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| e. Request to Approve the Submission of the 2023-2025 Funding Contract for the California Department of Public Health's Women Infants and Children Program – Action Item (p.27-30) | Lorna Speight, WIC Program Administrator |
| f. Request to Approve the Submission of the HEALTHY KIDS 2022 Outreach and Enrollment Funding Application – Action Item (p.31) | Vanessa Cortez, Senior Community Development Specialist |
| g. Goal 6 Strategic Plan Update 2021-2025 – Info Item (p.32-35) | Tracy Webster, Chief Financial Officer |
| h. February 2022 Financial Statements – Action Item (p. 36-86) | Tracy Webster, Chief Financial Officer |

5. Committee Member Comments

6. Next Scheduled Meeting

Budget & Finance Committee Meeting
12:00 pm
April 20, 2022
5005 Business Park North
Bakersfield, CA 93309

7. 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, March 18, 2022. Laura Alford, Assistant to CFO.



MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: March 23, 2022

Subject: *Agenda Item 4a: Head Start - Kern*
Budget to Actual Report for the period ended February 28, 2022 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the third-year budget period is March 1, 2021, through February 28, 2022.

The following are highlights of the Kern Head Start Budget to Actual Report for the period of March 1, 2021, through February 28, 2022. Twelve months (100.0%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 97% of the budget, which is slightly greater than expenditures at this point in the prior budget period.

Training & Technical Assistance Funds

Overall expenditures are at 102% of the budget.

Carryover Funds

Overall expenditures are at 79% of the budget.

COVID Cares Funds

Overall expenditures are at 82% of the budget.

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

Non-Federal share is at 95% of the budget.

Community Action Partnership of Kern

Head Start - Kern

Budget to Actual Report

Budget Period: March 1, 2021 - February 28, 2022

Report Period: March 1, 2021 - February 28, 2022

Month 12 of 12 (100%)

Prepared 2/10/2022

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	10,000,522	9,161,992	838,530	92%	8%
FRINGE BENEFITS	2,787,432	2,560,890	226,542	92%	8%
TRAVEL	0	71,977	(71,977)		
EQUIPMENT	0	0	0		
SUPPLIES	733,439	611,573	121,866	83%	17%
CONTRACTUAL	148,506	160,535	(12,029)	108%	-8%
CONSTRUCTION	0	0	0		
OTHER	2,748,825	3,396,742	(647,917)	124%	-24%
INDIRECT	1,583,809	1,525,434	58,375	96%	4%
TOTAL BASE FUNDING	18,002,533	17,489,142	513,391	97%	3%

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	41,904	16,568	25,336	40%	60%
SUPPLIES	23,986	24,141	(155)	101%	-1%
CONTRACTUAL	22,800	51,696	(28,896)	227%	-127%
OTHER	72,752	72,990	(238)	100%	0%
INDIRECT	16,144	16,439	(295)	102%	-2%
TOTAL TRAINING & TECHNICAL ASSISTANCE	177,586	181,833	(4,247)	102%	-2%

CARRYOVER

SUPPLIES	2,294		2,294	0%	100%
CONTRACTUAL	15,000		15,000	0%	100%
CONSTRUCTION	2,276,903	1,982,823	294,080	87%	13%
OTHER	20,000	12,015			
INDIRECT	231,443	3,966	227,477		
TOTAL CARRYOVER	2,545,640	1,998,805	538,850	79%	21%

COVID CARES

PERSONNEL		80,843	(80,843)		
FRINGE BENEFITS		52,540	(52,540)		
SUPPLIES	295,335	227,750	67,585		
OTHER	155,558	8,387	147,171		
INDIRECT	46,675	36,136	10,539		
TOTAL COVID CARES	497,567	405,656	91,911	82%	18%

GRAND TOTAL HS FEDERAL FUNDS	21,223,326	20,075,436	1,139,905	95%	5%
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HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,567,638	1,368,579	199,059	87%	13%
CALIF DEPT OF ED	5,193,619	4,808,557	385,063	93%	7%
TOTAL NON-FEDERAL	6,761,257	6,177,136	584,121	91%	9%

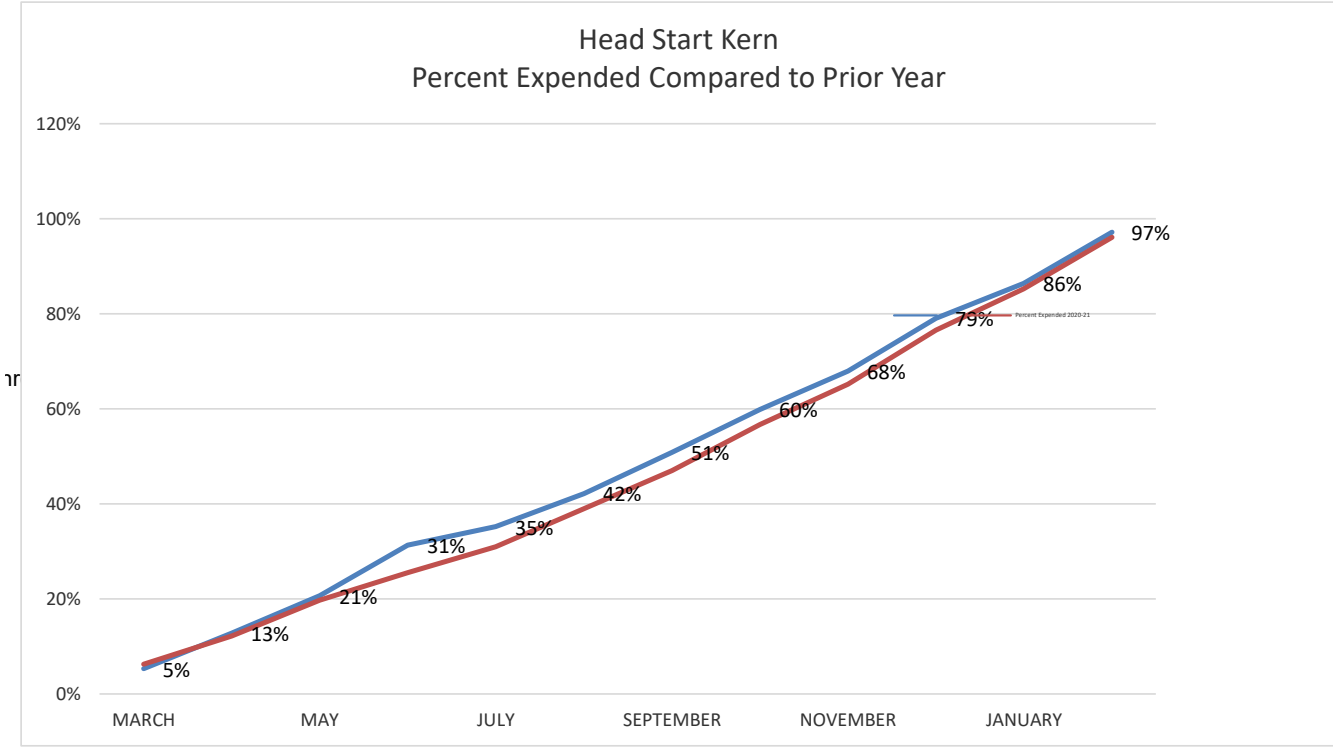
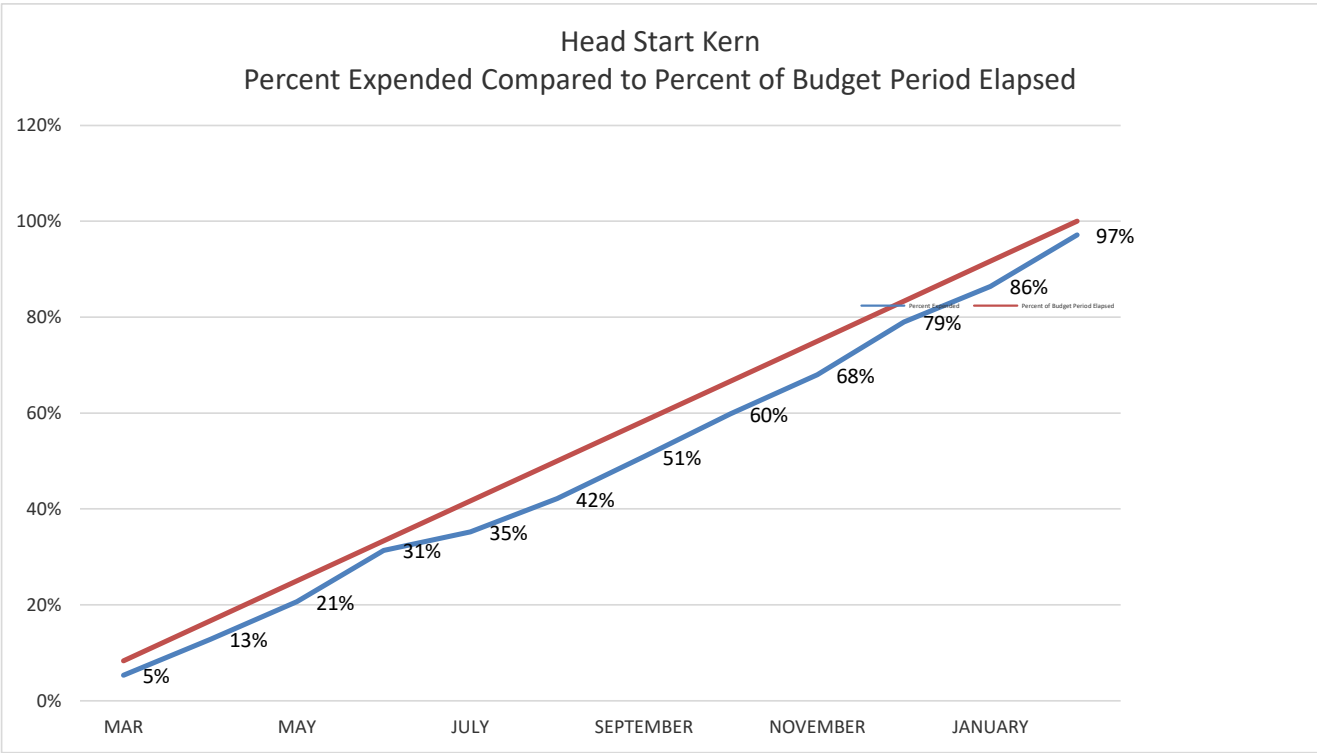
Budget reflects Notice of Award #09CH011132-03-01

Actual expenditures include posted expenditures and estimated adjustments through 01/31/2022

Administrative Cost for HS and EHS Kern 6.4%

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Wells Fargo	9,227				9,227	3/1/2022
Lowe's	5,516				5,516	3/14/2022
Smart & Final	375		129	188	693	3/1/2022
Save Mart	1,765				1,765	3/8/2022
Chevron & Texaco Business Card	8,047				8,047	3/6/2022
Home Depot	10,045				10,045	2/4/2022
	34,976	0	129	188	35,293	





MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: March 23, 2022

Subject: *Agenda Item 4a: Early Head Start - Kern*
Budget to Actual Report for the period ended February 28, 2022 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the third-year budget period is March 1, 2021, through February 28, 2022.

The following are highlights of the Kern Early Head Start Budget to Actual Report for the period of March 1, 2021, through February 28, 2022. Twelve months (100.0%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 83% of the budget, which is slightly more than expenditures compared to last year at this time.

Training & Technical Assistance Funds

Overall expenditures are at 85% of the budget.

Carryover Funds

Overall expenditures are at 44% of the budget.

COVID Cares Funds

Overall expenditures are at 72% of the budget.

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

Budget Period: March 1, 2021 - February 28, 2022

Report Period: March 1, 2021 - February 28, 2022

Month 12 of 12 (100%)

Prepared 2/10/2022

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	5,021,133	4,233,726	787,407	84%	16%
FRINGE BENEFITS	1,751,175	1,197,522	553,653	68%	32%
TRAVEL	0	28,631	(28,631)		
EQUIPMENT	0	0	0		
SUPPLIES	483,444	433,642	49,803	90%	10%
CONTRACTUAL	36,432	68,502	(32,070)	188%	-88%
CONSTRUCTION	0	0	0		
OTHER	920,158	838,798	81,360	91%	9%
INDIRECT	809,704	658,689	151,015	81%	19%
TOTAL BASE FUNDING	9,022,046	7,459,510	1,562,536	83%	17%

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	32,253	6,725	25,528	21%	79%
SUPPLIES	6,807	20,163	(13,356)	296%	-196%
CONTRACTUAL	11,412	66,585	(55,173)	583%	-483%
OTHER	102,788	37,535	65,253	37%	63%
INDIRECT	15,326	12,622	2,705	82%	18%
TOTAL TRAINING & TECHNICAL ASSISTANCE	168,586	143,629	24,957	85%	15%

CARRYOVER

SUPPLIES					
CONTRACTUAL					
CONSTRUCTION	4,208,158	1,892,713	2,315,445	45%	55%
OTHER		0	0		
INDIRECT	117,543	468	117,075		
TOTAL CARRYOVER	4,325,701	1,893,181	2,432,520	44%	56%

COVID CARES

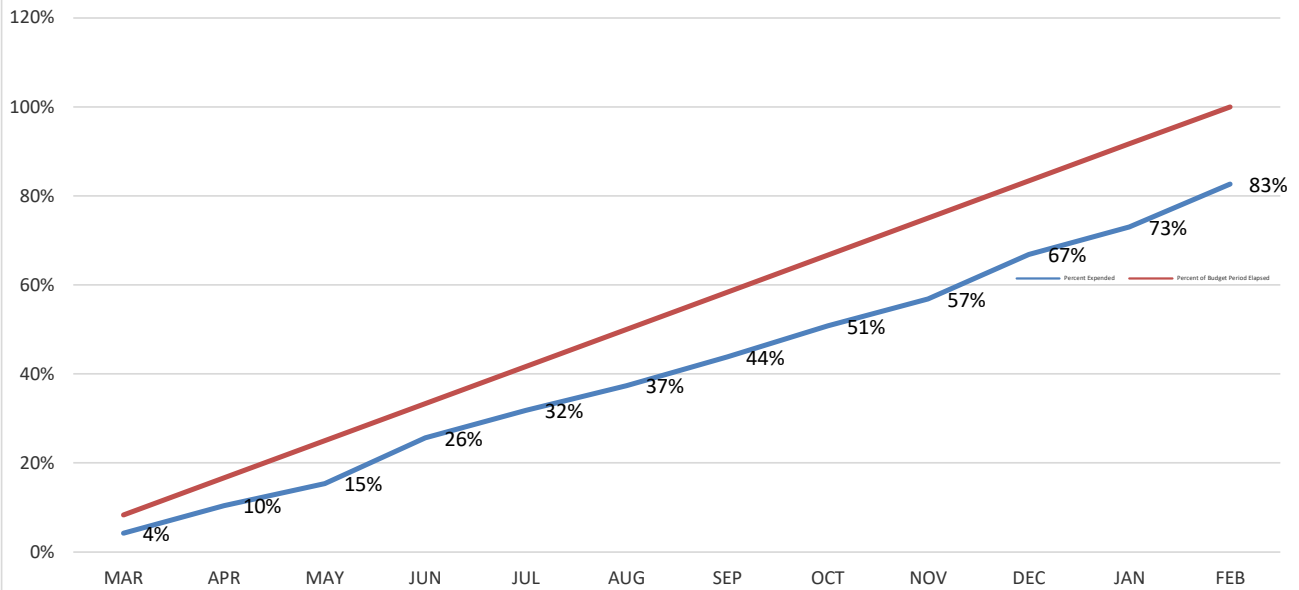
PERSONNEL		35,102	(35,102)		
FRINGE BENEFITS		28,570	(28,570)		
SUPPLIES	66,921	(4,472)	71,393	-7%	107%
OTHER	18,194	25	18,169	0%	100%
INDIRECT	9,068	8,534	534		
TOTAL COVID CARES	94,182	67,759	26,423	72%	28%

