

**COMMUNITY ACTION PARTNERSHIP of KERN
BOARD OF DIRECTORS
BUDGET & FINANCE COMMITTEE MEETING
5005 Business Park North, Bakersfield, CA
January 22, 2020
12:00 pm**

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. Special Presentation

- a. Proposed Template for Program Budget Update – Tracy Webster, Chief Financial Officer – ***Info Item (p. 3-7)***

6. New Business

- a. Head Start & Early Head Start Budget to Actual Reports – ***Info Item***
 - 1. Kern Head Start Budget to Actual for the Period Ended December 31, 2019 ***(p. 8-10)***
 - 2. Kern Early Head Start Budget to Actual for the Period Ended December 31, 2019 ***(p. 11-14)***
 - 3. San Joaquin Early Head Start Budget to Actual for the Period Ended December 31, 2019 ***(p. 15-18)***
 - 4. Early Head Start Child Care Partnerships & Expansion Budget to Actual for the Period Ended December 31, 2019 ***(p. 19-21)***
- b. Annual Budget for FY 2020/21 – Tracy Webster, Chief Financial Officer - ***Info Item (p. 22-33)***
- c. Financial Statements, December 2019 – Tracy Webster, Chief Financial Officer – ***Action Item (p. 34-86)***

7. Consent

*The Board will be asked to approve all of the following items by a single vote, unless a member of the Board or the public asks that an item be removed from the consent agenda and considered and discussed separately – ***Action Item****

- a. Application Status Reports for November & December 2019 ***(p. 87-89)***
- b. Funding Request: JP Morgan Chase & Company for CAPK Multi-Family Housing Initiative, Advancing Cities ***(p. 90)***
- c. Funding Requests under \$50,000 ***(p. 91)***

8. Committee Comments

9. Next Scheduled Meeting

Budget & Finance Committee Meeting
Wednesday, February 19, 2020
12:00 pm
5005 Business Park North
Bakersfield, CA 93309

10. 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, CA and online at www.capk.org by 12:00 pm, January 17, 2020. Paula Daoutis, Administrative Coordinator.



Program Update

Presented by

Helping People... Changing Lives.

Program Summary

What the Program does
Who the Program serves.
Why the Program is important.

Budget

How are we spending?

Are we on track?

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



Opportunities

(Barriers to Success)

- Start with the top three
- Two
- Three



Successes

- Start with the top five
- Two
- Three
- Four
- Five

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 6a:* Head Start - Kern
Budget to Actual Report for the Period Ended December 31, 2019 – **Info Item**

Date: January 22, 2020

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year project period. The first-year budget period is July 1, 2019 through February 29, 2020. 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 July 1, 2019 through December 31, 2019. Six months (75%) of the eight-month budget period have elapsed.

Base Funds

Overall expenditures are at 76% of the budget, which is on trend with expenditures at this point in the prior budget period.

Training & Technical Assistance Funds

Overall expenditures are at 98% of the budget. Staff have identified most training costs for the eight-month budget period, which will fully exhaust these funds

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

Non-Federal share is at 84% of the budget.

Start-up

CAPK was awarded additional funds for the purpose of:

- Converting 4 pre-k classrooms to 6 toddler classrooms;
- Constructing and furnishing additional modular classrooms at 4 CAPK facilities.

The funding award was issued on July 27, 2019. Start-up activities began immediately and are in progress. Overall expenditures are at 21% of the budget.

Community Action Partnership of Kern

Head Start - Kern

Budget to Actual Report

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

Report Period: July 1, 2019 - December 31, 2019

Month 6 of 8 (75%)

Prepared 1/16/2020

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	6,054,933	4,479,752	1,575,181	74%	26%
FRINGE BENEFITS	2,052,975	1,450,223	602,752	71%	29%
TRAVEL	0	1,274	(1,274)		
EQUIPMENT	0	0	0		
SUPPLIES	413,860	221,724	192,136	54%	46%
CONTRACTUAL	51,529	67,748	(16,219)	131%	-31%
CONSTRUCTION	0	0	0		
OTHER	1,934,691	1,746,780	187,911	90%	10%
INDIRECT	1,012,616	796,649	215,967	79%	21%
TOTAL BASE FUNDING	11,520,604	8,764,150	2,756,454	76%	24%

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	24,336	41,661	(17,325)	171%	-71%
SUPPLIES	17,206	12,229	4,977	71%	29%
CONTRACTUAL	5,657	0	5,657	0%	100%
OTHER	60,429	51,408	9,021	85%	15%
INDIRECT	10,763	10,530	233	98%	2%
TOTAL TRAINING & TECHNICAL ASSISTANCE	118,391	115,828	2,563	98%	2%

START-UP

SUPPLIES	0	0	0		
CONSTRUCTION	1,812,348	0	1,812,348	0%	100%
OTHER	0	342,355	(342,355)		
INDIRECT	0	34,198	(34,198)		
TOTAL CARRYOVER	1,812,348	376,554	1,435,794	21%	79%

GRAND TOTAL HS FEDERAL FUNDS	13,451,343	9,256,532	4,194,811	69%	31%
-------------------------------------	-------------------	------------------	------------------	------------	------------

HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,319,728	1,073,414	246,314	81%	19%
CALIF DEPT OF ED	2,953,796	2,522,595	431,201	85%	15%
TOTAL NON-FEDERAL	4,273,524	3,596,009	677,515	84%	16%

Budget reflects Notice of Award #09CH011132-01-01 (adjusted for Child Care Food Subsidy).

Award is prorated for **eight months (07/01/2019 - 02/29/2019)**

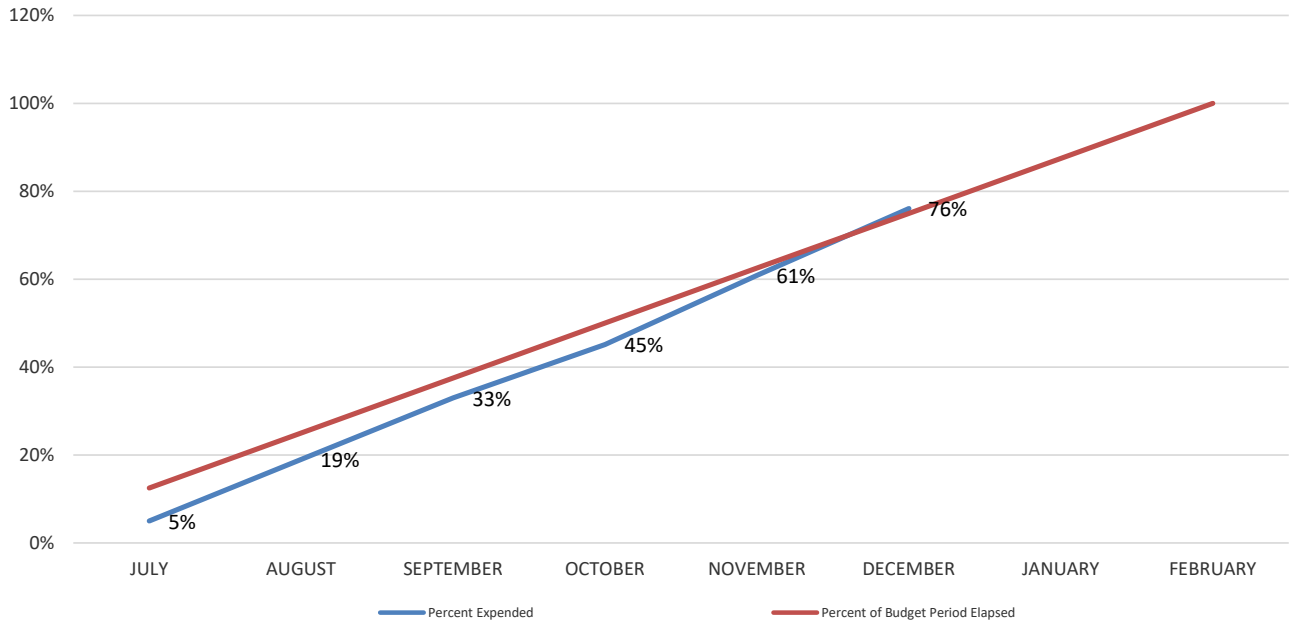
Actual expenditures include posted expenditures and estimated adjustments through 12/31/2019

Administrative Cost for HS and EHS Kern 11.0%

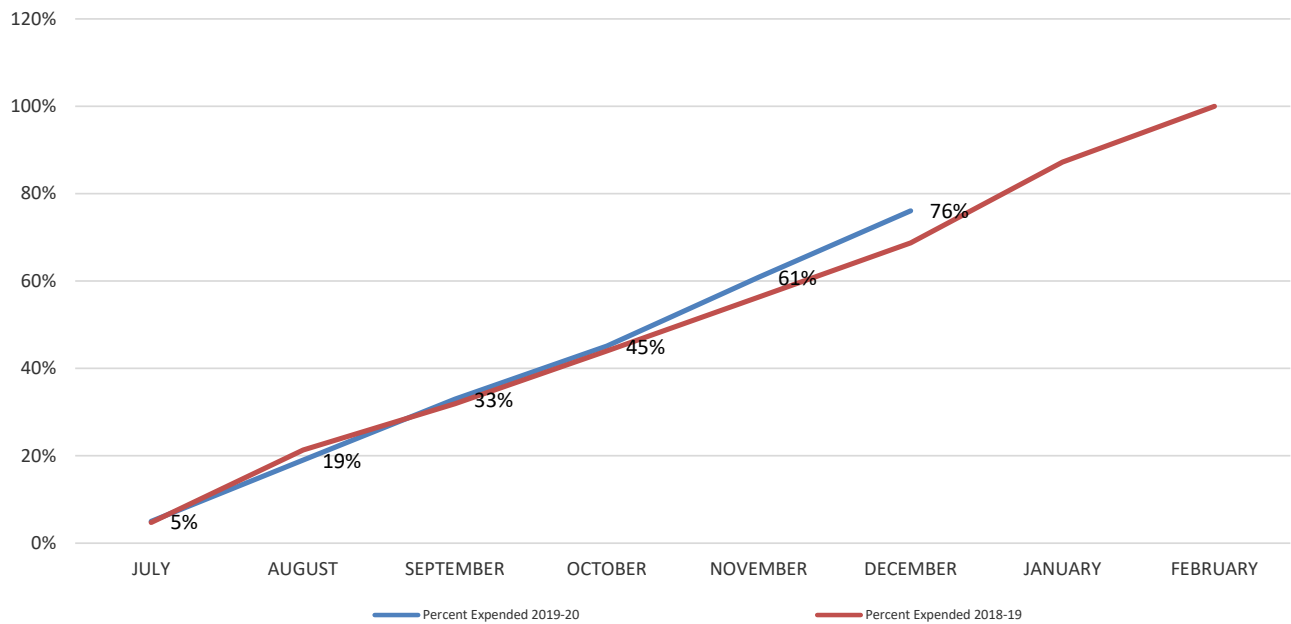
Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Wells Fargo	38,275				38,275	1/6/2020
Lowe's	10,729	16,482			27,211	12/25/2019
Smart & Final	75				75	1/2/2020
Save Mart	2,320				2,320	1/3/2020
Chevron & Texaco Business Card	6,589				6,589	1/6/2020
Home Depot	7,425				7,425	1/5/2020
	65,413	16,482	0	0	81,895	

Head Start Kern
Percent Expended Compared to Percent of Budget Period Elapsed



Head Start Kern
Percent Expended Compared to Prior Year



COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 6a:* Early Head Start – Kern
Budget to Actual Report for the Period Ended December 31, 2019 – **Info Item**

Date: January 22, 2020

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year project period. The first-year budget period is July 1, 2019 through February 29, 2020. 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 July 1, 2019 through December 31, 2019. Six months (75%) of the eight-month budget period have elapsed.

Base Funds

Overall expenditures are at 54% of the budget, which is on trend with expenditures at this point in the prior budget period.

Training & Technical Assistance Funds

Overall expenditures are at 80% of the budget. Staff have identified most training costs for the eight-month budget period, which will fully exhaust these funds.

Start-up

CAPK was awarded additional funds for the purpose of:

- Converting 4 pre-k classrooms to 6 toddler classrooms;
- Constructing and furnishing additional modular classrooms at 4 CAPK facilities.

The funding award was issued on July 27, 2019. Start-up activities began immediately and are in progress. Overall expenditures are at 10% of the budget.

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

Budget Period: July 1, 2019 - February 29, 2020
Report Period: July 1, 2019 - December 31, 2019
Month 6 of 8 (75%)

Prepared 12/11/2019

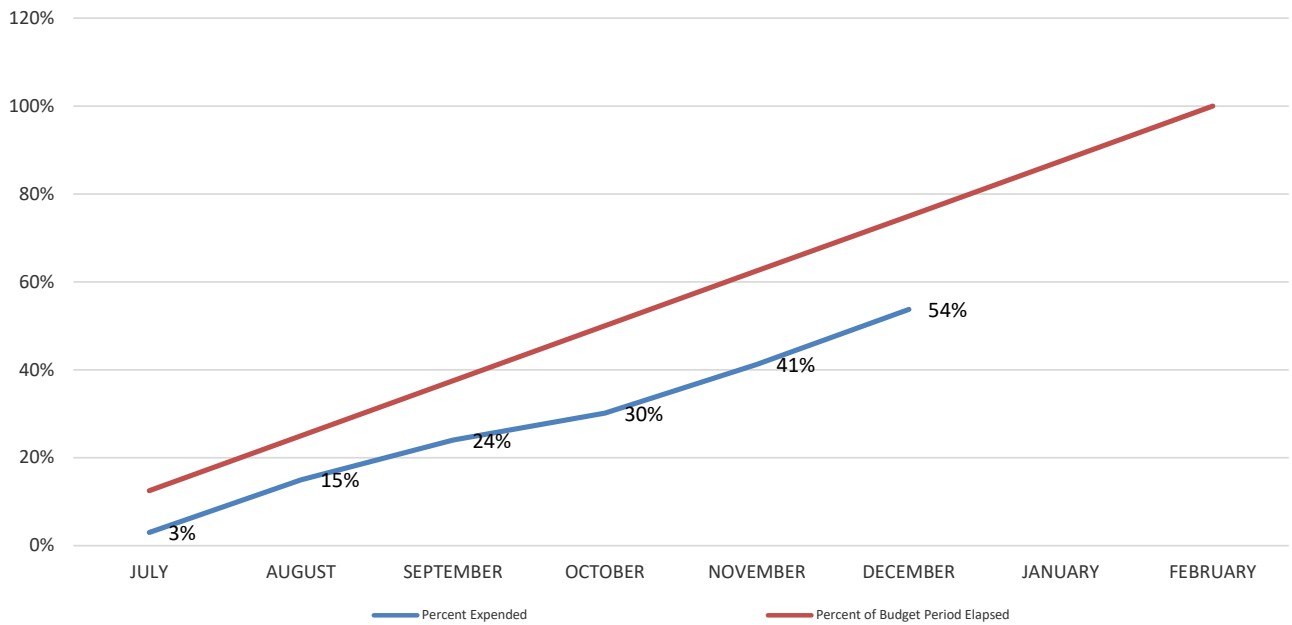
BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,254,967	1,741,965	1,513,002	54%	46%
FRINGE BENEFITS	1,153,189	514,493	638,695	45%	55%
TRAVEL	0	378	(378)		
EQUIPMENT	0	0	0		
SUPPLIES	245,740	101,852	143,888	41%	59%
CONTRACTUAL	17,923	34,450	(16,527)	192%	-92%
CONSTRUCTION	0	0	0		
OTHER	533,536	401,108	132,428	75%	25%
INDIRECT	513,643	279,425	234,218	54%	46%
TOTAL BASE FUNDING	5,718,998	3,073,672	2,645,326	54%	46%
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	30,119	19,110	11,009	63%	37%
SUPPLIES	3,319	4,156	(837)	125%	-25%
CONTRACTUAL	5,793	7,500	(1,707)	129%	-29%
OTHER	62,942	51,471	11,471	82%	18%
INDIRECT	10,217	8,224	1,993	80%	20%
TOTAL TRAINING & TECHNICAL ASSISTANCE	112,390	90,460	21,930	80%	20%
START-UP					
SUPPLIES	349,500	70,588	278,912	20%	80%
CONSTRUCTION	1,492,427	0	1,492,427	0%	100%
OTHER	295,325	123,666	171,659	42%	58%
INDIRECT	0	19,392	(19,392)		
TOTAL CARRYOVER	2,137,252	213,646	1,923,606	10%	90%
GRAND TOTAL EHS FEDERAL FUNDS	7,968,640	3,377,778	4,590,862	42%	58%

Budget reflects Notice of Award #09CH011132-01-01 (adjusted for Child Care Food Subsidy).

