%
Alicante	34	2,980	2,709	1,919	7,608	9,617	79%
San Diego Street	48	5,597	4,741	0	10,338	13,577	76%
Roosevelt	34	1,818	2,422	1,662	5,902	9,617	61%
Home Base	229	7,257	4,544	2,797	14,598	32,387	45%
Mojave	34	0	0	0	0	9,617	0%
Administrative Services		0	0	0	0	0	NA
Program Services		253	245	0	498	8,767	6%
Policy Council and RPC		0	45	0	45	13,547	0%
SUBTOTAL IN-KIND	2,369	508,283	441,583	287,160	1,237,026	660,015	187%
State General Child Care*		150,439	159,395	164,370	474,204	590,759	80%
State Preschool*		356,923	330,408	349,736	1,037,067	827,063	125%
State Migrant Child Care*		20,270	25,816	26,157	72,243	59,076	122%
SUBTOTAL CA DEPT of ED		527,633	515,619	540,263	1,583,514	1,476,898	107%
GRAND TOTAL		1,035,916	957,202	827,423	2,820,540	2,136,913	132%

*May include estimates

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 5b:* Early Head Start – San Joaquin
Budget to Actual Report for the Period Ended May 31, 2019 – Info Item

Date: May 19, 2019

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period February 1, 2019 through May 31, 2019. Four months (33%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 31% of the budget. Expenses in each category are as expected.

Training & Technical Assistance Funds

Overall expenditures are at 39% of the budget. Staff project that expenses in the Personnel and Fringe Benefits categories will balance each other at year-end.

Non-Federal Share

Non-Federal share is at 28% of the budget. Much of the in-kind documentation for May could not be processed in time to be included in this report. However, if in-kind for May is consistent with prior months, staff conservatively estimate the year-to-date total to be at 32% of the budget.

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

Budget Period: February 1, 2019 - January 31, 2020

Report Period: February 1, 2019 - May 31, 2019

Month 4 of 12 (33%)

Prepared 06/11/2019

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,114,932	993,962	2,120,970	32%	68%
FRINGE BENEFITS	923,567	280,894	642,673	30%	70%
TRAVEL	20,232	7,493	12,739	37%	63%
SUPPLIES	140,925	43,628	97,297	31%	69%
CONTRACTUAL	12,078	2,275	9,803	19%	81%
OTHER	600,638	154,090	446,548	26%	74%
INDIRECT	456,781	144,107	312,674	32%	68%
TOTAL	5,269,153	1,626,449	3,642,704	31%	69%

TRAINING & TECHNICAL ASSISTANCE FUNDS

PERSONNEL	39,312	10,433	28,879	27%	73%
FRINGE BENEFITS	11,534	6,129	5,405	53%	47%
TRAVEL	15,673	9,798	5,875	63%	37%
SUPPLIES	7,900	0	7,900	0%	100%
CONTRACTUAL	3,500	3,300	200	94%	6%
OTHER	30,423	12,175	18,248	40%	60%
INDIRECT	10,833	4,183	6,650	39%	61%
TOTAL	119,175	46,018	73,157	39%	61%

GRAND TOTAL EHS FEDERAL FUNDS	5,388,328	1,672,467	3,715,861	31%	69%
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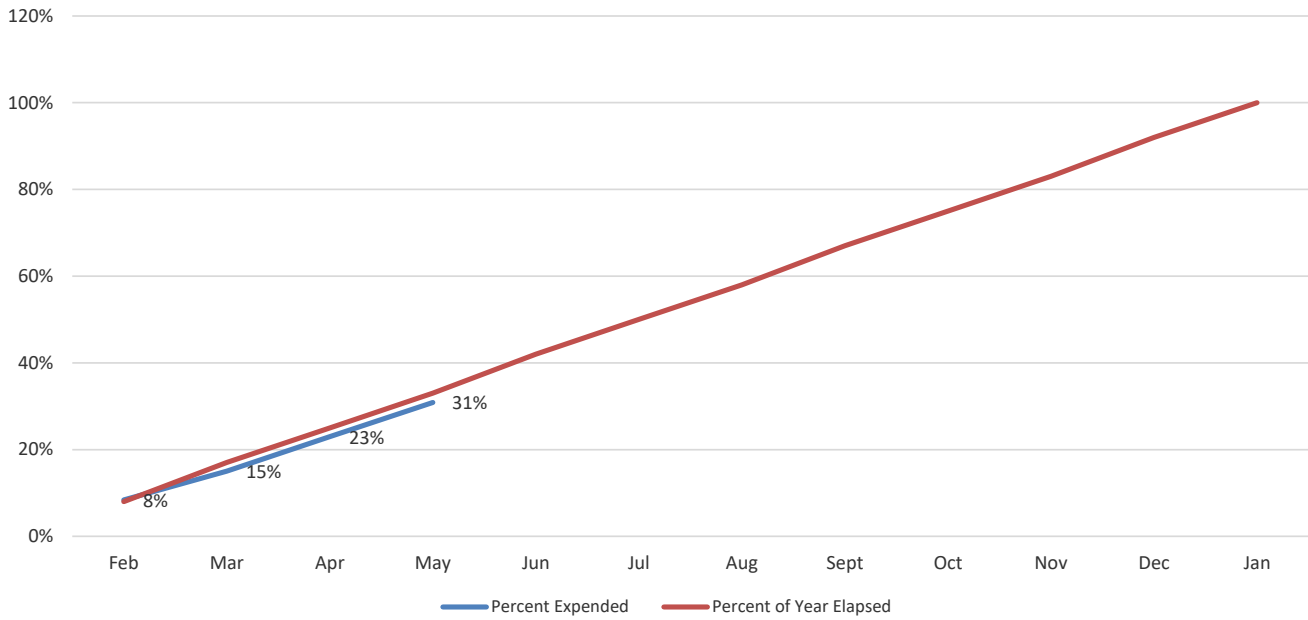
NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,347,083	377,672	969,411	28%	72%
TOTAL NON-FEDERAL FUNDS	1,347,083	377,672	969,411	28%	72%

Centralized Administrative Cost	7.2%
Program Administrative Cost	2.3%
Total Administrative Cost	9.5%

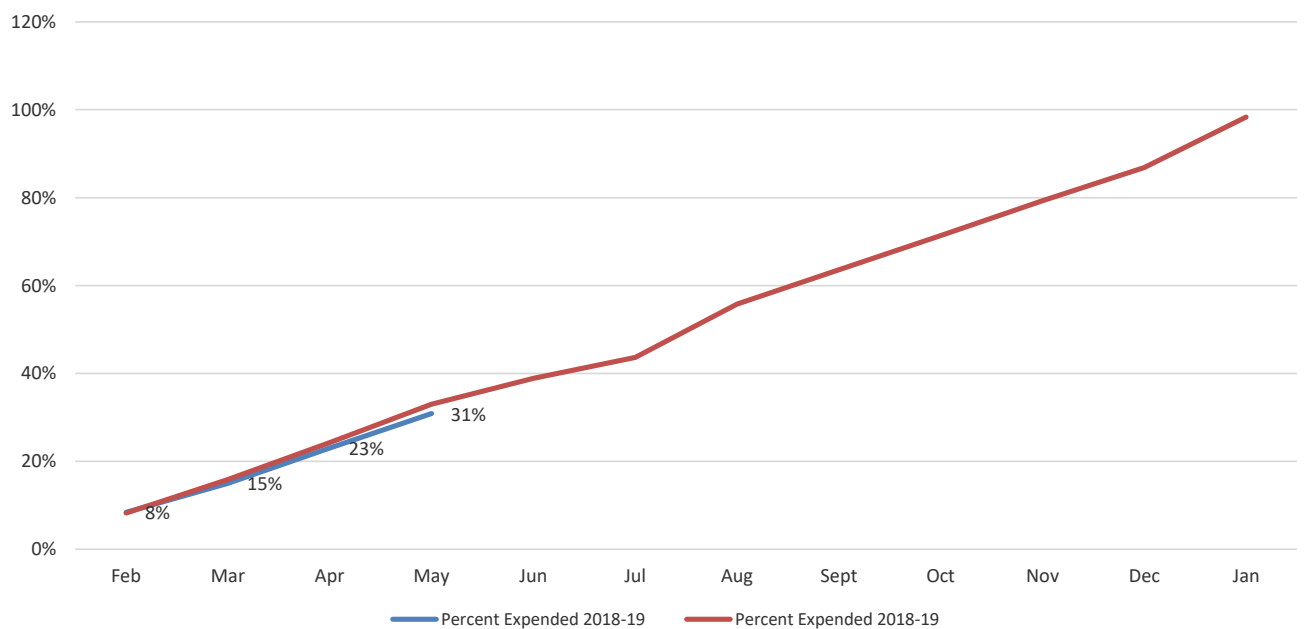
Budget reflects Notice of Award #09CH010071-05-01

Actual expenditures include posted expenditures and estimated adjustments through 05/31/2019

Early Head Start San Joaquin
Percent Expended Compared to Percent of Year Elapsed



Early Head Start San Joaquin
Percent Expended Compared to Prior Year



Community Action Partnership of Kern
San Joaquin Early Head Start
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: February 1, 2019 through January 31, 2020
Report for period ending May 31, 2019 (Month 4 of 12)

Percent of year elapsed: 33%

LOCATION	FUNDED ENROLL- MENT	Feb	March	April	May	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Home Base - Lodi	35	12,150	16,320	11,384	0	39,853	97,040	41%
Walnut	24	11,221	10,647	10,654	9,842	42,363	133,083	32%
Home Base - Manteca	12	3,172	5,472	50	133	8,828	33,271	27%
Kennedy	16	7,180	5,402	6,211	4,316	23,109	88,722	26%
Chrisman	30	12,312	16,785	6,631	0	35,728	166,354	21%
Lodi UCC	30	11,372	11,887	12,381	0	35,640	166,354	21%
Home Base - Stockton	90	18,088	24,484	10,238	216	53,026	249,531	21%
California Street	24	9,349	9,973	7,917	0	27,239	133,083	20%
St. Mary's	16	5,144	6,702	5,927	0	17,772	88,722	20%
Marci Massei	24	5,173	6,050	6,126	0	17,350	133,083	13%
Home Base - Tracy	12	233	1,607	0	0	1,840	33,271	6%
Administrative Services		251	1,678	0	0	1,928	0	
Program Services		11,721	11,575	18,421	30,923	72,639	21,858	332%
Policy Council		57	187	0	114	358	2,713	13%
SUBTOTAL IN-KIND	313	107,421	128,767	95,941	45,543	377,672	1,347,083	28%

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 5b:* Early Head Start Child Care Partnerships
Budget to Actual Report for the Period Ended May 31, 2019 – Info Item

Date: June 19, 2019

The following are highlights of the Early Head Start Child Care Partnerships Budget to Actual Report for the period September 1, 2018 through May 31, 2019. Nine months (75%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 72% of the budget. Expenses in the Personnel, Fringe and Supplies categories appear lower or higher than expected but are not concerning at this point in the budget period. Expenses in all other categories are as expected.

Training & Technical Assistance (T&TA)

Overall expenditures are at 66% of the budget.

Non-Federal Share

Non-Federal share is at 132% of the budget.

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

Budget Period: September 1, 2018 - August 31, 2019

Report Period: September 1, 2018 - May 31, 2019

Month 9 of 12 (75%)

Prepared 06/11/2019

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	130,082	97,398	32,684	75%	25%
FRINGE BENEFITS	33,248	33,741	(493)	101%	-1%
SUPPLIES	1,750	4,928	(3,178)	282%	-182%
CONTRACTUAL	462,028	319,008	143,020	69%	31%
OTHER	17,395	10,760	6,635	62%	38%
INDIRECT	64,398	46,431	17,967	72%	28%
TOTAL BASE	708,901	512,265	196,636	72%	28%

TRAINING & TECHNICAL ASSISTANCE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
TRAVEL	5,294	2,308	2,986	44%	56%
SUPPLIES	3,506	0	3,506	0%	100%
OTHER	6,473	7,716	(1,243)	119%	-19%
INDIRECT	1,527	1,002	525	66%	34%
TOTAL TRAINING & TECHNICAL ASSISTANCE	16,800	11,026	5,774	66%	34%

GRAND TOTAL FEDERAL FUNDS	725,701	523,291	202,410	72%	28%
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NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	181,425	239,107	(57,682)	132%	-32%
TOTAL NON-FEDERAL FUNDS	181,425	239,107	(57,682)	132%	-32%

Centralized Administrative Cost	6.2%
Program Administrative Cost	1.2%
Total Administrative Cost	7.4%

Budget reflects Notice of Award #09HP0036-04-00.