GRAND TOTAL EHS FEDERAL FUNDS	13,610,515	9,564,079	4,046,437	70%	30%
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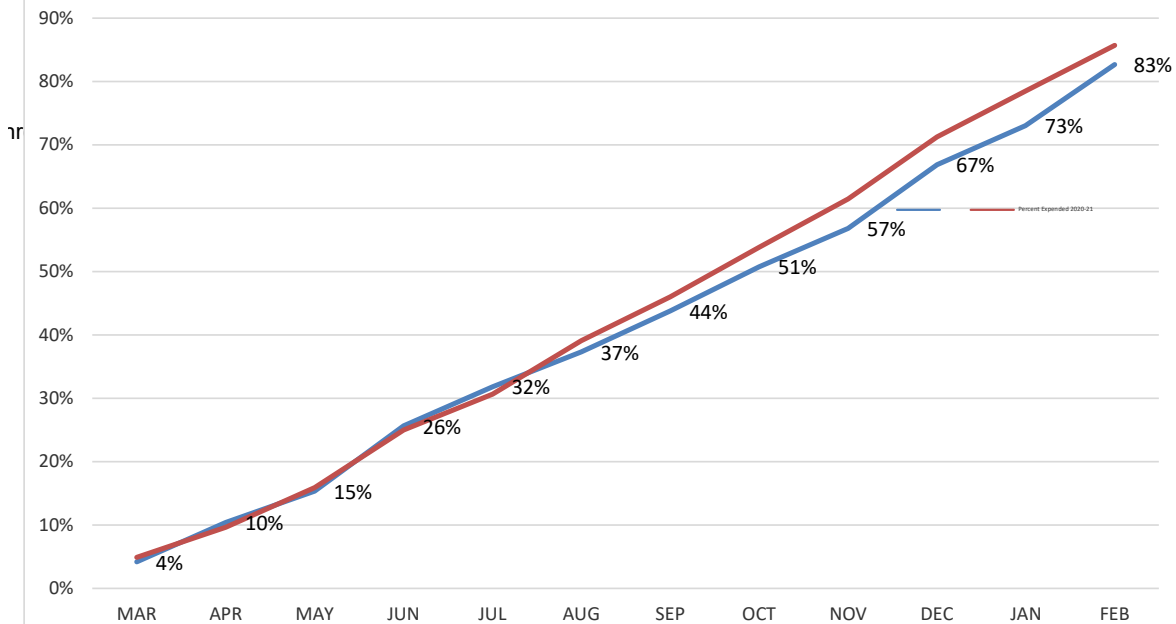
Budget reflects Notice of Award #09CH011132-03-01

Actual expenditures include posted expenditures and estimated adjustments through 01/31/2022

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 Kern

Year-to-Date Non-Federal Share and In-Kind Report

Budget Period: March 1, 2021 through February 28, 2022

Report for period ending **December 31, 2021** (Month 10 of 12)Percent of budget period elapsed: **83%**

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LOCATION	Enroll- ment	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	40	3,806	3,344	1,604	832	0	603	802	872	850	1,569	1,648	6,680	22,609	40,535	56%
Alicante	20	2,759	2,527	2,754	3,695	1,994	2,133	5,345	5,714	6,469	6,847	7,469	5,071	52,777	20,268	260%
Angela Martinez	60	1,682	5,056	1,604	2,212	2,609	2,465	3,468	4,042	8,023	2,884	4,435	3,338	41,819	60,803	69%
Broadway	40	9,072	8,492	6,658	0	0	830	2,167	2,500	2,011	2,271	8,173	1,496	43,670	40,535	108%
California City	34	8,453	7,727	3,833	0	0	2,784	5,978	5,464	4,894	1,888	2,508	4,011	47,538	34,455	138%
Cleo Foran	23	15,779	14,629	14,352	12,627	8,483	6,362	6,196	4,748	6,835	6,752	5,386	8,241	110,391	23,308	474%
Delano	76	19,953	21,082	15,436	8,265	7,463	4,632	8,532	8,305	8,247	7,047	12,040	5,703	126,705	77,017	165%
East California	52	14,322	16,129	16,718	15,278	15,044	8,892	11,905	7,994	12,209	9,070	11,167	11,388	150,114	52,696	285%
Fairfax	40	8,429	9,246	5,856	0	0	1,691	4,415	4,278	4,191	2,707	4,228	1,393	46,434	40,535	115%
Fairview	40	7,209	8,499	5,236	5,291	4,000	1,870	7,149	7,553	6,878	8,818	6,401	5,542	74,448	40,535	184%
Harvey L. Hall	156	11,773	13,555	13,824	9,064	6,858	6,493	10,607	9,673	10,148	9,253	10,127	4,170	115,544	158,087	73%
Heritage	20	5,914	6,825	3,362	0	0	291	1,915	1,437	1,853	1,269	1,423	1,508	25,797	20,268	127%
Home Base	123	12,960	10,178	8,707	6,506	6,914	5,928	5,267	7,528	7,220	7,005	5,501	54	83,769	62,323	134%
Lamont	20	3,352	4,009	406	1,055	1,485	702	941	724	1,035	180	91	88	14,067	20,268	69%
Martha J. Morgan	72	8,319	7,861	7,623	5,287	6,211	5,554	6,184	6,633	6,467	6,590	1,421	179	68,329	72,963	94%
McFarland	20	2,099	2,182	1,391	0	0	985	3,269	7,404	9,673	10,196	10,971	4,003	52,172	20,268	257%
Mojave	20	7,890	10,296	5,212	0	0	0	0	0	0	0	0	0	23,397	20,268	115%
Oasis	60	5,094	7,534	5,183	4,325	3,895	2,209	4,047	4,386	3,990	3,161	6,122	3,042	52,988	60,803	87%
Pete H. Parra	128	9,302	10,728	9,209	4,272	2,128	3,222	7,386	14,072	18,739	12,719	15,859	259	107,894	129,713	83%
Planz	20	0	1,168	0	0	0	0	799	503	1,774	1,345	1,502	1,000	8,092	20,268	40%
Primeros Pasos	78	13,621	9,779	8,495	4,687	3,316	4,263	5,007	5,921	6,808	7,102	6,506	5,399	80,902	79,044	102%
Rosamond	80	5,484	6,904	3,004	1,649	812	0	564	326	1,735	1,295	1,730	0	23,504	81,070	29%
San Diego Street	40	2,566	2,282	2,970	2,501	1,709	3,549	4,681	4,698	3,627	1,698	113	136	30,531	40,535	75%
Seibert	40	0	0	0	0	0	0	0	95	106	0	1,795	1,757	3,753	40,535	9%
Shafter	20	3,661	2,948	2,292	1,198	436	2,947	6,628	7,005	10,670	9,374	14,520	0	61,680	20,268	304%
Shafter HS/EHS	25	1,137	2,606	2,500	2,453	2,067	2,227	2,323	1,792	2,792	3,064	4,776	4,306	32,042	25,334	126%
Sterling	124	7,380	8,415	7,493	8,090	8,172	4,393	5,960	6,570	6,698	3,146	5,070	990	72,378	125,659	58%
Sunrise Villa	20	2,328	1,874	651	1,718	0	971	1,493	1,903	1,623	850	1,677	0	15,090	20,268	74%
Taft	63	4,500	5,261	3,946	0	0	430	1,550	3,486	3,631	2,168	2,641	0	27,613	63,843	43%
Tehachapi	34	2,181	0	0	0	0	0	1,821	1,351	1,326	233	643	214	7,769	34,455	23%
Vineland	20	4,160	2,420	923	1,009	1,100	587	1,214	1,589	2,353	0	104	107	15,566	20,268	77%
Virginia	40	3,948	4,743	3,377	0	0	764	5,706	5,233	5,370	5,005	3,394	24	37,564	40,535	93%
Wesley	60	27,407	27,036	13,247	0	0	2,892	6,681	8,451	10,013	10,108	10,320	0	116,155	60,803	191%
Willow	55	5,130	4,162	2,753	0	0	762	826	3,369	3,595	0	2,867	78	23,542	55,736	42%
Administrative Services		0	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Governance		0	0	0	0	0	0	0	0	0	0	0	43	43	15,000	
Program Services		23	130	119	10,127	0	0	6,907	484	0	56	50	24	17,920	74,265	24%
SUBTOTAL IN-KIND	1,763	241,690	249,626	180,739	112,143	84,697	81,428	147,732	156,103	181,850	145,672	172,681	80,244	1,834,605	1,813,530	101%
State General Child Care*		218,706	214,532	221,798	216,097	167,020	182,708	187,329	199,701	174,882	199,738	0	0	1,982,510	2,821,834	70%
State Preschool*		395,510	387,783	334,094	184,445	165,206	155,454	233,778	301,417	286,063	318,637	0	0	2,762,388	3,865,832	71%
State Migrant Child Care*		9,413	9,710	9,016	9,016	4,013	4,161	4,756	4,310	3,071	6,193	0	0	63,659	125,833	51%
SUBTOTAL CA DEPT of ED		623,628	612,025	564,909	409,558	336,238	342,324	425,863	505,427	464,017	524,568	0	0	4,808,557	6,813,499	71%
GRAND TOTAL		865,318	861,651	745,648	521,701	420,935	423,752	573,595	661,530	645,867	670,240	172,681	80,244	6,643,162	8,627,029	77%

*May include estimates



MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: March 23, 2022

Subject: *Agenda Item 4a: Early Head Start – San Joaquin*
Budget to Actual Report for the period ended February 28, 2022 – **Info Item**

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period of February 1, 2021, through February 28, 2022. Twelve months plus one month extension; (100%) of the 13-month budget period have elapsed

Base Funds

Overall expenditures are at 94% of the budget, which is slightly below where we were compared to last year at this time.

Training & Technical Assistance Funds

Overall expenditures are at 105% of the budget. The combined personnel and fringe benefit expenses are at 107% of this budget.

Carryover Funds

Overall expenditures are at 0% of the budget.

COVID Cares Funds

Overall expenditures are at 100% of the budget.

Non-Federal Share

Non-Federal share is at 100% of the budget.

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

Budget Period: February 1, 2021 - February 28, 2022

Report Period: February 1, 2021 - February 28, 2022

Month 12 of 12 (100%)

Prepared 1/13/2021

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,509,263	3,225,996	283,267	92%	8%
FRINGE BENEFITS	985,996	792,397	193,599	80%	20%
TRAVEL	0	45,924	(45,924)	0%	0%
EQUIPMENT	45,000	31,190	13,810		
SUPPLIES	143,912	209,973	(66,061)	146%	-46%
CONTRACTUAL	10,244	26,862	(16,618)	262%	-162%
OTHER	776,728	803,199	(26,471)	103%	-3%
INDIRECT	536,733	482,757	53,976	90%	10%
TOTAL	6,007,877	5,618,298	389,579	94%	6%

TRAINING & TECHNICAL ASSISTANCE FUNDS

PERSONNEL	53,809	61,178	(7,369)	114%	-14%
FRINGE BENEFITS	23,718	23,741	(23)	100%	0%
TRAVEL	3,519	4,264	(745)	121%	-21%
SUPPLIES	7,355	3,094	4,261	42%	58%
CONTRACTUAL	7,924	10,383	(2,458)	131%	-31%
OTHER	20,817	19,534	1,283	94%	6%
INDIRECT	11,675	12,736	(1,061)	109%	-9%
TOTAL	128,816	134,930	(6,113)	105%	-5%

CARRYOVER

EQUIPMENT	21,035	0	21,035	0%	100%
SUPPLIES	29,804	0	29,804	0%	100%
CONTRACTUAL	8,000	0	8,000	0%	100%
OTHER	381,242	0	381,242	0%	100%
INDIRECT	41,905	0	41,905	0%	100%
TOTAL	481,986	0	481,986	0%	100%

COVID CARES - Carried over from 2020-21

PERSONNEL		19,203	(19,203)	0%	0%
FRINGE BENEFITS		3,331	(3,331)	0%	0%
SUPPLIES	75,407	69,273	6,134	92%	8%
OTHER	21,681	3,128	18,553	14%	86%
INDIRECT	9,709	11,861	(2,152)	122%	-22%
TOTAL	106,797	106,796	1	100%	0%

GRAND TOTAL EHS FEDERAL FUNDS	6,725,476	5,860,024	865,452	87%	13%
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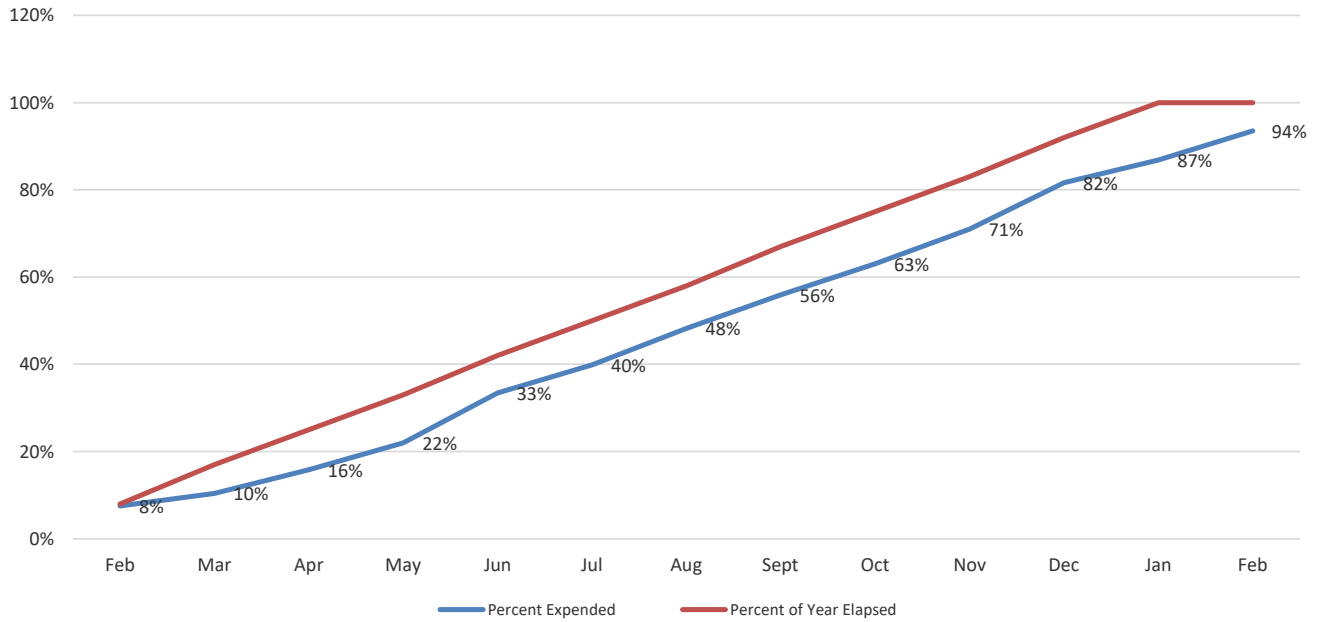
NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,630,480	1,630,480	0	100%	0%
TOTAL NON-FEDERAL FUNDS	1,630,480	1,630,480	0	100%	0%