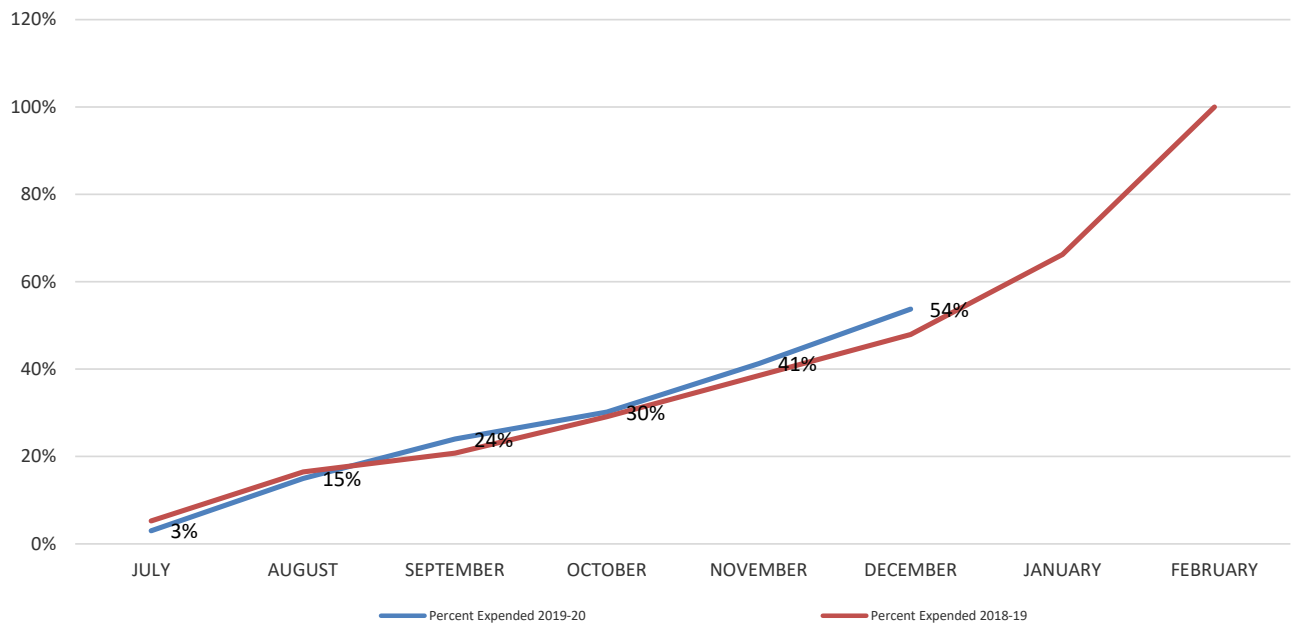
Award is prorated for **eight months (07/01/2019 - 02/29/2019)**

Actual expenditures include posted expenditures and estimated adjustments through 12/31/2019

Early Head Start Kern
Percent Expended Compared to Percent of Budget Period 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: July 1, 2019 through February 28, 2020
Report for period ending December 31, 2019 (Month 6 of 8)

Page 1 of 1

Percent of year elapsed: 75.0%

LOCATION	Enroll- ment	July	Aug	Sep	Oct	Nov	Dec	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	80	0	8,691	18,514	12,522	241	0	39,967	75,133	53%
Alicante	20	1,832	1,534	1,977	1,812	135	2,616	9,906	18,783	53%
Broadway	40	0	5,037	12,489	15,299	9,886	5,642	48,353	37,566	129%
California City	34	0	3,043	2,668	6,349	5,837	4,922	22,818	31,931	71%
Cleo Foran	23	0	0	0	718	856	1,038	2,613	21,601	12%
Delano	76	0	7,546	16,320	22,221	5,713	15,850	67,652	71,376	95%
East California	56	0	3,020	9,812	12,099	25	11,581	36,537	52,593	69%
Fairfax	40	0	4,362	11,644	9,124	9,604	7,362	42,096	37,566	112%
Fairview	40	0	1,733	9,969	233	116	7,529	19,580	37,566	52%
Harvey L. Hall	156	14,027	15,171	20,758	11,002	9,962	15,901	86,822	146,508	59%
Heritage	40	0	2,979	12,178	15,657	316	9,453	40,583	37,566	108%
Home Base	124	3,164	1,881	2,748	590	93	2,012	10,487	58,228	18%
Lamont	40	0	1,156	8,549	124	125	7,021	16,975	37,566	45%
Martha J. Morgan	44	0	2,851	8,037	9,337	116	8,043	28,384	41,323	69%
McFarland	20	0	0	2,983	133	125	1,507	4,747	18,783	25%
Mojave	20	0	0	2,421	70	58	2,464	5,013	18,783	27%
Oasis	57	0	2,520	8,735	6,747	823	6,542	25,367	53,532	47%
Pete H. Parra	128	11,208	14,041	20,776	366	116	9,395	55,902	120,212	47%
Planz	20	0	2,549	6,267	6,263	9,836	6,819	31,734	18,783	169%
Primeros Pasos	80	4,041	8,164	7,548	245	7,037	9,217	36,252	75,133	48%
Rosamond	80	0	6,131	17,498	182	329	8,597	32,737	75,133	44%
San Diego Street	40	2,269	1,761	4,746	4,039	3,496	2,339	18,650	37,566	50%
Seibert	40	0	0	7,603	6,226	2,334	2,633	18,796	37,566	50%
Shafter	20	3,439	9,391	9,544	166	8,470	6,865	37,876	18,783	202%
Shafter HS/EHS	26	3,464	4,378	2,820	3,777	2,086	2,043	18,567	24,418	76%
Sterling	124	11,837	12,270	13,241	366	12,952	16,347	67,012	116,455	58%
Sunrise Villa	20	0	1,729	9,403	12,367	10,252	8,068	41,819	18,783	223%
Taft	66	0	5,094	14,576	125	10,725	7,774	38,293	61,984	62%
Tehachapi	34	0	1,148	3,028	3,006	2,810	166	10,158	31,931	32%
Vineland	20	0	595	1,278	257	300	138	2,568	18,783	14%
Virginia	40	0	2,575	11,651	14,359	9,552	9,546	47,683	37,566	127%
Wesley	60	0	5,804	10,030	17,381	16,811	11,008	61,033	56,349	108%
Willow	55	0	2,994	10,379	15,721	6,731	2,182	38,006	51,654	74%
Administrative Services	1,763	0	0	0	0	0	0	0	0	NA
Program Services		1,372	6,661	23	0	0	0	8,056	26,302	31%
Policy Council and RPC		0	0	81	290	0	0	372	27,093	1%
SUBTOTAL IN-KIND	1,763	56,653	146,808	300,294	209,175	147,869	212,615	1,073,414	1,650,901	65%
State General Child Care*		164,884	149,146	142,941	209,463	172,503	187,306	1,026,243	1,181,518	87%
State Preschool*		94,393	98,908	160,287	359,757	358,376	372,375	1,444,097	1,654,126	87%
State Migrant Child Care*		14,766	12,732	11,317	7,073	2,701	3,665	52,255	118,152	44%
SUBTOTAL CA DEPT of ED		274,043	260,787	314,546	576,293	533,580	563,346	2,522,595	2,953,796	85%
GRAND TOTAL		330,696	407,595	614,840	785,468	681,449	775,961	3,596,009	4,604,697	78%

*May include estimates

COMMUNITY ACTION PARTNERSHIP OF KERN MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 6a:* Early Head Start – San Joaquin
Budget to Actual Report for the Period Ended December 31, 2019 – **Info Item**

Date: January 22, 2020

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period February 1, 2019 through December 31, 2019. Eleven months (92%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 90% of the budget, which is on trend compared to last year at this time.

Training & Technical Assistance Funds

Overall expenditures are at 83% of the budget. The combined personnel and fringe benefits expenses are at 86% of the budget.

Non-Federal Share

Non-Federal share is at 87% 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 - December 31, 2019
Month 11 of 12 (92%)

Prepared 1/15/2020

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,114,932	2,859,634	255,298	92%	8%
FRINGE BENEFITS	923,567	790,029	133,538	86%	14%
TRAVEL	20,232	16,751	3,481	83%	17%
SUPPLIES	140,925	123,259	17,666	87%	13%
CONTRACTUAL	12,078	6,741	5,337	56%	44%
OTHER	600,638	533,866	66,772	89%	11%
INDIRECT	456,781	408,081	48,700	89%	11%
TOTAL	5,269,153	4,738,361	530,792	90%	10%

TRAINING & TECHNICAL ASSISTANCE FUNDS

PERSONNEL	39,312	24,880	14,432	63%	37%
FRINGE BENEFITS	11,534	12,464	(930)	108%	-8%
TRAVEL	15,673	14,017	1,656	89%	11%
SUPPLIES	7,900	0	7,900	0%	100%
CONTRACTUAL	3,500	7,680	(4,180)	219%	-119%
OTHER	30,423	30,946	(523)	102%	-2%
INDIRECT	10,833	8,997	1,836	83%	17%
TOTAL	119,175	98,984	20,191	83%	17%

GRAND TOTAL EHS FEDERAL FUNDS	5,388,328	4,837,345	550,983	90%	10%
--------------------------------------	------------------	------------------	----------------	------------	------------

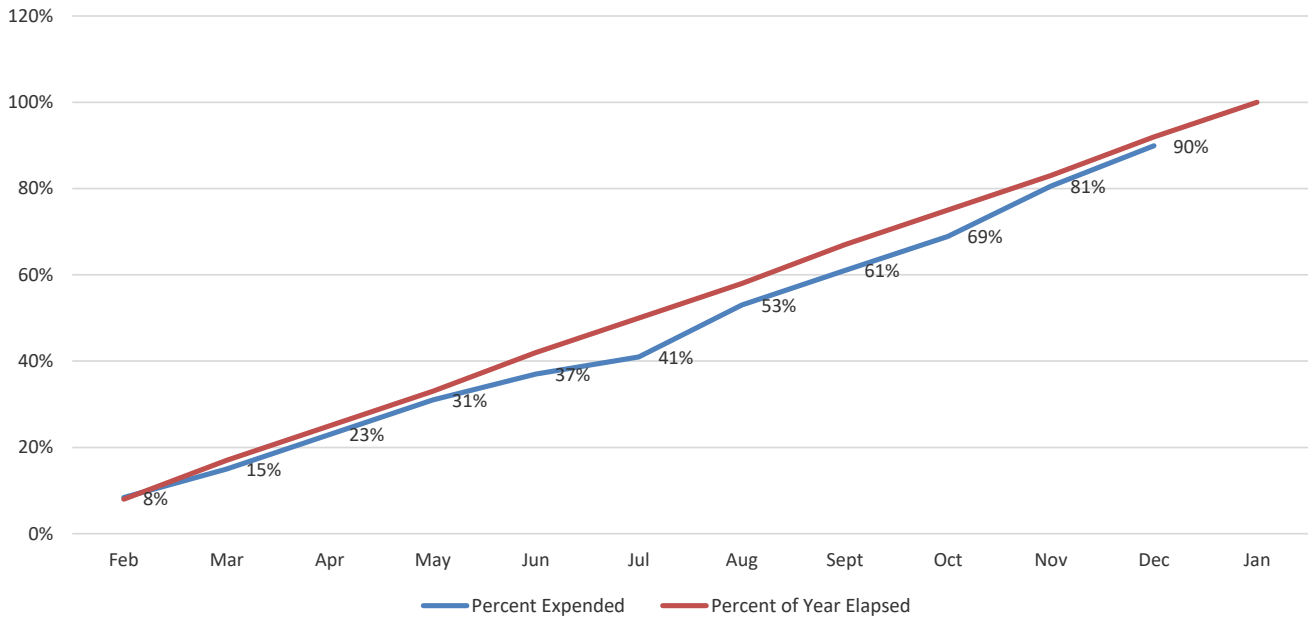
NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,347,083	1,175,641	171,442	87%	13%
TOTAL NON-FEDERAL FUNDS	1,347,083	1,175,641	171,442	87%	13%

Centralized Administrative Cost	6.9%
Program Administrative Cost	2.4%
Total Administrative Cost	9.4%

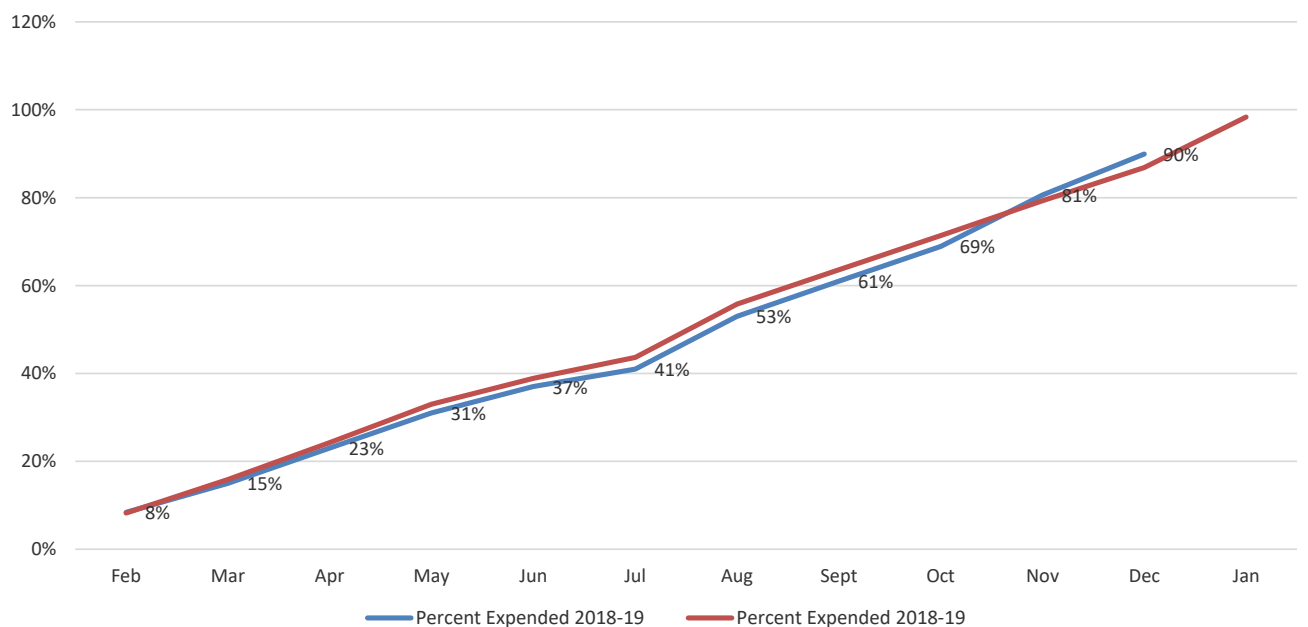
Budget reflects Notice of Award #09CH010071-05-01

Actual expenditures include posted expenditures and estimated adjustments through 12/31/2019

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 December 31, 2019 (Month 11 of 12)**

Percent of year elapsed: 92%

LOCATION	FUNDED ENROLL- MENT	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Totals	IN-KIND GOAL	% OF GOAL MET
California Street	24	9,349	9,973	9,716	7,545	5,825	6,346	10,529	9,532	10,786	9,603	50	89,253	133,083	67%
Chrisman	30	12,312	16,785	11,548	8,822	3,809	8,606	14,384	13,673	11,890	14,384	100	116,313	166,354	70%
Home Base - Lodi	35	12,150	16,320	16,251	16,904	2,077	10,424	10,550	10,075	9,152	11,981	2,963	118,846	97,040	122%
Home Base - Manteca	12	3,172	5,472	4,045	5,249	2,063	3,395	4,433	3,426	5,649	5,848	100	42,852	33,271	129%
Home Base - Stockton	90	18,088	24,844	21,476	23,400	12,523	18,992	21,259	20,822	17,231	15,543	3,785	197,961	249,531	79%
Home Base - Tracy	12	233	1,607	1,689	2,025	0	683	504	2,083	1,193	1,116	0	11,133	33,271	33%
Kennedy	16	7,180	5,402	7,334	4,740	2,063	5,560	6,831	5,897	6,432	6,613	200	58,251	88,722	66%
Lodi UCC	30	11,372	11,887	12,830	10,884	8,821	10,755	14,363	12,824	13,343	13,939	233	121,251	166,354	73%
Marci Massei	24	5,173	6,050	6,373	5,055	4,171	6,333	13,332	11,065	11,092	10,334	320	79,299	133,083	60%
St. Mary's	16	5,144	6,702	5,927	4,858	3,210	5,422	5,994	6,580	7,916	7,553	150	59,455	88,722	67%
Walnut	24	11,221	13,005	12,719	10,174	9,667	11,556	13,927	13,037	13,383	11,535	100	120,323	133,083	90%
Administrative Services		251	1,678	0	0	0	0	0	0	0	0	0	1,928	0	
Program Services		11,721	11,575	22,146	31,202	8,953	13,819	15,127	11,078	13,040	10,823	8,655	158,138	21,858	723%
Policy Council		57	187	0	175	48	0	0	57	0	114	0	638	2,713	24%
SUBTOTAL IN-KIND	313	107,421	131,485	132,053	131,033	63,230	101,891	131,234	120,148	121,107	119,384	16,654	1,175,641	1,347,083	87%

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Budget & Finance Committee



From: Donna Holland, Fiscal Administrator

Subject: *Agenda Item 6a:* Early Head Start Child Care Partnerships + Expansion
Budget to Actual Report for the Period Ended December 31, 2019 – **Info Item**

Date: January 22, 2020

Effective September 1, 2019, funds formerly awarded under Early Head Start Child Care Partnerships (grant #09HP0036) were rolled into Early Head Start Child Care Expansion (grant #09HP000163).

The following are highlights of the Early Head Start Child Care Partnerships & Expansion Budget to Actual Report for the period March 1, 2018 through December 31, 2019. Ten months (83%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 17% of the budget.

Training & Technical Assistance (T&TA)

Overall expenditures are at 24% of the budget.

Start-Up

Start-up funds were awarded for the purpose of preparing and furnishing 12 new classrooms for CAPK and Partnership locations. Overall expenditures are at 14% of the budget.

Non-Federal Share

Non-Federal share is at 13% of the budget.