Actual expenditures include posted expenditures and estimated adjustments through 05/31/2019.

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 5b:* Early Head Start Expansion
Budget to Actual Report for the Period Ended May 31, 2019 – Info Item

Date: June 19, 2019

At the end of November 2018, CAPK submitted an application to compete for Early Head Start center based and child care partnerships expansion funds. On March 27, 2019, CAPK was awarded the full amount requested in its application. The award will expand center-based services by 24 slots (3 classrooms), and child care partnerships slots by 72. Start up activities include preparing three physical classrooms and procuring established child care providers with which to enter into partnership agreements.

This grant was awarded under a separate award number; and will thus be reported independently from other Head Start grants operated by CAPK. The annual budget period is March 1 through February 28/29.

The following are highlights of the Early Head Start Expansion Budget to Actual Report for the period March 1, 2019 through May 31, 2019. Three months (25%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 0% of the budget.

Training & Technical Assistance (T&TA)

Overall expenditures are at 0% of the budget.

Start Up

Overall expenditures are at 0% of the budget.

Non-Federal Share

Non-Federal share is at 0% of the budget.

Community Action Partnership of Kern

Early Head Start Expansion

Budget to Actual Report

Budget Period: March 1, 2019 - February 29, 2020

Report Period: March 1, 2019 - May 31, 2019

Month 3 of 12 (25%)

Prepared 06/11/2019

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	541,287	0	541,287	0%	100%
FRINGE BENEFITS	170,225	0	170,225	0%	100%
SUPPLIES	45,780	0	45,780	0%	100%
CONTRACTUAL	540,975	0	540,975	0%	100%
OTHER	141,458	0	141,458	0%	100%
INDIRECT	135,664	0	135,664	0%	100%
TOTAL BASE FUNDING	1,575,389	0	1,575,389	0%	100%

TRAINING & TECHNICAL ASSISTANCE

SUPPLIES	12,885	0	12,885	0%	100%
OTHER	22,920	0	22,920	0%	100%
INDIRECT	3,580	0	3,580	0%	100%
TOTAL TRAINING & TECHNICAL ASSISTANCE	39,385	0	39,385	0%	100%

START UP

SUPPLIES	258,000	0	258,000	0%	100%
OTHER	196,545	0	196,545	0%	100%
INDIRECT	45,455	0	45,455	0%	100%
TOTAL START UP	500,000	0	500,000	0%	100%

GRAND TOTAL EHS FEDERAL FUNDS	2,114,774	0	2,114,774	0%	100%
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EARLY HEAD START EXPANSION NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	528,694	0	528,694	0%	100%
TOTAL NON-FEDERAL	528,694	0	528,694	0%	100%

Budget reflects Notice of Award #09HP000163-01-00

Actual expenditures include posted expenditures and estimated adjustments through 05/31/2019.

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee

From: Tracy Webster, Chief Financial Officer
Date: June 19, 2019
Subject: *Agenda Item 5c: Approval of the Employee 1.77 Percent Wage COLA for the Chief Executive Officer Position* – **Action Item**

The most recent federal government budget act included a 1.77 percent Cost of Living Adjustment (COLA) for Head Start contracts and employee wages. The CAPK Board of Directors has taken several actions over the past few months to not only approve a wage COLA for Head Start employees, but for all CAPK employees. That action adjusted all CAPK wage rates and wage scales by 1.77 percent effective on March 1, 2019. The approved COLA has now been implemented by our payroll staff with the most recent payroll.

With the action in late 2018 of placing the Chief Executive Officer position under an employment contract, this position was excluded from the traditional action of approving an agency wide wage scale adjustment. As required in the contract language, any changes to the base salary must be specifically approved as a contract amendment.

If the Board desires to pass the all-staff 1.77 percent COLA on to the CEO, then approving this resolution will allow the Board Chair to sign an amendment to adjust the base salary by 1.77 percent.

Recommendation:

Staff recommends the Budget & Finance Committee approve attached Resolution No. 2019-08, approving a 1.77 percent COLA for the CEO base salary and further recommends the Budget & Finance Committee request Board approval, authorizing the Board Chair to sign the associated amendment to the employment agreement at the June 26, 2019 meeting.

Attachment:
Resolution No. 2019-08

RESOLUTION # 2019-08

A Resolution of the Board of Directors of the Community Action Partnership of Kern Approving an Amendment of the Employment Agreement between CAPK and Employee Jeremy Tobias

The Board of Directors of Community Action Partnership of Kern (CAPK) located at 5005 Business Park North, Bakersfield, CA 93309, met on June 26, 2019, in Bakersfield, California at a regular scheduled Board meeting and resolved as follows:

WHEREAS, CAPK is a private, non-profit 501(c)(3) corporation established as a result of the Economic Opportunity Act of 1964, and is the federally designated community action agency serving the low-income, elderly and disadvantaged residents of Kern County; and

WHEREAS, CAPK is charged with the responsibility of continuing the battle to alleviate poverty in Kern County by developing and implementing creative and innovative programs, and has adopted the philosophical position of “Helping People, Changing Lives” in its quest to assist people in need, and families with minimal or no resources; and

WHEREAS, CAPK and Jeremy Tobias (Tobias) entered into an Employment Agreement (Agreement) on January 1, 2019; and

WHEREAS, the CAPK Board of Directors recently approved a 1.77 percent Cost of Living Adjustment (COLA) to all CAPK employee wages with an effective date of March 1, 2019; and

WHEREAS, as provided for in section 2.a of Agreement, CAPK and Tobias desire to increase the Base Salary in the Agreement as part of the employee COLA, at the same rate that was approved for all other employees.

NOW, THEREFORE, be it resolved that the annual Base Salary in the Agreement is increased by 1.77% effective March 1, 2019 and authorizes the Board Chair to sign the amendment to the agreement.

APPROVED by a majority vote of the Directors of the Community Action Partnership of Kern, this 26th day of June 2019.

Curtis Floyd, Chair
CAPK Board of Directors

Date



MEMORANDUM

TO: Budget & Finance Committee
FROM: Tracy Webster, Chief Financial Officer *Tracy Webster*
DATE: June 19, 2019
RE: Agenda Item 5d: Federal Financial Report – **Info Item**

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

The following final FFR was filed:

- EHS/Head Start – Kern : #09CH9142-05 (3/1/18 – 2/28/19)

Attached is final Federal Financial Report that was uploaded to the Grant Solutions system before the July 31, 2019 deadline.

Attachment: SF-425 Federal Financial Report – EHS/Head Start – Kern (Final)

(Follow form instructions)

Standard Form 425 - Revised 10/11/2011
OMB Approval Number: 0348-0061
Expiration Date: 2/28/2015

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

Community Action Partnership of Kern
Federal Financial Report 09CH9142-05 FINAL
Line 12 Detail

	<u>Grant Amount</u>	<u>Unobligated Balance</u>
G094122 HS Base	20,763,581.00	161,576.20
G094125 EHS Base	4,093,221.00	48,566.49
G094120 HS T&TA	249,168.00	-
G094121 EHS T&TA	97,004.00	1,914.59
G094123 Carryover	569,182.00	356.92
	<u>25,772,156.00</u>	<u>212,414.20</u>
	<u>Other Income</u>	
Program Income - Rental Income (Cell Tower)	18,250.56	
	<u>Costs</u>	
Admin Cost	3,257,432.04	9.58%
	<u>Mortgages:</u>	
Business Park North Facility	82,840.08	
Pete Parra CDC Facility	205,084.44	
USDA Reimbursement	1,501,323.09	

**COMMUNITY ACTION PARTNERSHIP OF KERN
DISCRETIONARY AND FUND RAISING FUNDS
FOR THE MONTH ENDED MAY 31, 2019**

	03/01/19- 05/31/19	05/01/19 - 05/31/19	TOTAL
BEGINNING BALANCE (NOTE 1)	\$ 525,891.33	\$ -	\$ 525,891.33
CASH RECEIPTS			
2019 Awards Banquet Donations	33,900.00	8,438.75	42,338.75 a
Donations	121.94	323.51	445.45
Misc. Revenue	2,187.31	0.81	2,188.12
Interest Income/Union Administrative Fee	978.51	0.70	979.21
TOTAL CASH RECEIPTS	37,187.76	8,763.77	45,951.53
CASH DISBURSEMENTS			
Line of Credit Interest Expense	-	-	-
Line of Credit Unused Commitment Fee	1,243.75	-	1,243.75 b
2019 Awards Banquet Expenses	935.00	24,512.59	25,447.59 a
Supplies	347.87	650.93	998.80
Volunteer Appreciation	-	-	- c
Fundraising Expenses	-	-	-
Property Taxes - Campus Vacant Parcels	-	-	-
Miscellaneous Expenses	229.08	45.84	274.92
Indirect	166.48	69.68	236.16
TOTAL CASH DISBURSEMENTS	2,922.18	25,279.04	28,201.22
CASH PROVIDED (USED)	34,265.58	(16,515.27)	17,750.31
ENDING BALANCE	\$ 560,156.91		\$ 543,641.64
		Discretionary Cash	\$ 216,278.24
		Fund Raising Cash	339,929.22
			556,207.46
		Add: Prepaid	-
		Less: AP	(12,565.82)
			\$ 543,641.64

NOTES

1. For the year ended 2/28/19, the net increase to the Discretionary/Fund Raising Funds was \$48,593.85.
- a. As of 05/31/19, net 2019 awards banquet gain is \$22,391.16 (FYE 2/28/19 = \$5,500.00 + \$42,338.75 - \$25,447.59 expenses for 2019/20).
- b. Commitment fee for the period 12/31/18 to 9/30/19 that the \$2 million line of credit is equal to one-quarter percent (0.25%) per annum based on a 360 day year.
- c. Annual appreciation expense for the VITA volunteers.

Date Prepared: 06/11/2019

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET AND FINANCE COMMITTEE

JUNE 19, 2019

FINANCIAL REPORT

TABLE OF CONTENTS

<u>SECTION</u>	<u>Pages (s)</u>
A. Schedule of Programs for the period March 1, 2019 through February 29, 2020	A1 - A4
B. Functional Classification by Fund	B1 - B2
C. Line of Credit Summary	C1
D. - Cash Summary as of May 31, 2019	D1
- Bank Reconciliations	D2 - D8
E. B of A Mastercard Summary and Statements	E1 - E15
F. Central Kitchen Budget to Actual May 31, 2019	F1
G. State Department of Education Contract - Earned Revenue	G1 - G2
H. Finance Division Monthly Report	H1
I. Financial Statements as of February 28, 2019	I1
J. Financial Statements as of May 31, 2019	J1
K. Agency-wide Budget to Actual as of May 31, 2019	K1 - K7
L. Indirect Fund Budget To Actual as of May 31, 2019	L1