Centralized Administrative Cost	6.6%
Program Administrative Cost	2.8%
Total Administrative Cost	9.4%

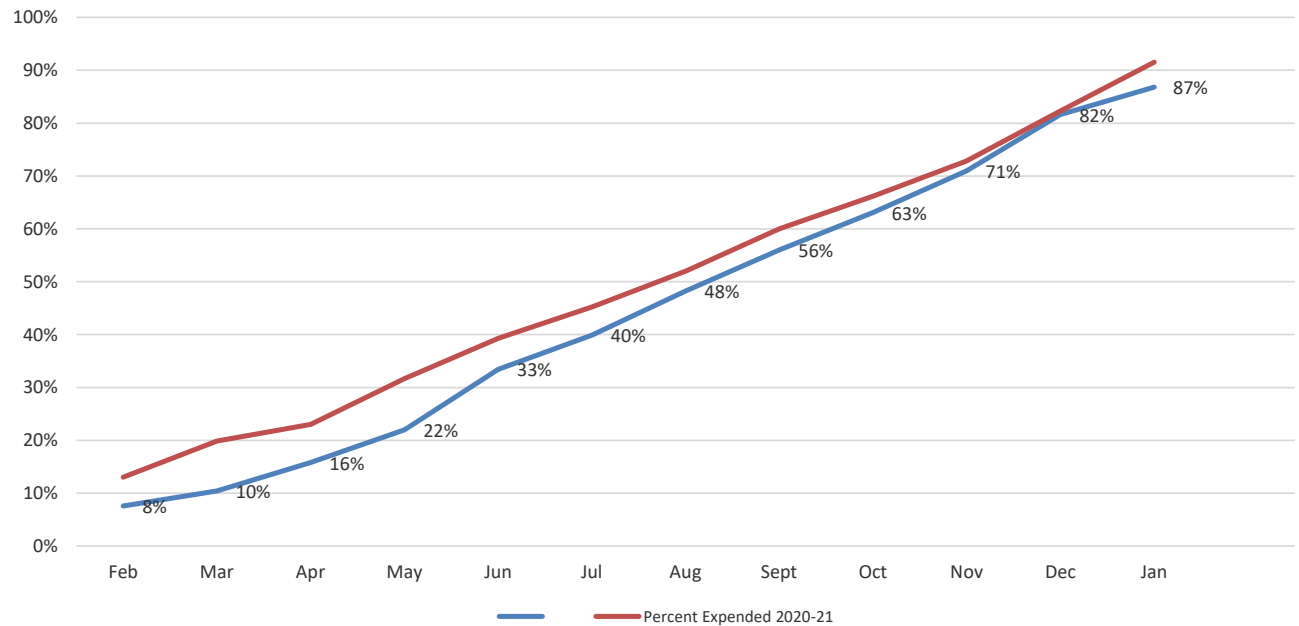
Budget reflects Notice of Award #09CH011406-02-02 and NOA 09CH011406-02-04

Actual expenditures include posted expenditures and estimated adjustments through 02/28/2022

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, 2021 through January 31, 2022
Report for period ending January 31, 2021 (Month 11 of 12)
Percent of budget period elapsed: 92%

LOCATION	FUNDED ENROLL-MENT	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	YTD Totals	IN-KIND GOAL	% OF GOAL MET
California Street	24	2,654	2,912	2,136	1,799	2,521	3,436	3,640	3,970	4,851	5,331	5,387	5,920	44,557	39,646	112%
Chrisman	20	2,493	2,771	2,804	2,097	1,582	3,456	3,486	2,813	2,929	4,042	3,592	3,173	35,236	33,039	107%
Gianone	16	1,009	1,300	1,254	1,179	1,130	1,283	1,316	1,679	345	0	0	0	10,496	26,431	40%
Kennedy	16	1,188	858	927	699	844	1,150	1,426	2,324	4,546	4,442	4,879	2,698	25,982	26,431	98%
Lodi Home Base	35	0	6,413	5,637	5,519	3,253	3,407	2,544	4,654	4,757	2,004	0	58	38,247	28,909	132%
Lodi UCC	30	3,271	3,946	2,019	2,649	2,934	2,945	3,246	2,321	1,656	1,603	1,747	1,229	29,567	49,556	60%
Manteca Home Base	12	1,106	3,329	3,285	2,982	1,967	1,679	3,097	2,321	3,818	2,503	3,648	2,867	32,600	9,912	329%
Marci Massei	24	2,453	3,257	2,521	2,094	2,170	2,461	1,860	2,436	2,754	870	1,190	503	24,569	39,646	62%
St. Mary's	24	3,029	2,929	3,172	2,203	1,754	2,760	1,359	1,405	1,299	1,885	180	19	21,994	39,646	55%
Stockton Home Base	90	5,231	9,230	11,746	8,147	7,212	7,970	7,202	7,100	8,269	7,462	5,998	5,831	91,397	74,337	123%
Tracy Home Base	12	0	0	0	0	0	1,654	0	0	1,114	1,170	0	0	3,939	9,912	40%
Walnut	24	3,004	3,300	4,579	5,262	2,716	3,673	1,816	3,207	2,664	2,956	3,054	2,500	38,730	39,646	98%
Administrative Services		0	0	0	0	0	0	0	0	0	0	0	6,681	6,681	0	
Program Services		15,169	15,194	18,213	15,348	8,655	8,655	8,655	8,655	8,655	8,655	15,336	140,044	140,044	108,412	129%
Policy Council		0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0%
SUBTOTAL IN-KIND	327	40,606	55,437	58,292	49,978	36,738	44,529	39,648	42,883	47,858	42,922	38,330	46,816	544,037	526,525	103%
State General Child Care*		120,553	164,511	162,164	150,886	151,577	80,599	85,432	83,637	86,076	70,748	0	0	1,156,182	1,175,152	98%
SUBTOTAL CA DEPT of ED		120,553	164,511	162,164	150,886	151,577	80,599	85,432	83,637	86,076	70,748	0	0	1,156,182	1,175,152	98%
GRAND TOTAL		161,159	219,948	220,456	200,864	188,315	125,128	125,080	126,520	133,934	113,670	38,330	46,816	1,700,219	1,402,067	121%
*May include estimates																



MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: March 23, 2022

Subject: *Agenda Item 4a: Early Head Start Child Care Partnerships*
Budget to Actual Report for the period ended February 28, 2022 – **Info Item**

The following are highlights of the Early Head Start Child Care Partnership Budget to Actual Report for the period of March 1, 2021, through February 28, 2022. Twelve months (100%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 66% of the budget, which is slightly above where we were compared to last year at this time.

Training & Technical Assistance Funds

Overall expenditures are at 35% of the budget.

Carryover Funds

Overall expenditures are at 96% of the budget.

COVID Cares Funds

Overall expenditures are at 17% of the budget.

Non-Federal Share

Non-Federal share is at 77% of the budget.

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

Budget Period: March 1, 2021 - February 28, 2022

Report Period: March 1, 2021 - February 28, 2022

Month 12 of 12 (100%)

Prepared 3/14/2022

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	668,881	565,090	103,791	84%	16%
FRINGE BENEFITS	183,736	148,531	35,205	81%	19%
SUPPLIES	37,083	115,929	(78,846)	313%	-213%
CONTRACTUAL	1,091,504	421,427	670,077	39%	61%
OTHER	231,300	218,990	12,310	95%	5%
INDIRECT	215,164	138,667	76,497	64%	36%
TOTAL BASE FUNDING	2,427,668	1,611,393	816,275	66%	34%

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	5,294	2,741	2,553	52%	48%
SUPPLIES	16,391	2,488	13,903	15%	85%
OTHER	29,393	9,487	19,906	32%	68%
INDIRECT	5,107	1,804	3,303	35%	65%
TOTAL TRAINING & TECHNICAL ASSISTANCE	56,185	19,867	36,318	35%	65%

CARRYOVER

SUPPLIES	16,000	0	16,000	0%	100%
CONSTRUCTION	2,458,581	2,371,566	87,015	96%	4%
CONTRACTUAL	14,000	0	14,000	0%	100%
OTHER	14,121	35,000	(20,879)	248%	-148%
INDIRECT	4,412	400	4,012	9%	91%
TOTAL CARRYOVER	2,507,114	2,406,966	100,148	96%	4%

COVID CARES

PERSONNEL	0	3,622	(3,622)		
FRINGE BENEFITS	0	579	(579)		
SUPPLIES	77,735	6,962	70,773	9%	91%
OTHER	24,361	7,926	16,435	33%	67%
INDIRECT	10,206	0	10,206	0%	100%
TOTAL COVID	112,302	19,089	97,414	17%	83%

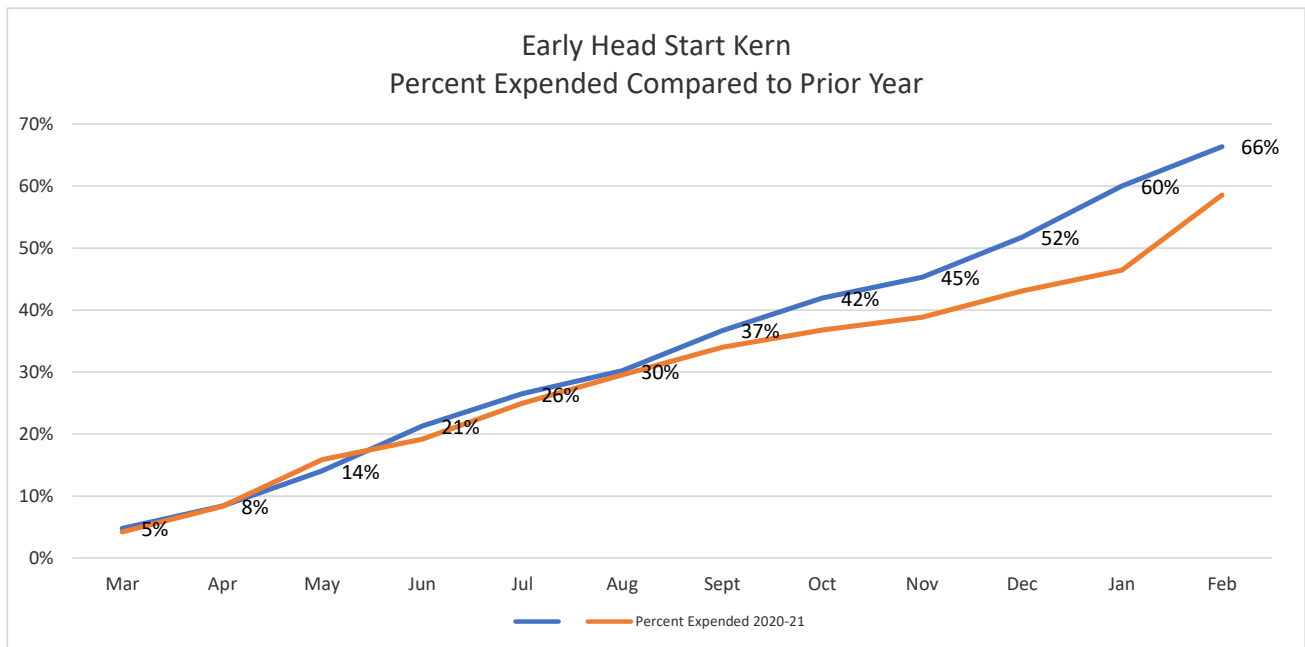
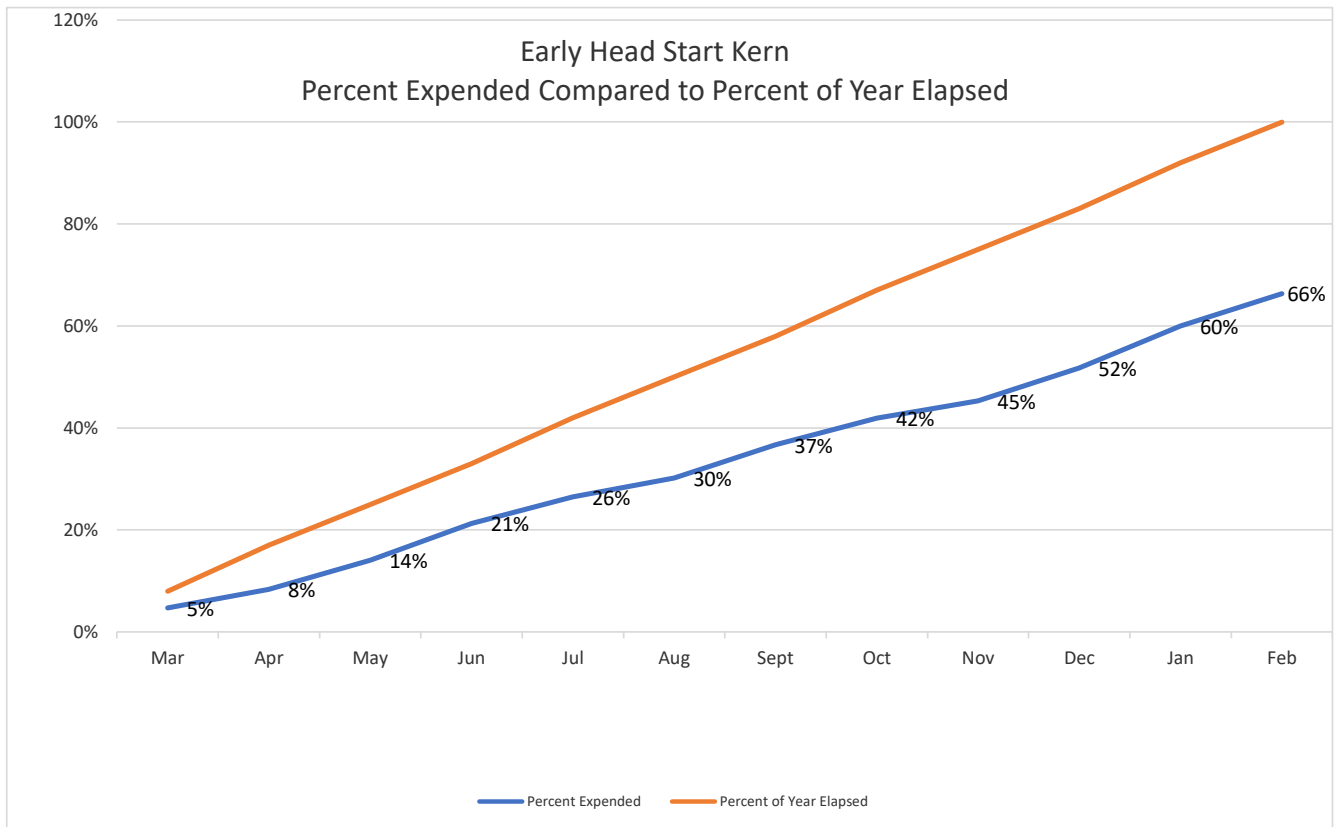
GRAND TOTAL EHS FEDERAL FUNDS	5,103,269	4,057,315	1,050,155	80%	20%
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NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	588,256	453,016	135,240	77%	23%
TOTAL NON-FEDERAL	588,256	453,016	135,240	77%	23%