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

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

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

Month 10 of 12 (83.33%)

Prepared 1/15/2020

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	608,125	109,356	498,769	18%	82%
FRINGE BENEFITS	192,825	24,752	168,073	13%	87%
SUPPLIES	46,656	3,931	42,725	8%	92%
CONTRACTUAL	766,959	159,114	607,845	21%	79%
OTHER	153,605	18,071	135,534	12%	88%
INDIRECT	167,944	21,491	146,453	13%	87%
TOTAL BASE FUNDING	1,936,114	336,716	1,599,398	17%	83%

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	3,088	4,748	(1,660)	154%	-54%
SUPPLIES	14,930	0	14,930	0%	100%
OTHER	26,696	5,976	20,720	22%	78%
INDIRECT	4,471	1,048	3,423	23%	77%
TOTAL TRAINING & TECHNICAL ASSISTANCE	49,185	11,772	37,413	24%	76%

START UP

SUPPLIES	258,000	54,470	203,530	21%	79%
OTHER	196,545	7,542	189,003	4%	96%
INDIRECT	45,455	5,738	39,717	13%	87%
TOTAL START UP	500,000	67,750	432,250	14%	86%

GRAND TOTAL EHS FEDERAL FUNDS	2,485,299	416,238	2,069,061	17%	83%
--------------------------------------	------------------	----------------	------------------	------------	------------

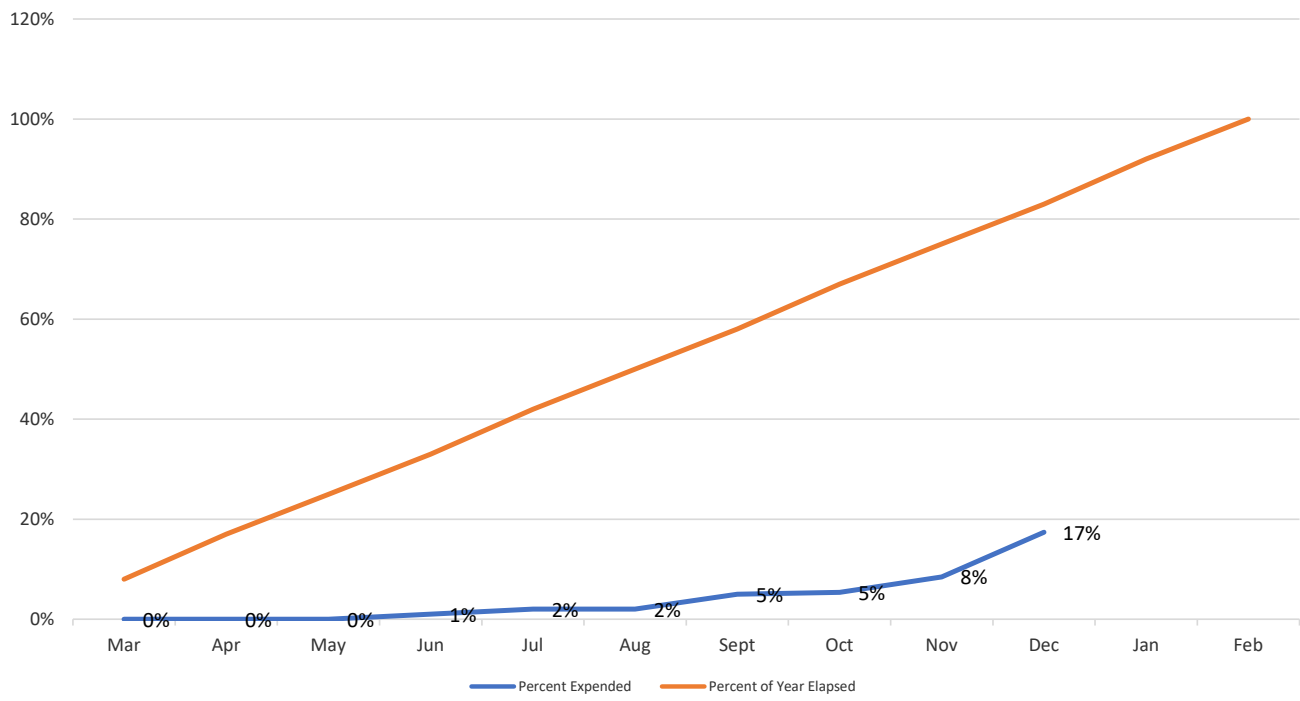
NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	528,694	67,161	461,533	13%	87%
TOTAL NON-FEDERAL	528,694	67,161	461,533	13%	87%

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

Actual expenditures include posted expenditures and estimated adjustments through 12/31/2019

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





MEMORANDUM

TO: Budget and Finance Committee
FROM: Tracy Webster, Chief Financial Officer *Tracy Webster*
Date: January 22, 2020
RE: *Agenda Item 6b:* Annual Budget for FY 2020/21 – Info Item

The annual budget for the 2020/21 fiscal year is presented using the following functional categories:

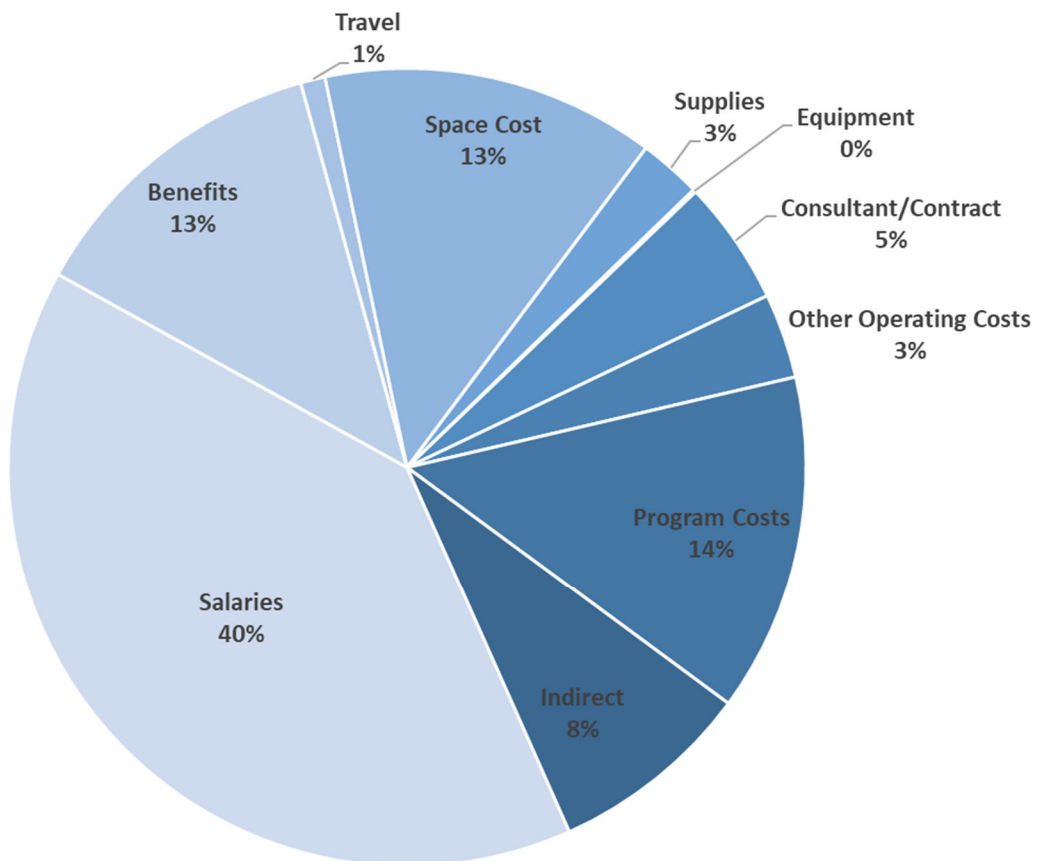
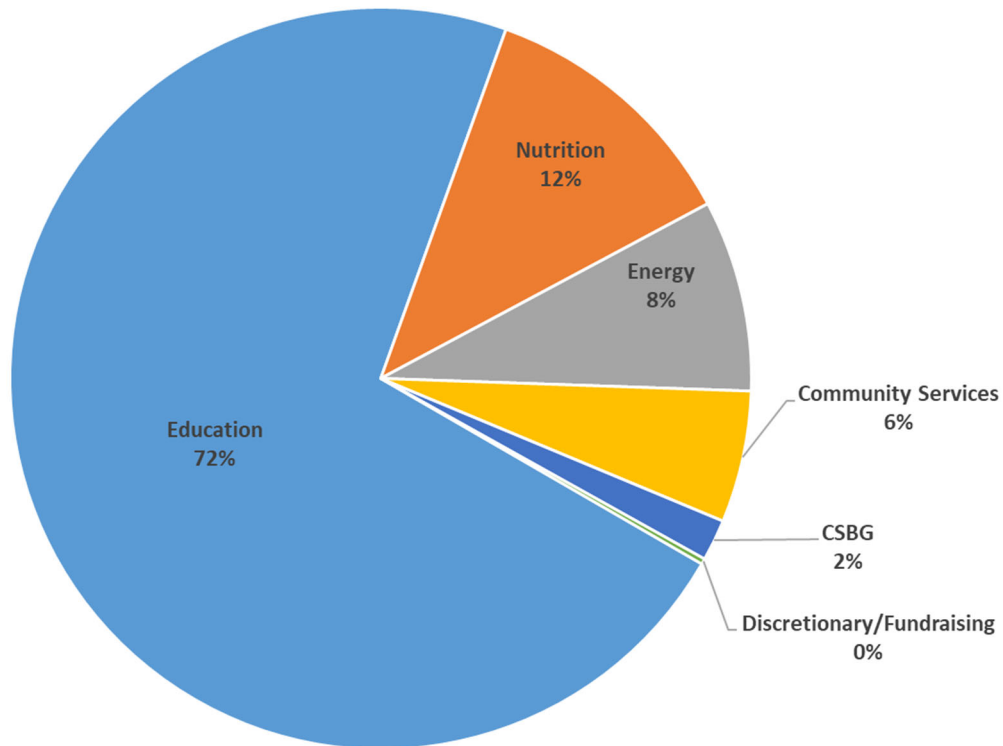
1. Program Services
 - Education
 - Nutrition
 - Energy Conservation
 - Community Services
 - CSBG
2. Support Services
 - Discretionary & Fund Raising
3. Indirect

The annual operating budget (program services and support services) of \$82,230,140 was developed using individual grant or program budgets prepared by program staff that were combined into the above functional categories. The annual budget for FY 2020/21 is 13.6% greater than the prior year. The Education category includes a projected 1.77% COLA to Head Start as well as projected carryover for ongoing construction projects. The Nutrition category reflects an increase of \$1,491,998 for the Snap-Ed program. The Community Services category includes new funding for Americorps in the amount of \$670,080 and Homeless Services in the amount of \$2,365,393. Attached is the FY 2020/21 annual budget with category support schedules.

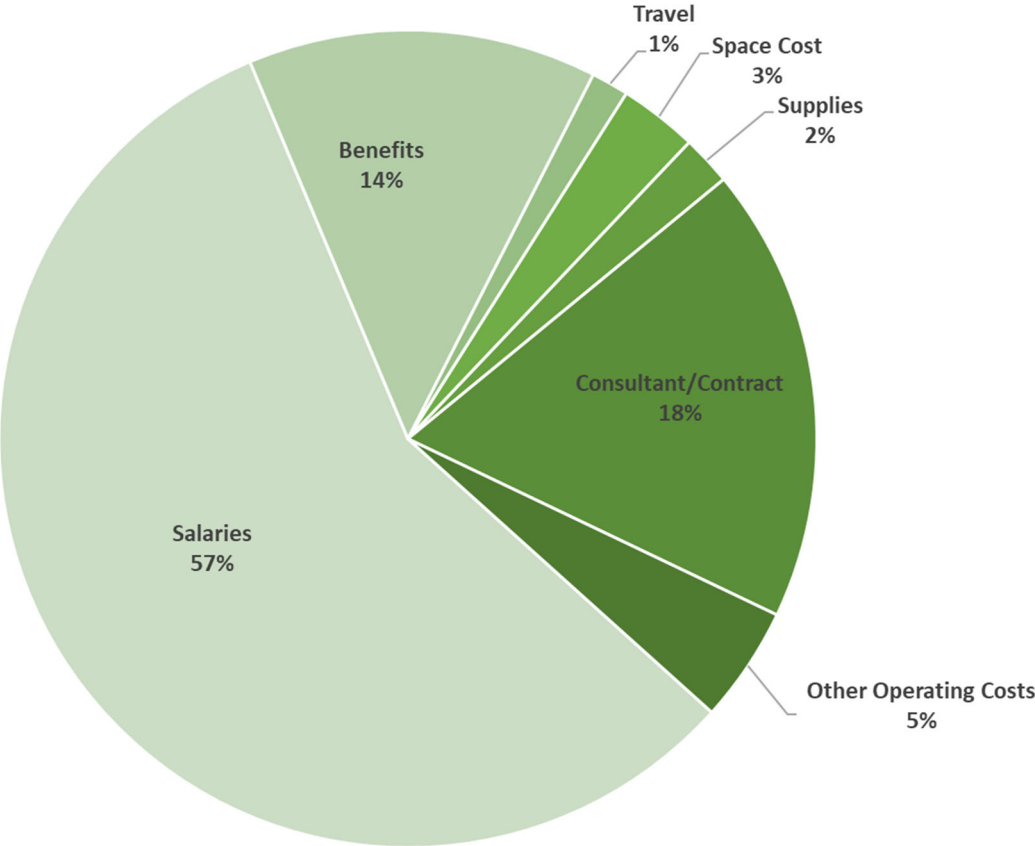
The Indirect budget of \$6,225,845 for the five support divisions: Executive, Human Resources, Finance, Operations and Community Development is 18.0% greater than the prior year. FY 2020/21 will be the fifth year using the 10% indirect cost rate. 70.8% of the Indirect budget is for personnel costs and 29.2% is for operating costs. Attached is a comparison of the Indirect budget for five years.

Attachments: (1) Annual Budget for FY 2020/21 (8 pages)
(2) Indirect Budget Comparison for Five Years

AGENCY BUDGET



INDIRECT BUDGET BREAKDOWN



COMMUNITY ACTION PARTNERSHIP OF KERN
ANNUAL BUDGET 2020/21

	Program Services					Support Services	
	Education	Nutrition	Energy Conservation	Community Services	CSBG	Discretionary & Fund Raising	TOTAL
Revenue							
Government Revenue	\$ 59,989,348	\$ 8,544,108	\$ 6,867,228	\$ 4,157,899	\$ 1,489,531	\$ -	\$ 81,048,114
Head Start Subsidy for CACFP	(692,776)	692,776	-	-	-	-	-
Private Revenue	-	30,000	-	483,111	-	-	513,111
Other Revenue	35,645	221,000	-	74,581	-	1,205	332,431
Donations	-	140,000	-	-	-	10,000	150,000
Total Revenue	\$ 59,332,217	\$ 9,627,884	\$ 6,867,228	\$ 4,715,591	\$ 1,489,531	\$ 11,205	\$ 82,043,656
Expenditures							
Salaries	24,254,440	3,883,096	1,872,858	1,869,380	685,727	86,196	32,651,697
Benefits	8,093,456	1,149,013	487,438	476,632	183,376	20,867	10,410,782
Travel	420,236	173,890	136,389	64,888	21,690	-	817,093
Space Cost	9,595,969	588,060	283,566	219,141	124,900	2,200	10,813,836
Supplies	1,555,024	256,622	95,488	148,196	19,420	6,100	2,080,850
Equipment	-	87,760	-	5,000	-	-	92,760
Consultant/Contract	1,319,386	561,751	1,714,880	505,975	1,750	50,000	4,153,742
Other Operating Costs	1,194,260	409,191	835,065	334,442	41,955	13,810	2,828,723
Program Costs	8,019,281	1,755,159	817,251	708,132	3,000	-	11,302,823
Depreciation	300,884	8,580	-	-	-	-	309,464
Indirect	4,579,281	754,762	624,293	383,805	407,713	18,516	6,768,370
Total Expenditures	\$ 59,332,217	\$ 9,627,884	\$ 6,867,228	\$ 4,715,591	\$ 1,489,531	\$ 197,689	\$ 82,230,140
Gain/(Loss)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (186,484)	\$ (186,484)
Indirect							
\$ -							\$ -
-							-
-							-
6,768,370							6,768,370
\$ -							\$ -
\$ 6,768,370							\$ 6,768,370
3,549,957							3,549,957
859,588							859,588
92,300							92,300
170,300							170,300
122,700							122,700
-							-
1,123,000							1,123,000
285,000							285,000
-							-
23,000							23,000
-							-
\$ 6,225,845							\$ 6,225,845
\$ 542,525							\$ 542,525

**COMMUNITY ACTION PARTNERSHIP OF KERN
ANNUAL BUDGET 2020/21
EDUCATION**

	Head Start	State Dept. of Education	County of Kern Home Visit Initiative	Migrant Alternative Payment	TOTAL
Revenue					
Community Services Block Grant (CSBG)	\$ -	\$ -	\$ -	\$ 301,580	\$ 301,580
Other Government Revenue	40,322,876	8,204,779	1,877,011	9,584,682	59,989,348
Head Start Subsidy for CACFP	(692,776)	-	-	-	(692,776)
Private Revenue	-	-	-	-	-
Other Revenue	18,251	17,394	-	-	35,645
Donations	-	-	-	-	-
Total Revenue	\$ 39,648,351	\$ 8,222,173	\$ 1,877,011	\$ 9,886,262	\$ 59,633,797
Expenditures					
Salaries	17,019,188	5,571,031	972,872	691,349	24,254,440
Benefits	5,835,330	1,823,907	261,219	173,000	8,093,456
Travel	350,378	8,938	46,820	14,100	420,236
Space Cost	9,106,412	42,676	359,981	86,900	9,595,969
Supplies	1,499,521	17,277	24,226	14,000	1,555,024
Equipment	-	-	-	-	-
Consultant/Contract	1,293,813	10,873	7,500	7,200	1,319,386
Other Operating Costs	1,053,851	-	46,809	93,600	1,194,260
Program Costs	111,918	-	-	7,907,363	8,019,281
Depreciation	299,340	-	1,544	-	300,884
Indirect	3,078,600	747,471	156,040	898,750	4,880,861
Total Expenditures	\$ 39,648,351	\$ 8,222,173	\$ 1,877,011	\$ 9,886,262	\$ 59,633,797
Gain/(Loss)	\$ -	\$ -	\$ -	\$ -	\$ -
Benefit Rate	34.3%	32.7%	26.9%	25.0%	33.4%

**COMMUNITY ACTION PARTNERSHIP OF KERN
ANNUAL BUDGET 2020/21
NUTRITION**

	WIC	Snap-ED	Child and Adult Care Food Program (CACFP)			Food Bank	TOTAL
			Kern Central Kitchen	San Joaquin Vended Meals	Subtotal CACFP		
Revenue							
Community Services Block Grant (CSBG)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 328,061	\$ 328,061
Other Government Revenue	4,001,061	1,491,998	1,944,268	165,000	2,109,268	941,781	8,544,108
Head Start Subsidy for CACFP	-	-	632,776	60,000	692,776	-	692,776
Private Revenue	-	-	-	-	-	30,000	30,000
Other Revenue	-	-	-	-	-	221,000	221,000
Donations	-	-	-	-	-	140,000	140,000
Total Revenue	\$ 4,001,061	\$ 1,491,998	\$ 2,577,044	\$ 225,000	\$ 2,802,044	\$ 1,660,842	\$ 9,955,945
Expenditures							
Salaries	2,378,713	518,882	682,557	-	682,557	532,357	4,112,509
Benefits	666,039	165,667	225,244	-	225,244	160,887	1,217,837
Travel	49,316	48,124	27,000	-	27,000	49,450	173,890
Space Cost	326,604	41,856	101,200	-	101,200	118,400	588,060
Supplies	33,491	34,084	120,000	-	120,000	69,047	256,622
Equipment	-	5,760	-	-	-	82,000	87,760
Consultant/Contract	-	551,751	-	-	-	10,000	561,751
Other Operating Costs	171,586	40,305	94,800	-	94,800	102,500	409,191
Program Costs	3,000	-	1,149,490	-	1,149,490	392,669	1,545,159
- Vended Meals	-	-	-	210,000	210,000	-	210,000
Depreciation	8,580	-	-	-	-	-	8,580
Indirect	363,732	85,569	176,753	15,000	191,753	143,532	784,586
Total Expenditures	\$ 4,001,061	\$ 1,491,998	\$ 2,577,044	\$ 225,000	\$ 2,802,044	\$ 1,660,842	\$ 9,955,945
Gain/(Loss)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefit Rate	28.0%	31.9%	33.0%		33.0%	30.2%	29.6%