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2019 THROUGH FEBRUARY 29, 2020**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
<u>UNRESTRICTED</u>						
GENERAL FUND			NOT APPLICABLE	03/01/19 - 02/29/20	501	NOT APPLICABLE
DISCRETIONARY FUND			NOT APPLICABLE	03/01/19 - 02/29/20	502	NOT APPLICABLE
FOOD BANK			NOT APPLICABLE	03/01/19 - 02/29/20	504	SHARED MAINTENANCE, MEMBERSHIP FEES, DONATIONS, ETC.
ENERGY			NOT APPLICABLE	03/01/19 - 02/29/20	524	NOT APPLICABLE
SHAFTER YOUTH CENTER			NOT APPLICABLE	03/01/19 - 02/29/20	527	DONATIONS, RENTAL INCOME
FRIENDSHIP HOUSE			NOT APPLICABLE	03/01/19 - 02/29/20	531	DONATIONS, RENTAL INCOME
211			NOT APPLICABLE	03/01/19 - 02/29/20	536	FEE FOR SERVICE
FUND RAISING			NOT APPLICABLE	03/01/19 - 02/29/20	595	DONATIONS
<u>RESTRICTED</u>						
EARLY HEAD START EXPANSION	2,114,774	93.600	09HP000163-01	03/01/19 - 2/29/20	107	U S DEPT OF HEALTH & HUMAN SERVICES
EARLY HEAD START/HEAD START	8,400,992	93.600	09CH9142 - 06	03/01/19 - 06/30/19	108/109	U S DEPT OF HEALTH & HUMAN SERVICES PENDING DRS APPLICATION APPROVAL
EARLY HEAD START CHILD CARE PARTNERSHIP	725,701	93.600	09HP0036 - 04	09/01/18 - 08/31/19	110	U S DEPT OF HEALTH & HUMAN SERVICES
EARLY HEAD START SAN JOAQUIN	5,388,328	93.600	09CH010071 - 05	02/01/19 - 01/31/20	117	U S DEPT OF HEALTH & HUMAN SERVICES
HUD - COORDINATED ENTRY SYSTEM	236,838	14.267	CA1799L9D041800	04/02/19 - 04/01/20	160	U S DEPT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
VITA	94,012	21.009	19VITAA0228	08/01/18 - 07/31/20	149	U S DEPT OF THE TREASURY - INTERNAL REVENUE SERVICE
CSBG (COMMUNITY SERVICES BLOCK GRANT)	1,489,531	93.569	19F - 4015	01/01/19 - 12/31/19	103	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
LIHEAP (LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	3,721,750 4,010,053	93.568	18B - 4012 19B - 5012	10/01/17 - 7/31/19 10/01/18 - 06/30/20	122-38 122-39	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
DOE	1,364,399	81.042	17C-4010	6/1/18 - 6/30/20	123-65	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
GENERAL CENTER CHILD CARE	600,085 600,085	93.575 93.575	CCTR - 8049 CCTR - 9050	07/01/18 - 06/30/19 07/01/19 - 06/30/20	253	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
GENERAL CENTER CHILD CARE	275,855 275,855	93.596 93.596	CCTR - 8049 CCTR - 9050	07/01/18 - 06/30/19 07/01/19 - 06/30/20	253	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT ALTERNATIVE PAYMENT	5,411,000 5,411,000	93.575 93.575	CMAF - 8000 CMAF - 9000	07/01/18 - 06/30/19 07/01/19 - 06/30/20	261	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2019 THROUGH FEBRUARY 29, 2020**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
CALIFORNIA STATE PRESCHOOL PROGRAM	164,081 164,081	93.575 93.575	CSPP - 8120 CSPP - 9121	07/01/18 - 06/30/19 07/01/19 - 06/30/20	258	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
CALIFORNIA STATE PRESCHOOL PROGRAM	357,247 357,247	93.596 93.596	CSPP - 8120 CSPP - 9121	07/01/18 - 06/30/19 07/01/19 - 06/30/20	258	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
ECONOMIC EMPOWERMENT	85,655	93.590	EE - KERN - 17 - 20	07/01/18 - 06/30/19	171	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, OFFICE OF CHILD ABUSE PREVENTION
211 HOSPITAL PREPAREDNESS PROGRAM - EMERGENCY RESPONSE & SURGE C	10,000	93.074	659 - 2017	PENDING	186	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF HEALTH SERVICES, COUNTY OF KERN, DEPT OF PUBLIC HEALTH
EFAP (EMERGENCY FOOD ASSISTANCE PROGRAM)	121,906	10.568/ 569	15 - MOU - 00118	10/01/18 - 09/30/19	105/111	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
TRADE MITIGATION BONUS OFFERING	\$2,000 PER TRUCK LOAD			10/1/18 - 09/30/19	106	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CSFP (COMMODITY SUPPLEMENTAL FOOD PROGRAM)	306,543	10.565	16 - 6017	10/01/18 - 09/30/19	147	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CHILD AND ADULT CARE FOOD PROGRAM (CACFP) - KERN & SAN JOAQUIN	BASED ON MEALS SERVED	10.558	15 - 1248 - OJ	10/01/18 - 09/30/19	112/139	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF EDUCATION
WIC (WOMEN, INFANTS & CHILDREN)	4,154,816	10.557	15 - 10064	10/01/18 - 09/30/19	115	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF PUBLIC HEALTH
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) AKA CALFRESH PRO	46,817	10.561	16 - SUB - 00876	10/01/18 - 09/30/19	164	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, INFO LINE OF SAN DIEGO dba 211 SAN DIEGO
COORDINATED ENTRY SERVICES	105,000	14.267	N/A	10/1/2018-7/31/19	428-240	U S DEPT OF HOUSING & URBAN DEVELOPMENT - KERN BEHAVIORAL HEALTH UNITED WAY OF KERN COUNTY
QUALITY RATING AND IMPROVEMENT SYSTEM (QRIS) - SAN JOAQUIN	20,000	84.412	N/A	07/01/18 - 06/30/19	117-005	U.S. DEPT OF EDUCATION - STATE OF CALIFORNIA, DEPT OF EDUCATION - FIRST 5 CALIFORNIA, COUNTY OF SAN JOAQUIN, FIRST 5 SAN JOAQUIN, RACE TO THE TOP
CSPP QRIS BLOCK GRANT	17,990		N/A	07/01/18 - 06/30/19	258-005	STATE OF CALIFORNIA, DEPT OF EDUCATION - KERN COUNTY SUPERINTENDENT OF SCHOOLS, KERN EARLY STARS
MIGRANT ALTERNATIVE PAYMENT	3,046,805 3,046,805		CMAP - 8000 CMAP - 9000	07/01/18 - 06/30/19 07/01/19 - 06/30/20	261	STATE OF CALIFORNIA, DEPT OF EDUCATION
GENERAL CENTER CHILD CARE	2,067,088 2,067,088		CCTR - 8049 CCTR - 9050	07/01/18 - 06/30/19 07/01/19 - 06/30/20	253	STATE OF CALIFORNIA, DEPT OF EDUCATION
CALIFORNIA STATE PRESCHOOL PROGRAM	3,731,472 3,731,472		CSPP - 8120 CSPP - 9121	07/01/18 - 06/30/19 07/01/19 - 06/30/20	258	STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT CHILD CARE	254,377 254,377		CMIG - 8004 CMIG - 9004	07/01/18 - 06/30/19 07/01/19 - 06/30/20	250	STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT SPECIALIZED SERVICES	38,156 38,156		CMSS - 8004 CMSS - 9004	07/01/18 - 06/30/19 07/01/19 - 06/30/20	252	STATE OF CALIFORNIA, DEPT OF EDUCATION
CAL EITC FREE TAX PREPARATION ASSISTANCE GRANT	175,000		181-8012	10/15/18 - 06/30/19	234	STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2019 THROUGH FEBRUARY 29, 2020**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
HOME VISIT INITIATIVE (COUNTY OF KERN)	435,980 1,877,011		N/A N/A	04/01/19 - 06/30/19 07/01/19 - 06/30/20	270	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES; COUNTY OF KERN
INFORMATION & EDUCATION	80,000		16 - 10206	07/01/18 - 06/30/19	120	STATE OF CALIFORNIA, DEPT OF PUBLIC HEALTH
FOOD BANK CAPACITY PROGRAM	101,490		SGRT-19-0012	7/01/17 - 06/30/20	215	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
TAX CHECK - OFF (FOOD BANK)	15,442		15 MOU - 00118	07/01/18 - 06/30/19	216-000	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSISTANCE (FOOD BANK) CAL FOOD	264,704		N/A	07/01/18 - 06/30/19	216-087	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
DIFFERENTIAL RESPONSE SERVICES	219,006		N/A	07/01/18 - 06/30/19	280	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, COUNTY OF KERN, SUPERINTENDENT OF SCHOOLS, CHILD AND FAMILY SERVICES AGENCY, NETWORK FOR CHILDREN
FIRST 5 KERN - HELPLINE 211	100,350		2015.2.5	07/01/18 - 06/30/19	288	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	137,493		2015.2.6	07/01/18 - 06/30/19	281	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN - HELP ME GROW	50,921		2017.2.01	07/01/18 - 06/30/19	284	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
COUNTY OF KERN HELPLINE 211	44,738		105 - 2018	07/01/18 - 06/30/19	389	COUNTY OF KERN
GANG PREVENTION EDUCATION SERVICES	71,406		230 - 2017	07/01/18 - 06/30/19	335	COUNTY OF KERN, DEPT OF HUMAN SERVICES
READY KERN	1,126		N/A	7/1/18 - 6/30/19	366	COUNTY OF KERN, FIRE DEPT - OFFICE OF EMERGENCY SERVICES
EAST KERN HEALTH LINK - RESOURCE FAIRS	3,000		N/A	6/01/19 - 5/31/20	501-005	BORAX VISITOR CENTER FOUNDATION
EAST KERN FAMILY RESOURCE CENTER EMERGENCY SUPPLIES CLOSET	2,000		N/A	5/20/19 - 12/31/19	501-005	KERN HEALTH SYSTEMS
SHAFTER YOUTH CENTER - MAKE BAKERSFIELD	2,000		N/A	5/20/19 - 12/31/19	527-260	KERN HEALTH SYSTEMS
A.R.T CURRICULUM	10,125		N/A	9/10/18 - 6/30/19	531-070	KERN COUNTY SUPERINTENDENT OF SCHOOLS
FRIENDSHIP HOUSE - MUSEUM ON THE MOVE	2,000		N/A	5/20/19 - 12/31/19	531-260	KERN HEALTH SYSTEMS
HOMELESS COLLABORATIVE - HEARING TO HELP INCENTIVE BAGS	2,000		N/A	5/20/19 - 12/31/19	536-260	KERN HEALTH SYSTEMS

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2019 THROUGH FEBRUARY 29, 2020**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
211 KINGS COUNTY	42,000		N/A	07/01/15 - 06/30/18	536-231	KINGS UNITED WAY
211 TULARE COUNTY	162,000		N/A	07/01/15 - 06/30/18	536-232	UNITED WAY OF TULARE COUNTY
211 MERCED COUNTY	27,400		N/A	10/22/15 - PENDING	536-233	UNITED WAY OF MERCED COUNTY
211 STANISLAUS COUNTY	66,000		N/A	07/01/18 - 06/30/21	536-234	UNITED WAY OF STANISLAUS COUNTY
PREP WORKS - YOUTH CENTERS	PENDING		N/A	PENDING	444	STARBUCKS
PREP WORKS PROGRAM	PENDING		N/A	PENDING	448	WELLS FARGO FOUNDATION
EAST KERN EMERGENCY CLOSET	PENDING		N/A	PENDING	501-005	FRIENDS OF MERCY FOUNDATION, SISTER PHYLLIS HUGHES ENDOWMENT FOR SPECIAL NEEDS
EAST KERN HEALTH LINK	PENDING		N/A	PENDING	454	DIGNITY HEALTH
FOOD BANK FREE FARMERS MARKET - WASCO	PENDING		N/A	PENDING	467	THE WONDERFUL COMPANY FOUNDATION
CENTRAL VALLEY SMALL BUSINESS DEVELOPMENT INITIATIVE	25,000		N/A	01/01/18 - 12/31/18	456	BANK OF THE WEST

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND
FISCAL YEAR 2019/20

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

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND
FISCAL YEAR 2019/20

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
	<u>VITA (Volunteer Income Tax Assistance)</u>						
149	Internal Revenue Service - VITA				X		
234	CalEITC				X		
	<u>Small Business Development</u>						
456	Bank of the West				X		
	<u>East Kern Family Resource Center</u>						
171	Economic Empowerment				X		
280	Differential Response				X		
281	First 5 East Kern Family Resource				X		
454	Dignity Health East Kern Health Link				X		
501-005	EKFRC: KHS Emergency Closet				X		
	<u>Youth Services</u>						
120	Information & Education				X		
242	Youth Authority				X		
246	Realignment for Success				X		
335	Gang Prevention				X		
444	Starbucks Foundation				X		
448	Wells Fargo Foundation				X		
527	Shafter Youth Center				X		
527-068	SYC - Robotics/STEM				X		
527-260	SYC - KHS Make Bakersfield				X		
531	Friendship House Community Center				X		
531-068	FHCC - Robotics/STEM				X		
531-070	FHCC - Aggression Replacement Training				X		
531-260	FHCC - KHS Museum on the Move				X		
	<u>2-1-1</u>						
160	HUD Coordinated Entry System				X		
164	Cal Fresh				X		
186	2-1-1 Hospital Preparedness Program				X		
284	First 5 Kern Help Me Grow				X		
288	First 5 Kern 2-1-1				X		
366	ReadyKern				X		
389	County of Kern 2-1-1				X		
428	2-1-1 United Way				X		
428-240	United Way - Coordinate Entry System				X		
536-231	2-1-1: Kings County				X		
536-232	2-1-1: Tulare County				X		
536-233	2-1-1: Merced County				X		
536-234	2-1-1: Stanislaus County				X		
536-260	2-1-1: KHS Homeless Collaborative				X		

COMMUNITY ACTION PARTNERSHIP OF KERN
LINE OF CREDIT ADVANCES AND REPAYMENTS
FISCAL YEAR 2019/20

Date	Advance Amount	Repayment Amount	No. of Days Borrowed	Interest Expense	Interest Rate
02/28/19	n/a				
03/29/19	235,000	235,000	3		
04/30/19	n/a				
05/31/19	n/a				

Note 1: Line of Credit agreement was entered into with Wells Fargo Bank as of January 11, 2019 for \$2 million and will terminate on January 15, 2020.