Budget reflects Notice of Award #09HP000163-03-02

Actual expenditures include posted expenditures and estimated adjustments through 01/31/22



Community Action Partnership of Kern
 Early Head Start Child Care Partnerships
 Non-Federal Share and In-Kind Year-to-Date Report
 Budget Period: March 1, 2021 through February 28, 2022
 Report for period ending May 31, 2021 (Month 3 of 12)

Percent of year elapsed: 83%

LOCATION	FUNDED ENROLL- MENT	Mar 2020	Apr 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Angela Martinez	24	627	567	498	0	526	598	2,001	1,366	1,159	0	0	0	7,343	92,882	8%
Kern Community College District	32	257	227	0	230	0	14	474	264	93	79	20	0	1,658	123,843	1%
Kern County Superintendent of Schools	16	8,757	1,799	5,824	5,831	376	0	0	414	0	227	0	0	23,227	61,922	38%
Garden Pathways	11	0	0	0	0	0	0	0	0	0	0	0	0	0	42,571	0%
Taft College	42	50,385	43,657	44,546	54,224	54,782	59,125	57,724	56,925	0	0	0	0	421,369	162,544	259%
Escuelita Hernandez	16	0	0	0	0	0	0	0	0	0	0	0	0	0	61,922	0%
TBD	11	0	0	0	0	0	0	0	0	0	0	0	0	0	42,571	0%
Program Services		0	0	0	0	0	0	0	0	0	0	0	0	0		
Admin Services		0	0	0	0	0	0	0	0	0	0	0	0	0		
GRAND TOTAL	152		60,026	50,370	60,285	55,159	59,139	58,197	57,602	93	305	20	0	446,253	588,256	76%

Budget reflects Notice of Award #09HP000163-02-00



MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: March 23, 2022

Subject: *Agenda Item 4a: American Rescue Plan Funding*
Budget to Actual Report for the period ended February 28, 2022 – **Info Item**

The following are highlights of the American Rescue Plan Budget to Actual Report for the period of April 1, 2021 through February 28, 2022. Eleven months (91.6%) of the 12-month budget period have elapsed.

COVID

Overall expenditures are at 100% of the budget. These funds are being utilized to support the Summer Bridge Program options.

American Rescue Plan Act

Overall expenditures are at 15% of the budget. These funds are being utilized to support the Summer Bridge Program options.

Community Action Partnership of Kern

American Rescue Plan

Budget to Actual Report

Budget Period: April 1, 2021 - March 31, 2023

Report Period: April 1, 2021 - February 28, 2022

Month 10 of 12 (83.3%)

Prepared 1/11/2022

COVID	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	0	502,095	(502,095)		100%
FRINGE BENEFITS	0	107,505	(107,505)		100%
TRAVEL	0	0	0	0%	0%
EQUIPMENT	0	0	0		
SUPPLIES	500,000	0	500,000	0%	100%
CONTRACTUAL	0	0	0		100%
OTHER	170,559	0	170,559	0%	100%
INDIRECT	0	60,959	(60,959)		100%
TOTAL	670,559	670,559	0	100%	0%

American Rescue Plan Act

PERSONNEL	763,438	281,848	481,590	37%	63%
FRINGE BENEFITS	251,934	89,677	162,257	36%	64%
TRAVEL	0	0	0		100%
SUPPLIES	553,540	34	553,506	0%	100%
CONTRACTUAL	0	0	0		100%
OTHER	830,310	0	830,310	0%	100%
INDIRECT	266,580	37,156	229,424	14%	86%
TOTAL	2,665,802	408,715	2,257,087	15%	85%

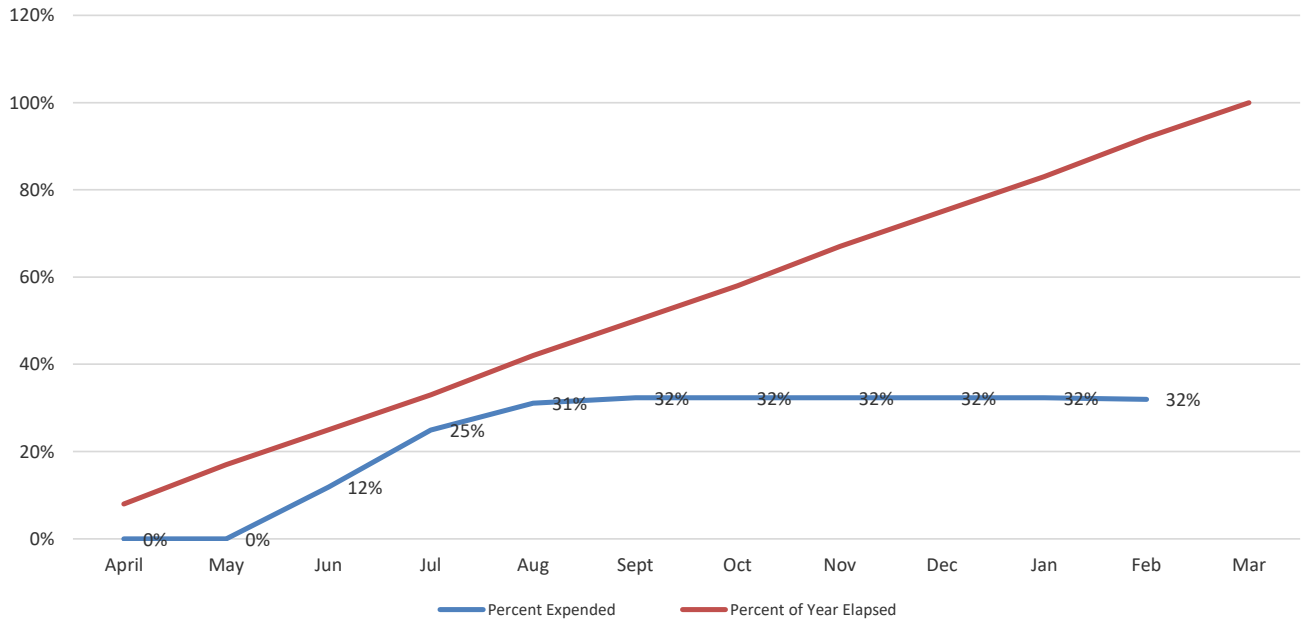
GRAND TOTAL ARP FEDERAL FUNDS	3,336,361	1,079,274	2,257,087	32%	68%
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Centralized Administrative Cost	9.1%
Program Administrative Cost	0.0%
Total Administrative Cost	9.1%

Budget reflects Notice of Award #09HE000432-01-01

Actual expenditures include posted expenditures and estimated adjustments through 01/31/2022

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





MEMORANDUM

To: Budget and Finance Committee

From: Corinne Thompson, Senior Community Development Specialist

Date: March 23, 2022

Subject: *Agenda Item 4b*: Board of State and County Corrections Grant, Rental Assistance – **Action Item**

The Executive Division is requesting approval from the Budget and Finance Committee to pursue a competitive funding application made available by the Board of State and County Corrections (BSCC). The intent of the Adult Reentry Grant (ARG), Rental Assistance application is to provide funding for community-based organizations to deliver reentry services for people formerly incarcerated in state prison. The contract term is October 1, 2022, to April 30, 2026, with a maximum award of \$2,750,000 over the 42-month period. Grant funds must focus on AB 128 individuals, 18 and over, who have been formerly incarcerated in state prison with priority given to those recently released or on parole.

As such, our application initiatives will focus on supporting and enhancing current strategies being utilized by our Rental Assistance Program. Examples of eligible rental-related services include but are not limited to short-term emergency housing assistance, landlord incentives, permanent supportive housing, rent subsidies, transitional housing, stipends to friends and families who provide housing directly to a person who is eligible for ARG services, vouchers, move-in costs, credit repair, coverage of back rent, or other activities, as necessary.

Despite the presence of five state prisons in Kern County, initial research suggests limited access to reentry services, particularly services supporting rental assistance. Meetings with CAPK Program leads and Community Partners are being scheduled to discuss Scope of Work and Budget. The grant is due April 9, 2022.

Recommendation:

Staff recommends approval, with resolution, the submission of the funding application for the Board of State and County Corrections Adult Reentry Grant, Rental Assistance.

Attachment:

Adult Reentry Grant, Rental Assistance Resolution



RESOLUTION # 2020-07

A Resolution of the Board of Directors of the Community Action Partnership of Kern Approving the Submission of the Board of State and County Corrections Adult Reentry Grant: Rental Assistance

The Board of Directors of Community Action Partnership of Kern located at 5005 Business Park North, Bakersfield, CA 93309, met on March 30, 2022, in Bakersfield, California at a scheduled Board meeting and resolved as follows:

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

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

WHEREAS, the Executive Division has requested to submit a competitive funding application to the Board of State and County Corrections for a 42-month funding period beginning October 1, 2022, through April 30, 2026; and

WHEREAS, the Executive Division requires that an authorized signatory be named for the Board of State and County Grant Adult Reentry Grant: Rental Assistance application; and

WHEREAS, the CAPK Board of Directors has determined that there is a need for antipoverty programs and is willing to accept the submission of an application to assist persons who are experiencing homelessness or are at-risk of homelessness with rental assistance services; and

NOW, THEREFORE, be it resolved that the CAPK Board of Directors hereby authorizes the Chief Executive Officer, Jeremy T. Tobias, to act on behalf of the Board as CAPK's representative signatory with regard to the submission of Adult Reentry Grant: Rental Assistance funding application.

APPROVED by a majority vote of the Directors of the Community Action Partnership of Kern, this 30th day of March 2022.

Fred Plane, Chair
CAPK Board of Directors

Date



MEMORANDUM

To: Budget and Finance Committee

A handwritten signature in blue ink, appearing to be "CT", is written over a horizontal line.

From: Corinne Thompson, Senior Community Development Specialist

Date: March 23, 2022

Subject: *Agenda Item 4c*: Board of State and County Corrections Grant, Warm Handoff & Reentry Services – **Action Item**

The Executive Division is requesting approval from the Budget and Finance Committee to pursue a competitive funding application made available by the Board of State and County Corrections (BSCC). The intent of the Adult Reentry Grant (ARG), Warm Handoff & Reentry Services application is to provide funding for community-based organizations to deliver reentry services for people formerly incarcerated in state prison. The Adult Reentry Grant (ARG), Warm Handoff & Reentry Services application term is October 1, 2022, to April 30, 2026, with a maximum award of \$750,000 over the 42-month period. Grant funds must focus on AB 128 individuals, 18 and over, who have been formerly incarcerated in state prison, prioritizing those recently paroled transitioning back to communities.

As such, our application initiatives will focus on supporting and enhancing current strategies being utilized by our Rental Assistance, CES, and M Street Programs. Examples of eligible Warm Handoff and Reentry Services include but are not limited to reach-in services, case management services, housing navigation, transportation, food, emergency services, employment/vocational, social services, behavioral health care, mentors, transitional services, system navigation, 24-hour response, or short-term or emergency housing support (up to 90 days). The grant is due on April 9, 2022.

Recommendation:

Staff recommends approval, with resolution, the submission of the funding application for the Board of State and County Corrections Adult Reentry Grant, Warm Handoff and Reentry Services.

Attachments:

Adult Reentry Grant, Warm Handoff and Reentry Services Resolution

RESOLUTION # 2020-08

A Resolution of the Board of Directors of the Community Action Partnership of Kern Approving the Submission of the Board of State and County Corrections Adult Reentry Grant: Warm Handoff & Reentry Services

The Board of Directors of Community Action Partnership of Kern located at 5005 Business Park North, Bakersfield, CA 93309, met on March 30, 2022, in Bakersfield, California at a scheduled Board meeting and resolved as follows:

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

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

WHEREAS, the Executive Division has requested to submit a competitive funding application to the Board of State and County Corrections for October 1, 2022, through April 30, 2026, a 42-month funding period; and

WHEREAS, the Executive Division requires that an authorized signatory be named for the Board of State and County Grant Adult Reentry Grant: Warm Handoff & Reentry Services application; and

WHEREAS, the CAPK Board of Directors has determined that there is a need for antipoverty programs and is willing to accept the submission of an application to assist persons 18 and over, who have been formerly incarcerated in state prison; and

NOW, THEREFORE, be it resolved that the CAPK Board of Directors hereby authorizes the Chief Executive Officer, Jeremy T. Tobias, to act on behalf of the Board as CAPK's representative signatory with regard to the submission of Adult Reentry Grant: Warm Handoff & Reentry Services funding application

APPROVED by a majority vote of the Directors of the Community Action Partnership of Kern, this 30th day of March 2022.

Fred Plane, Chair
CAPK Board of Directors

Date



MEMORANDUM

To: Budget and Finance Committee

From:  Jerry Meade, Assistant Director - Program

Date: March 23, 2022

Subject: *Agenda Item 4d: Resolution to Approve the Submission of a Grant "California Department of Social Services Minor Renovation and Repairs Grant Program" - Action Item*

The California Department of Social Services (CDSS) announced the availability of \$100 million for Minor Renovation and Repair supplemental funds. The funds will support the construction and renovation of age-appropriate outdoor environments for 4 Child Development Centers: Harvey L. Hall, Martha J. Morgan, Pete H. Parra, and Sterling. As such, 4 grant applications will be submitted for a total ask of \$895,000.