**COMMUNITY ACTION PARTNERSHIP OF KERN
ANNUAL BUDGET 2020/21
ENERGY CONSERVATION**

	Energy Conservation
Revenue	
Community Services Block Grant (CSBG)	\$ -
Other Government Revenue	6,867,228
Private Revenue	-
Other Revenue	-
Donations	-
Total Revenue	\$ 6,867,228
Expenditures	
Salaries	1,872,858
Benefits	487,438
Travel	136,389
Space Cost	283,566
Supplies	95,488
Equipment	-
Consultant/Contract	1,714,880
Other Operating Costs	835,065
Program Costs	817,251
Depreciation	-
Indirect	624,293
Total Expenditures	\$ 6,867,228
Gain/(Loss)	\$ -
Benefit Rate	26.0%

**COMMUNITY ACTION PARTNERSHIP OF KERN
ANNUAL BUDGET 2020/21
COMMUNITY SERVICES**

	211	Homeless Services	E Kern Family Resource Center	VITA	Americorps	Youth Centers	TOTAL
Revenue							
Community Services Block Grant (CSBG)	\$ 189,853	\$ 17,083	\$ 14,593	\$ 202,724	\$ -	\$ 435,637	\$ 859,890
Other Government Revenue	337,474	2,348,310	428,417	303,618	670,080	70,000	4,157,899
Private Revenue	463,434	-	4,677	-	-	15,000	483,111
Other Revenue	4,581	-	-	-	-	70,000	74,581
Donations	-	-	-	-	-	-	-
Total Revenue	\$ 995,342	\$ 2,365,393	\$ 447,687	\$ 506,342	\$ 670,080	\$ 590,637	\$ 5,575,481
Expenditures							
Salaries	597,841	916,866	272,529	225,835	60,725	251,898	2,325,694
Benefits	148,819	246,246	78,289	44,872	13,166	59,792	591,184
Travel	11,270	9,500	15,036	13,420	17,703	19,649	86,578
Space Cost	55,500	90,300	25,000	34,066	-	139,175	344,041
Supplies	24,832	95,950	9,107	9,184	13,543	15,000	167,616
Equipment	-	-	1,000	-	-	4,000	5,000
Consultant/Contract	7,600	403,000	500	95,000	-	1,625	507,725
Other Operating Costs	58,995	208,166	13,522	35,398	17,478	42,838	376,397
Program Costs	-	180,675	3,000	3,000	520,437	4,020	711,132
Depreciation	-	-	-	-	-	-	-
Indirect	90,485	214,690	29,704	45,567	27,028	52,640	460,114
Total Expenditures	\$ 995,342	\$ 2,365,393	\$ 447,687	\$ 506,342	\$ 670,080	\$ 590,637	\$ 5,575,481
Gain/(Loss)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefit Rate	24.9%	26.9%	28.7%	19.9%	21.7%	23.7%	25.4%

**COMMUNITY ACTION PARTNERSHIP OF KERN
ANNUAL BUDGET 2020/21
COMMUNITY SERVICES BLOCK GRANT (CSBG)**

	MCAP	Food Bank	211	Homeless Services	E Kern	VITA	Youth Ctrs	TOTAL
Revenue								
Community Services Block Grant (CSBG)	\$ 301,580	\$ 328,061	\$ 189,853	\$ 17,083	\$ 14,593	\$ 202,724	\$ 435,637	\$ 1,489,531
Other Government Revenue	-	-	-	-	-	-	-	-
Private Revenue	-	-	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-
Total Revenue	\$ 301,580	\$ 328,061	\$ 189,853	\$ 17,083	\$ 14,593	\$ 202,724	\$ 435,637	\$ 1,489,531
Expenditures								
Salaries	-	229,413	138,075	-	9,435	115,570	193,234	685,727
Benefits	-	68,824	34,519	-	2,831	28,893	48,309	183,376
Travel	-	-	-	7,000	1,000	5,200	8,490	21,690
Space Cost	-	-	-	3,800	-	12,200	108,900	124,900
Supplies	-	-	-	3,200	-	6,620	9,600	19,420
Equipment	-	-	-	-	-	-	-	-
Consultant/Contract	-	-	-	-	-	1,000	750	1,750
Other Operating Costs	-	-	-	1,875	-	12,275	27,805	41,955
Program Costs	-	-	-	-	-	3,000	-	3,000
Depreciation	-	-	-	-	-	-	-	-
Indirect	301,580	29,824	17,259	1,208	1,327	17,966	38,549	407,713
Total Expenditures	\$ 301,580	\$ 328,061	\$ 189,853	\$ 17,083	\$ 14,593	\$ 202,724	\$ 435,637	\$ 1,489,531
Gain/(Loss)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefit Rate		30.0%	25.0%	0.0%	30.0%	25.0%	25.0%	26.7%

**COMMUNITY ACTION PARTNERSHIP OF KERN
ANNUAL BUDGET 2020/21
DISCRETIONARY FUND & FUND RAISING FUND**

	Discretionary	Fund Raising	Total
Revenue			
Community Services Block Grant (CSBG)	\$ -	\$ -	\$ -
Other Government Revenue	-	-	-
Private Revenue	-	-	-
Other Revenue	1,205	-	1,205
Donations	10,000	-	10,000
Total Revenue	\$ 11,205	\$ -	\$ 11,205
Expenditures			
Salaries	500	85,696	86,196
Benefits	300	20,567	20,867
Travel	-	-	-
Space Cost	2,200	-	2,200
Supplies	200	5,900	6,100
Equipment	-	-	-
Consultant/Contract	-	50,000	50,000
Other Operating Costs	5,260	8,550	13,810
Program Costs	-	-	-
Depreciation	-	-	-
Indirect	845	17,671	18,516
Total Expenditures	\$ 9,305	\$ 188,384	\$ 197,689
Gain/(Loss)	\$ 1,900	\$ (188,384)	\$ (186,484)
Benefit Rate	60.0%	24.0%	24.2%

**COMMUNITY ACTION PARTNERSHIP OF KERN
ANNUAL BUDGET 2020/21
INDIRECT FUND**

	Human Resources	Operations	Executive	Community Development	Finance	TOTAL
Revenue						
Community Services Block Grant (CSBG)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Government Revenue	-	-	-	-	-	-
Private Revenue	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	6,768,370
Donations	-	-	-	-	-	-
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,768,370
Expenditures						
Salaries	608,745	695,350	571,378	555,739	1,118,745	3,549,957
Benefits	146,099	178,002	155,986	133,377	246,124	859,588
Travel	12,000	23,000	35,600	11,700	10,000	92,300
Space Cost	-	168,500	-	-	1,800	170,300
Supplies	18,000	50,000	13,200	11,500	30,000	122,700
Equipment	-	-	-	-	-	-
Consultant/Contract	115,000	672,000	2,500	11,500	322,000	1,123,000
Other Operating Costs	18,000	176,900	42,700	18,450	28,950	285,000
Program Costs	-	-	-	-	-	-
Depreciation	-	23,000	-	-	-	23,000
Indirect	-	-	-	-	-	-
Total Expenditures	\$ 917,844	\$ 1,986,752	\$ 821,364	\$ 742,266	\$ 1,757,619	\$ 6,225,845
Gain/(Loss)						\$ 542,525
Benefit Rate	24.0%	25.6%	27.3%	24.0%	22.0%	24.2%

COMMUNITY ACTION PARTNERSHIP OF KERN
ANNUAL BUDGET 2020/21
INDIRECT FUND - FIVE YEAR HISTORY

Line Items	FY 2016/17 Budget	FY 2017/18 Budget	FY 2018/19 Budget	FY 2019/20 Budget	FY 2020/2021 Budget	% Change 2020/21 Budget to 2019/20 Budget
Revenue	\$ 4,626,905	\$ 4,827,346	\$ 5,059,589	\$ 5,799,844	\$ 6,768,370	16.7%
Expenditures						
Personnel Costs						
Salaries	2,400,911	2,614,903	2,820,260	3,070,550	3,549,957	15.6%
Benefits	576,218	605,877	674,091	756,241	859,588	13.7%
<i>Benefit Rate</i>	24.0%	23.2%	23.9%	24.6%	24.2%	
Total Personnel Costs	\$ 2,977,129	\$ 3,220,780	\$ 3,494,351	\$ 3,826,791	\$ 4,409,545	15.2%
	70.0%	67.6%	71.3%	72.5%	70.8%	
Operating Costs						
Travel	41,800	79,900	88,750	93,650	92,300	-1.4%
Space Costs	123,000	190,700	187,900	186,800	193,300	3.5%
Supplies	115,000	147,277	138,400	166,500	122,700	-26.3%
Equipment	-	5,223	-	-	-	0.0%
Consultant/Contract	715,500	783,320	630,725	659,100	1,123,000	70.4%
Other Operating Costs	280,000	339,600	363,950	345,050	285,000	-17.4%
Total Operating Costs	\$ 1,275,300	\$ 1,546,020	\$ 1,409,725	\$ 1,451,100	\$ 1,816,300	25.2%
	30.0%	32.4%	28.7%	27.5%	29.2%	
Total Expenditures	\$ 4,252,429	\$ 4,766,800	\$ 4,904,076	\$ 5,277,891	\$ 6,225,845	18.0%
Excess Indirect Revenue	\$ 374,476	\$ 60,546	\$ 155,513	\$ 521,953	\$ 542,525	3.9%

RECAP - EXPENDITURES BY SUPPORT DIVISION	FY 2016/17 Budget	FY 2017/18 Budget	FY 2018/19 Budget	FY 2019/20 Budget	FY 2020/21 Budget	% Change 2020/21 Budget to 2019/20 Budget
Operations	\$ 1,461,898	\$ 1,526,000	\$ 1,394,366	\$ 1,355,800	\$ 1,986,752	46.5%
Human Resources	985,536	1,151,500	1,223,465	1,034,632	917,844	-11.3%
Finance	971,946	1,049,800	1,046,900	1,563,775	1,757,619	12.4%
Community Development	456,804	525,400	704,410	705,930	742,266	5.1%
Executive	376,245	514,100	534,935	612,204	821,364	34.2%
TOTAL	\$ 4,252,429	\$ 4,766,800	\$ 4,904,076	\$ 5,272,341	\$ 6,225,845	18.1%



Helping People... Changing Lives.

COMMUNITY ACTION PARTNERSHIP OF KERN

BUDGET AND FINANCE COMMITTEE

JANUARY 22, 2020

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 - A5
B. Functional Classification by Fund	B1 - B2
C. Line of Credit Summary	C1
D. - Cash Summary as of December 31, 2019	D1
- Bank Reconciliations	D2 - D7
E. Wells Fargo Visa Summary and Statements	E1 - E23
F. Central Kitchen Budget to Actual December 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 December 31, 2019	J1
K. Agency-wide Budget to Actual as of December 31, 2019	K1 - K7
L. Indirect Fund Budget To Actual as of December 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 - 02/29/20	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
EARLY HEAD START/HEAD START	17,095,292	93.600	09CH011132-01	07/01/19 - 02/29/20	108/109	U S DEPT OF HEALTH & HUMAN SERVICES
EARLY HEAD START/HEAD START - START UP FUNDS	4,324,691	93.600	09CH011132-01	07/01/19 - 02/29/20	108/109	U S DEPT OF HEALTH & HUMAN SERVICES
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	94,012 122,216	21.009	19VITAA0228	08/01/18 - 07/31/19 08/01/19 - 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 DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
CSBG DISCRETIONARY (COMMUNITY SERVICES BLOCK GRANT)	35,000	93.569	18F - 5015	01/01/18 - 05/31/19	175/000	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
CSBG DISCRETIONARY (COMMUNITY SERVICES BLOCK GRANT)	30,000	93.569	19F - 4417	06/01/19 - 05/31/20	175/000	U S DEPT OF HEALTH & HUMAN SERVICES - 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
CSBG DISCRETIONARY RIDGECREST EARTHQUAKE RESPONSE (COMMUNITY SERVICES BLOCK GRANT)	177,018	93.569	19F - 4463	09/01/19 - 03/31/20	175/032	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 9,615,849 4,415,991	93.568	18B - 4012 19B - 5012 20B - 2012	10/01/17 - 07/31/19 10/01/18 - 06/30/20 10/01/19 - 06/30/21	122-38 122-39 122-30	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
DOE	1,364,399	81.042	17C-4010	06/01/18 - 06/30/20	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	CMAP - 8000 CMAP - 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
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
NEOPB CAL FRESH HEALTHY LIVING	1,491,998	10.561	19-10324	10/01/19 - 09/30/20	145	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA DEPT OF PUBLIC HEALTH, NUTRITION EDUCATION AND OBESITY PREVENTION BRANCH
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)	121,906 172,569	10.568/569	15 - MOU - 00118	10/01/18 - 09/30/19 10/01/19 - 09/30/20	105/111	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES

**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
TRADE MITIGATION BONUS OFFERING	\$2,000 PER TRUCK LOAD			10/01/18 - 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 4,001,061	10.557	15 - 10064 19 - 10139	10/01/18 - 09/30/19 10/01/19 - 09/30/20	115	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF PUBLIC HEALTH
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) AKA CALFRESH PROGRAM	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	10/01/18 - 07/31/19	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 4,173,682		CMAF - 8000 CMAF - 9000	07/01/18 - 06/30/19 07/01/19 - 06/30/20	261	STATE OF CALIFORNIA, DEPT OF EDUCATION
GENERAL CENTER CHILD CARE	2,087,088 2,659,082		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 3,846,369		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	254,377 262,661		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 39,399		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	175,000 174,000		18T - 8012 19T - 9011	10/15/18 - 06/30/19 10/01/19 - 06/30/20	234	STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
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

**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
POSITIVE YOUTH DEVELOPMENT SERVICES (COUNTY OF KERN)	35,000 35,000		509-2019	08/13/19 - 06/30/20	271	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY OF KERN
CALIFORNIA EMERGENCY SOLUTIONS AND HOUSING PROGRAM	57,000		18-CESH-12453	10/03/19 - 07/24/24	272	STATE OF CALIFORNIA, DEPT OF GENERAL SERVICES, UNITED WAY 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	07/01/17 - 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	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	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 45,000		105 - 2018	07/01/18 - 06/30/19 07/01/19 - 06/30/20	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	07/01/18 - 06/30/19	366	COUNTY OF KERN, FIRE DEPT - OFFICE OF EMERGENCY SERV
EAST KERN HEALTH LINK - RESOURCE FAIRS	3,000		N/A	06/01/19 - 05/31/20	501-005	BORAX VISITOR CENTER FOUNDATION
EAST KERN FAMILY RESOURCE CENTER EMERGENCY SUPPLIES CLOSET	2,000		N/A	05/20/19 - 12/31/19	501-005	KERN HEALTH SYSTEMS
SHAFTER YOUTH CENTER - MAKE BAKERSFIELD	2,000		N/A	05/20/19 - 12/31/19	527-260	KERN HEALTH SYSTEMS
A.R.T CURRICULUM	10,125		N/A	09/10/18 - 06/30/19	531-070	KERN COUNTY SUPERINTENDENT OF SCHOOLS

**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
FRIENDSHIP HOUSE - MUSEUM ON THE MOVE	2,000		N/A	05/20/19 - 12/31/19	531-260	KERN HEALTH SYSTEMS
HOMELESS COLLABORATIVE - HEARING TO HELP INCENTIVE BAGS	2,000		N/A	05/20/19 - 12/31/19	536-260	KERN HEALTH SYSTEMS
SHAFTER YOUTH CENTER - COASTAL CLEAN-UP	4,000		N/A	05/28/19 - 08/31/19	527-261	CALIFORNIA COASTAL COMMISSION, WHALE TAIL FUND GRANT
FRIENDSHIP HOUSE - COASTAL CLEAN-UP	4,000		N/A	05/28/19 - 08/31/19	531-261	CALIFORNIA COASTAL COMMISSION, WHALE TAIL FUND GRANT
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
SOUTHERN CA EDISON - 211 CUSTOMER RELATIONS MANAGEMENT (CRM) DEVELOPMENT PROGRAM	35,000		N/A	1/1/20 - 10/1/20	429	SOUTHERN CALIFORNIA EDISON
PREP WORKS - YOUTH CENTERS			N/A		444	STARBUCKS
PREP WORKS PROGRAM			N/A		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	66,000		N/A	01/01/19 - 12/31/19	467	THE WONDERFUL COMPANY FOUNDATION
DAP (DISGORGEMENT ASSISTANCE PROGRAM)	346,238		20D - 1012	10/01/19 - 12/31/20	484	STATE OF CALIFORNIA, DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT, BARCLAY'S BANK SETTLEMENT WITH FETC
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				
145	NEOPB Cal Fresh		X				
139	CACFP - San Joaquin		X				
	Food Bank		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			