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

Note 3: Line of credit was not required for the month of May 2019.

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

Period	No. of Days in Period	Commitment Fee	Interest Rate
12/31/18 - 3/30/19	90 days	1,243.75	0.25%
3/31/19 - 6/29/19	90 days	0	0.25%

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

COMMUNITY ACTION PARTNERSHIP OF KERN OPERATING CASH SUMMARY AS OF MAY 31, 2015	
PROGRAM (FUND)	CASH BALANCE
CHILD AND ADULT CARE FOOD PROGRAM	(319,885.68)
HEAD START/EARLY HEAD START	418,206.97
SUBTOTAL	98,321.29
CHILD DEVELOPMENT RESERVE No. 2	(142.26)
GENERAL CHILD CARE	233,786.41
MIGRANT A/P	989,574.73
MIGRANT CHILD CARE	7,004.99
MIGRANT SPECIALIZED SERVICES	20,948.59
STATE PRESCHOOL	203,359.94
SUBTOTAL	1,454,532.40
COMMODITY SUPPLEMENTAL FOOD PROGRAM	(52,037.61)
EF&S	(9,323.00)
EFAP	(12,382.67)
FOOD BANK	311,330.21
FOOD BANK CAPACITY PROGRAM	50,707.93
FOOD BANK - STATE	(63,069.65)
SOCAL GAS	3,130.66
WONDERFUL FOUNDATION	23,642.84
SUBTOTAL	251,998.71
ENERGY	(150,164.42)
DOE WAP	(129,769.60)
LIHEAP	(283,201.36)
LIWP SOLAR PV	(206.36)
LIWP SINGLE FAMILY	(3,781.33)
WATER TANK	0.00
TRANSFER NEGATIVE BALANCE	567,123.07
SUBTOTAL	0.00
CALIFORNIA ENDOWMENT	
CENTRAL VALLEY SMALL BUSINESS DEVELOPMENT	2,000.00
SUBTOTAL	2,000.00
211	(6,809.29)
211 HOSPITAL PREPAREDNESS	0.00
BANK OF THE WEST	23,089.89
CAL FRESH	(12,650.72)
CALEITC	(77,111.35)
COST POOLS	(1,844.68)
COUNTY OF KERN - 2-1-1	0.00
CSBG	198,896.30
CSBG DISCRETIONARY	(3,181.82)
DIFFERENTIAL RESPONSE	(46,207.87)
DIGNITY HEALTH	8,922.93
DISCRETIONARY FUND	212,768.29
ECONOMIC EMPOWERMENT	(23,739.71)
FIRST 5 KERN 211	(47,767.23)
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	(25,364.59)
FIRST 5 HELP ME GROW	(38,869.52)
FRIENDSHIP HOUSE	(65,678.12)
FUNDRAISING	339,929.22
GANG PREVENTION	(4,005.97)
GENERAL FUND	108,064.58
HOME VISIT INITIATIVE (CO OF KERN)	108,995.00
INDIRECT FUND	1,618,192.92
IRS - VITA	(38,637.11)
INFORMATION & EDUCATION	(54,759.96)
REALIGNMENT FOR SUCCESS	(2,640.92)
SHAFTER YOUTH CENTER	(17,539.66)
STARBUCKS FOUNDATION	(15,834.27)
UNITED WAY 211	(8,456.50)
WELLS FARGO FOUNDATION	1,831.15
WIC	(819,088.82)
LESS: ENERGY NEGATIVE BALANCE	(567,123.07)
ADD: LINE OF CREDIT	0.00
SUBTOTAL	743,379.10
TOTAL OPERATING CASH	2,550,231.50

COMMUNITY ACTION PARTNERSHIP OF KERN (CAPK)

WELLS FARGO BANK ACCOUNTS

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

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

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

BANK RECONCILIATION FOR THE MONTH ENDED
May 31, 2019

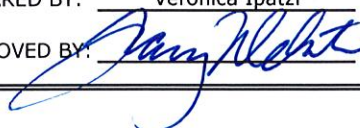
WELLS FARGO BANK, N.A.
P. O. BOX 63020
SAN FRANCISCO, CA 94163

OPERATING ACCOUNT
ACCOUNT NO: XXXXX-X2976

BANK BALANCE AT	05/31/19		3,516,329.10
LESS: OUTSTANDING CHECKS		966,098.58	
ADJUSTED BANK BALANCE AT	05/31/19		2,550,230.52
GENERAL LEDGER BALANCE AT	04/30/19		1,513,739.95
ADD: DEPOSITS		3,939,560.61	
ACH DEPOSITS		19,520.55	
TRANSFER FROM HEAD START		-	
US TREAS DRAWDOWNS		2,736,871.86	
WIRE TRANSFERS		-	
TRSFER LINE OF CREDIT		-	
GARNISHMENT REFUND		222.90	
FUNDS FROM OTHER GRANTS		1,836.35	
TRANSFER FROM LIHEAP		-	
REFUND OF DEPOSIT - HEALTH EQUITY		25,000.00	
RECONCILING DIFFERENCE BETWEEN G/L AND THE BANK		0.71	
LESS: CHECKS ISSUED (CURRENT MONTH)		2,858,454.54	
ADP PAYROLL 5/10/19		1,250,342.67	
ADP PAYROLL 5/24/19		1,250,966.62	
		-	
EFTS FOR HRA/HSA/ STD/403B		294,133.12	
TO REIMBURSE INTERFUNDS FOR S/C CHGS		54.22	
REC LOAN PRINCIPAL/INT EXPENSES		31,680.10	
Transfer to Restricted EHS/HS		-	
REPAY LINE OF CREDIT		-	
CLIENT ANALYSIS SERVICE CHARGE		887.64	
DRAW DIFFERENCE BETWEEN AMOUNT THAT HIT THE BANK AND THE G/L on 04/10/19		3.00	
Difference Between Amount Hit Bank and Check Number 179908 in May 2019		0.50	
GENERAL LEDGER BALANCE AT	05/31/19		2,550,230.52

DIFFERENCE: -

PREPARED BY: Veronica Ipatzi TITLE: Accountant DATE: 06/10/2019

APPROVED BY:  TITLE: Chief Financial Officer DATE: 06/10/2019



COMMUNITY ACTION PARTNERSHIP OF KERN
HEADSTART ACCRUED VACATION*
5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR MONTH ENDING
May 31, 2019

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

ACCOUNT NO.: XXXXX-X6256

BANK BALANCE ENDING: 05/31/19 601,303.73

DEPOSITS IN TRANSIT 0.00

OUTSTANDING CHECKS 0.00

OTHER 0.00

ADJUSTED BANK BALANCE: 05/31/19 601,303.73

BALANCE PER G/L 04/30/19 620,696.29

ADD: DEPOSITS 0.00

INTEREST 127.99

ROUNDING ERROR 0.00

BANK ACCOUNT TRANSFER FROM GENERAL FUND 0.00

LESS: CHECKS 0.00

CLIENT ANALYSIS SERVICE CHARGE 0.00

BANK ACCOUNT TRANSFER TO GENERAL FUND 19,520.55

BALANCE PER G/L 05/31/19 601,303.73

DIFFERENCE: 0.00

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

PREPARED BY: Veronica Ipatzi TITLE: Accountant DATE: 06/07/19

APPROVED BY:  TITLE: Chief Financial Officer DATE: 06/07/19 

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

5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

**BANK RECONCILIATION FOR MONTH ENDING
May 31, 2019**

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

ACCOUNT NO.: XXXXX-X1095

BANK BALANCE ENDING:	05/31/19	216,858.45
DEPOSITS IN TRANSIT		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
ADJUSTED BANK BALANCE:	05/31/19	216,858.45

BALANCE PER G/L	04/30/19	216,825.30
ADD:		
DEPOSITS		0.00
INTEREST		33.15
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00
LESS:		
CHECKS		0.00
CLIENT ANALYSIS SERVICE CHARGE		0.00
WIRE TRANSFER		0.00
BANK ACCOUNT TRANSFER TO GENERAL FUND		0.00

BALANCE PER G/L	05/31/19	216,858.45
------------------------	-----------------	-------------------

* December 2009 name changed from Food Bank to DOE ARRA.	DIFFERENCE:	0.00
** January 2018 name changed from DOE ARRA to CSD Advances.		

PREPARED BY: <u>Veronica Ipatzi</u>	TITLE: <u>Accountant</u>	DATE: <u>06/07/19</u>
APPROVED BY: 	TITLE: <u>Chief Financial Officer</u>	DATE: <u>06/07/19</u>

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

BANK RECONCILIATION FOR MONTH ENDING
May 31, 2019

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

ACCOUNT NO.: XXXXX-X1921

BANK BALANCE ENDING:	05/31/19	5,534.59
DEPOSITS IN TRANSIT	0.00	
OUTSTANDING CHECKS	0.00	
OTHER	0.00	
ADJUSTED BANK BALANCE	05/31/19	5,534.59

BALANCE PER GENERAL LEDGER	04/30/19	3,842.57
ADD: DEPOSITS (Credit Card Donations & Shared Fee)	1,673.60	
ONLINE DONATIONS	0.00	
PAYPAL DEPOSIT	63.45	
INTEREST	0.81	
LESS: APPLIED MERCHANT DEBITS	33.39	
CLIENT ANALYSIS SERVICE CHARGE	0.00	
BANKCARD FEES	12.45	
CASH CONCENTRATION FEE	0.00	
FUND TRANSFER TO GENERAL FUND	0.00	
	0.00	
BALANCE PER GENERAL LEDGER:	05/31/19	5,534.59

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

Difference: 0.00

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

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

PREPARED BY: Veronica Ipatzi

TITLE: Accountant

DATE: 06/11/19

APPROVED BY: 

TITLE: Chief Financial Officer

DATE: 06/11/19

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

BANK RECONCILIATION FOR MONTH ENDING
May 31, 2019

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

ACCOUNT NO.: XXXXX-X2049

BANK BALANCE ENDING: **05/31/19** **378.67**

DEPOSITS IN TRANSIT 0.00

OUTSTANDING CHECKS 0.00

OTHER 0.00

ADJUSTED BANK BALANCE: **05/31/19** **378.67**

BALANCE PER G/L **04/30/19** **324.40**

ADD: DEPOSITS 54.22

INTEREST 0.05

BANK ACCOUNT TRANSFER FROM GENERAL FUND 0.00

LESS: CHECKS 0.00

CLIENT ANALYSIS SERVICE CHARGE 0.00

BANK ACCOUNT TRANSFER TO GENERAL FUND 0.00

BALANCE PER G/L **05/31/19** **378.67**

DIFFERENCE: 0.00

PREPARED BY: Veronica Ipatzi Accountant

DATE: 06/12/19

APPROVED BY:  TITLE: Chief Financial Officer

DATE: 06/12/19



**COMMUNITY ACTION PARTNERSHIP OF KERN
BANK OF AMERICA MASTERCARD SUMMARY
STATEMENTS DATED APRIL 22, 2019 - MAY 21, 2019**