CAPK recognizes the importance of our mission to provide the highest quality early education to the communities we serve. Funding from this grant will support the acquisition and installation of five high-quality outdoor environments to parallel the high-quality early education environments CAPK strives to maintain.

The funding calculations estimated below are based on an annualized budget:

Harvey L. Hall Child Development Center (2 yards)	\$245,000
Martha J. Morgan Child Development Center	\$210,000
Pete H. Parra Child Development Center	\$230,000
Sterling Child Development Center	<u>\$210,000</u>
Total	\$895,000

Recommendation

Staff recommends approval with resolution, for the submission of the California Department of Social Services *Minor Renovation and Repairs Grant Program* Funding Application.

Attachment:

Resolution 2022-08 approving *Minor Renovation and Repairs Grant Program* Funding Application.



RESOLUTION # 2022-09

A Resolution of the Board of Directors of Community Action Partnership of Kern Approving the Submission of the Minor Renovation and Repairs Grant Program Funding Application

The Board of Directors, of Community Action Partnership of Kern, located at 5005 Business Park North, Bakersfield, CA 93309, met virtually with on March 30, 2022, in Bakersfield, California at a scheduled Board meeting and resolved as follows:

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

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

WHEREAS, the California Department of Social Services has released funding for the Minor Renovation and Repairs Grant; and

WHEREAS, the Head Start and State Child Development Division is requesting \$895,000 to create 5 high-quality outdoor environment at 4 CAPK Child Development Centers in Kern County; and

WHEREAS, the California Department of Social Services requires that an authorized signatory be named for the Minor Renovation and Repairs Grant Program Application; and;

NOW, THEREFORE, be it resolved that the Board of Directors hereby authorizes the Chief Executive Officer to act on behalf of the Board as CAPK’s representative signatory with regard to the Minor Renovation and Repairs Grant Program Application and fully execute the contract and all subsequent amendments upon award.

APPROVED by a majority vote of the Board of Directors of Community Action Partnership of Kern, this 30th day of March 2022.

Fred Plane, Chair
CAPK Board of Directors

Date



MEMORANDUM

To: Budget and Finance Committee
Lorna Speight

From: Lorna Speight, WIC Program Administrator

Date: March 23, 2022

Subject: *Agenda Item 4e:* Request to Approve the Submission of the 2023-2025 Funding Contract for the California Department of Public Health's Women Infants and Children Program - **Action Item**

The California Department of Public Health (CDPH) administers funds provided by the United States Department of Agriculture, Food and Nutrition Service for the operation of the Women, Infant, and Children (WIC) program. The overall goal of the WIC program is to improve the health status of eligible participants by providing nutritious foods to supplement diets, information on healthy eating, breastfeeding support, and referrals to health care services.

CAPK entered a three-year Contract Agreement with CDPH in October of 2019 with a maximum funding amount of \$12,003,183. The contract will conclude on September 30, 2022. CAPK has received an award letter for \$12,823,741 for a new three-year term (beginning October 1, 2022 and ending September 30, 2025) and a contract due on April 19, 2022.

Women and caregivers with children 0-5 will continue to be the target demographic. We estimate a reach of 3,500 women/caregivers and 11,000 children during the term. A new Contract Agreement will allow CAPK to continue provide WIC program services to eligible California residents of Kern County and portions of San Bernardino County, thereby supporting goal 1 of the strategic plan, aimed at addressing barriers to nutritious foods.

This program supports state and county efforts to improve communities by promoting opportunities that enrich the lives of children and their families.

Recommendation

Staff recommends the Budget & Finance Committee approve, with resolution, the submission of the FFY 2023-2025 Funding Contract for the WIC Program.

Attachment:

CDPH WIC 2023-2025 Award Letter
WIC 2023-2025 Resolution

March 4, 2022

Community Action Partnership of Kern
Lorna Speight, R.D.
5005 Business Park N.
Bakersfield, CA 93309

Dear Ms. Speight:

Federal Fiscal Year (FFY) 2023 - 2025 Funding Award Letter

The California Department of Public Health (CDPH) is pleased to award funding to your agency for the Women, Infants and Children (WIC) Program for FFY 2023 - 2025. The Catalog of Federal Domestic Assistance (CFDA) numbers for the funding are:

- Nutrition Services and Administration Grant (NSA) and Breastfeeding Peer Counseling (BFPC) Program: 10.557
- Farmers Market Nutrition Program (FMNP): 10.572

Description of Funding	FFY 2023 (Year 1)	FFY 2024 (Year 2)	FFY 2025 (Year 3)
Nutrition Services and Administration (NSA) Base Funding	\$3,847,109	\$3,847,109	\$3,847,109
NSA Special Project Funding	\$216,100	\$212,100	\$212,100
Farmers Market Nutrition Program (FMNP)	\$1,500	\$1,500	\$1,500
Breastfeeding Peer Counseling (BFPC) Program	\$212,538	\$212,538	\$212,538
Total Contracted Funding for FFY 2023 - 2025	\$4,277,247	\$4,273,247	\$4,273,247

Next Steps:

1. Begin discussions with your leadership and fiscal staff on how you plan to allocate these funds and any other changes you need to make for your program.
2. Check your email for WIC Information Notice (WIN) 2022-20, sent on February 18, 2022 for information on submitting your amendment package and to access your budget documents.
3. Plan time to work on your FFY 2023 – 2025 contract package so that it can be submitted no later than April 19, 2022.

We appreciate your continuing commitment to the WIC Program. If you have any questions, please contact your Contract Manager Lavinia Pop at Lavinia.Pop@cdph.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'La Lo', with a dotted outline around it.

la Lo, MSW, Chief
Local Services Branch
Women, Infants and Children Division



RESOLUTION # 2022-10

A Resolution of the Board of Directors of the Community Action Partnership of Kern Approving the Submission of the 2023-2025 Funding Contract for the California Department of Public Health's Women, Infants, and Children Program

The Board of Directors of Community Action Partnership of Kern located at 5005 Business Park North, Bakersfield, CA 93309, met remotely on March 23, 2022, at a scheduled Board meeting and resolved as follows:

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

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

WHEREAS, the California Department of Public Health's Women Infants and Children Program has requested the Community Action Partnership of Kern to submit a FFY 2023-2025 Funding Contract; and

WHEREAS, CAPK's Women Infants and Children Program is requesting approval by the CAPK Board of Directors to enter a new three-year term with the California Department of Public Health's for a contract totaling \$12,823,741; and

WHEREAS, the California Department of Public Health requires that an authorized signatory be named for the Women Infants and Children Program contract; and

WHEREAS, the CAPK Board of Directors has determined that there is a need for anti-poverty programs and is willing to accept the submission of the Funding Contract; and

NOW, THEREFORE, be it resolved that the CAPK Board of Directors hereby authorizes the Chief Executive Officer to act on behalf of the Board as CAPK's representative signatory with regard to the submission of the FFY 2023-2025 Funding Contract Women, Infants, and Children Program.

APPROVED by a majority vote of the Directors of Community Action Partnership of Kern, this 30th day of March 2022.

Fred Plane, Chair
CAPK Board of Directors

Date



MEMORANDUM

To: Budget and Finance

From: Vanessa Cortez, Senior Community Development Specialist

Date: March 23, 2022

Subject: Agenda Item 4f: Request to Approve the Submission of the HEALTHY KIDS
2022 Outreach and Enrollment Funding Application - **Action Item**

The United States Department of Health and Human Services (HHS) administers funds to support Medicaid and Children's Health Insurance Program services. The overall goal of these programs is to make healthcare accessible and affordable for every American. The target population are children who are eligible for, but not enrolled in, Medicaid and the Children's Health Insurance Program.

CAPK's Friendship House Community Center (FHCC) and 2-1-1 Call Center have experience supporting this target demographic through outreach and enrollment-based activities funded by the Department of Human Services (DHS). This three-year funding opportunity (July 1, 2022, to June 30, 2025) would allow FHCC and 2-1-1 to replicate many of the services that led to successful identification of eligible families, enrollment in Medicaid or CHIP, and renewal forms for coverage. We will also assess our capacity to increase reach by way of the Shafter Youth Center. The amount of each cooperative agreement award made to eligible applicants may range from \$500,000 up to an anticipated \$1,500,000 (pending availability of funds).

As funding for these services through DPH is soon to expire, this new contract agreement will allow CAPK to continue support local healthcare initiatives. The data-driven framework of this opportunity (i.e., enrollment data requirements) support Goal 5 of the Strategic plan to increase the use of data in decision making processes to improve organizational capacity and achieve results.

This program supports state and county efforts to improve communities by promoting opportunities that protect the lives of children and their families.

Recommendation

Staff recommends the Budget & Finance Committee approve the submission of the HEALTHY KIDS 2022 Outreach and Enrollment funding application.



MEMORANDUM

To: Budget and Finance Committee
Tracy Webster
From: Tracy Webster, Chief Financial Officer
Date: March 23, 2022
Subject: *Goal 6 Strategic Plan 2021-2025 Update – Info Item*

Strategic Plan Goal 6 states, “Increase fiscal health and stability of the agency to properly align resources to support clients and build capacity staff.”

After the launch of the strategic plan, Goal 6 team has been meeting regularly to discuss the key items of Goal 6 and record progress on the described activities and indicators. The Goal 6 team continues to discuss in depth the goals and sub-goals. Furthermore, the team has outlined the action required to achieve 100% satisfaction of the goals.

Key accomplishments for Goal 6 are:

- The Finance department has begun to advertise and recruit for a Position Control Specialist. We hope within the next few months to hire an individual that will enhance functionality and implementation of human capital management to support workforce planning and management. The placement of this position will allow for the agency to fully implement the position control system during fiscal year 2022-23. The implementation will include robust training for all departments.
- The Finance Department continues to generate indirect funds from existing programming and develops baseline and projected targets by program.
- The Finance Department continues to enhance the agency’s administrative and operational infrastructure starting with RFP has been developed, pending final review for accounting ERP software. IT is advertising a new position and HR is in the process of completing a wage comparability study and evaluation of IT positions.
- Goal 6 team will focus their attention to the sub goal section of broadening the fundraising scope to support internal programs and cultivate new partnerships when a Foundation Director is appointed.

Attachment:
Goal 6 Action Plan

Mission

Community Action Partnership of Kern will address underlying causes of poverty, alleviate the effects, and promote dignity and self-sufficiency in the communities we serve.

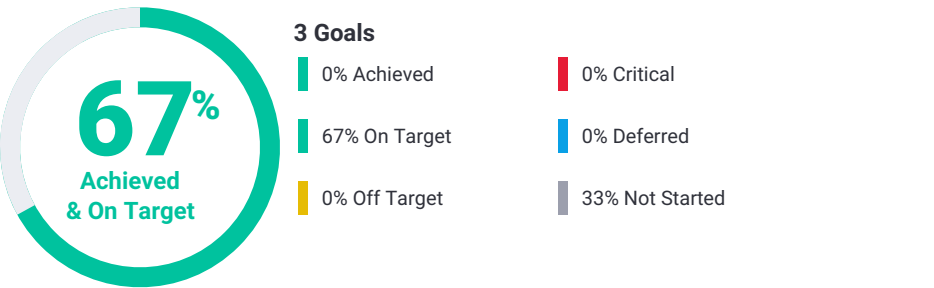
Vision

We envision communities where all people have equal opportunities to achieve greater self-sufficiency and attain their version of the American Dream.

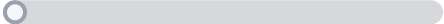
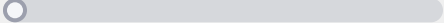
My Items

Item	YTD Actual
6.1: Ensure adequate staffing for successful implementation and fiscal decisionmaking.	10%
6.2: Grow unrestricted funding capacity.	50%
6.2.1: Continue to generate indirect funds from existing programming and develop baseline and projected targets by program. Diversify funding...	100%
6.2.2: Work with the CAPK Foundation to broaden the fundraising scope to support internal programs and cultivate new partnerships.	

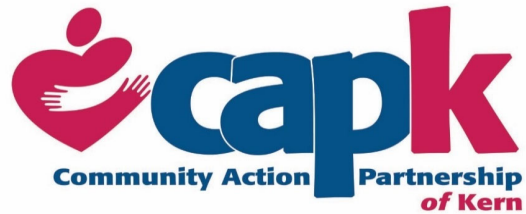
Performance Summary



Item	YTD Actual
6.2.2.1: Collaborate with Foundation to develop fundraising plans, informed by most pressing program/operational funding needs through case for...	
6.2.2.2: Developing a relationship development plan, including donor cultivation, prospecting, and stewardship for long-term support.	
6.3: Enhance agency administrative and operational infrastructure.	

Objective Ensure adequate staffing for successful implementation and fiscal decisionmaking. (6.1) Aligned to: #6 Increase fiscal health and stability of the agency to properly align...	Owner Tracy Webster	Measure: Percent Complete	10% YTD Actual	0% 10/01/21	 YTD Target: 5.87%	12/31/25
Objective Grow unrestricted funding capacity. (6.2) Aligned to: #6 Increase fiscal health and stability of the agency to properly align...	Owner Tracy Webster	Measure: Percent Complete	50% YTD Actual	0% 10/01/21	 YTD Target: 5.87%	12/31/25
Activity Continue to generate indirect funds from existing programming and develop baseline and projected targets by program. Diversify funding streams and service lines based upon new and emerging needs. (6.2.1) Last comment: As new funding streams are identified, Finance makes sure that the appropriate indirect is assessed. This is reviewed and approved by the Budget and Finance Committee and the Board of Directors. Finance reviews and approves all new grant applications to ensure that indirect is built into new funding opportunities. (12/06/21)	Owner Tracy Webster	Measure: Percent Complete	100% YTD Actual	0% 10/01/21	 YTD Target: 20%	12/31/22
Activity Work with the CAPK Foundation to broaden the fundraising scope to support internal programs and cultivate new partnerships. (6.2.2) Last comment: This goal is on hold until the Foundation hires a Director of Development. (12/06/21)	Owner Tracy Webster	Measure: Percent Complete	YTD Actual	0% 10/01/21	 YTD Target: 11.1%	12/31/23
Objective Enhance agency administrative and operational infrastructure. (6.3) Aligned to: #6 Increase fiscal health and stability of the agency to properly align... Last comment: 6.3.2 - IT is flying a new position. Also, HR is the process of completing a wage comparability study and an evaluation of IT positions. (02/07/22)	Owner Tracy Webster	Measure: Percent Complete	YTD Actual	0% 10/01/21	 YTD Target: 5.87%	12/31/25

Activity	Owner	Measure: Percent Complete	20%	0%		
Advance implementation of position control to align staff hiring with strategic needs and financial resources of the organization and ensure effective workforce management. (6.1.1)			YTD Actual	10/01/21	YTD Target: 5.87%	12/31/25
Last comment: The agency is currently recruiting for a Position Control Specialist. The placement of this position will allow for the agency to fully implement during fiscal year 2022-23. The implementation will include robust training for all departments. (02/07/22)						