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
484	DAP (Disgorgement Assistance Program)			X			
494	PG&E			X			
524	Energy			X			
	<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		
271	Positive Youth Development Svcs				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		
272	United Way - CESH				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				
06/30/19	n/a				
07/31/19	\$ 1,200,000	\$ 1,200,000	2		
08/31/19	n/a				
09/30/19	n/a				
10/31/19	n/a				
11/30/19	n/a				
12/31/19	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 October 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	\$ 1,258.99	0.25%
6/30/19 - 9/30/19	90 days	\$ 1,261.11	0.25%
10/31/19 - 12/31/19	90 days	\$ 1,277.78	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 DECEMBER 31, 2019	
PROGRAM (FUND)	CASH BALANCE
CHILD AND ADULT CARE FOOD PROGRAM	(241,681.55)
HEAD START/EARLY HEAD START	(172,143.24)
SUBTOTAL	(413,824.79)
CHILD DEVELOPMENT RESERVE No. 1	(0.30)
CHILD DEVELOPMENT RESERVE No. 2	0.00
GENERAL CHILD CARE	35,302.71
MIGRANT A/P	748,631.40
MIGRANT CHILD CARE	59,294.69
MIGRANT SPECIALIZED SERVICES	6,251.01
STATE PRESCHOOL	1,237,126.76
SUBTOTAL	2,086,606.27
COMMODITY SUPPLEMENTAL FOOD PROGRAM	(73,687.30)
EF&S	39,799.00
EFAP	155,475.68
FOOD BANK	285,576.79
FOOD BANK CAPACITY PROGRAM	(59,458.32)
FOOD BANK - STATE	(206,183.92)
SOCAL GAS	2,305.66
WONDERFUL FOUNDATION	11,844.23
SUBTOTAL	155,671.82
ENERGY	(88,792.57)
DOE WAP	(151,126.87)
LIHEAP	(356,840.21)
LIWP SOLAR PV	(125.40)
LIWP SINGLE FAMILY	(250.90)
PG&E	(15,175.53)
WATER TANK	0.00
TRANSFER NEGATIVE BALANCE	612,311.48
SUBTOTAL	0.00
CALIFORNIA ENDOWMENT	
CENTRAL VALLEY SMALL BUSINESS DEVELOPMENT	2,000.00
SUBTOTAL	2,000.00
211	132,707.97
211 HOSPITAL PREPAREDNESS	(381.32)
BANK OF THE WEST	20,924.56
CAL FRESH	(19,820.24)
CALEITC	(3,129.97)
COST POOLS	54,310.80
COUNTY OF KERN - 2-1-1	45,000.00
CSBG	(14,126.67)
CSBG DISCRETIONARY	(32.25)
DIFFERENTIAL RESPONSE	(53,693.00)
DIGNITY HEALTH	4,677.72
DISCRETIONARY FUND	1,780,457.55
ECONOMIC EMPOWERMENT	(13,386.70)
FIRST 5 KERN 211	(19,359.87)
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	(12,963.43)
FIRST 5 HELP ME GROW	(2,031.79)
FRIENDSHIP HOUSE	(6,225.21)
FUNDRAISING	333,612.70
GANG PREVENTION	(37.75)
GENERAL FUND	208,809.44
HOME VISIT INITIATIVE (CO OF KERN)	(151,193.63)
HUD-COORDINATED ENTRY SYSTEM	(27,800.59)
INDIRECT FUND	623,021.72
IRS - VITA	(19,101.40)
INFORMATION & EDUCATION	(14,368.28)
NEOPB CAL FRESH HEALTHY LIVING	(127,136.42)
POSITIVE YOUTH DEV SVC	(9,152.65)
READYKERN	(12.76)
REALIGNMENT FOR SUCCESS	(2,640.92)
SHAFTER YOUTH CENTER	(8,862.83)
SO CA EDISON - 211 CUSTOMER RELATIONS	35,000.00
TRADE MITIGATION	(42,722.31)
UNITED WAY 211	(18,903.29)
UNITED WAY CESH	55,832.68
WELLS FARGO FOUNDATION	10,762.50
WIC	(1,398,234.50)
LESS: ENERGY NEGATIVE BALANCE	(612,311.48)
ADD: LINE OF CREDIT	0.00
SUBTOTAL	727,488.38
TOTAL OPERATING CASH	2,557,941.68

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

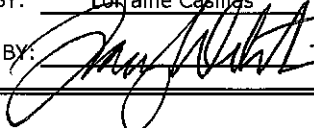
BANK RECONCILIATION FOR THE MONTH ENDED
December 31, 2019

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

OPERATING ACCOUNT
ACCOUNT NO: XXXXX-X2976

BANK BALANCE AT	12/31/19		3,325,166.41
LESS: OUTSTANDING CHECKS		395,934.10	
ADJUSTED BANK BALANCE AT	12/31/19		2,929,232.31
GENERAL LEDGER BALANCE AT	11/31/2019		3,798,033.54
ADD: DEPOSITS		1,380,725.54	
US TREAS DRAWDOWNS		3,443,747.06	
FUNDS FROM OTHER GRANTS		248,080.39	
TRANSFERS FROM RESTRICTED ACCOUNT LIHEAP/DOE		610,000.00	
ONLINE DEPOSITS		660.00	
ACH REFUND		403.24	
ADP REFUND		754.30	
LESS: CHECKS		2,331,213.61	
ADP PAYROLL 12/06/19		1,274,606.02	
ADP PAYROLL 12/20/19		1,305,226.78	
ADP PAYROLL 12/31/19		958,434.48	
EFTS FOR HRA/HSA/ STD/403B		216,532.19	
REC LOAN PRINCIPAL/INT EXPENSES		31,518.30	
CREDIT CARD		37,289.50	
BANK FEES		2,441.08	
ACH VOUCHERS		395,909.80	
GENERAL LEDGER BALANCE AT	12/31/19		2,929,232.31

DIFFERENCE: -

PREPARED BY: Lorraine Casillas TITLE: Controller DATE: 01/06/2020
APPROVED BY:  TITLE: Chief Financial Officer DATE: 01/06/2020

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

BANK RECONCILIATION FOR MONTH ENDING
December 31, 2019

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

ACCOUNT NO.: XXXXX-X6256

BANK BALANCE ENDING:	12/31/19	682,512.39
DEPOSITS IN TRANSIT		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
ADJUSTED BANK BALANCE:	12/31/19	682,512.39

BALANCE PER G/L	11/30/19	645,585.69
ADD:		
DEPOSITS		0.00
INTEREST		86.83
ROUNDING ERROR		0.00
BANK ACCOUNT TRANSFER FROM GENERAL FUND		36,839.87
LESS:		
CHECKS		0.00
CLIENT ANALYSIS SERVICE CHARGE		0.00
BANK ACCOUNT TRANSFER TO GENERAL FUND		0.00
BALANCE PER G/L	12/31/19	682,512.39

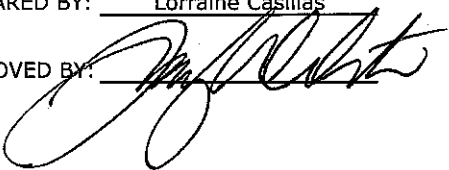
DIFFERENCE: 0.00

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

PREPARED BY: Lorraine Casillas

TITLE: Controller

DATE: 01/06/20

APPROVED BY: 

TITLE: Chief Financial Officer

DATE: 01/06/20

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

5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

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

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

ACCOUNT NO.: XXXXX-X1095

BANK BALANCE ENDING: 12/31/19 826,940.02

DEPOSITS IN TRANSIT 0.00

OUTSTANDING CHECKS 0.00

OTHER 0.00

ADJUSTED BANK BALANCE: 12/31/19 826,940.02

BALANCE PER G/L 11/30/19 782,638.72

ADD: DEPOSITS 654,183.50

INTEREST 117.80

BANK ACCOUNT TRANSFER FROM GENERAL FUND 0.00

LESS: CHECKS 0.00

CLIENT ANALYSIS SERVICE CHARGE 0.00

WIRE TRANSFER 610,000.00

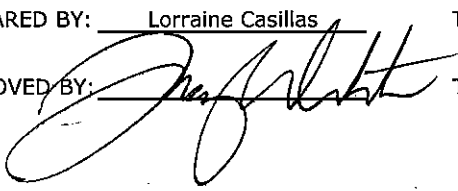
BANK ACCOUNT TRANSFER TO GENERAL FUND 0.00

BALANCE PER G/L 12/31/19 826,940.02

* 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: Lorraine Casillas TITLE: Controller DATE: 01/06/20

APPROVED BY:  TITLE: Chief Financial Officer DATE: 01/06/20

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

BANK RECONCILIATION FOR MONTH ENDING
December 31, 2019

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

ACCOUNT NO.: XXXXX-X1921

BANK BALANCE ENDING:	12/31/19	6,658.01
DEPOSITS IN TRANSIT	0.00	
OUTSTANDING CHECKS	0.00	
OTHER	0.00	
ADJUSTED BANK BALANCE	12/31/19	6,658.01

BALANCE PER GENERAL LEDGER	11/30/19	6,248.50
ADD: DEPOSITS (Credit Card Donations & Shared Fee)	0.00	
ONLINE DONATIONS	570.04	
PAYPAL DEPOSIT	0.00	
INTEREST	0.82	
LESS: APPLIED MERCHANT DEBITS	0.00	
CLIENT ANALYSIS SERVICE CHARGE	142.45	
BANKCARD FEES	18.90	
CASH CONCENTRATION FEE	0.00	
FUND TRANSFER TO GENERAL FUND	0.00	
	0.00	
BALANCE PER GENERAL LEDGER:	12/31/19	6,658.01

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

Difference: 0.00

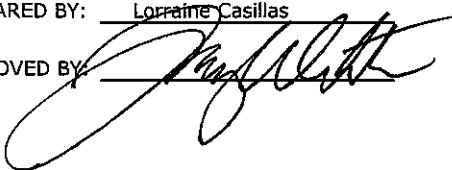
** August 2010 name changed from CSBG ARRA Account to HOPE Program Account.

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

PREPARED BY: Lorraine Casillas

TITLE: Controller

DATE: 01/06/20

APPROVED BY: 

TITLE: Chief Financial Officer

DATE: 01/06/20

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

BANK RECONCILIATION FOR MONTH ENDING
December 31, 2019

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

ACCOUNT NO.: XXXXX-X2049

BANK BALANCE ENDING: **12/31/19** **2.11**

DEPOSITS IN TRANSIT 0.00

OUTSTANDING CHECKS 0.00

OTHER 0.00

ADJUSTED BANK BALANCE: **12/31/19** **2.11**

BALANCE PER G/L **11/30/19** **2.11**

ADD: DEPOSITS 0.00

INTEREST 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 0.00

BALANCE PER G/L **12/31/19** **2.11**

DIFFERENCE: 0.00

PREPARED BY: Lorraine Casillas TITLE: Controller DATE: 01/03/20

APPROVED BY:  TITLE: Chief Financial Officer DATE: 01/03/20

COMMUNITY ACTION PARTNERSHIP OF KERN
WELLS FARGO VISA SUMMARY
STATEMENTS DATED December 1, 2019 - December 31, 2019

Cardholder	Position	Amount Charged
CAPK	Accounts Payable	\$ -
Gloria Barbero	Administrator - EHS San Joaquin	-
Yolanda Gonzales	Director of Head Start/State Child Development Programs	7,301.62
Donna Holland	Fiscal Administrator	8,009.10
Pritika Ram	Director of Administration	4,110.94
Carmen Segovia	Director of Health & Nutrition Services	5,608.12
Jeremy Tobias	Chief Executive Officer	2,769.92
Emilio Wagner	Director of Operations	6,712.86
Tracy Webster	Chief Financial Officer	3,762.31
	Total	\$ 38,274.87



Statement Expenses

01/06/2020 09:54 AM PT
Requested By: ALBITRE, ROSEMARY

Cardholder Summary

Cardholder Name:	AP, CAPK	Start Date:	12/01/2019
Card Number:	xxxx-xxxx-xxxx-7017	End Date:	12/31/2019
Status:	Open	Reminder Period:	
Charges:	0.00 USD	01/01/2020 through	01/03/2020
Out-of-pocket:	0.00 USD	Grace Period:	
Total Amount:	0.00 USD	01/04/2020 through	01/06/2020
		Approval Period:	
		01/07/2020 through	01/10/2020
		Download Period:	
		01/11/2020 through	01/28/2020

Charges

There are no results.

---End of Report---

[Home](#) | [About Wells Fargo](#) | [Security Guarantee](#) | [Privacy, Security & Legal](#)
© Copyright 2000 - 2020 Wells Fargo. All rights reserved.



Statement Expenses

01/06/2020 09:55 AM PT
Requested By: ALBITRE, ROSEMARY

Cardholder Summary

Cardholder Name:	BARBERO, GLORIA	Start Date:	12/01/2019
Card Number:	xxxx-xxxx-xxxx-7058	End Date:	12/31/2019
Status:	Open	Reminder Period:	
Charges:	0.00 USD	01/01/2020 through	01/03/2020
Out-of-pocket:	0.00 USD	Grace Period:	
Total Amount:	0.00 USD	01/04/2020 through	01/06/2020
		Approval Period:	
		01/07/2020 through	01/10/2020
		Download Period:	
		01/11/2020 through	01/28/2020

Charges

There are no results.

---End of Report---

[Home](#) | [About Wells Fargo](#) | [Security Guarantee](#) | [Privacy, Security & Legal](#)
© Copyright 2000 - 2020 Wells Fargo. All rights reserved.



Statement Expenses

 01/06/2020 09:56 AM PT
 Requested By: ALBITRE, ROSEMARY

Cardholder Summary

Cardholder Name:	GONZALES, YOLANDA	Start Date:	12/01/2019
Card Number:	xxxx-xxxx-xxxx-7009	End Date:	12/31/2019
Status:	Cardholder Reviewed	Reminder Period:	01/01/2020 through 01/03/2020
Charges:	7,301.62 USD	Grace Period:	01/04/2020 through 01/06/2020
Out-of-pocket:	0.00 USD	Approval Period:	01/07/2020 through 01/10/2020
Total Amount:	7,301.62 USD	Download Period:	01/11/2020 through 01/28/2020

Charges

1.	Transaction Date 12/04/2019	Posting Date 12/05/2019	Merchant Victory Outreach Sw Bak Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 91.50 USD / 91.50
2.	Transaction Date 12/04/2019	Posting Date 12/06/2019	Merchant Hobby Lobby #556 Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 48.06 USD / 48.06
3.	Transaction Date 12/05/2019	Posting Date 12/06/2019	Merchant Dollar Tree Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 12.83 USD / 12.83
4.	Transaction Date 12/07/2019	Posting Date 12/09/2019	Merchant Exxonmobil 96836655 Kettleman Cit,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 47.00 USD / 47.00
5.	Transaction Date 12/07/2019	Posting Date 12/09/2019	Merchant Enterprise Rent-a-car San Francisco,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 312.36 USD / 312.36
6.	Transaction Date 12/05/2019	Posting Date 12/09/2019	Merchant 608 Amf 8003425263 Ec	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 1,929.18 USD / 1,929.18

661-834-2695,CA							
7.	Transaction Date 12/08/2019	Posting Date 12/09/2019	Merchant Courtyard By Marriott San Francisco,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 208.71 USD / 208.71
8.	Transaction Date 12/08/2019	Posting Date 12/09/2019	Merchant Courtyard By Marriott San Francisco,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 208.71 USD / 208.71
9.	Transaction Date 12/10/2019	Posting Date 12/11/2019	Merchant 60776 - Sfo Parkingcentra San Francisco,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 10.00 USD / 10.00
10.	Transaction Date 12/10/2019	Posting Date 12/12/2019	Merchant Hilton Hotels Anaheim,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 370.84 USD / 370.84
11.	Transaction Date 12/13/2019	Posting Date 12/16/2019	Merchant Hilton Hotels San Francisco,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 198.36 USD / 198.36
12.	Transaction Date 12/13/2019	Posting Date 12/17/2019	Merchant Hilton Hotels Anaheim,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 924.60 USD / 924.60
13.	Transaction Date 12/18/2019	Posting Date 12/19/2019	Merchant Wm Supercenter #1574 Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 96.56 USD / 96.56
14.	Transaction Date 12/19/2019	Posting Date 12/23/2019	Merchant Luigis Restaurant And Del Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 594.79 USD / 594.79
15.	Transaction Date 12/20/2019	Posting Date 12/23/2019	Merchant 608 Amf 8003425263 Ec 661-834-2695,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 2,248.12 USD / 2,248.12
Total Charges: 7,301.62 USD							

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---

[Home](#) | [About Wells Fargo](#) | [Security Guarantee](#) | [Privacy, Security & Legal](#)
© Copyright 2000 - 2020 Wells Fargo. All rights reserved.