Cardholder	Position	Amount Charged
Gloria Barbero	Administrator - EHS San Joaquin	\$ 1,925.30
Yolanda Gonzales	Director of Head Start/State Child Development Programs	5,608.56
Emily Gonzalez Demont	Assistant Director - Grants Management	-
Ralph Martinez	Director of Community Development	5,619.99
Raymond Quan	Director of Human Resources	336.75
Pritika Ram	Director of Administration	6,541.78
Carmen Segovia	Director of Health & Nutrition Services	4,156.61
Jeremy Tobias	Chief Executive Officer	2,382.56
Emilio Wagner	Director of Operations	2,590.44
Total		\$ 29,161.99



GLORIA BARBERO

Platinum Plus® for Business

April 22, 2019 - May 21, 2019

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
05/15	05/15	CA Banking Center payment	13506005760038946116085	- 3,051.76
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		- \$3,051.76
Purchases and Other Charges				
05/10	05/09	DOUBLE TREE HILTON SB SAN BERNARDINCA Arr: 05/07/19 Dep: 05/09/19 Inv: 00001850	55460299129036001850044	191.74
05/13	05/10	DOUBLE TREE HILTON SB SAN BERNARDINCA Arr: 05/07/19 Dep: 05/10/19 Inv: 00001849	55460299130036001849985	383.48

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

GLORIA BARBERO
COMM ACTION PRTRSH KERN
COMM ACTION PRTRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-1651

Payment Information

New Balance Total \$1,925.30
Minimum Payment Due \$19.25
Payment Due Date 06/17/19
Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
\$19.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01

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

Account Summary

Previous Balance \$3,051.76
Payments and Other Credits - \$3,051.76
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$1,925.30
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$1,925.30

Credit Limit \$5,000
Credit Available \$3,074.70
Statement Closing Date 05/21/19
Days in Billing Cycle 30

Account Number:
April 22, 2019 - May 21, 2019

New Balance Total \$1,925.30
Minimum Payment Due \$19.25
Payment Due Date 06/17/19

Enter payment amount

\$

For change of address/phone number, see reverse side.

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

Transactions

<i>Posting Date</i>	<i>Transaction Date</i>	<i>Description</i>	<i>Reference Number</i>	<i>Amount</i>
05/13	05/10	DOUBLE TREE HILTON SB SAN BERNARDINCA Arr: 05/07/19 Dep: 05/10/19 Inv: 00001850	55460299130036001850009	383.48
05/13	05/10	DOUBLE TREE HILTON SB SAN BERNARDINCA Arr: 05/07/19 Dep: 05/10/19 Inv: 00001850	55460299130036001850033	383.48
05/13	05/10	DOUBLE TREE HILTON SB SAN BERNARDINCA Arr: 05/07/19 Dep: 05/10/19 Inv: 00001850	55460299130036001850041	191.74
05/13	05/10	DOUBLE TREE HILTON SB SAN BERNARDINCA Arr: 05/07/19 Dep: 05/10/19 Inv: 00001850	55460299130036001850058	383.48
05/20	05/17	USPS PO 0575250209 STOCKTON CA	05436849138000376863591	7.90
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$1,925.30

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

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



Platinum Plus® for Business

YOLANDA GONZALES
April 22, 2019 - May 21, 2019

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
05/15	05/15	CA Banking Center payment	13506005760028945813634	- 6,925.10
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		- \$6,925.10
Purchases and Other Charges				
04/29	04/26	HYATT REGENCY CHICAGO 8558690846 IL Arr: 04/22/19 Dep: 04/26/19 Inv: 19492226	55310209117722479470473	840.52
04/29	04/26	HYATT REGENCY CHICAGO 8558690846 IL Arr: 04/22/19 Dep: 04/26/19 Inv: 19491951	55310209117722470966586	840.52

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

YOLANDA GONZALES
COMM ACTION PRTRSH KERN
COMM ACTION PRTRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-1651

Payment Information

New Balance Total \$5,608.56
Minimum Payment Due \$56.09
Payment Due Date 06/17/19

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

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

Account Summary

Previous Balance \$6,925.10
Payments and Other Credits - \$6,925.10
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$5,608.56
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$5,608.56

Credit Limit \$10,000
Credit Available \$4,391.44
Statement Closing Date 05/21/19
Days in Billing Cycle 30

Account Number:
April 22, 2019 - May 21, 2019

New Balance Total \$5,608.56
Minimum Payment Due \$56.09
Payment Due Date 06/17/19

Enter payment amount

\$

For change of address/phone number, see reverse side.

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

Transactions

<i>Posting Date</i>	<i>Transaction Date</i>	<i>Description</i>	<i>Reference Number</i>	<i>Amount</i>
05/10	05/09	COURTYARD BY MARRIOTT- SACRAMENTO CA Arr: 05/09/19 Dep: 05/09/19 Inv: 129018	55432869129200546813074	556.94
05/10	05/09	COURTYARD BY MARRIOTT- SACRAMENTO CA Arr: 05/09/19 Dep: 05/09/19 Inv: 129019	55432869129200546813082	571.94
05/10	05/09	COURTYARD BY MARRIOTT- SACRAMENTO CA Arr: 05/09/19 Dep: 05/09/19 Inv: 129020	55432869129200546813090	556.94
05/13	05/10	DOUBLE TREE HILTON SB SAN BERNARDINCA Arr: 05/07/19 Dep: 05/10/19 Inv: 00001849	55460299130036001849993	383.48
05/13	05/10	DOUBLE TREE HILTON SB SAN BERNARDINCA Arr: 05/07/19 Dep: 05/10/19 Inv: 00001850	55460299130036001850017	383.48
05/15	05/14	SHERATON SACRAMENTO CA Arr: 05/13/19 Dep: 05/14/19 Inv: 2186719	55436879134171345191277	412.77
05/17	05/16	SHERATON SACRAMENTO CA Arr: 05/13/19 Dep: 05/16/19 Inv: 2186721	55436879136261364160879	412.78
05/17	05/16	SHERATON SACRAMENTO CA Arr: 05/13/19 Dep: 05/16/19 Inv: 2186723	55436879136261364160887	462.78
05/21	05/20	SMART AND FINAL 362 BAKERSFIELD CA	55263529141837000259498	21.96
05/21	05/20	SMART AND FINAL 362 BAKERSFIELD CA	55263529141837000259522	164.45
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$5,608.56

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

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



Platinum Plus® for Business

EMILY GONZALEZ DEMONT
April 22, 2019 - May 21, 2019

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
		Payments and Other Credits		
05/15	05/15	CA Banking Center payment	13506005750003945932249	- 1,772.64
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$1,772.64

Payment Information

New Balance Total \$0.00
Minimum Payment Due **\$0.00**
Payment Due Date **06/17/19**

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

Account Summary

Previous Balance \$1,772.64
Payments and Other Credits **-\$1,772.64**
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$0.00
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$0.00

Credit Limit \$10,000
Credit Available \$10,000.00
Statement Closing Date 05/21/19
Days in Billing Cycle 30

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

EMILY GONZALEZ DEMONT
COMM ACTION PRTRSH KERN
COMM ACTION PRTRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-1651

Account Number:
April 22, 2019 - May 21, 2019

New Balance Total \$0.00
Minimum Payment Due **\$0.00**
Payment Due Date **06/17/19**

Enter payment amount

\$

For change of address/phone number, see reverse side.

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



Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

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



RALPH MARTINEZ
April 22, 2019 - May 21, 2019

Platinum Plus® for Business

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$5,619.99
Minimum Payment Due \$56.20
Payment Due Date 06/17/19

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

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

Account Summary

Previous Balance \$1,206.61
Payments and Other Credits -\$1,206.61
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$5,619.99
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$5,619.99

Credit Limit \$10,000
Credit Available \$4,380.01
Statement Closing Date 05/21/19
Days in Billing Cycle 30

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
05/15	05/15	CA Banking Center payment	13506005750003945873898	- 1,206.61
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$1,206.61
Purchases and Other Charges				
04/23	04/22	TARGET 00027151 BAKERSFIELD CA	05410199112091017340420	500.00
04/23	04/22	PAYPAL *SJG CONSULT 4029357733 CA	55429509112894528857376	450.00
04/24	04/22	COMFORT INN SANTA MONICA CA	25247809113002088166131	388.86
		Arr: 04/21/19 Dep: 04/22/19 Inv: 0411090080		

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

RALPH MARTINEZ
COMM ACTION PRTRNRSH KERN
COMM ACTION PRTRNRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-1651

Account Number:
April 22, 2019 - May 21, 2019

New Balance Total \$5,619.99
Minimum Payment Due \$56.20
Payment Due Date 06/17/19

Enter payment amount

\$

For change of address/phone number, see reverse side.

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

Transactions

<i>Posting Date</i>	<i>Transaction Date</i>	<i>Description</i>	<i>Reference Number</i>	<i>Amount</i>
04/29	04/26	HOTELS.COM158218490588 HOTELS.COM WA	55432869116200547231016	663.56
05/02	04/30	FIESTA PARTY RENTALS BAKERSFIELD CA	85180899121980165392890	503.44
05/02	04/30	MARTIN CHAVEZ MEAT'S BAKERSFIELD CA	85347039121980005368350	1,540.75
05/02	05/01	WAL-MART #2557 BAKERSFIELD CA	55483829122091004740290	171.04
05/09	05/08	HOO*HOOTSUITE INC 778-5889767 CA	75418239128072786772317	114.00
05/17	05/16	SHERATON SACRAMENTO CA	55436879136261364159210	412.78
		Arr: 05/13/19 Dep: 05/16/19 Inv: 2186732		
05/17	05/16	SHERATON SACRAMENTO CA	55436879136261364160002	462.78
		Arr: 05/13/19 Dep: 05/16/19 Inv: 2186800		
05/17	05/16	SHERATON SACRAMENTO CA	55436879136261364160952	412.78
		Arr: 05/13/19 Dep: 05/16/19 Inv: 2186731		
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$5,619.99

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

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



Account Information: www.bankofamerica.com	Payment Information	Account Summary
Mail Billing Inquiries to: BANK OF AMERICA PO BOX 982238 EL PASO, TX 79998-2238	New Balance Total \$336.75	Previous Balance \$4,387.02
Mail Payments to: BUSINESS CARD PO BOX 15796 WILMINGTON, DE 19886-5796	Minimum Payment Due \$10.00	Payments and Other Credits -\$4,387.02
Customer Service: 1.800.673.1044, 24 Hours	Payment Due Date 06/17/19	Balance Transfer Activity \$0.00
TTY Hearing Impaired: 1.888.500.6267, 24 Hours	Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date: \$19.00 for balance less than \$100.01 \$29.00 for balance less than \$1,000.01 \$39.00 for balance less than \$5,000.01 \$49.00 for balance equal to or greater than \$5,000.01	Cash Advance Activity \$0.00
Outside the U.S.: 1.509.353.6656, 24 Hours	Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.	Purchases and Other Charges \$336.75
For Lost or Stolen Card: 1.800.673.1044, 24 Hours		Fees Charged \$0.00
Business Offers: www.bankofamerica.com/mybusinesscenter		Finance Charge \$0.00
		New Balance Total \$336.75
		Credit Limit \$10,000
		Credit Available \$9,663.25
		Statement Closing Date 05/21/19
		Days in Billing Cycle 30

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
05/15	05/15	Payments and Other Credits		
		CA Banking Center payment	13506005750003946166151	- 4,387.02
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$4,387.02
05/02	04/30	Purchases and Other Charges		
		SHRM HSG 888.241.8396 888-241-8396 TX	85428329121511025948900	336.75
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$336.75

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

RAYMOND T QUAN
COMM ACTION PRTRSH KERN
COMM ACTION PRTRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-1651

Account Number:
April 22, 2019 - May 21, 2019

New Balance Total \$336.75

Minimum Payment Due \$10.00

Payment Due Date 06/17/19

Enter payment amount

\$

For change of address/phone number, see reverse side.