BUDGET AND FINANCE COMMITTEE

MARCH 23, 2022

FINANCIAL REPORT

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**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2021 THROUGH FEBRUARY 28, 2022**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
<u>UNRESTRICTED</u>						
GENERAL FUND			NOT APPLICABLE	03/01/21 - 02/28/22	501	NOT APPLICABLE
DISCRETIONARY FUND			NOT APPLICABLE	03/01/21 - 02/28/22	502	NOT APPLICABLE
FOOD BANK			NOT APPLICABLE	03/01/21 - 02/28/22	504	SHARED MAINTENANCE, MEMBERSHIP FEES, DONATIONS, ETC.
ENERGY			NOT APPLICABLE	03/01/21 - 02/28/22	524	NOT APPLICABLE
SHAFTER YOUTH CENTER			NOT APPLICABLE	03/01/21 - 02/28/22	527	DONATIONS, RENTAL INCOME
FRIENDSHIP HOUSE			NOT APPLICABLE	03/01/21 - 02/28/22	531	DONATIONS, RENTAL INCOME
211			NOT APPLICABLE	03/01/21 - 02/28/22	536	FEE FOR SERVICE
M STREET NAVIGATION CENTER			NOT APPLICABLE	03/01/21 - 02/28/22	541	DONATIONS
FUND RAISING			NOT APPLICABLE	03/01/21 - 02/28/22	595	DONATIONS
<u>RESTRICTED</u>						
EARLY HEAD START EXPANSION	2,454,592	93.600	09HP000163-03	03/01/21 - 02/28/22	107	U S DEPT OF HEALTH & HUMAN SERVICES
EARLY HEAD START EXPANSION - CARES ACT	133,579		09HP000163-02C3	03/01/20 - 02/28/21		
EARLY HEAD START/HEAD START	27,045,025	93.600	09CH011132-03	03/01/21 - 02/28/22	108/109	U S DEPT OF HEALTH & HUMAN SERVICES
EARLY HEAD START/HEAD START - CARES ACT	1,549,338		09CH011132-02C3	03/01/20 - 02/28/21		
EARLY HEAD START SAN JOAQUIN	5,608,269	93.600	09-CH011406-02	02/01/21 - 01/31/22	117	U S DEPT OF HEALTH & HUMAN SERVICES
EARLY HEAD START SAN JOAQUIN - CARES ACT	275,067		09-CH011406-01C3	02/01/20 - 01/31/21		
HUD - COORDINATED ENTRY SYSTEM	236,838	14,267	CA1799L9D041901	08/01/20 - 07/31/21	160	U S DEPT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
VITA	166,842	21,009	21VITAA0243	10/01/20 - 09/30/21	149	U S DEPT OF THE TREASURY - INTERNAL REVENUE SERVICE
CSBG (COMMUNITY SERVICES BLOCK GRANT)	1,535,543 1,535,543 15,030,496	93.569	20F - 3015 21F - 4015 22F-5015	01/01/20 - 05/31/21 01/01/21 - 05/31/22 01/01/22 - 12/31/22	103	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
CSBG CARES ACT	2,082,493	93.569	20F - 3654	03/27/20 - 05/31/22	104	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
COUNTY OF KERN HOUSING FOR THE HARVEST CARES	1,000,000	93.391		9/17/20 - 12/30/20	137	COUNTY OF KERN, CARES ACT, CORONAVIRUS RELIEF FUND
CSBG CARES ACT DISCRETIONARY (YOUTH CENTER CARES)	40,370	93.569	20F - 3654	03/27/20 - 05/31/22	175/008	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, 2021 THROUGH FEBRUARY 28, 2022**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
LIHEAP (LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	9,606,069 9,323,755 7,129,494	93.568 93.568 93.568	20B - 2012 21B - 5012 22B - 4012	10/01/19 - 06/30/21 11/01/20 - 06/30/22 11/01/21 - 06/30/23	122-30 122-31 122-32	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
LIHEAP (LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM) CARES ACT	2,291,443	93.568	20U-2561	07/01/20 - 04/30/21	122-40	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
DOE	1,364,399 450,000	81.042 81.042	17C-4010 20C-6008	06/01/18 - 06/30/20 07/01/20 - 06/30/22	123-65 123-60	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
GENERAL CENTER CHILD CARE	600,085 600,085 8,241	93.575	CCTR - 0052 CCTR - 1057 CCTR - 1057	07/01/20 - 06/30/21 07/01/21 - 06/30/22 07/01/21 - 06/30/22	253	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
GENERAL CENTER CHILD CARE	275,855 275,855	93.596	CCTR - 0052 CCTR - 1057	07/01/20 - 06/30/21 07/01/21 - 06/30/22	253	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT ALTERNATIVE PAYMENT	5,411,000 28,000 5,411,000 138,128	93.575	CMAP - 9000 CMAP - 0000 CMAP - 1000 CMAP - 1000	07/01/20 - 06/30/21 07/01/20 - 06/30/21 07/01/21 - 06/30/22 07/01/21 - 06/30/22	261	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
CALIFORNIA STATE PRESCHOOL PROGRAM		93.575	CSPP - 9121	07/01/20 - 06/30/21	258	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
CALIFORNIA STATE PRESCHOOL PROGRAM	0	93.596	CSPP - 9121	07/01/20 - 06/30/21	258	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF EDUCATION
NEOPB CAL FRESH HEALTHY LIVING	1,735,694	10.561	19-10324	10/01/20 - 09/30/21	145	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF PUBLIC HEALTH, NUTRITION EDUCATION AND OBESITY PREVENTION BRANCH
UNITED WAY STANISLAUS 211 RENTAL ASSISTANCE	93,600	21.023		03/01/21 - 12/31/21	185	U.S. DEPT OF HEALTH & HUMAN SERVICES, COUNTY OF STANISLAUS, UNITED WAY OF STANISLAUS
211 HOSPITAL PREPAREDNESS PROGRAM - EMERGENCY RESPONSE & SURGE CAPABILITY	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)	388,468	10.568/569	15 - MOU - 00118	10/01/20 - 09/30/21	105/111	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
EFAP CARES ACT	20,205	10.568/569		10/01/20 - 12/31/20	105-094	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES

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SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2021 THROUGH FEBRUARY 28, 2022**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
EFAP FAMILIES FIRST CORONAVIRUS RESPONSE ACT (FFORA)	113,134	10.568/569		10/01/20 - 09/30/21	105-095	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
EFAP CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT (CRRS)	288,169	10.568/569		10/01/20 - 09/30/21	105-098	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
EFAP BUILD BACK BETTER (BBB) SUPPLEMENTAL	299,960				105-099	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
SNFMP (SENIOR FARMERS MARKET NUTRITION PROGRAM)	17,000	10.576		7/1/2020 - TBD	113	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
EF&S Phase 37	58,005	97.024		4/1/2020 - 5/31/2021	114	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
EF&S CARES Act	82,698	97.024		7/1/2020 - 3/31/2021	114-094	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
EF&S State Set Aside (SSA)	18,900	97.024		7/1/2020 - 3/31/2021	114-097	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
TRADE MITIGATION BONUS OFFERING	\$1,992.62 PER TRUCK LOAD	10.178		10/01/20 - 09/30/21	106	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
ESG CARES ACT HOMELESS SERVICES	3,800,000	14.231	752-2020	3/1/2020 - 9/30/2022	141	U S DEPT OF HOUSING AND URBAN DEVELOPMENT, COMMUNITY PLANNING AND DEVELOPMENT, EMERGENCY SHELTER GRANTS PROGRAM CARES, COUNTY OF KERN
ESG COORDINATED ENTRY SERVICES COVID-19	120,000		2021-017	03/01/21 - 02/28/22	143	U S DEPT OF HOUSING AND URBAN DEVELOPMENT, COMMUNITY PLANNING AND DEVELOPMENT, EMERGENCY SHELTER GRANTS PROGRAM CARES, CITY OF BAKERSFIELD
CSFP (COMMODITY SUPPLEMENTAL FOOD PROGRAM)	386,389	10.565	MOU-20-6003	10/01/20 - 09/30/21	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	10/01/20 - 09/30/21	112/139	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF EDUCATION
WIC (WOMEN, INFANTS & CHILDREN)	4,001,061 4,001,061	10.557 10.557	19 - 10139 19 - 10139	10/01/20 - 09/30/21 10/01/21 - 09/30/22	115 115	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF PUBLIC HEALTH
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) AKA CALFRESH PROGRAM	96,442	10.561	18 - 7012 - SUB - CAPK	10/01/20 - 09/30/21	164	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, INFO LINE OF SAN DIEGO dba 211 SAN DIEGO
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) AKA CALFRESH PROGRAM SSI	43,513	10.561		10/01/20 - 09/30/21	164-005	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, INFO LINE OF SAN DIEGO dba 211 SAN DIEGO
QUALITY RATING AND IMPROVEMENT SYSTEM (QRIS) - SAN JOAQUIN	20,000	84.412	N/A	07/01/20 - 06/30/21	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

**COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2021 THROUGH FEBRUARY 28, 2022**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
SAN JOAQUIN COE GENERAL CHILD CARE (CCTR)	2,852,203		N/A	07/01/20 - 06/30/21	248	STATE OF CALIFORNIA, DEPT OF EDUCATION - SAN JOAQUIN COUNTY OFFICE OF EDUCATION, EARLY CHILDHOOD EDUCATION
CSPP QRIS BLOCK GRANT	17,990		N/A	07/01/20 - 06/30/21	258-005	STATE OF CALIFORNIA, DEPT OF EDUCATION - KERN COUNTY SUPERINTENDENT OF SCHOOLS, KERN EARLY STARS
MIGRANT ALTERNATIVE PAYMENT	4,173,683 22,010,862		CMAP - 0000 CMAP - 1000	07/01/20 - 06/30/21 07/01/21 - 06/30/22	261	STATE OF CALIFORNIA, DEPT OF EDUCATION
GENERAL CENTER CHILD CARE	2,659,082 2,802,254		CCTR - 0052 CCTR - 1057	07/01/20 - 06/30/21 07/01/21 - 06/30/22	253	STATE OF CALIFORNIA, DEPT OF EDUCATION
CALIFORNIA STATE PRESCHOOL PROGRAM	4,367,697 4,577,394		CSPP - 0126 CSPP - 1123	07/01/20 - 06/30/21 07/01/21 - 06/30/22	258	STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT CHILD CARE	262,661 273,427		CMIG - 0004 CMIG - 1004	07/01/20 - 06/30/21 07/01/21 - 06/30/22	250	STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT SPECIALIZED SERVICES	39,399 40,079		CMSS - 0004 CMSS - 1004	07/01/20 - 06/30/21 07/01/21 - 06/30/22	252	STATE OF CALIFORNIA, DEPT OF EDUCATION
CAL EITC FREE TAX PREPARATION ASSISTANCE GRANT	348,000		19T - 9011	10/01/19 - 06/30/22	234	STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
HOME VISIT INITIATIVE (COUNTY OF KERN)	3,460,624 4,227,141		N/A	07/01/20 - 06/30/21 07/01/21 - 06/30/22	270	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY OF KERN
POSITIVE YOUTH DEVELOPMENT SERVICES (COUNTY OF KERN)	70,000		509-2019	07/01/20 - 06/30/21	271	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY OF KERN
POSITIVE YOUTH DEVELOPMENT SERVICES (COUNTY OF KERN) - MEDI-CAL	328,862		509-2019	07/01/20 - 06/30/21	274	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
COUNTY OF KERN LOW BARRIER HOMELESS SHELTER OPERATIONAL	2,054,472		017-2020	07/01/20-06/30/21	275-000	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, COUNTY OF KERN
BAKERSFIELD KERN REGIONAL HOMELESS COLLABORATIVE HOMELESS HOUSING ASSISTANCE AND PREVENTION (HHAP)	78,000		N/A	10/01/20 - 09/30/23	276	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, BAKERSFIELD REGIONAL HOMELESS COLLABORATIVE

**COMMUNITY ACTION PARTNERSHIP OF KERN
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PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
CITY OF BAKERSFIELD HOMELESS HOUSING ASSISTANCE AND PREVENTION	42,000		2020-213	10/01/20 - 09/30/22	278	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, CITY OF BAKERSFIELD
FOOD BANK CAPACITY PROGRAM	363,636		SGRT-19-0012	06/01/20 - 06/30/22	215	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
TAX CHECK - OFF (FOOD BANK)	13,749		15 MOU - 00118	07/01/20 - 06/30/21	216-000	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSISTANCE (FOOD BANK) CAL FOOD	274,249		15 MOU - 00118	07/01/20 - 06/30/21	216-087	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD COVID-19 DISASTER BOXES (FOOD BANK)	10,667		N/A	07/01/20 - 06/30/21	216-093	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
DIFFERENTIAL RESPONSE SERVICES	219,006		N/A	07/01/20 - 06/30/21	280	OF KERN, SUPERINTENDENT OF SCHOOLS, CHILD AND FAMILY SERVICES AGENCY, NETWORK FOR CHILDREN
FIRST 5 KERN - HELPLINE 211	82,149 87,948		2020.2.05	07/01/20 - 06/30/21 07/01/21 - 06/30/22	288	KERN, FIRST 5 KERN
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	138,262 142,167		2020.2.06	07/01/20 - 06/30/21 07/01/21 - 06/30/22	281	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN - HELP ME GROW	156,092 163,032		2020.1.06	07/01/20 - 06/30/21 07/01/21 - 06/30/22	284	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN - RIDGECREST FAMILY RESOURCE CENTER	90,717 154,174		2020.2.18	01/01/21 - 06/30/21 07/01/21 - 06/30/22	286	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
SIERRA FOUNDATION - ASTHMA MITIGATION	500,000		N/A	08/01/20 - 05/15/23	290	STATE OF CALIFORNIA, DEPARTMENT OF HEALTH CARE SVCS, SIERRA FOUNDATION
COUNTY OF KERN HELPLINE 211	45,000		669-2019	07/01/20 - 06/30/21	389	COUNTY OF KERN
READY KERN	1,126		N/A	07/01/20 - 06/30/21	366	COUNTY OF KERN, FIRE DEPT - OFFICE OF EMERGENCY SERV
KAISER FOUNDATION - FOOD ASSISTANCE	95,000		N/A	TBD	419	KAISER FOUNDATION
FEEDING AMERICA SENIOR HUNGER	50,000		25618	11/01/20 - 01/31/22	422	FEEDING AMERICA SENIOR HUNGER, MULTI-PRIVATE DONORS
GOODWILL INDUSTRIES - CALIFORNIA STATEWIDE COVID-19 CALL CENTER RESPONSE	90,681 25,000		N/A	03/30/20 - 03/29/21	430	GOODWILL INDUSTRIES OF SACRAMENTO & NORTHERN NEVADA, INC.
211 ENERGY UPGRADE CA PROGRAM	30,000		N/A	11/01/20 - 09/30/21	432	COMMUNITY RESOURCE PROJECT, INC.
SVCF MIGRANT CHILDCARE ALTERNATIVE PAYMENT	250,000		N/A	08/01/20 - 07/31/21	451	SILICON VALLEY COMMUNITY FOUNDATION