Statement Expenses

 01/06/2020 09:57 AM PT
 Requested By: ALBITRE, ROSEMARY

Cardholder Summary

Cardholder Name:	HOLLAND, DONNA	Start Date:	12/01/2019
Card Number:	xxxx-xxxx-xxxx-7033	End Date:	12/31/2019
Status:	Cardholder Reviewed	Reminder Period:	01/01/2020 through 01/03/2020
Charges:	8,009.10 USD	Grace Period:	01/04/2020 through 01/06/2020
Out-of-pocket:	0.00 USD	Approval Period:	01/07/2020 through 01/10/2020
Total Amount:	8,009.10 USD	Download Period:	01/11/2020 through 01/28/2020

Charges

1.	Transaction Date 12/02/2019	Posting Date 12/04/2019	Merchant Hilton Hotels 714-7504321,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 491.76 USD / 491.76
2.	Transaction Date 12/02/2019	Posting Date 12/04/2019	Merchant Hilton Hotels 714-7504321,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 491.76 USD / 491.76
3.	Transaction Date 12/02/2019	Posting Date 12/04/2019	Merchant Hilton Hotels 714-7504321,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 491.76 USD / 491.76
4.	Transaction Date 12/02/2019	Posting Date 12/04/2019	Merchant Hilton Hotels 714-7504321,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 491.76 USD / 491.76
5.	Transaction Date 12/02/2019	Posting Date 12/04/2019	Merchant Hilton Hotels 714-7504321,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 491.76 USD / 491.76
6.	Transaction Date 12/02/2019	Posting Date 12/04/2019	Merchant Hilton Hotels 714-7504321,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 491.76 USD / 491.76
7.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency

	12/02/2019	12/04/2019	Hilton Hotels 714-7504321,CA		CAPK Pcard (CAPL Pcard)	No	491.76 USD / 491.76
8.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/02/2019	12/04/2019	Hilton Hotels 714-7504321,CA		CAPK Pcard (CAPL Pcard)	No	491.76 USD / 491.76
9.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/02/2019	12/04/2019	Hilton Hotels 714-7504321,CA		CAPK Pcard (CAPL Pcard)	No	491.76 USD / 491.76
10.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/02/2019	12/04/2019	Hilton Hotels 714-7504321,CA		CAPK Pcard (CAPL Pcard)	No	491.76 USD / 491.76
11.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/02/2019	12/04/2019	Hilton Hotels 714-7504321,CA		CAPK Pcard (CAPL Pcard)	No	491.76 USD / 491.76
12.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/02/2019	12/04/2019	Hilton Hotels 714-7504321,CA		CAPK Pcard (CAPL Pcard)	No	491.76 USD / 491.76
13.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/11/2019	12/11/2019	Target.com 800-591-3869,MN		CAPK Pcard (CAPL Pcard)	No	114.04 USD / 114.04
14.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/13/2019	12/16/2019	Crowne Plaza Costa Mesa Costa Mesa,CA		CAPK Pcard (CAPL Pcard)	No	133.43 USD / 133.43
15.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/13/2019	12/16/2019	Crowne Plaza Costa Mesa Costa Mesa,CA		CAPK Pcard (CAPL Pcard)	No	266.86 USD / 266.86
16.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/13/2019	12/16/2019	Crowne Plaza Costa Mesa Costa Mesa,CA		CAPK Pcard (CAPL Pcard)	No	266.86 USD / 266.86
17.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/12/2019	12/16/2019				No	126.00 USD / 126.00

Hilton Hotels 714-7504321,CA				CAPK Pcard (CAPL Pcard)			
18.	Transaction Date 12/12/2019	Posting Date 12/16/2019	Merchant Hilton Hotels 714-7504321,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 63.00 USD / 63.00
19.	Transaction Date 12/17/2019	Posting Date 12/19/2019	Merchant Dollar-general Mkt#13226 Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 75.44 USD / 75.44
20.	Transaction Date 12/17/2019	Posting Date 12/19/2019	Merchant Dollar-general Mkt#13226 Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 62.74 USD / 62.74
21.	Transaction Date 12/17/2019	Posting Date 12/19/2019	Merchant Dollar-general Mkt#13226 Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 60.74 USD / 60.74
22.	Transaction Date 12/17/2019	Posting Date 12/19/2019	Merchant Dollar General #17387 Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 64.35 USD / 64.35
23.	Transaction Date 12/17/2019	Posting Date 12/19/2019	Merchant Dollar General #17387 Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 61.13 USD / 61.13
24.	Transaction Date 12/17/2019	Posting Date 12/19/2019	Merchant Dollar General #17387 Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 80.97 USD / 80.97
25.	Transaction Date 12/17/2019	Posting Date 12/19/2019	Merchant Dollar General #17387 Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 80.97 USD / 80.97
26.	Transaction Date 12/19/2019	Posting Date 12/20/2019	Merchant Lassens Natural Foods-bk Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 139.58 USD / 139.58

27.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/18/2019	12/20/2019	Dollar General #14019 Bakersfield,CA		CAPK Pcard (CAPL Pcard)	No	121.38 USD / 121.38
28.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/20/2019	12/23/2019	Target 00027151 Bakersfield,CA		CAPK Pcard (CAPL Pcard)	No	216.49 USD / 216.49
29.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/23/2019	12/24/2019	Paypal Iristrifo 402-935-7733,OR		CAPK Pcard (CAPL Pcard)	No	29.00 USD / 29.00
30.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/23/2019	12/24/2019	Paypal Iristrifo 402-935-7733,OR		CAPK Pcard (CAPL Pcard)	No	29.00 USD / 29.00
31.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/23/2019	12/24/2019	Paypal Iristrifo 402-935-7733,OR		CAPK Pcard (CAPL Pcard)	No	29.00 USD / 29.00
32.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/23/2019	12/24/2019	Paypal Iristrifo 402-935-7733,OR		CAPK Pcard (CAPL Pcard)	No	29.00 USD / 29.00
33.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/23/2019	12/24/2019	Paypal Iristrifo 402-935-7733,OR		CAPK Pcard (CAPL Pcard)	No	29.00 USD / 29.00
34.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/23/2019	12/24/2019	Paypal Iristrifo 402-935-7733,OR		CAPK Pcard (CAPL Pcard)	No	29.00 USD / 29.00

Total Charges: 8,009.10 USD

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---



Statement Expenses

 01/06/2020 09:58 AM PT
 Requested By: ALBITRE, ROSEMARY

Cardholder Summary

Cardholder Name:	RAM, PRITIKA	Start Date:	12/01/2019
Card Number:	xxxx-xxxx-xxxx-7074	End Date:	12/31/2019
Status:	Cardholder Reviewed	Reminder Period:	
Charges:	4,110.94 USD	01/01/2020 through 01/03/2020	
Out-of-pocket:	0.00 USD	Grace Period:	
Total Amount:	4,110.94 USD	01/04/2020 through 01/06/2020	
		Approval Period:	
		01/07/2020 through 01/10/2020	
		Download Period:	
		01/11/2020 through 01/28/2020	

Charges

1.	Transaction Date 12/02/2019	Posting Date 12/04/2019	Merchant Foundation Center-fdol 800-4249836,NY	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 1,499.00 USD / 1,499.00
	Description	Subscription Renewal					
2.	Transaction Date 12/08/2019	Posting Date 12/09/2019	Merchant Walmart.com 8009666546 800-966-6546,AR	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 64.00 USD / 64.00
	Description	Hygiene Kits for Homeless Outreach - KFHC Grant					
3.	Transaction Date 12/08/2019	Posting Date 12/09/2019	Merchant Walmart.com 8009666546 800-966-6546,AR	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 83.64 USD / 83.64
	Description	Hygiene Kits for Homeless Outreach - KFHC Grant					
4.	Transaction Date 12/10/2019	Posting Date 12/11/2019	Merchant Walmart.com 8009666546 800-966-6546,AR	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 1,607.41 USD / 1,607.41
	Description	Hygiene Kits for Homeless Outreach - KFHC Grant					
5.	Transaction Date 12/09/2019	Posting Date 12/11/2019	Merchant Four Points Bakersfield F Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 85.61 USD / 85.61

Description Lunch w/ Deb Johnson - CA Veterans Assistance Foundation and 3 Staff						
6.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/17/2019	12/18/2019	Latino Tax Professionals 866-936-2587,CA		CAPK Pcard (CAPL Pcard)	No
	Description Registration Fee for J. Guerra for Latino Tax Professionals Conf.					Amount / Original Currency 299.00 USD / 299.00
7.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/17/2019	12/18/2019	Michaels #9490 800-642-4235,TX		CAPK Pcard (CAPL Pcard)	No
	Description Refund - Frame Purchase from previous statement					Amount / Original Currency (72.51) USD / (72.51)
8.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/17/2019	12/18/2019	Michaels #9490 800-642-4235,TX		CAPK Pcard (CAPL Pcard)	No
	Description Refund - Frame Purchase from previous statement					Amount / Original Currency (72.52) USD / (72.52)
9.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/20/2019	12/23/2019	La Costa Mariscos Inc Bakersfield,CA		CAPK Pcard (CAPL Pcard)	No
	Description Staff Development Day for Admin Staff on 12/20/19					Amount / Original Currency 557.79 USD / 557.79
10.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/27/2019	12/30/2019	Michaels #9490 800-642-4235,TX		CAPK Pcard (CAPL Pcard)	No
						Amount / Original Currency 59.52 USD / 59.52

Total Charges: 4,110.94 USD

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---



Statement Expenses

 01/06/2020 09:59 AM PT
 Requested By: ALBITRE, ROSEMARY

Cardholder Summary

Cardholder Name:	SEGOVIA, CARMEN	Start Date:	12/01/2019
Card Number:	xxxx-xxxx-xxxx-7025	End Date:	12/31/2019
Status:	Open	Reminder Period:	01/01/2020 through 01/03/2020
Charges:	5,608.12 USD	Grace Period:	01/04/2020 through 01/06/2020
Out-of-pocket:	0.00 USD	Approval Period:	01/07/2020 through 01/10/2020
Total Amount:	5,608.12 USD	Download Period:	01/11/2020 through 01/28/2020

Charges

1.	Transaction Date 12/03/2019	Posting Date 12/04/2019	Merchant Wpy California Breastfeed 855-469-3729,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 355.00 USD / 355.00
2.	Transaction Date 12/06/2019	Posting Date 12/09/2019	Merchant Vioc Gn0163 Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 146.80 USD / 146.80
3.	Transaction Date 12/06/2019	Posting Date 12/09/2019	Merchant Vioc Gn0163 Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 91.60 USD / 91.60
4.	Transaction Date 12/11/2019	Posting Date 12/12/2019	Merchant Hotelscom9210666113545 Hotels.com,NV	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 188.50 USD / 188.50
5.	Transaction Date 12/11/2019	Posting Date 12/12/2019	Merchant Golden Empire Towing Bakersfield,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 900.00 USD / 900.00
6.	Transaction Date 12/13/2019	Posting Date 12/16/2019	Merchant	General Ledger Code	Unit CAPK Pcard	Receipt Submitted ‡ No	Amount / Original Currency 158.03 USD / 158.03

Office Depot #952 Bakersfield,CA							(CAPL Pcard)
7.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/18/2019	12/19/2019	Michaels Stores 3551 Bakersfield,CA		CAPK Pcard (CAPL Pcard)	No	65.56 USD / 65.56
8.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/17/2019	12/19/2019	Pf Changs #9817 Bakersfield,CA		CAPK Pcard (CAPL Pcard)	No	172.65 USD / 172.65
9.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/18/2019	12/20/2019	Albertsons 3129 Bakersfield,CA		CAPK Pcard (CAPL Pcard)	No	136.31 USD / 136.31
10.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/19/2019	12/20/2019	Ezcatercafe Rio 800-488-1803,MA		CAPK Pcard (CAPL Pcard)	No	1,086.95 USD / 1,086.95
11.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/18/2019	12/20/2019	Homedepot.com 800-430-3376,GA		CAPK Pcard (CAPL Pcard)	No	493.94 USD / 493.94
12.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/19/2019	12/23/2019	Mountain Mikes Pizza Visa Visalia,CA		CAPK Pcard (CAPL Pcard)	No	233.40 USD / 233.40
13.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/20/2019	12/23/2019	Best Buy 00008565 Bakersfield,CA		CAPK Pcard (CAPL Pcard)	No	526.57 USD / 526.57
14.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/21/2019	12/23/2019	The Firehouse - Calloway Bakersfield,CA		CAPK Pcard (CAPL Pcard)	No	425.29 USD / 425.29
15.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/19/2019	12/23/2019	A Royal Place Bakersfield,CA		CAPK Pcard (CAPL Pcard)	No	250.00 USD / 250.00

16.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/23/2019	12/26/2019	Svm Prepaid Card 800-720-6428,IL		CAPK Pcard (CAPL Pcard)	No	328.60 USD / 328.60
17.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/27/2019	12/30/2019	Walmart.com 8009666546 800-966-6546,AR		CAPK Pcard (CAPL Pcard)	No	48.92 USD / 48.92

Total Charges: 5,608.12 USD

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---

[Home](#) | [About Wells Fargo](#) | [Security Guarantee](#) | [Privacy, Security & Legal](#)
© Copyright 2000 - 2020 Wells Fargo. All rights reserved.



Statement Expenses

 01/06/2020 10:00 AM PT
 Requested By: ALBITRE, ROSEMARY

Cardholder Summary

Cardholder Name:	TOBIAS, JEREMY	Start Date:	12/01/2019
Card Number:	xxxx-xxxx-xxxx-7066	End Date:	12/31/2019
Status:	Cardholder Reviewed	Reminder Period:	
Charges:	2,769.92 USD	01/01/2020 through	01/03/2020
Out-of-pocket:	0.00 USD	Grace Period:	
Total Amount:	2,769.92 USD	01/04/2020 through	01/06/2020
		Approval Period:	
		01/07/2020 through	01/10/2020
		Download Period:	
		01/11/2020 through	01/28/2020

Charges

1.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/11/2019	12/13/2019	American Air0012393453389 Fort Worth, TX		CAPK Pcard (CAPL Pcard)	No	766.77 USD / 766.77
	Description	Airline Ticket for J. Benton to attend CAP Leadership conf. in San Juan, Puerto Rico					
2.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/12/2019	12/16/2019	Sheraton 787-9933500		CAPK Pcard (CAPL Pcard)	No	273.13 USD / 273.13
	Description	Hotel Deposit for J. Tobias - CAP Natl Leadership Conf. in San Juan Puerto Rico					
3.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/12/2019	12/16/2019	Sheraton 787-9933500		CAPK Pcard (CAPL Pcard)	No	265.33 USD / 265.33
	Description	Hotel Deposit for F. Plane - CAP Natl Leadership Conf. in San Juan Puerto Rico					
4.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/12/2019	12/16/2019	Sheraton 787-9933500		CAPK Pcard (CAPL Pcard)	No	265.33 USD / 265.33
	Description	Hotel Deposit for J. Mullings - CAP Natl Leadership Conf. in San Juan Puerto Rico					
5.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/12/2019	12/16/2019	Sheraton 787-9933500		CAPK Pcard (CAPL Pcard)	No	265.33 USD / 265.33

Description Hotel Deposit for J. Benton - CAP Natl Leadership Conf. in San Juan Puerto Rico						
6.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/12/2019	12/16/2019	Sheraton 787-9933500		CAPK Pcard (CAPL Pcard)	No
						265.33 USD / 265.33
Description Hotel Deposit for Y. Ochoa - CAP Natl Leadership Conf. in San Juan Puerto Rico						
7.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/18/2019	12/19/2019	Food-ex Bakersfield,CA		CAPK Pcard (CAPL Pcard)	No
						279.28 USD / 279.28
Description Lunch for Executive Committee Meeting on 12/18/19						
8.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/20/2019	12/23/2019	Residence Inn Downtown Sacramento,CA		CAPK Pcard (CAPL Pcard)	No
						184.71 USD / 184.71
Description Hotel Receipt for R. Martinez - CalCAPA Meeting on 12/20/19						
9.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/20/2019	12/23/2019	Residence Inn Downtown Sacramento,CA		CAPK Pcard (CAPL Pcard)	No
						184.71 USD / 184.71
Description Hotel Receipt for J. Tobias - CalCAPA Meeting on 12/20/19						
10.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/21/2019	12/24/2019	Residence Inn Downtown Sacramento,CA		CAPK Pcard (CAPL Pcard)	No
						20.00 USD / 20.00
Description Hotel Parking Fee - CalCAPA Meeting on 12/20/19 Fee included on J. Tobias Hotel Receipt						

Total Charges: 2,769.92 USD

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---



Statement Expenses

 01/06/2020 10:02 AM PT
 Requested By: ALBITRE, ROSEMARY

Cardholder Summary

Cardholder Name:	WAGNER, EMILIO	Start Date:	12/01/2019
Card Number:	xxxx-xxxx-xxxx-7041	End Date:	12/31/2019
Status:	Cardholder Reviewed	Reminder Period:	
Charges:	6,712.86 USD	01/01/2020 through	01/03/2020
Out-of-pocket:	0.00 USD	Grace Period:	
Total Amount:	6,712.86 USD	01/04/2020 through	01/06/2020
		Approval Period:	
		01/07/2020 through	01/10/2020
		Download Period:	
		01/11/2020 through	01/28/2020

Charges

1.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/01/2019	12/02/2019	Lyft Ride Sun 4pm Lyft.com,CA		CAPK Pcard (CAPL Pcard)	Yes	42.28 USD / 42.28
	Description	WIPFLI Winter Conference transportation cost for E Wagner 6120-999-901-000-000-00-5-1					
2.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/01/2019	12/03/2019	United 0161551077540 800-932-2732,TX		CAPK Pcard (CAPL Pcard)	Yes	30.00 USD / 30.00
	Description	WIPFLI Winter Conference baggage cost for E Wagner 6120-999-901-000-000-00-5-1					
3.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/02/2019	12/03/2019	Airserver Kopavogur		CAPK Pcard (CAPL Pcard)	Yes	47.96 USD / 47.96
	Description	Four software licenses.					
4.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/02/2019	12/03/2019	Cross Border Trans Fee		CAPK Pcard (CAPL Pcard)	Yes	0.48 USD / 0.48
	Description	Four software licenses 6320-109-001-120-000-16-1-1 36.33 / 6320-108-001-120-000-16-1-1 12.11					
5.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/02/2019	12/04/2019	Doubletree Orlando Orlando,FL		CAPK Pcard (CAPL Pcard)	Yes	133.88 USD / 133.88

Description WIPFLI Winter Conference lodging cost for E Wagner first night 6120-999-901-000-000-00-5-1						
6.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/05/2019	12/06/2019	Springhill Suites Sacramento, CA		CAPK Pcard (CAPL Pcard)	Yes
						357.10 USD / 357.10
Description Energy Roundtable LSP Meeting lodging cost for T Payne						
7.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/06/2019	12/09/2019	Doubletree Orlando Orlando, FL		CAPK Pcard (CAPL Pcard)	Yes
						558.00 USD / 558.00
Description WIPFLI Winter Conference lodging cost for S Elias 6120-999-901-000-000-00-5-1						
8.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/06/2019	12/09/2019	Doubletree Orlando Orlando, FL		CAPK Pcard (CAPL Pcard)	Yes
						418.50 USD / 418.50
Description WIPFLI Winter Conference lodging cost for E Wagner 6120-999-901-000-000-00-5-1						
9.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/06/2019	12/09/2019	Lyft Ride Fri 9am Lyft.com, CA		CAPK Pcard (CAPL Pcard)	Yes
						33.78 USD / 33.78
Description WIPFLI Winter Conference transportation cost for E Wagner 6120-999-901-000-000-00-5-1						
10.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/09/2019	12/10/2019	Expedia 7502029511155 Expedia.com, NV		CAPK Pcard (CAPL Pcard)	Yes
						117.50 USD / 117.50
Description Lodging cost for Todd Payne Energy Program 6120-524-002-138-000-00-3-1						
11.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/10/2019	12/11/2019	Cdw Govt #wbk2365 800-808-4239, IL		CAPK Pcard (CAPL Pcard)	Yes
						152.07 USD / 152.07
Description Food Bank Capacity Program Cost						
12.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/12/2019	12/13/2019	Cdw Govt #wcc3366 800-808-4239, IL		CAPK Pcard (CAPL Pcard)	Yes
						57.51 USD / 57.51
Description Food Bank Capacity Program Cost						
13.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡
	12/14/2019	12/16/2019	The Firehouse - White Lan Bakersfield, CA		CAPK Pcard (CAPL Pcard)	Yes
						1,169.16 USD / 1,169.16