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



RAYMOND T QUAN
April 22, 2019 - May 21, 2019
Page 3 of 4

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

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



PRITIKA RAM
April 22, 2019 - May 21, 2019

Platinum Plus® for Business

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$6,541.78
Minimum Payment Due \$64.88
Payment Due Date 06/17/19

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

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

Account Summary

Previous Balance \$2,735.94
Payments and Other Credits -\$2,735.94
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$6,541.78
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$6,541.78

Credit Limit \$10,000
Credit Available \$3,458.22
Statement Closing Date 05/21/19
Days in Billing Cycle 30

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
05/15	05/15	CA Banking Center payment	13506005760028946006634	- 2,735.94
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$2,735.94
Purchases and Other Charges				
04/22	04/19	BEST BUY 00008565 BAKERSFIELD CA	05410199109295047035398	43.29
04/22	04/19	BEST BUY 00008565 BAKERSFIELD CA	05410199109295047035364	162.32
04/22	04/19	BEST BUY 00008565 BAKERSFIELD CA	05410199109295047035372	385.86
04/22	04/19	BEST BUY 00008565 BAKERSFIELD CA	05410199109295047035380	140.71

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

PRITIKA RAM
COMM ACTION PRTRNRSH KERN
COMM ACTION PRTRNRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-1651

Account Number:
April 22, 2019 - May 21, 2019

New Balance Total \$6,541.78
Minimum Payment Due \$64.88
Payment Due Date 06/17/19

Enter payment amount

\$

For change of address/phone number, see reverse side.

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

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
04/22	04/19	BEST BUY 00008565 BAKERSFIELD CA	05410199109295047035414	303.09
04/22	04/19	BEST BUY 00008565 BAKERSFIELD CA	05410199109295047035406	64.94
04/22	04/19	BEST BUY 00008565 BAKERSFIELD CA	05410199109295047035356	184.01
04/22	04/19	DOLLAR TREE BAKERSFIELD CA	05436849110000384785333	12.99
04/22	04/19	JORONCO RENTALS INC BAKERSFIELD CA	85138509111900870200014	136.40
04/23	04/22	NAPA VALLEY WINE TRAIN 8554955551 CA	55429509112637314140725	300.00
04/24	04/23	EXXONMOBIL 97224224 BAKERSFIELD CA	05486809114378000291590	53.95
04/29	04/26	WWW.KNIGHTSSERVICES.CO 6613974116 CA	55429509116637619319277	396.53
04/29	04/26	CHEVRON 0095560 GLENDALE CA	55432869117200664761984	66.85
04/29	04/27	MARRIOTT S DIEGO MARIN 866-435-7627 CA	55432869117200804241103	842.70
		Arr: 04/23/19 Dep: 04/27/19 Inv: 039267		
04/29	04/27	MARRIOTT S DIEGO MARIN 866-435-7627 CA	55432869117200804241145	947.70
		Arr: 04/23/19 Dep: 04/27/19 Inv: 039558		
05/01	04/30	CVS/PHARMACY #05495 BAKERSFIELD CA	05436849121000356917812	500.00
05/01	04/30	SMART AND FINAL 362 BAKERSFIELD CA	55263529121837000533706	62.73
05/01	04/30	DICKS SPORTING GOODS BAKERSFIELD CA	55178429121761040893317	36.78
05/02	04/30	VONS #1969 BAKERFIELD CA	55310209121975018961485	500.00
05/09	05/08	WESTIN CHARLOTTE CHARLOTTE NC	55436879128261282181361	224.74
		Arr: 05/08/19 Dep: 05/08/19 Inv: 2200396		
05/09	05/07	LUIGIS RESTAURANT AND BAKERSFIELD CA	85309619128701672771512	162.56
05/13	05/12	DICK'SSPORTINGGOODS.C 877-8469997 PA	75418239132072952667436	54.11
05/14	05/13	CHEVRON 0092316 FIREBAUGH CA	55432869134200532011439	50.53
05/16	05/15	76 - SEI 37973 SANTA NELLA CA	25483679135001345976971	33.43
05/17	05/16	SHERATON SACRAMENTO CA	55436879136261364159293	462.78
		Arr: 05/13/19 Dep: 05/16/19 Inv: 2183723		
05/17	05/16	SHERATON SACRAMENTO CA	55436879136261364161034	412.78
		Arr: 05/13/19 Dep: 05/16/19 Inv: 2186725		
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$6,541.78

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

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



CARMEN SEGOVIA
April 22, 2019 - May 21, 2019

Platinum Plus® for Business

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

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TTY Hearing Impaired:
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Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$4,156.61
Minimum Payment Due \$41.57
Payment Due Date 06/17/19

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

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

Account Summary

Previous Balance \$3,668.64
Payments and Other Credits -\$4,339.41
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$4,827.38
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$4,156.61

Credit Limit \$20,000
Credit Available \$15,843.39
Statement Closing Date 05/21/19
Days in Billing Cycle 30

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
05/01	04/28	HANDLERY HOTEL SAN DIE SAN DIEGO CA Arr: 04/27/19 Dep: 04/28/19 Inv: 0000370069	85486149120703432822875	- 0.01
05/09	04/30	HANDLERY HOTEL SAN DIE SAN DIEGO CA Arr: 04/28/19 Dep: 04/30/19 Inv: 0000371080	85486149128703432822919	- 146.69
05/09	04/28	HANDLERY HOTEL SAN DIE SAN DIEGO CA Arr: 04/27/19 Dep: 04/28/19 Inv: 0000371081	85486149128703432822919	- 524.07

BUSINESS CARD
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CARMEN SEGOVIA
COMM ACTION PRTRNRSH KERN
COMM ACTION PRTRNRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-1651

Account Number:
April 22, 2019 - May 21, 2019

New Balance Total \$4,156.61
Minimum Payment Due \$41.57
Payment Due Date 06/17/19

Enter payment amount

\$

For change of address/phone number, see reverse side.

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

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
05/15	05/15	CA Banking Center payment	13506005760038945698315	- 3,668.64
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$4,339.41
		Purchases and Other Charges		
04/22	04/19	AMZN Mktp US*MZ5ZN41Y0 Amzn.com/billWA	55432869109200048994962	155.50
04/22	04/20	AMZN Mktp US*MZ8NW8TS2 Amzn.com/billWA	55432869110200259742743	20.51
04/22	04/21	AMZN MKTP US*MZ1GC1VB1 AMZN.COM/BILLWA	55310209111083324231289	104.67
04/24	04/22	DELANO COMM SRVCS 6617213300 CA	55480779113286000000019	150.00
04/26	04/25	EVERYCHILD CALIFORNIA 916-4435919 CA	75306379115175700342655	129.00
04/26	04/25	LASSENS NATURAL FOODS- BAKERSFIELD CA	55500369116837000123574	117.82
04/29	04/25	AMERICAN 00123508874171 8004337300 TX JACOBS/MATTHEW 00123508874171 Departure Date: 06/09/19 Airport Code: LAX AA M DCA Departure Date: 06/12/19 Airport Code: DCA AA V CLT Departure Date: 06/12/19 Airport Code: CLT AA V LAX	55310209116978000347942	675.80
04/29	04/25	AMERICAN 00106468802963 8004337300 TX JACOBS/MATTHEW 00106468802963 Departure Date: 04/25/19 Airport Code: RVU AA Y FEE	55310209116978001350630	93.14
05/01	04/30	HOTELS.COM158346229387 HOTELS.COM WA	55432869120200478929566	197.12
05/01	04/28	HANDLERY HOTEL SAN DIE SAN DIEGO CA Arr: 04/27/19 Dep: 04/28/19 Inv: 0000370068	85486149120703432822875	0.01
05/02	05/01	SQ *SQ *THE WILLIAMS H NEEDLES CA	55432869122200779931582	320.00
05/03	05/02	AMAZON.COM*MZ7KG97P0 A AMZN.COM/BILLWA	55310209122083324022537	14.92
05/06	04/28	HANDLERY HOTEL SAN DIE SAN DIEGO CA Arr: 04/28/19 Dep: 05/01/19 Inv: 0000370070	85486149123703432823276	42.00
05/06	04/28	HANDLERY HOTEL SAN DIE SAN DIEGO CA Arr: 04/28/19 Dep: 05/01/19 Inv: 0000370072	85486149123703432823276	42.00
05/06	04/28	HANDLERY HOTEL SAN DIE SAN DIEGO CA Arr: 04/28/19 Dep: 05/01/19 Inv: 0000370075	85486149123703432823276	42.00
05/06	04/28	HANDLERY HOTEL SAN DIE SAN DIEGO CA Arr: 04/28/19 Dep: 05/01/19 Inv: 0000370079	85486149123703432823276	42.00
05/06	05/04	TRAVEL INSURANCE POLIC 8007296021 VA	55480779124026961102629	61.07
05/06	05/03	AMERICAN 00123524982560 8004337300 TX ORONA/JAIME 00123524982560 Departure Date: 06/09/19 Airport Code: BFL AA L PHX Departure Date: 06/09/19 Airport Code: PHX AA L ORD Departure Date: 06/09/19 Airport Code: ORD AA L DCA Departure Date: 06/12/19 Airport Code: DCA AA S DFW Departure Date: 06/12/19 Airport Code: DFW AA S BFL	55310209124978000557268	907.80
05/06	05/03	AMERICAN 00106474724462 8004337300 TX ORONA/JAIME 00106474724462 Departure Date: 05/03/19 Airport Code: RVU AA Y FEE	55310209124978001406176	31.78
05/07	05/06	WAL-MART #1624 BAKERSFIELD CA	55483829127091008743527	44.34
05/07	05/06	LASSENS NATURAL FOODS- BAKERSFIELD CA	55500369127837000140336	38.09
05/10	05/09	SQ *SQ *THE WILLIAMS H Needles CA	55432869129200622867192	69.30
05/10	05/08	HILTONSAC ARDEN W-ROOM SACRAMENTO CA Arr: 05/08/19 Dep: 05/08/19 Inv: 102193	55432869130200629496331	444.30
05/10	05/09	AMZN MKTP US*MN5QG54E0 AMZN.COM/BILLWA	55310209130083709337575	415.84
05/14	05/13	LOWES #02424* BAKERSFIELD CA	55432869133200498716998	64.84
05/14	05/13	SMART AND FINAL 803 BAKERSFIELD/GCA	55263529134837000545093	7.38
05/14	05/13	LASSENS NATURAL FOODS- BAKERSFIELD CA	55500369134837000430449	106.03
05/15	05/14	AMZN MKTP US*MN3F86TT2 AMZN.COM/BILLWA	55310209134083721330000	195.86
05/16	05/15	AMZN Mktp US*MN96T0EM2 Amzn.com/billWA	55432869135200898569722	51.00
05/16	05/15	AMAZON.COM*MN9W07000 A AMZN.COM/BILLWA	55310209135083719205320	94.11

Transactions

<i>Posting Date</i>	<i>Transaction Date</i>	<i>Description</i>	<i>Reference Number</i>	<i>Amount</i>
05/16	05/15	AMAZON.COM*MN40820C0 A AMZN.COM/BILLWA	55310209136083302069363	21.54
05/21	05/20	SQ *SQ *THE WILLIAMS H Mohave ValleyAZ	55432869140200028109673	127.61
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$4,827.38

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

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



JEREMY T TOBIAS
April 22, 2019 - May 21, 2019

Platinum Plus® for Business

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$2,382.56
Minimum Payment Due \$23.83
Payment Due Date 06/17/19

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

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

Account Summary

Previous Balance \$2,752.98
Payments and Other Credits -\$2,752.98
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$2,382.56
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$2,382.56

Credit Limit \$10,000
Credit Available \$7,617.44
Statement Closing Date 05/21/19
Days in Billing Cycle 30

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
05/15	05/15	CA Banking Center payment	13506005760028945758391	- 2,752.98
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$2,752.98
Purchases and Other Charges				
04/24	04/22	EL TACO FRESCO TAQUERI BAKERSFIELD CA	05314619113100146056527	107.15
05/10	05/09	SQU*SQ *CAESAR'S DELI Bakersfield CA	55432869129200573497288	73.00
05/13	05/11	SHERATON SACRAMENTO CA	55436879131271312051661	412.77
		Arr: 05/11/19 Dep: 05/11/19 Inv: 2186724		

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JEREMY T TOBIAS
COMM ACTION PRTRSH KERN
COMM ACTION PRTRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-1651

Account Number:
April 22, 2019 - May 21, 2019

New Balance Total \$2,382.56
Minimum Payment Due \$23.83
Payment Due Date 06/17/19

Enter payment amount

\$

For change of address/phone number, see reverse side.