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SHAFTER YOUTH CENTER - COASTAL CLEAN-UP	4,000		N/A	05/28/20 - 08/31/21	527-261	CALIFORNIA COASTAL COMMISSION, WHALE TAIL FUND GRANT
FRIENDSHIP HOUSE - COASTAL CLEAN-UP	4,000		N/A	05/28/20 - 08/31/21	531-261	CALIFORNIA COASTAL COMMISSION, WHALE TAIL FUND
211 KINGS COUNTY	22,868		N/A	07/01/20 - 06/30/21	536-231	KINGS UNITED WAY
211 TULARE COUNTY	63,017		N/A	07/01/20 - 06/30/21	536-232	UNITED WAY OF TULARE COUNTY
211 STANISLAUS COUNTY	70,019		N/A	07/01/20 - 06/30/21	536-234	UNITED WAY OF STANISLAUS COUNTY
211 FRESNO AND MADERA COUNTIES	92,130		N/A	12/28/21 - 12/31/22	536-235	UNITED WAY OF FRESNO AND MADERA COUNTIES
SOUTHERN CA EDISON - 211 CUSTOMER RELATIONS MANAGEMENT (CRM) DEVELOPMENT PROGRAM	35,000		N/A	TBD	429	SOUTHERN CALIFORNIA EDISON
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
BLUE SHIELD OF CALIFORNIA	25,000		N/A	01/01/22 - 06/30/22	455	BLUE SHIELD OF CALIFORNIA
FOOD BANK FREE FARMERS MARKET - WASCO	100,000 150,000		N/A	01/01/20 - 12/31/20 12/01/21 - 11/30/22	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
FARMWORKERS INITIATIVE	25,000		N/A	01/01/18 - TBD	456	BANK OF THE WEST

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND
FISCAL YEAR 2021/22

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					
248	San Joaquin COE General Child Care (CCTR)	X					
250	Migrant Child Care	X					
252	Migrant Specialized	X					
253	General Child Care	X					
253-005	CCTR - QRIS	X					
258	California State Preschool (CSPP)	X					
258-005	CSPP QRIS	X					
260	Child Care Facilities	X					
261	Migrant Alternative Payment	X					
262/265	Child Development Reserve	X					
270	Home Visit Initiative	X					
451	SCVF Migrant Childcare Alternative Payment	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				
135	County of Kern CARES Food Delivery Program		X				
147	Commodity Supplemental Food Program		X				
175-032	CSBG Discretionary - Ridgecrest		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				
461	CAFB Food Access for Farmworkers Initiative		X				
467	Wonderful Company Foundation		X				
504	Food Bank		X				

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND
FISCAL YEAR 2021/22

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
	<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			
484	DAP (Disbursement 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	EKFR: KHS Emergency Closet				X		
533	East Kern Family Resource Center				X		
	<u>Youth Services</u>						
120	Information & Education				X		
155	Americorps				X		
242	Youth Authority				X		
246	Realignment for Success				X		
271	Positive Youth Development Svcs				X		
274	Positive Youth Development Svcs-Medi-Cal				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>Census</u>						
273	County of Kern 2020 Census				X		
408	Sierra Foundation 2020 Census				X		
409	NALEO Education Foundation 2020 Census				X		
	<u>Homeless Services</u>						
275	County of Kern LBNC				X		
275-007	County of Kern LBNC - Start-up				X		

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND
FISCAL YEAR 2021/22

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
	<u>2-1-1</u>						
160	HUD Coordinated Entry System				X		
164	Cal Fresh				X		
164-005	Cal Fresh (SSI)				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		
429	Southern CA Gas CRM Development Program				X		
430	Goodwill Industries - CA COVID-19 Call Ctr				X		
431	United Way - COVID-19 Comm Resp & Relief				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 2021/22

Date	Advance Amount	Repayment Amount	No. of Days Borrowed	Interest Expense	Interest Rate
03/31/21	n/a				
04/30/21	n/a				
05/31/21	n/a				
06/30/21	n/a				
07/31/21	n/a				
08/31/21	n/a				
09/30/21	n/a				
10/31/21	n/a				
11/30/21	n/a				
12/31/21	n/a				
01/31/22	n/a				
02/28/22	n/a				

Note 1: Line of Credit agreement was entered into with Wells Fargo Bank as of January 15, 2021 for \$1.5 million during January , February, July, August 2021 and will increase to \$350,000 during March - June 2021, Sept - Dec 2021. This agreement will terminate on January 15, 2022.
A varied amount decrease to better manage the cash flow need during peak months.

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

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

Period	No. of Days in Period	Commitment Fee	Interest Rate
12/31/20 - 3/31/21	90 days	\$ 395.83	0.25%
04/01/21 - 6/30/21	90 days	\$ 221.18	0.25%
07/01/21 - 9/30/21	90 days	\$ 718.75	0.25%
10/01/21 - 12/31/21	90 days	\$ 223.61	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 FEBRUARY 28, 2022	
PROGRAM (FUND)	CASH BALANCE
CHILD AND ADULT CARE FOOD PROGRAM	8,179.09
HEAD START/EARLY HEAD START	(523,151.14)
SUBTOTAL	(514,972.05)
CHILD DEVELOPMENT RESERVE No. 1	4,657.70
CHILD DEVELOPMENT RESERVE No. 2	0.00
GENERAL CHILD CARE	422,334.36
MIGRANT A/P	1,713,253.62
MIGRANT CHILD CARE	73,386.97
MIGRANT SPECIALIZED SERVICES	(1,905.88)
SAN JOAQUIN COE GENERAL CHILD CARE	167,418.93
STATE PRESCHOOL	1,382,469.20
SUBTOTAL	3,761,614.90
ANTHEM BLUE CROSS FOOD BANK	0.00
CAFB FOOD ACCESS FOR FARMWORKERS INITIATIVE	144,586.30
COMMODITY SUPPLEMENTAL FOOD PROGRAM	(46,718.94)
EF&S	0.00
EFAP	139,609.64
FEEDING AMERICA SENIOR HUNGER	40,573.30
FOOD BANK	(649,276.65)
FOOD BANK EXPANSION	408,555.45
FOOD BANK CAPACITY PROGRAM	181,818.00
FOOD BANK - STATE	158,189.73
KAISER	1,739.36
SENIOR FARMERS MARKET NUTRITION PROGRAM	30,869.67
TRADE MITIGATION	0.00
WONDERFUL FOUNDATION	64,209.20
SUBTOTAL	474,155.06
ENERGY	(180,490.20)
DOE WAP	(18,141.65)
LIHEAP	(300,229.06)
PG&E	(15,720.99)
DAP (Disorgement Assistance Program)	(23,111.05)
TRANSFER NEGATIVE BALANCE	537,692.95
SUBTOTAL	0.00
CALIFORNIA ENDOWMENT	
CENTRAL VALLEY SMALL BUSINESS DEVELOPMENT	2,000.00
SUBTOTAL	2,000.00
211	90,754.49
211 HOSPITAL PREPAREDNESS PROGRAM	0.00
AMERICORPS - CALIFORNIA VOLUNTEERS	(13.46)
BKRHC HOMELESS HOUSING ASSISTANCE & PREVENTION	(24,485.05)
CAL FRESH	(27,866.81)
CALEITC	(524.04)
CAPK FOUNDATION	(163,160.16)
CITY OF BKFD HOMELESS HOUSING ASST & PREV (HHAP)	(1,765.64)
COST POOLS	404,181.76
COUNTY OF KERN HOUSING FOR THE HARVEST CARES	1,125.98
COUNTY OF KERN LOW BARRIER HOMELESS CENTER	(407,335.04)
CSBG	(78,093.32)
CSBG CARES ACT	208,882.92
CSBG DISCRETIONARY	49,755.88
DIFFERENTIAL RESPONSE	(41,585.17)
DIGNITY HEALTH	1,048.70
DISCRETIONARY FUND	4,213,682.35
ECONOMIC EMPOWERMENT	0.00
EAST KERN FAMILY RESOURCE CENTER	12,512.64
ESG CARES ACT HOMELESS SERVICES	(369,011.30)
ESG COORDINATED ENTRY SERVICE - COVID19	(11,964.07)
FIRST 5 KERN 211	(10,817.80)
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	(24,049.27)
FIRST 5 HELP ME GROW	(25,443.21)
FIRST 5 RIDGECREST FAMILY RESOURCE CENTER	(26,796.74)
FRIENDSHIP HOUSE	22,331.88
FUNDRAISING	275,059.44
GAAP FUND	0.00
GENERAL FUND	377,379.94
GOODWILL IND-CA State 211 COVID-19 Call Cntr Response	(11,206.97)
Health Net	130,000.00
HOME VISIT INITIATIVE (CO OF KERN)	(292,353.84)
HOUSING FOR THE HARVEST STATE	(231,452.31)
HUD-COORDINATED ENTRY SYSTEM	(22,940.43)
COUNTY OF KERN - 211	0.00
INDIRECT FUND	117,815.15
IRS - VITA	(37,432.16)
TAX ASSISTANCE	35,500.00
M ST NAVIGATION CENTER	21,731.38
NEOPB CAL FRESH HEALTHY LIVING	(311,141.62)
POSITIVE YOUTH DEV SVC	(6,947.97)
POSITIVE YOUTH M	(44,526.13)
SHAFTER YOUTH CENTER	51,824.59
OASIS FAMILY RESOURCE CENTER	11,490.00
SIERRA FOUNDATION - ASTHMA MITIGATION	91,989.41
SILICON VALLEY COM FOUND MIGRANT ALTERNATIVE PYMT	(4.19)
SO CA EDISON - 211 CUSTOMER RELATIONS	0.01
UNITED WAY 211	981.55
UW STANTISLAUS 211 RENTAL ASSISTANCE	(27.70)
VIRGINIA & ALFRED HARRELL LITERACY PROGRAM	17,305.26
WELLS FARGO FOUNDATION	46,981.80
WIC	(561,450.31)
LESS: ENERGY NEGATIVE BALANCE	(537,692.95)
ADD: LINE OF CREDIT	0.00
SUBTOTAL	2,912,247.47
TOTAL OPERATING CASH	6,635,045.38

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
February 28, 2022

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

OPERATING ACCOUNT
ACCOUNT NO: XXXXX-X2976

BANK BALANCE AT	02/28/22		7,718,506.82
LESS: OUTSTANDING CHECKS		1,084,120.84	
ADJUSTED BANK BALANCE AT	02/28/22		6,634,385.98
GENERAL LEDGER BALANCE AT	01/31/22		8,288,602.45
ADD: DEPOSITS		1,053,164.72	
US TREAS DRAWDOWNS		2,000,972.86	
FUNDS FROM OTHER GRANTS		1,026,526.75	
TRANSFERS FROM RESTRICTED ACCOUNTS		846,552.00	
ADP /HEALTH EQUITY REFUND		6,407.57	
REIMBURSEMENT OF ALTERED PAYEE		(4,272.96)	
		-	
		-	
		-	
LESS: CHECKS		1,700,673.84	
ADP PAYROLL 2/11/22		1,515,757.35	
ADP PAYROLL 2/25/22		1,638,185.40	
ADP PAYROLL 2/28/22		5,963.50	
EFTS FOR HRA/HSA/ STD/403B		222,990.66	
REC LOAN PRINCIPAL/INT EXPENSES		1,686.19	
TRANSFERS FROM RESTRICTED ACCOUNTS		-	
CREDIT CARD		21,871.35	
BANK FEES		413,554.63	
ACH VOUCHERS		1,069,748.49	
GENERAL LEDGER BALANCE AT	02/28/22		6,634,385.98

DIFFERENCE: (0.00)

PREPARED BY: Naomi Ibarra TITLE: Accountant DATE: 03/09/2022
APPROVED BY: *Nancy Webster* TITLE: Chief Financial Officer DATE: Mar 10, 2022

Alexander

Mar 10, 2022

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

BANK RECONCILIATION FOR MONTH ENDING
February 28, 2022

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

ACCOUNT NO.: XXXXX-X6256

BANK BALANCE ENDING: 02/28/22 986,470.07

DEPOSITS IN TRANSIT 0.00

OUTSTANDING CHECKS 0.00

OTHER 0.00

ADJUSTED BANK BALANCE: 02/28/22 986,470.07

BALANCE PER G/L 01/31/22 1,055,867.02

ADD: DEPOSITS 0.00

INTEREST 129.30

ROUNDING ERROR 0.00

BANK ACCOUNT TRANSFER FROM GENERAL FUND 0.00

LESS: CHECKS 0.00

CLIENT ANALYSIS SERVICE CHARGE 0.00

BANK ACCOUNT TRANSFER TO GENERAL FUND 69,526.25

BALANCE PER G/L 02/28/22 986,470.07

DIFFERENCE: 0.00

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

PREPARED BY: Naomi Ibarra

TITLE: Accountant

DATE: 03/03/22

APPROVED BY: 

TITLE: Chief Financial Officer

DATE: Mar 3, 2022

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

5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

**BANK RECONCILIATION FOR MONTH ENDING
February 28, 2022**

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

ACCOUNT NO.: XXXXX-X1095

BANK BALANCE ENDING: 02/28/22 627,509.06

DEPOSITS IN TRANSIT 0.00

OUTSTANDING CHECKS 0.00

OTHER 0.00

ADJUSTED BANK BALANCE: 02/28/22 627,509.06

BALANCE PER G/L 01/31/22 107,018.71

ADD: DEPOSITS 0.00

INTEREST 59.60

BANK ACCOUNT TRANSFER FROM GENERAL FUND 1,297,430.75

LESS: CHECKS 0.00

CLIENT ANALYSIS SERVICE CHARGE 0.00

WIRE TRANSFER 777,000.00

BANK ACCOUNT TRANSFER TO GENERAL FUND 0.00

BALANCE PER G/L 02/28/22 627,509.06

* 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: Naomi Ibarra

TITLE: Accountant

DATE: 03/03/22

APPROVED BY: 

TITLE: Chief Financial Officer

DATE: Mar 3, 2022

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

BANK RECONCILIATION FOR MONTH ENDING
February 28, 2022

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

ACCOUNT NO.: XXXXX-X1921

BANK BALANCE ENDING:	02/28/22	92,114.33
DEPOSITS IN TRANSIT	0.00	
OUTSTANDING CHECKS	0.00	
OTHER	0.00	
ADJUSTED BANK BALANCE	02/28/22	92,114.33