Description		Operations Staff Development Day					
14.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/13/2019	12/16/2019	Holiday Inn Express Sacramento,CA		CAPK Pcard (CAPL Pcard)	Yes	1,049.75 USD / 1,049.75
Description		Lodging cost for Andres Gonzalez Energy Program					
15.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/13/2019	12/16/2019	Costco Whse #0688 Bakersfield,CA		CAPK Pcard (CAPL Pcard)	Yes	163.77 USD / 163.77
Description		Operations Staff Development Day					
16.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/13/2019	12/16/2019	Sees Candy 0199 Bakersfield,CA		CAPK Pcard (CAPL Pcard)	Yes	66.00 USD / 66.00
Description		Operations Staff Development Day					
17.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/12/2019	12/16/2019	Sheraton 787-9933500		CAPK Pcard (CAPL Pcard)	Yes	265.33 USD / 265.33
Description		Lodging cost for Board Member Jonathan Mullings January 2020 travel 6125-999-902-000-000-00-5-1					
18.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/17/2019	12/18/2019	Sq Angry Barnyard Bakersfield,CA		CAPK Pcard (CAPL Pcard)	Yes	39.24 USD / 39.24
Description		CCEDA Lunch Meeting with Roberto from CCEDA, Pritika Ram and Emilio Wagner 6685-999-902-000-000-00-5-1					
19.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/19/2019	12/20/2019	Onestepgpscom 181-865-9203,CA		CAPK Pcard (CAPL Pcard)	Yes	209.25 USD / 209.25
Description		Monthly subscription renewal order with OneStepGps.com 6667-524-000-147-000-00-3-1					
20.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/20/2019	12/23/2019	Mindbody, Inc 805-4762700,CA		CAPK Pcard (CAPL Pcard)	Yes	445.40 USD / 445.40
Description		MindBody Premier Basic Monthly Charge and Subscription Fee for Service Dec 2019					
21.	Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
	12/19/2019	12/23/2019				Yes	

		Holiday Inn Express Sacramento,CA		CAPK Pcard (CAPL Pcard)	313.87 USD / 313.87	
Description		QCI Focus Group lodging cost for Andres Gonzalez Energy Program 6120-123-002-138-000-65-3-1				
22.						
Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
12/20/2019	12/23/2019	Residence Inn Downtown Sacramento,CA		CAPK Pcard (CAPL Pcard)	Yes	184.71 USD / 184.71
Description		CALCAPA Meeting on Dec 20, 2019 Sacramento Downtown at Capital Park lodging for E Wagner 6120-999-902-000-000-00-5-1				
23.						
Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
12/25/2019	12/26/2019	Residence Inn Downtown Sacramento,CA		CAPK Pcard (CAPL Pcard)	Yes	439.12 USD / 439.12
Description		Hotel charged wrong amount S/B credited back and recharged correctly: CALCAPA Meeting on January 6-8, 2020 at Capital Park lodging cost for E Wagner 6120-999-902-000-000-00-5-1				
24.						
Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
12/28/2019	12/30/2019	Residence Inn Downtown Sacramento,CA		CAPK Pcard (CAPL Pcard)	Yes	428.66 USD / 428.66
Description		CALCAPA Meeting on January 6-8, 2020 at Capital Park lodging cost for E Wagner 6120-999-902-000-000-00-5-1				
25.						
Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
12/28/2019	12/30/2019	Residence Inn Downtown Sacramento,CA		CAPK Pcard (CAPL Pcard)	Yes	428.66 USD / 428.66
Description		CALCAPA Meeting on January 6-8, 2020 at Capital Park lodging cost for T Webster 6120-999-902-000-000-00-5-1				
26.						
Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
12/28/2019	12/30/2019	Residence Inn Downtown Sacramento,CA		CAPK Pcard (CAPL Pcard)	Yes	(439.12) USD / (439.12)
Description		Hotel charged wrong amount refund credit: CALCAPA Meeting on January 6-8, 2020 at Capital Park lodging cost for E Wagner 6120-999-902-000-000-00-5-1				

Total Charges: 6,712.86 USD

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---



Statement Expenses

 01/06/2020 10:03 AM PT
 Requested By: ALBITRE, ROSEMARY

Cardholder Summary

Cardholder Name:	WEBSTER, TRACY	Start Date:	12/01/2019
Card Number:	xxxx-xxxx-xxxx-6993	End Date:	12/31/2019
Status:	Open	Reminder Period:	01/01/2020 through 01/03/2020
Charges:	3,762.31 USD	Grace Period:	01/04/2020 through 01/06/2020
Out-of-pocket:	0.00 USD	Approval Period:	01/07/2020 through 01/10/2020
Total Amount:	3,762.31 USD	Download Period:	01/11/2020 through 01/28/2020

Charges

1.	Transaction Date 12/05/2019	Posting Date 12/06/2019	Merchant Paypal Kerncountyc 402-935-7733,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 25.00 USD / 25.00
2.	Transaction Date 12/05/2019	Posting Date 12/06/2019	Merchant Paypal Kerncountyc 402-935-7733,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 25.00 USD / 25.00
3.	Transaction Date 12/05/2019	Posting Date 12/06/2019	Merchant Paypal Kerncountyc 402-935-7733,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 35.00 USD / 35.00
4.	Transaction Date 12/06/2019	Posting Date 12/09/2019	Merchant Holiday Inn Express & Su Fresno,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 563.92 USD / 563.92
5.	Transaction Date 12/09/2019	Posting Date 12/10/2019	Merchant Sq Nv Catering 877-417-4551,CA	General Ledger Code	Unit CAPK Pcard (CAPL Pcard)	Receipt Submitted ‡ No	Amount / Original Currency 284.64 USD / 284.64
6.	Transaction Date	Posting Date	Merchant		Unit	Receipt Submitted ‡	Amount / Original Currency

			General Ledger Code			
12/13/2019	12/16/2019	Wipflillp 715-843- 7449,WI		CAPK Pcard (CAPL Pcard)	No	2,800.00 USD / 2,800.00
Description 01/27-01/29	Lorraine Casillas, Louis Hernandez, Heather McCray, Tim Bealessio Wipfli Conference in Burbank					
7.						
Transaction Date	Posting Date	Merchant	General Ledger Code	Unit	Receipt Submitted ‡	Amount / Original Currency
12/24/2019	12/24/2019	Fieldprint Inc 888-291- 1369,PA		CAPK Pcard (CAPL Pcard)	No	28.75 USD / 28.75
Description	AmeriCorps fingerprint clearance for Carmen Segovia					
Total Charges: 3,762.31 USD						

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---

**COMMUNITY ACTION PARTNERSHIP OF KERN
CENTRAL KITCHEN - BUDGET TO ACTUAL
FOR THE PERIOD MARCH 1, 2019 TO FEBRUARY 29, 2020 (10 OF 12 MONTHS OR 83.33%)**

Line Item	2019/20 Budget	3/1/19 - 12/31/19 Actual	% Expended	Available Budget
USDA Revenue (Note A)	1,472,134	1,117,292	75.9%	354,842
Head Start Subsidy	<u>709,204</u>	<u>822,779</u>	116.0%	<u>(113,575)</u>
Total Revenue	<u>2,181,338</u>	<u>1,940,071</u>	88.9%	<u>241,267</u>
Expenditures (Note B)				
Salaries	650,054	547,042	84.2%	103,012
Benefits	214,518	179,143	83.5%	35,375
Vehicle Gasoline, Repair/Maintenance	70,000	45,859	65.5%	24,141
Space Costs	101,200	112,059	110.7%	(10,859)
Supplies - Office & Food Service	114,900	103,757	90.3%	11,143
Equipment Repair/Maintenance & Lease	6,000	21,386	356.4%	(15,386)
Communication	13,000	10,254	78.9%	2,746
Risk Insurance	12,700	13,579	106.9%	(879)
Printing	1,700	427	25.1%	1,273
Hiring & Employee Costs	1,800	25	1.4%	1,775
First Aid	2,600	1,660	63.9%	940
Other Miscellaneous Costs	-	28	-	Not budgeted
Raw Food/Vended Meals	<u>1,047,490</u>	<u>664,268</u>	63.4%	<u>383,222</u>
Sub Total	2,235,962	1,699,487	76.0%	536,475
Adult Meals Prepared	188,000	136,344	72.5%	51,656
Indirect	<u>133,376</u>	<u>104,240</u>	78.2%	<u>29,136</u>
Total Expenditures	<u>2,557,338</u>	<u>1,940,071</u>	75.9%	<u>617,267</u>

	Prior Period	December 2019	Cumulative
Total Meals Prepared and Vended (Note C)	536,269	63,212	599,481
Total Meals Claimed	<u>393,483</u>	<u>43,315</u>	<u>436,798</u>
Difference	142,786	19,897	162,683

Percentage Claimed to Prepared/Vended		68.5%	72.9%
---------------------------------------	--	-------	-------

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 7/1/19 - 6/30/20 (5 OF 12 MONTHS = 41.67%)

Contract CMAP-9000	July 2019	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	June 2020	Total	%	% Earned to MRA
Provider Payments	\$ 463,474	\$ 625,316	\$ 713,655	\$ 729,041	\$ 750,790	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,282,276		
Add: Family Fees	7,020	9,948	10,275	10,730	11,617	-	-	-	-	-	-	-	49,591		
Net Provider Payments	\$ 470,495	\$ 635,264	\$ 723,930	\$ 739,771	\$ 762,407	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,331,867	82.16%	
Maximum Reimbursable Amount (MRA) for Provider Payments													7,907,363		42.14%
Administration & Support Services Revenue															
Provider Payments	\$ 470,495	\$ 635,264	\$ 723,930	\$ 739,771	\$ 762,407	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,331,867		
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>99,802</u>	\$ <u>134,753</u>	\$ <u>153,561</u>	\$ <u>156,921</u>	\$ <u>161,723</u>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ <u>706,759</u>		
Program Administration/Support Services Costs	44,434	95,913	122,945	78,013	70,436	-	-	-	-	-	-	-	411,741	10.15%	
Indirect (10% x MTDC) Costs	50,744	72,175	78,548	81,011	82,374	-	-	-	-	-	-	-	364,852	7.68%	
Transfer Indirect to CSBG	-	-	(53,276)	-	-	-	-	-	-	-	-	-	(53,276)		
Total Operating Costs	\$ <u>95,178</u>	\$ <u>168,088</u>	\$ <u>148,217</u>	\$ <u>159,024</u>	\$ <u>152,810</u>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ <u>723,317</u>	17.84%	
Revenue Earned Over/(Under) Costs	\$ <u>4,624</u>	\$ <u>(33,335)</u>	\$ <u>5,344</u>	\$ <u>(2,103)</u>	\$ <u>8,913</u>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ <u>(16,558)</u>		
TOTAL COSTS - NET OF FAMILY FEES	\$ <u>565,673</u>	\$ <u>803,352</u>	\$ <u>872,147</u>	\$ <u>898,795</u>	\$ <u>915,217</u>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ <u>4,055,184</u>	100.00%	

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

Provider payments	3,331,867
Reimbursement Rate (17.5% / 82.5%)	x 21.2121%
Revenue Earned	<u>706,759</u>

Note 2: The maximum reimbursable amount per the 2019/20 State contract is as follows

Provider Payments	7,907,363	82.50%
Administration	1,437,702	15.00%
Support Services	239,617	2.50%
Maximum Reimbursable Amount (MRA)	<u>9,584,682</u>	<u>100.00%</u>

Note 3: The MRA for 2019/20 is \$1,126,877 greater than 2018/19

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION 2019/20 CONTRACTS - EARNED REVENUE
FOR THE PERIOD 7/1/19 - 6/30/20 (6 OF 12 MONTHS = 50.0%)

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	TOTAL	% Earned to MRA
GENERAL CHILD CARE (CCTR-9050)														
Adjusted Days of Enrollment - Certified	5,071	4,597	4,408	5,621	4,629	5,026	-	-	-	-	-	-	29,353	
Reimbursement Rate per Child per Day	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	
Revenue Earned	\$ 251,240	\$ 227,736	\$ 218,379	\$ 278,463	\$ 229,327	\$ 249,008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,454,152	41.14%
Maximum Reimbursable Amount (MRA)													\$3,535,022	
CALIFORNIA STATE PRESCHOOL (CSPP-9121)														
Adjusted Days of Enrollment - Certified	1,905	1,995	3,219	7,217	7,189	7,470	-	-	-	-	-	-	28,994	
Reimbursement Rate per Child per Day	<u>X \$49.85</u>	<u>X \$49.85</u>	<u>X \$49.85</u>	<u>X \$49.85</u>	<u>X \$49.85</u>	<u>X \$49.85</u>	<u>X \$49.85</u>	<u>X \$49.85</u>	<u>X \$49.85</u>	<u>X \$49.85</u>	<u>X \$49.85</u>	<u>X \$49.85</u>	<u>X \$49.85</u>	
Revenue Earned	\$ 94,952	\$ 99,451	\$ 160,457	\$ 359,757	\$ 358,372	\$ 372,375	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,445,363	33.09%
Maximum Reimbursable Amount (MRA)													\$4,367,697	
MIGRANT CHILD CARE (CMIG-9004)														
Adjusted Days of Enrollment - Certified	298	257	228	143	55	74	-	-	-	-	-	-	1,055	
Reimbursement Rate per Child per Day	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	<u>X \$49.54</u>	
Revenue Earned	\$ 14,766	\$ 12,732	\$ 11,317	\$ 7,073	\$ 2,725	\$ 3,665	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 52,279	20.55%
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 2019/20 State contracts.

Division/CFO: Tracy Webster, CFO			Month/Year: DECEMBER 2019	
Program/Work Unit: Not Applicable			Controller: Lorraine Casillas	
Services: Overall financial and accounting functions of the organization				
Activities	DECEMBER 2019		Year to Date (3/1/19 -12/31/19)	
Description	Number	Amount	Number	Amount
Bank Deposits	11	1,380,726	90	24,631,420
Wire Deposits	6	227,703	37	1,580,707
Head Start/IRS Drawdowns	6	3,429,124	52	26,604,606
Vendor Checks Issued	1,045	2,764,413	9,403	24,906,028
Payroll Disbursed		3,538,267		25,951,182
Grant Reports Prepared in December 2019	17		152	
Cal EITC Outreach				
Cal Food				
Cal Fresh Outreach				
CESH				
CSBG Discretionary				
CSBG Discretionary - Ridgecrest				
Differential Response				
DOE				
Economic Empowerment				
First 5 Kern – Help Me Grow				
Home Visit Initiative				
HUD – Coordinated Entry System				
LIHEAP 2019				
Positive Youth				
Tax Check-Off				
Trade Mitigation				
WIC				

Other: Total Division Staffing: 22 positions , 1 vacancy (Accountant)

CFO
Accounting Manager
Payroll Manager
Accountant (3)
Accounting Technician (5)

Controller
Finance Manager
Fiscal Technician (2)
Accounting Specialist
Payroll Specialists (2)

Administrative Assistant to CFO
Benefits Technician
Benefits Specialist

Community Action of Partnership of Kern Agency Total

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

ASSETS

Cash in Bank	1,733,256
Cash - Vacation Reserve	476,062
Petty Cash	500
Accounts Receivable	4,705,840
Travel Advance	2,095
Prepaid Expense	272,240
Inventory	1,355,245
Net Fixed Assets - Unrestricted	2,167,561
Net Fixed Assets - Restricted	<u>9,157,072</u>

Total Assets 19,869,871

LIABILITIES AND NET ASSETS

Accounts Payable	2,026,795
Accrued Expenses	428,916
Accrued Vacation	1,002,447
Line of Credit	-
Note Payable	2,428,743
Advance Payable	100,083
Deferred Revenue	<u>1,400,224</u>

Total Liabilities 7,387,208

Total Net Assets 12,482,663

Total Liabilities and Net Assets 19,869,871

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

REVENUE

Grant Revenue	38,124,514
Donations	20,603,817
Other Revenue	824,446
In-Kind	<u>136,040</u>

Total Revenue 59,688,817

EXPENDITURES

Salaries	26,678,137
Benefits	7,845,375
Travel	553,461
Space Costs	5,249,662
Supplies	2,109,732
Consultant/Contract Services	1,548,442
Other Costs	2,140,679
Program Costs	7,842,627
Capital Expenditures	40,125
Indirect	5,058,384
In-Kind	<u>136,040</u>

Total Expenditures 59,202,662

Net Change in Assets 486,155

Net Assets, beginning 11,996,508

Net Assets, ending 12,482,663

Community Action of Partnership of Kern Agency Total

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

ASSETS

Cash in Bank	3,390,524
Cash - Vacation Reserve	682,512
Petty Cash	500
Accounts Receivable	(635,695)
Travel Advance	20,518
Prepaid Expense	241,605
Inventory	1,333,685
Net Fixed Assets - Unrestricted	1,595,731
Net Fixed Assets - Restricted	<u>8,760,029</u>

Total Assets 15,389,410

LIABILITIES AND NET ASSETS

Accounts Payable	1,191,789
Accrued Expenses	107,568
Accrued Vacation	669,210
Line of Credit	-
Note Payable	1,904,108
Advance Payable	7,555
Deferred Revenue	<u>(2,757,787)</u>

Total Liabilities 1,122,442

Total Net Assets 14,266,967

Total Liabilities and Net Assets 15,389,410

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

REVENUE

Grant Revenue	52,719,590
Donations	344,072
Other Revenue	5,375,336
In-Kind	<u>7,193,403</u>

Total Revenue 65,632,400

EXPENDITURES

Salaries	25,038,541
Benefits	7,099,470
Travel	598,222
Space Costs	4,850,069
Supplies	2,137,170
Consultant/Contract Services	2,342,157
Other Costs	2,248,912
Program Costs	7,410,663
Capital Expenditures	315,941
Indirect	4,613,548
In-Kind	<u>7,193,403</u>