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or make your payment online at
www.bankofamerica.com

Transactions

<i>Posting Date</i>	<i>Transaction Date</i>	<i>Description</i>	<i>Reference Number</i>	<i>Amount</i>
05/13	05/11	SHERATON SACRAMENTO CA Arr: 05/11/19 Dep: 05/11/19 Inv: 2186726	55436879131271312051729	412.77
05/17	05/16	SHERATON SACRAMENTO CA Arr: 05/13/19 Dep: 05/16/19 Inv: 2177397	55436879136261364159988	507.62
05/20	05/16	UNITED WAY OF KERN COU 6618341820 CA	75337009137473700496187	420.00
05/21	05/20	FOOD-EX BAKERSFIELD CA	25247809140001827237796	449.25
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$2,382.56

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	21.49% V	\$0.00	\$0.00

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



EMILIO WAGNER
April 22, 2019 - May 21, 2019

Platinum Plus® for Business

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
05/15	05/15	CA Banking Center payment	13506005750014946060534	- 5,246.34
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		- \$5,246.34
Purchases and Other Charges				
04/22	04/20	MINDBODY, INC 805-4762700 CA	85454919111900017622176	445.40
04/24	04/23	Microsoft*Premium Annu Redmond WA	15270219113260012040623	49.99
04/29	04/27	MARRIOTT S DIEGO MARIN 866-435-7627 CA	55432869117200804241160	842.70
		Arr: 04/23/19 Dep: 04/27/19 Inv: 039684		

BUSINESS CARD
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EMILIO WAGNER
COMM ACTION PRTRSH KERN
COMM ACTION PRTRSH KERN
5005 BUSINESS PARK N
BAKERSFIELD, CA 93309-1651

Payment Information

New Balance Total \$2,590.44
Minimum Payment Due \$25.90
Payment Due Date 06/17/19

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

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

Account Summary

Previous Balance \$5,246.34
Payments and Other Credits - \$5,246.34
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$2,590.44
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$2,590.44

Credit Limit \$10,000
Credit Available \$7,409.56
Statement Closing Date 05/21/19
Days in Billing Cycle 30

Account Number:
April 22, 2019 - May 21, 2019

New Balance Total \$2,590.44
Minimum Payment Due \$25.90
Payment Due Date 06/17/19

Enter payment amount

\$

For change of address/phone number, see reverse side.

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

Transactions

<i>Posting Date</i>	<i>Transaction Date</i>	<i>Description</i>	<i>Reference Number</i>	<i>Amount</i>
05/01	04/30	CALIFORNIA COMMUNITY A 9164431721 CA	45187429121000000000062	72.32
05/10	05/09	CA SECRETARY OF STATE 916-6951338 CA	55436879129261296089815	20.00
05/13	05/11	Microsoft*Store msbill.info WA	15270219131000080513723	199.99
05/13	05/13	ONESTEPGPS.COM 18186592031 CA	55429509133713778462387	209.25
05/16	05/15	SHERATON SACRAMENTO CA	55436879135171359286921	206.39
		Inv: 2196195		
05/17	05/16	Microsoft*Store msbill.info WA	15270219136000179440726	99.00
05/21	05/20	MINDBODY, INC 805-4762700 CA	85454919140900010685217	445.40
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$2,590.44

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

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

COMMUNITY ACTION PARTNERSHIP OF KERN
CENTRAL KITCHEN - BUDGET TO ACTUAL
FOR THE PERIOD MARCH 1, 2019 TO FEBRUARY 29, 2020 (2 OF 12 MONTHS OR 16.67%)

Line Item	2019/20 Budget	3/1/19 - 5/31/19 Actual	% Expended	Available Budget
USDA Revenue (Note A)	1,472,134	461,571	31.4%	1,010,563
Head Start Subsidy	<u>709,204</u>	<u>174,780</u>	24.6%	<u>534,424</u>
Total Revenue	<u><u>2,181,338</u></u>	<u><u>636,350</u></u>	29.2%	<u><u>1,544,988</u></u>
Expenditures (Note B)				
Salaries	650,054	163,237	25.1%	486,817
Benefits	214,518	55,982	26.1%	158,536
Vehicle Gasoline, Repair/Maintenance	70,000	14,964	21.4%	55,036
Space Costs	101,200	22,928	22.7%	78,272
Supplies - Office & Food Service	114,900	42,928	37.4%	71,972
Equipment Repair/Maintenance & Lease	6,000	1,992	33.2%	4,008
Communication	13,000	2,769	21.3%	10,231
Risk Insurance	12,700	4,168	32.8%	8,532
Printing	1,700	64	3.7%	1,636
Hiring & Employee Costs	1,800	25	1.4%	1,775
First Aid	2,600	-	0.0%	2,600
Raw Food/Vended Meals	<u>1,047,490</u>	<u>228,585</u>	21.8%	<u>818,905</u>
Sub Total	2,235,962	537,641	24.0%	1,698,321
Adult Meals Prepared	188,000	53,320	28.4%	134,680
Indirect	<u>133,376</u>	<u>45,389</u>	34.0%	<u>87,987</u>
Total Expenditures	<u><u>2,557,338</u></u>	<u><u>636,350</u></u>	24.9%	<u><u>1,920,988</u></u>

	Prior Period	May 2019	Cum
Total Meals Prepared and Vended (Note C)	183,253	86,905	270,158
Total Meals Claimed	<u>138,161</u>	<u>64,193</u>	<u>202,354</u>
Difference	45,092	22,712	67,804
Percentage Claimed to Prepared/Vended		73.9%	74.9%

Note A: Source of USDA revenue is monthly report submitted to California Department of Education by Head Start/State Child Development Program Division. Revenue is reimbursement for meals claimed.

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

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

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION CONTRACT - MIGRANT ALTERNATIVE PAYMENT
FOR THE PERIOD 7/1/18 - 6/30/19 (10 OF 12 MONTHS - 83.33%)

Contract CMAP-7000	July 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	Total	%	% Earned to MRA
Provider Payments	\$ 383,575	\$ 503,590	\$ 555,543	\$ 555,506	\$ 543,335	\$ 540,203	\$ 507,051	\$ 530,165	\$ 537,485	\$ 575,312	\$ -	\$ -	\$ 5,231,765		
Add: Family Fees	<u>7,417</u>	<u>10,702</u>	<u>11,206</u>	<u>8,219</u>	<u>9,327</u>	<u>8,849</u>	<u>8,867</u>	<u>9,288</u>	<u>10,224</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>84,099</u>		
Net Provider Payments	\$ 390,992	\$ 514,292	\$ 566,749	\$ 563,725	\$ 552,662	\$ 549,052	\$ 515,918	\$ 539,453	\$ 547,709	\$ 575,312	\$ -	\$ -	\$ 5,315,864	84.62%	
Maximum Reimbursable Amount (MRA) for Provider Payments													6,977,689		76.18%
Administration & Support Services Revenue															
Provider Payments	\$ 390,992	\$ 514,292	\$ 566,749	\$ 563,725	\$ 552,662	\$ 549,052	\$ 515,918	\$ 539,453	\$ 547,709	\$ 575,312	\$ -	\$ -	\$ 5,315,864		
Reimbursement Rate	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%	x 21.2121%		
Revenue Earned	<u>\$ 82,938</u>	<u>\$ 109,092</u>	<u>\$ 120,219</u>	<u>\$ 119,578</u>	<u>\$ 117,231</u>	<u>\$ 116,465</u>	<u>\$ 109,437</u>	<u>\$ 114,429</u>	<u>\$ 116,181</u>	<u>\$ 122,036</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,127,606</u>		
Program Administration/Support Services Costs															
Indirect (10% x MTDC) Costs	31,746	67,328	39,450	52,761	42,710	63,573	99,051	113,760	38,238	70,925	-	-	619,541	9.86%	
Transfer Indirect to CSBG	42,359	58,583	58,717	61,821	59,846	60,595	60,838	64,672	57,923	63,954	-	-	589,308	5.51%	
Total Operating Costs	<u>-</u>	<u>-</u>	<u>(56,318)</u>	<u>-</u>	<u>-</u>	<u>(186,689)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(243,007)</u>		
	\$ 74,105	\$ 125,911	\$ 41,848	\$ 114,582	\$ 102,556	\$ 67,521	\$ 159,889	\$ 178,432	\$ 96,161	\$ 134,879	\$ -	\$ -	\$ 965,842	15.38%	
Revenue Earned Over/(Under) Costs	\$ 8,833	\$ (16,819)	\$ 78,371	\$ 4,996	\$ 14,675	\$ 178,987	\$ (50,452)	\$ (64,003)	\$ 20,019	\$ (12,844)	\$ -	\$ -	\$ 161,764		
TOTAL COSTS - NET OF FAMILY FEES	<u>\$ 465,096</u>	<u>\$ 640,203</u>	<u>\$ 608,597</u>	<u>\$ 678,307</u>	<u>\$ 655,218</u>	<u>\$ 486,531</u>	<u>\$ 675,807</u>	<u>\$ 717,885</u>	<u>\$ 643,870</u>	<u>\$ 710,191</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,281,706</u>	<u>100.00%</u>	

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

Provider payments 5,315,864
Reimbursement Rate (17.5% / 82.5%) x 21.2121%
Revenue Earned 1,127,606

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

Provider Payments 6,977,689 82.50%
Administration 1,268,671 15.00%
Support Services 211,445 2.50%
Maximum Reimbursable Amount (MRA) 8,457,805 100.00%

Note 3: The MRA for 2018/19 is \$1,387,939 greater than 2017/18

**COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION 2017/18 CONTRACTS - EARNED REVENUE
FOR THE PERIOD 7/1/18 - 6/30/19 (11 OF 12 MONTHS = 91.67%)**

	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	TOTAL	% Earned to MRA
<u>GENERAL CHILD CARE (CCTR-8049)</u>														
Adjusted Days of Enrollment - Certified	5,122	6,161	4,840	5,773	4,656	4,388	4,442	4,070	5,026	5,325	5,491	-	55,294	
Reimbursement Rate per Child per Day	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	
Revenue Earned	\$ 245,773	\$ 295,598	\$ 232,230	\$ 276,991	\$ 223,399	\$ 210,551	\$ 213,115	\$ 195,284	\$ 241,126	\$ 255,481	\$ 263,456	\$ -	\$ 2,653,004	90.15%
Maximum Reimbursable Amount (MRA)													\$2,943,028	
<u>CALIFORNIA STATE PRESCHOOL (CSPP-8120)</u>														
Adjusted Days of Enrollment - Certified	2,323	3,543	4,545	7,498	7,369	6,446	7,383	7,186	8,426	7,800	8,256	-	70,776	
Reimbursement Rate per Child per Day	<u>X \$48.28</u>	<u>X \$48.28</u>	<u>X \$48.28</u>	<u>X \$48.28</u>	<u>X \$48.28</u>	<u>X \$48.28</u>	<u>X \$48.28</u>	<u>X \$48.28</u>	<u>X \$48.28</u>	<u>X \$48.28</u>	<u>X \$48.28</u>	<u>X \$48.28</u>	<u>X \$48.28</u>	
Revenue Earned	\$ 112,176	\$ 171,069	\$ 219,408	\$ 361,998	\$ 355,791	\$ 311,217	\$ 356,458	\$ 346,963	\$ 406,797	\$ 376,576	\$ 398,605	\$ -	\$ 3,417,059	80.35%
Maximum Reimbursable Amount (MRA)													\$4,252,800	
<u>MIGRANT CHILD CARE (CMIG-8004)</u>														
Adjusted Days of Enrollment - Certified	292	458	403	572	497	465	519	422	444	538	545	-	5,155	
Reimbursement Rate per Child per Day	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	<u>X \$47.98</u>	
Revenue Earned	\$ 14,020	\$ 21,959	\$ 19,352	\$ 27,448	\$ 23,858	\$ 22,291	\$ 24,882	\$ 20,271	\$ 21,308	\$ 25,816	\$ 26,157	\$ -	\$ 247,360	97.24%
Maximum Reimbursable Amount (MRA)													\$254,377	

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

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

Note 3: CCTR's MRA for 2018/19 is \$613,955 greater than 2017/18.
CSPP's MRA for 2018/19 is \$1,121,530 greater than 2017/18.
CMIG's MRA for 2018/19 is \$17,878 greater than 2017/18.