Total Expenditures 63,848,096

Net Change in Assets 1,784,304

Net Assets, beginning 12,482,663

Net Assets, ending 14,266,967

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-19 TO 12-31-19 (83.33%)**

	AGENCY TOTAL			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	30,858,989	22,668,400	8,190,589	73%
BENEFITS	9,798,353	6,546,111	3,252,242	67%
TRAVEL	604,666	521,786	82,880	86%
SPACE COST	7,859,253	4,239,512	3,619,741	54%
SUPPLIES	2,343,556	2,023,163	320,393	86%
EQUIPMENT	99,000	182,023	(83,023)	184%
CONSULTANT/CONTRACT SERVICES	2,765,704	1,748,567	1,017,137	63%
OTHER COSTS	2,888,001	1,951,360	936,641	68%
PROGRAM COSTS	9,513,508	7,526,387	1,987,121	79%
INDIRECT	5,722,325	4,593,695	1,128,630	80%
TOTAL	72,453,355	52,001,004	20,452,351	72%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-19 TO 12-31-19 (83.33%)**

	EDUCATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	24,084,209	17,683,859	6,400,350	73%
BENEFITS	7,856,788	5,246,357	2,610,431	67%
TRAVEL	323,485	334,212	(10,727)	103%
SPACE COST	6,811,540	3,328,139	3,483,401	49%
SUPPLIES	1,974,004	1,439,869	534,135	73%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	1,219,180	661,451	557,729	54%
OTHER COSTS	1,377,998	1,004,989	373,009	73%
PROGRAM COSTS	7,120,305	5,912,952	1,207,353	83%
INDIRECT	4,119,108	3,523,236	595,872	86%
TOTAL	54,886,617	39,135,064	15,751,553	71%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-19 TO 12-31-19 (83.33%)**

	NUTRITION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	3,648,579	2,631,842	1,016,737	72%
BENEFITS	1,115,935	703,575	412,360	63%
TRAVEL	118,450	117,825	625	99%
SPACE COST	573,934	534,210	39,724	93%
SUPPLIES	213,074	366,683	(153,609)	172%
EQUIPMENT	98,000	119,512	(21,512)	122%
CONSULTANT/CONTRACT SERVICES	8,985	1,336	7,649	15%
OTHER COSTS	599,558	316,404	283,154	53%
PROGRAM COSTS	1,685,551	1,168,665	516,886	69%
INDIRECT	625,888	505,968	119,920	81%
TOTAL	8,687,954	6,466,019	2,221,935	74%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-19 TO 12-31-19 (83.33%)**

	ENERGY CONSERVATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	1,592,186	1,354,602	237,584	85%
BENEFITS	416,928	297,236	119,692	71%
TRAVEL	106,561	42,701	63,860	40%
SPACE COST	252,069	158,815	93,254	63%
SUPPLIES	82,222	159,516	(77,294)	194%
EQUIPMENT	-	62,511	(62,511)	Not budgeted
CONSULTANT/CONTRACT SERVICES	1,446,739	1,054,329	392,410	73%
OTHER COSTS	730,217	525,881	204,336	72%
PROGRAM COSTS	683,802	430,725	253,077	63%
INDIRECT	435,584	394,016	41,568	90%
TOTAL	5,746,308	4,480,333	1,265,975	78%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-19 TO 12-31-19 (83.33%)**

	COMMUNITY SERVICES			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	807,941	462,746	345,195	57%
BENEFITS	221,237	126,403	94,834	57%
TRAVEL	39,380	16,389	22,991	42%
SPACE COST	94,385	79,579	14,806	84%
SUPPLIES	55,481	40,672	14,809	73%
EQUIPMENT	1,000	-	1,000	0%
CONSULTANT/CONTRACT SERVICES	88,550	11,379	77,171	13%
OTHER COSTS	95,417	62,277	33,140	65%
PROGRAM COSTS	17,350	11,082	6,268	64%
INDIRECT	128,571	78,203	50,368	61%
TOTAL	1,549,312	888,731	660,581	57%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-19 TO 12-31-19 (83.33%)**

	CSBG			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	680,074	527,100	152,974	78%
BENEFITS	180,940	171,419	9,521	95%
TRAVEL	16,790	10,635	6,155	63%
SPACE COST	123,125	134,897	(11,772)	110%
SUPPLIES	16,575	13,684	2,891	83%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	2,250	281	1,969	12%
OTHER COSTS	58,551	28,401	30,150	49%
PROGRAM COSTS	6,500	2,861	3,639	44%
INDIRECT	404,726	88,382	316,344	22%
TOTAL	1,489,531	977,660	511,871	66%

**COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-19 TO 12-31-19 (83.33%)**

	DISCRETIONARY & FUND RAISING			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	46,000	8,251	37,749	18%
BENEFITS	6,525	1,121	5,404	17%
TRAVEL	-	23	(23)	Not budgeted
SPACE COST	4,200	3,872	328	92%
SUPPLIES	2,200	2,739	(539)	124%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	-	19,791	(19,791)	Not budgeted
OTHER COSTS	26,260	13,408	12,852	51%
PROGRAM COSTS	-	102	(102)	Not budgeted
INDIRECT	8,448	3,890	4,558	46%
TOTAL	93,633	53,197	40,436	57%

COMMUNITY ACTION PARTNERSHIP OF KERN
INDIRECT FUND - FY 2019/2020
BUDGET TO ACTUAL - 3/1/19 TO 12/31/19 (10 OF 12 MONTHS =83.33%)

	Budget	Actual	% Earned/ Expended	Available Balance
Revenue	\$ 5,799,844	\$ 4,593,695	79.2%	\$ 1,206,149
Expenditures				
Salaries	3,070,550	2,354,757	76.7%	715,793
Benefits @ 24.11% actual	<u>756,241</u>	<u>533,796</u>	<u>70.6%</u>	<u>222,445</u>
Total Personnel Costs	3,826,791	2,888,553	75.5%	938,238
Operating Costs				
Travel	93,650	67,485	72.1%	26,165
Space Costs	186,800	168,671	90.3%	18,129
Supplies	166,500	139,736	83.9%	26,764
Consultant/Contract	659,100	460,647	69.9%	198,453
Other Operating Costs	<u>345,050</u>	<u>271,721</u>	<u>78.7%</u>	<u>73,329</u>
Total Operating Costs	1,451,100	1,108,259	76.4%	342,841
Total Expenditures	<u>\$ 5,277,891</u>	<u>\$ 3,996,812</u>	<u>75.7%</u>	<u>\$ 1,281,079</u>
Excess Indirect Revenue	<u>\$ 521,953</u>	<u>\$ 596,883</u>		

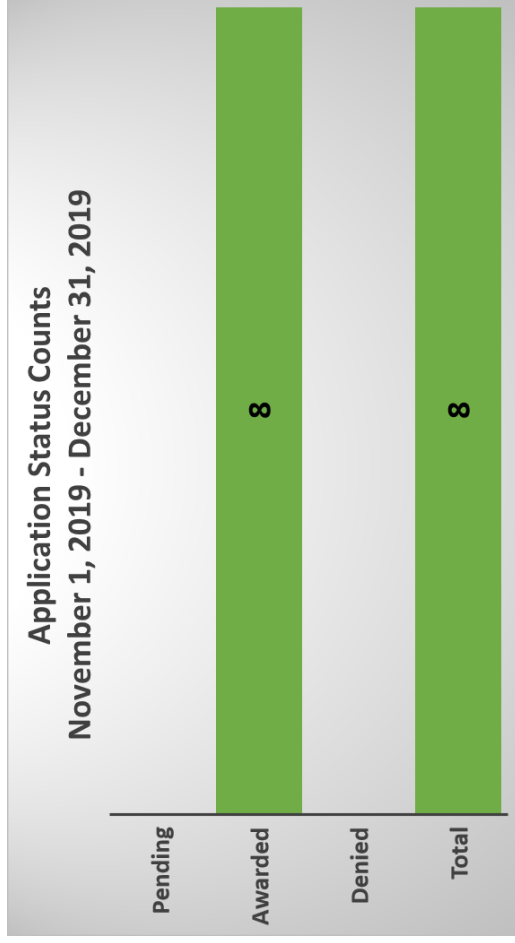
RECAP BY SUPPORT DIVISION	Revised Budget	Actual	% Expended	Available Balance
HR	\$ 1,034,632	\$ 710,894	68.7%	\$ 323,738
Operations	1,361,350	1,086,649	79.8%	274,701
Executive	612,204	463,754	75.8%	148,450
Community Development	705,930	484,177	68.6%	221,753
Finance	<u>1,563,775</u>	<u>1,251,338</u>	<u>80.0%</u>	<u>312,437</u>
	<u>\$ 5,277,891</u>	<u>\$ 3,996,812</u>	<u>75.7%</u>	<u>\$ 1,281,079</u>

Prepared Date: 01/15/2020

Community Development Division Application Status Report November and December 2019

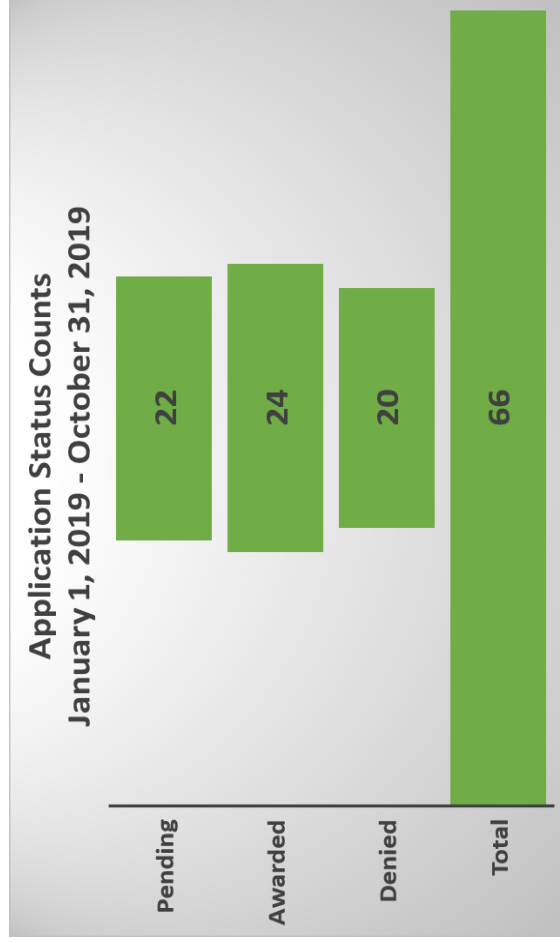
November 1, 2019 - December 31, 2019

Status	Dollars	Count
Pending	None	0
Awarded	\$2,538,075	8
Denied	None	0
Total	\$2,538,075	8
Win Percentage		100%

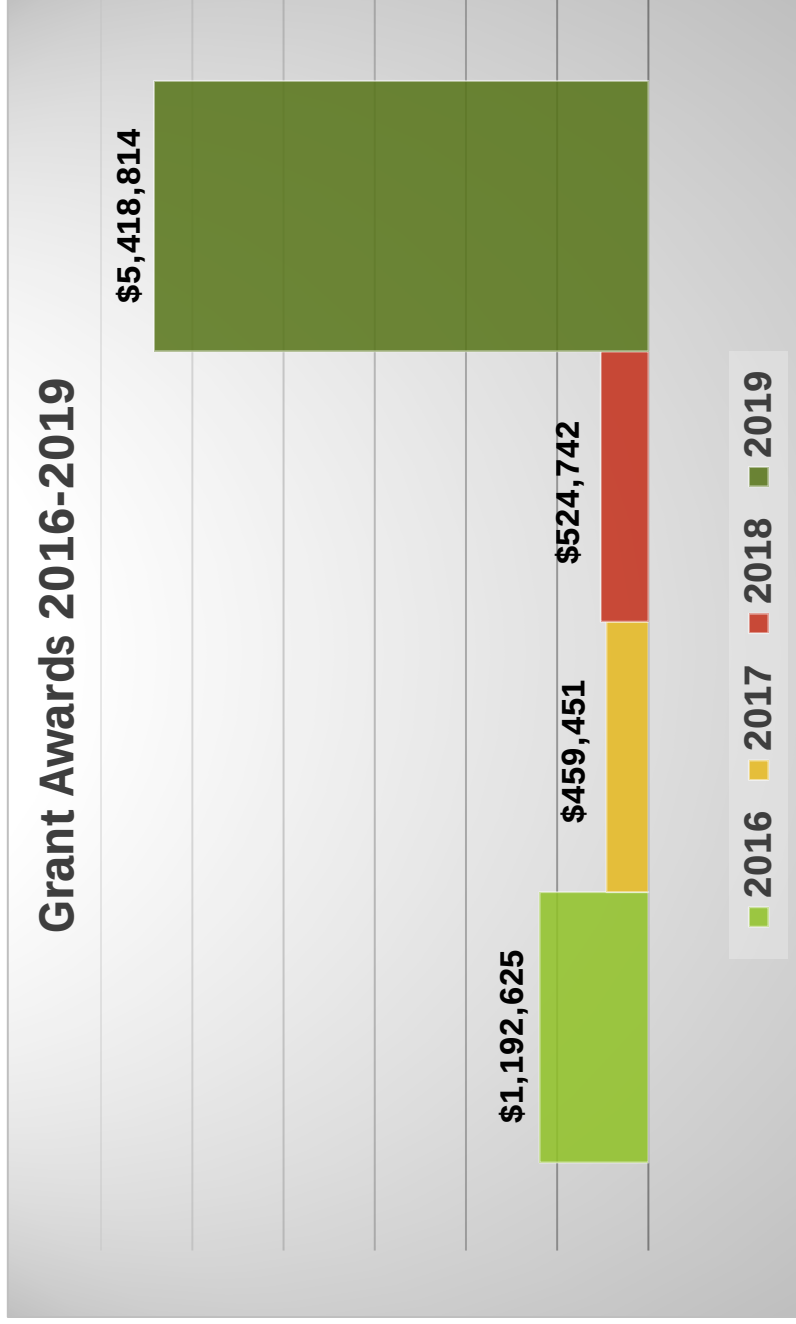


January 1, 2019 - October 31, 2019 (YTD)

Status	Dollars	Count
Pending	\$2,625,786	19
Awarded	\$5,418,814	31
Denied	\$8,064,964	20
Total	\$16,109,564	70
Win Percentage		61%



Community Development Division
Application Status Report
November and December 2019



Community Development Division

Application Status Report

November and December 2019

Application Status Detail November and December 2019

Funder	Program	Amount Requested	Amount Awarded	Decision Date	Deadline	Submitted Date	Status
Citizens Bank	CAPK	\$5,000.00	\$5,000.00	12/30/2019	10/4/2019	10/2/2019	Awarded
SoCal Edison International	211 Kern/CRM	\$35,000.00	\$35,000.00	12/27/2019	12/18/2019	12/6/2019	Awarded
Sierra Health Foundation	EKFRC	\$40,000.00	\$40,000.00	12/20/2019	10/31/2019	10/4/2019	Awarded
Pacific Gas and Electric Company	Food Bank	\$5,000.00	\$5,000.00	12/12/2019	11/22/2019	11/22/19	Awarded
Bank of the West	CDD	\$25,000.00	\$25,000.00	11/15/2019	9/30/2019	9/30/2019	Awarded
First 5 Kern	EKFRC	\$808,863.00	\$725,000.00	10/14/2019	7/30/2019	7/30/2019	Awarded
First 5 Kern	211 Kern	\$892,242.00	\$850,000.00	10/14/2019	7/30/2019	7/30/2019	Awarded
First 5 Kern	211 Kern	\$726,970.00	\$450,000.00	10/14/2019	7/31/2019	7/30/2019	Awarded

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Private
Project Name: *AdvancingCities*
Funder Name: JP Morgan Chase & Co
Program Name: CAPK Multi-Story Housing Initiative
Funding Period: 9/1/2020-8/31/2024

Award Amount: \$5MM
CFDA: N/A
Division Director: Pritika Ram
Program Manager: Emilio Wagner
☒ **New Funding**
☐ **Re-Application**

A. Narrative description of funding request, including goals:

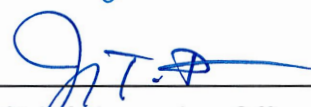
CAPK is applying to JP Morgan Chase and Company for up to \$5 MM for a 3 year construction project for a multi-family affordable housing complex on the CAPK owned land at the southwest corner of Feliz Drive and South Washington Street. The completed project will be approximately 112 new housing units including retail space for a fresh food market & grocery store for local residents.

This area has begun to see recent growth including development of a new high school and planned improvements for Belle Terrace Park. New housing provided by this grant opportunity will be a natural extension of a community revitalization that has begun and align with CAPK's commitment to provide affordable housing as surveyed from clients and detailed from CAPK's 2019 Community Action Needs Report.

B. Use of Funds:

The requested funds of up to \$5MM (\$2.5 MM for Capital and \$2.5 MM for operations) will be utilized for Phase 1 Development to cover the costs of design and technical assistance provided by an Architect/Civil Engineer for construction and engineering documents, environmental studies as well as meet building code standards and other regulatory County, City and State compliance requirements. Additional Technical Support will be provided by CCEDA and Project Evaluation will be provided by a local Community College/University.

C. Approvals:

1. _____ Division Director Date	3.  Chief Financial Officer Date
2.  1/2/20 Director of Community Development Date	4.  1/3/20 Chief Executive Officer Date

D. Board:

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

**Community Action Partnership of Kern
Consent Funding Request
January 2020**

Funding Type	Private	CAPK Program	CAPK Administration
Funding Agency	So. Cal Edison	Project Name	Customer Relationship Management (CRM) Project
CFDA	N/A	Target Population	N/A
Request	\$35,000	Division Director	Pritika Ram
Award Period	1/1/2020-09/30/2020	Program Manager	N/A
Description	Funding towards Phase 1 of the CRM software implementation.		
Funding Type	Private	CAPK Program	Community Development
Funding Agency	NALEO Educational Fund	Project Name	NALEO California Regrant
CFDA	N/A	Target Population	Hard-to-Count Latino population for 2020 Census
Request	\$15,000	Division Director	Pritika Ram
Award Period	December 18, 2019 – September 30, 2020	Program Manager	James Burger
Description	Supplement CAPK's outreach efforts to encourage participation in the hard-to-reach Latino community by providing tablets for CAPK kiosk sites and printed educational materials.		

Date Presented/Approved

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