Division/CFO: Tracy Webster, CFO		Month/Year: MAY 2019		
Program/Work Unit: Not Applicable		Controller: Lorraine Casillas		
Services: Overall financial and accounting functions of the organization				
Activities	May 2019		Year to Date (5/1/19 -5/31/19)	
Description	Number	Amount	Number	Amount
Bank Deposits	10	3,939,560	27	8,845,711
Wire Deposits	1	19,520	8	431,467
Head Start/IRS Drawdowns	5	2,724,290	16	8,550,009
Vendor Checks Issued	1126	2,501,309	2,959	7,721,052
Payroll Disbursed		2,501,309		5,138,181
Grant Reports Prepared in May 2019	10		45	
Cal EITC				
Cal Fresh Outreach				
Differential Response				
Commodity Supplemental Food Program				
DOE				
Economic Empowerment				
Gang Prevention				
Head Start Kern Final FFR				
LIHEAP 2019				
WIC				

Other: Total Division Staffing: 16 positions

CFO	Controller
Accounting Manager	Finance Manager
Payroll Manager	Payroll Technicians (2)
Accountant (3)	Accounting Specialist
Accounting Technician (4)	Accounting Clerk

Community Action of Partnership of Kern Agency Total

STATEMENT OF POSITION (UNAUDITED) AS OF FEBRUARY 28, 2019

ASSETS

Cash in Bank	1,733,097
Cash - Vacation Reserve	476,062
Petty Cash	500
Accounts Receivable	4,444,734
Travel Advance	2,095
Prepaid Expense	272,169
Inventory	1,147,317
Net Fixed Assets - Unrestricted	2,167,561
Net Fixed Assets - Restricted	<u>9,157,072</u>

Total Assets 19,400,609

LIABILITIES AND NET ASSETS

Accounts Payable	2,026,795
Accrued Expenses	425,097
Accrued Vacation	1,002,447
Line of Credit	-
Note Payable	2,428,743
Advance Payable	1,832
Deferred Revenue	<u>1,323,987</u>

Total Liabilities 7,208,900

Total Net Assets 12,191,708

Total Liabilities and Net Assets 19,400,609

STATEMENT OF OPERATIONS (UNAUDITED) FOR THE PERIOD MARCH 1, 2018 TO FEBRUARY 28, 2019

REVENUE

Grant Revenue	57,691,083
Donations	929,359
Other Revenue	5,633,425
In-Kind	<u>10,148,849</u>

Total Revenue 74,402,717

EXPENDITURES

Salaries	29,352,677
Benefits	8,428,901
Travel	621,826
Space Costs	5,457,778
Supplies	2,224,484
Consultant/Contract Services	2,411,297
Other Costs	2,444,385
Program Costs	8,017,843
Capital Expenditures	40,125
Indirect	5,059,350
In-Kind	<u>10,148,849</u>

Total Expenditures 74,207,516

Net Change in Assets 195,200

Net Assets, beginning 11,996,508

Net Assets, ending 12,191,708

Community Action of Partnership of Kern Agency Total

STATEMENT OF POSITION (UNAUDITED) AS OF MAY 31, 2019

ASSETS

Cash in Bank	2,773,059
Cash - Vacation Reserve	601,304
Petty Cash	500
Accounts Receivable	(511,687)
Travel Advance	7,192
Prepaid Expense	441,114
Inventory	1,143,823
Net Fixed Assets - Unrestricted	2,093,645
Net Fixed Assets - Restricted	<u>9,157,072</u>

Total Assets 15,706,021

LIABILITIES AND NET ASSETS

Accounts Payable	547,499
Accrued Expenses	(74,807)
Accrued Vacation	588,724
Line of Credit	-
Note Payable	2,354,828
Advance Payable	3,185
Deferred Revenue	<u>67,164</u>

Total Liabilities 3,486,591

Total Net Assets 12,219,430

Total Liabilities and Net Assets 15,706,021

STATEMENT OF OPERATIONS (UNAUDITED) FOR THE PERIOD MARCH 1, 2019 TO MAY 31, 2019

REVENUE

Grant Revenue	13,621,183
Donations	88,845
Other Revenue	1,380,829
In-Kind	<u>2,008,097</u>

Total Revenue 17,098,954

EXPENDITURES

Salaries	6,874,908
Benefits	2,141,110
Travel	176,772
Space Costs	1,033,829
Supplies	554,211
Consultant/Contract Services	713,250
Other Costs	604,508
Program Costs	1,722,416
Capital Expenditures	-
Indirect	1,242,131
In-Kind	<u>2,008,097</u>

Total Expenditures 17,071,232

Net Change in Assets 27,722

Net Assets, beginning 12,191,708

Net Assets, ending 12,219,430

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 5-31-19 (25.0%)**

	AGENCY TOTAL			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	28,962,816	6,429,304	22,533,512	22%
BENEFITS	9,271,446	1,995,436	7,276,010	22%
TRAVEL	623,443	154,171	469,272	25%
SPACE COST	3,898,195	987,742	2,910,453	25%
SUPPLIES	1,771,879	476,162	1,295,717	27%
EQUIPMENT	1,000	-	1,000	0%
CONSULTANT/CONTRACT SERVICES	2,218,012	498,476	1,719,536	22%
OTHER COSTS	2,495,921	507,331	1,988,590	20%
PROGRAM COSTS	9,489,435	1,721,791	7,767,644	18%
INDIRECT	5,375,703	1,248,369	4,127,334	23%
TOTAL	64,107,850	14,018,783	50,089,067	22%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 5-31-19 (25.0%)**

	EDUCATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	22,355,036	5,147,506	17,207,530	23%
BENEFITS	7,420,581	1,596,734	5,823,847	22%
TRAVEL	350,762	97,621	253,142	28%
SPACE COST	2,858,982	751,413	2,107,569	26%
SUPPLIES	1,410,827	372,552	1,038,275	26%
EQUIPMENT	-	-	-	-
CONSULTANT/CONTRACT SERVICES	671,488	118,485	553,003	18%
OTHER COSTS	1,318,918	289,892	1,029,026	22%
PROGRAM COSTS	7,096,232	1,183,485	5,912,747	17%
INDIRECT	3,800,476	932,613	2,867,863	25%
TOTAL	47,283,302	10,490,301	36,793,001	22%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 5-31-19 (25.0%)**

	NUTRITION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	3,523,579	667,244	2,856,335	19%
BENEFITS	1,030,935	212,806	818,129	21%
TRAVEL	109,950	39,420	70,530	36%
SPACE COST	565,434	143,688	421,746	25%
SUPPLIES	204,574	58,607	145,967	29%
EQUIPMENT	-	-	-	-
CONSULTANT/CONTRACT SERVICES	8,985	885	8,100	10%
OTHER COSTS	266,558	102,511	164,047	38%
PROGRAM COSTS	1,685,551	430,451	1,255,100	26%
INDIRECT	602,598	163,497	439,101	27%
TOTAL	7,998,164	1,819,109	6,179,055	23%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 5-31-19 (25.0%)**

	ENERGY CONSERVATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	1,592,186	333,880	1,258,306	21%
BENEFITS	416,928	87,932	328,996	21%
TRAVEL	106,561	10,895	95,666	10%
SPACE COST	252,069	36,753	215,316	15%
SUPPLIES	82,222	29,005	53,217	35%
EQUIPMENT	-	-	-	-
CONSULTANT/CONTRACT SERVICES	1,446,739	357,140	1,089,599	25%
OTHER COSTS	730,217	84,978	645,239	12%
PROGRAM COSTS	683,802	102,218	581,584	15%
INDIRECT	435,584	101,788	333,796	23%
TOTAL	5,746,308	1,144,589	4,601,719	20%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 5-31-19 (25.0%)**

	COMMUNITY SERVICES			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	807,941	166,945	640,996	21%
BENEFITS	221,237	45,392	175,845	21%
TRAVEL	39,380	5,929	33,451	15%
SPACE COST	94,385	53,720	40,665	57%
SUPPLIES	55,481	12,822	42,659	23%
EQUIPMENT	1,000	-	1,000	0%
CONSULTANT/CONTRACT SERVICES	88,550	2,081	86,469	2%
OTHER COSTS	95,417	22,785	72,632	24%
PROGRAM COSTS	17,350	2,737	14,613	16%
INDIRECT	128,571	30,432	98,139	24%
TOTAL	1,549,312	342,844	1,206,468	22%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 5-31-19 (25.0%)**

	CSBG			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	680,074	112,522	567,552	17%
BENEFITS	180,940	52,428	128,512	29%
TRAVEL	16,790	283	16,507	2%
SPACE COST	123,125	1,842	121,283	1%
SUPPLIES	16,575	1,001	15,574	6%
EQUIPMENT	-	-	-	-
CONSULTANT/CONTRACT SERVICES	2,250	94	2,156	4%
OTHER COSTS	58,551	5,179	53,372	9%
PROGRAM COSTS	6,500	2,900	3,600	45%
INDIRECT	404,726	17,489	387,237	4%
TOTAL	1,489,531	193,737	1,295,794	13%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-18 TO 5-31-19 (25.0%)**

	DISCRETIONARY & FUND RAISING			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	4,000	1,206	2,794	30%
BENEFITS	825	144	681	17%
TRAVEL	0	23	(23)	Not budgeted
SPACE COST	4,200	327	3,873	8%
SUPPLIES	2,200	2,174	26	99%
EQUIPMENT	0	-	0	0%
CONSULTANT/CONTRACT SERVICES	0	19,791	(19,791)	Not budgeted
OTHER COSTS	26,260	1,986	24,274	8%
PROGRAM COSTS	0	-	0	0%
INDIRECT	3,748	2,550	1,198	68%
TOTAL	41,233	28,202	13,031	68%

COMMUNITY ACTION PARTNERSHIP OF KERN
INDIRECT FUND - FY 2018/19
BUDGET TO ACTUAL - 3/1/19 TO 5/31/19 (3 OF 12 MONTHS = 25.0%)

	Budget	Actual	% Earned/ Expended	Available Balance
Revenue	\$ 5,375,703	\$ 1,248,369	23.2%	\$ 4,127,334
Expenditures				
Salaries	3,066,150	598,821	19.5%	2,467,329
Benefits @ 24.11% actual	<u>755,091</u>	<u>155,713</u>	<u>20.6%</u>	<u>599,378</u>
Total Personnel Costs	3,821,241	754,533	19.7%	3,066,708
Operating Costs				
Travel	93,650	22,150	23.7%	71,500
Space Costs	186,800	41,100	22.0%	145,700
Supplies	166,500	82,103	49.3%	84,397
Consultant/Contract	659,100	151,167	22.9%	507,933
Other Operating Costs	<u>345,050</u>	<u>96,544</u>	<u>28.0%</u>	<u>248,506</u>
Total Operating Costs	1,451,100	393,064	27.1%	1,058,036
Total Expenditures	<u>\$ 5,272,341</u>	<u>\$ 1,147,597</u>	<u>21.8%</u>	<u>\$ 4,124,744</u>
Excess Indirect Revenue	<u>\$ 103,362</u>	<u>\$ 100,772</u>		

RECAP BY SUPPORT DIVISION	Revised Budget	Actual	% Expended	Available Balance
HR	\$ 1,034,632	\$ 193,210	18.7%	\$ 841,422
Operations	1,355,800	297,701	22.0%	1,058,099
Executive	612,204	169,922	27.8%	442,282
Community Development	705,930	147,219	20.9%	558,711
Finance	<u>1,563,775</u>	<u>339,544</u>	<u>21.7%</u>	<u>1,224,231</u>
	<u>\$ 5,272,341</u>	<u>\$ 1,147,597</u>	<u>21.8%</u>	<u>\$ 4,124,744</u>

Prepared Date: 06/11/2019