BALANCE PER GENERAL LEDGER	01/31/22	90,244.37
ADD: DEPOSITS (Credit Card Donations & Shared Fee)	0.00	
ONLINE DONATIONS	2,024.36	
PAYPAL DEPOSIT	0.00	
INTEREST	11.19	
LESS: APPLIED MERCHANT DEBITS	0.00	
CLIENT ANALYSIS SERVICE CHARGE	122.39	
BANKCARD FEES	17.45	
CASH CONCENTRATION FEE	0.00	
FUND TRANSFER TO GENERAL FUND	25.75	
	0.00	
BALANCE PER GENERAL LEDGER:	02/28/22	92,114.33

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

** 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.

Difference: **0.00**

PREPARED BY: Naomi Ibarra

TITLE: Accountant

DATE: 03/04/22

APPROVED BY: 

TITLE: Chief Financial Officer

DATE: Mar 4, 2022

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

BANK RECONCILIATION FOR MONTH ENDING
February 28, 2022

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

ACCOUNT NO.: XXXXX-X6264

BANK BALANCE ENDING: 02/28/22 11.96

DEPOSITS IN TRANSIT 0.00

OUTSTANDING CHECKS 0.00

OTHER 0.00

ADJUSTED BANK BALANCE: 02/28/22 11.96

BALANCE PER G/L 01/31/22 11.96

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 02/28/22 11.96

DIFFERENCE: (0.00)

PREPARED BY: Naomi Ibarra

TITLE: Accountant

DATE: 03/03/22

APPROVED BY: 

TITLE: Chief Financial Officer

DATE: Mar 3, 2022

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

BANK RECONCILIATION FOR MONTH ENDING
February 28, 2022

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

ACCOUNT NO.: XXXXX-X2049

BANK BALANCE ENDING: 02/28/22 35,023.22

DEPOSITS IN TRANSIT 0.00

OUTSTANDING CHECKS 0.00

OTHER 0.00

ADJUSTED BANK BALANCE: 02/28/22 35,023.22

BALANCE PER G/L 01/31/22 35,018.92

ADD: DEPOSITS 0.00

INTEREST 4.30

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 02/28/22 35,023.22

DIFFERENCE: 0.00

PREPARED BY: Naomi Ibarra TITLE: Accountant DATE: 03/03/22

APPROVED BY: *Gacey Webster* TITLE: Chief Financial Officer DATE: Mar 3, 2022

COMMUNITY ACTION PARTNERSHIP OF KERN
WELLS FARGO VISA SUMMARY
STATEMENTS DATED February 1, 2022 - February 28, 2022

Cardholder	Position	Amount Charged
CAPK	Accounts Payable	\$ -
Gloria Barbero	Administrator - EHS San Joaquin	-
Yolanda Gonzales	Director of Head Start/State Child Development Programs	178.24
Freddy Hernandez	Director of Youth and Community Services	2,308.03
Laurie Hughey		-
Traco Matthews	Chief Program Officer	-
Lisa McGranahan	Director of Human Resources	759.04
Jerry Meade	Assistant Director of Head Start/State Child Development Programs	29.00
Pritika Ram	Director of Administration	972.00
Jeremy Tobias	Chief Executive Officer	660.26
Emilio Wagner	Director of Operations	1,549.98
Tracy Webster	Chief Financial Officer	1,700.00
Rebecca Moreno	Director of Community Development	476.00
Susana Magana	Director of Nutrition Services	594.53
	Total	\$ 9,227.08



Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name	Capk Ap	Company	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-7017	Currency	US Dollar
Reporting Period	2/1/2022 - 2/28/2022		
Trans Date	Post Date	Merchant Name	Charge Codes
		Approved	Receipt
			Amount
Transaction Count: 0			
Total: 0.00			

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name	Gloria Barbero			Company	Community Action Partnership O	
Account #	XXXX-XXXX-XXXX-7058			Currency	US Dollar	
Reporting Period	2/1/2022 - 2/28/2022					
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
Transaction Count: 0						
Total: 0.00						

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022



Statement Summary

Name		Yolanda Gonzales		Company		Community Action Partnership O	
Account #		XXXX-XXXX-XXXX-7009		Currency		US Dollar	
Reporting Period		2/1/2022 - 2/28/2022					
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount	
1 2/4/2022	2/4/2022	Smore.Com - Educator				79.00	
Purchase Smore.Com - Educator							
2 2/8/2022	2/9/2022	Smore.Com				99.24	
Purchase Smore.Com							
Transaction Count: 2							Total: 178.24

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name		Freddy Hernandez		Community Action Partnership O	
Account #		XXXX-XXXX-XXXX-8850		US Dollar	
Reporting Period		2/1/2022 - 2/28/2022			
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt
1 2/3/2022	2/7/2022	Family Development Resour			
		Online assessments purchased for East Kern FRC.			120.00
2 2/17/2022	2/21/2022	Svm Prepaid Card			339.98
		Emergency transportation assistance for low-income families in the city of Ridgecrest.			
3 2/24/2022	2/25/2022	Expedia 72256080086650			1,835.10
		Hotel accommodations for Troy Newberry and Alex Vidal for PG&E training in Stockton, CA.			
4 2/25/2022	2/28/2022	Canva* I03342-33568026			12.95
		Software required for VITA.			
				Transaction Count: 4	
				Total: 2,308.03	

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name	Laurie Hughey			Company	Community Action Partnership O		
Account #	XXXX-XXXX-XXXX-9135			Currency	US Dollar		
Reporting Period	2/1/2022 - 2/28/2022						
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount	
Transaction Count: 0							
Total: 0.00							

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name	Traco Matthews			Company	Community Action Partnership O	
Account #	XXXX-XXXX-XXXX-3726			Currency	US Dollar	
Reporting Period	2/1/2022 - 2/28/2022					
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
Transaction Count: 0						
Total: 0.00						

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name	Lisa McGranahan		Company	Community Action Partnership O	
Account #	XXXX-XXXX-XXXX-9914		Currency	US Dollar	
Reporting Period	2/1/2022 - 2/28/2022				
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt
1 2/10/2022	2/14/2022	Biometrics4all Inc			11.25
Relay Fees for running New Hire Fingerprints Invoice Period 1/01/2022-1/31/2022 Invoice Date 2/01/2022					
2 2/15/2022	2/17/2022	Biometrics4all Inc			747.79
Biometrics 4all - Maintenance Fees					
Transaction Count: 2					
Total: 759.04					

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name	Jerry Meade			Company	Community Action Partnership O	
Account #	XXXX-XXXX-XXXX-5025			Currency	US Dollar	
Reporting Period	2/1/2022 - 2/28/2022					
	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt
1	2/8/2022	2/9/2022	Paypal			29.00
Payment for Pyramid Model Training for Home Visitor for HVP.						

Transaction Count: 1
Total: 29.00

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name		Pritika Ram		Community Action Partnership O		Company	
Account #		XXXX-XXXX-XXXX-7074		US Dollar		Currency	
Reporting Period		2/1/2022 - 2/28/2022					
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount	
1 1/31/2022	2/1/2022	Wipfillip				475.00	
		Virtual CSBG Organizational Standards Boot Camp Registration for Karen Vazquez					
2 2/3/2022	2/4/2022	Unlimited-Elements-For				99.00	
		Annual Subscription for website management.					
3 2/4/2022	2/4/2022	Funding Foundation				398.00	
		Annual Subscription for Foundation Center/Guide Star.					
						Transaction Count: 3	
						Total: 972.00	

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name	Jeremy Tobias		Company	Community Action Partnership O	
Account #	XXXX-XXXX-XXXX-7066		Currency	US Dollar	
Reporting Period	2/1/2022 - 2/28/2022				
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt Amount
1 2/15/2022	2/17/2022	Exxonmobil 99984692			71.85
Gasoline for CEO's Agency Vehicle					
2 2/22/2022	2/24/2022	Tlf*white Oaks Florist			95.20
Sympathy Flowers for former Board Member, Jim Camp					
3 2/25/2022	2/28/2022	Tlf*white Oaks Florist			74.64
Appreciation Flowers sent to Pastor Robin Robinson from Cityserve upon her move out of state.					
4 2/25/2022	2/28/2022	Shell Oil 57441719200			71.16
Gasoline for CEO's Agency Vehicle.					
5 2/25/2022	2/28/2022	Mbay Front Desk			347.41
Hotel Fee for Jeremy Tobias to attend CalCAPA Board Meeting & the R(PIC Conference in Las Vegas.					

Transaction Count: 5
Total: 660.26

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name		Emilio Wagner		Community Action Partnership O	
Account #		XXXX-XXXX-XXXX-7041		US Dollar	
Reporting Period		2/1/2022 - 2/28/2022			
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt
1 2/4/2022	2/7/2022	McClatchy Advertising			441.82
Advertising for RFP for Stockton location					
2 2/14/2022	2/15/2022				0.20
Time lapse service Food Bank Expansion 6525-504-000-120-000-00-2-1					
3 2/14/2022	2/15/2022	Vosker Elite-Monthly			20.00
20 charges 6605-504-000-120-000-00-2-1					
4 2/14/2022	2/15/2022	Vosker Elite-Monthly			20.00
20 charges 6605-504-000-120-000-00-2-1					
5 2/14/2022	2/15/2022				0.20
Time Lapse service Food Bank Expansion 6525-504-000-120-000-00-2-1					
Currency Conversion Fee					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
6 2/18/2022	2/21/2022	Microsoft#g008104302				471.46
65259999010000000005						
7 2/19/2022	2/21/2022	Onestepgpscom				209.25
6667-524-000-147-000-00-3-1						
8 2/21/2022	2/22/2022	Mindbody				445.40
Computer Software reoccurring charge						
9 2/24/2022	2/25/2022	Ring Multicam Yearly			✓	-58.35
refund						

Transaction Count: 9
Total: 1,549.98

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name		Tracy Webster		Company		Community Action Partnership O	
Account #		XXXX-XXXX-XXXX-6993		Currency		US Dollar	
Reporting Period		2/1/2022 - 2/28/2022					
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount	
1 2/9/2022	2/10/2022	Wipfillip			✓	850.00	
Louis training		6645-99-904-000-000-00-5-1					
2 2/18/2022	2/21/2022	Wipfillip			✓	850.00	
Gabrielle training		6645-999-904-000-000-000-00-5-1					
Transaction Count: 2							
Total: 1,700.00							

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name	Rebecca Moreno			Company	Community Action Partnership O		
Account #	XXXX-XXXX-XXXX-4956			Currency	US Dollar		
Reporting Period	2/1/2022 - 2/28/2022						
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount	
1 2/1/2022	2/3/2022	Travelodge				476.00	
Isolation housing for COVID-19 resident at M Street Navigation Center.							

Transaction Count: 1
Total: 476.00

Employee Signature	Date	Authorized Approver Signature	Date
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Reporting Period : 2/1/2022 - 2/28/2022

Statement Summary

Name	Susana Magana		Company	Community Action Partnership O	
Account #	XXXX-XXXX-XXXX-6693		Currency	US Dollar	
Reporting Period	2/1/2022 - 2/28/2022				
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt
1 2/1/2022	2/2/2022	Wm Supercenter #5134			252.53
Purchase of lunch bags.					
2 2/9/2022	2/10/2022	Walmart.Com Aa			342.00
Baby formula.					
3 2/9/2022	2/10/2022	Target.Com			-57.99
Baby formula return.					
4 2/9/2022	2/10/2022	Target.Com			57.99
Baby formula.					
				Transaction Count: 4	
				Total: 594.53	

Employee Signature	Date	Authorized Approver Signature	Date
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COMMUNITY ACTION PARTNERSHIP OF KERN
CENTRAL KITCHEN - BUDGET TO ACTUAL
FOR THE PERIOD MARCH 1, 2021 TO FEBRUARY 28, 2022 (12 OF 12 MONTHS OR 100.0%)

Line Item	2021/22 Budget	03/01/21 - 02/28/22 Actual	% Expended	Available Budget
USDA Revenue (Note A)	1,272,351	988,298	77.7%	284,053
Head Start Subsidy	<u>623,738</u>	<u>1,201,744</u>	<u>192.7%</u>	<u>(578,006)</u>
Total Revenue	<u>1,896,089</u>	<u>2,190,042</u>	<u>115.5%</u>	<u>(293,953)</u>
Expenditures (Note B)				
Salaries	605,614	604,923	99.9%	691
Benefits	187,409	180,909	96.5%	6,500
Vehicle Gasoline, Repair/Maintenance	51,300	69,874	136.2%	(18,574)
Space Costs	94,700	136,780	144.4%	(42,080)
Supplies - Office & Food Service	86,000	122,698	142.7%	(36,698)
Equipment Repair/Maintenance & Lease	38,000	15,216	40.0%	22,784
Communication	13,000	15,517	119.4%	(2,517)
Risk Insurance	12,700	16,648	131.1%	(3,948)
Printing	1,000	506	50.6%	494
Hiring & Employee Costs	100	871	871.0%	(771)
First Aid	500	852	170.4%	(352)
Raw Food/Vended Meals	<u>586,803</u>	<u>832,732</u>	<u>141.9%</u>	<u>(245,929)</u>
Sub Total	1,677,126	1,997,526	119.1%	(320,400)
Adult Meals Prepared	51,251	110,276	215.2%	(59,025)
Indirect	<u>167,712</u>	<u>82,240</u>	<u>49.0%</u>	<u>85,472</u>
Total Expenditures	<u>1,896,089</u>	<u>2,190,042</u>	<u>115.5%</u>	<u>(293,953)</u>

	Prior Period	FEBRUARY 2022	Cumulative
Total Meals Prepared and Vended (Note C)	614,705	57,454	672,159
Total Meals Claimed	<u>319,488</u>	<u>29,480</u>	<u>348,968</u>
Difference	295,217	27,974	323,191

Percentage Claimed to Prepared/Vended		51.3%	51.9%
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Note A: Source of USDA revenue is monthly report submitted to California Department of Education by Head Start/State Child Development Program Division. Revenue is reimbursement for meals claimed.

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

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

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION CONTRACT - MIGRANT ALTERNATIVE PAYMENT
FOR THE PERIOD 7/1/21 - 6/30/22 (6 OF 12 MONTHS = 50.%)

Contract CMAP-1000	July 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	Total	%	% Earned to MRA
Provider Payments	\$ 571,122	\$ 754,613	\$ 804,323	\$ 803,000	\$ 864,421	\$ 897,206	\$ 975,016						\$ 5,669,700		
Add: Family Fees	-	-	-	-	-	-	-	-	-	-	-	-	\$ -		
Net Provider Payments	\$ 571,122	\$ 754,613	\$ 804,323	\$ 803,000	\$ 864,421	\$ 897,206	\$ 975,016	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,669,700	83.85%	
Maximum Reimbursable Amount (MRA) for Provider Payments													7,907,363		71.70%
Administration & Support Services Revenue															
Provider Payments	\$ 571,122	\$ 754,613	\$ 804,323	\$ 803,000	\$ 898,581	\$ 897,206	\$ 975,016	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,703,861		
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>\$ 121,147</u>	<u>\$ 160,069</u>	<u>\$ 170,614</u>	<u>\$ 170,333</u>	<u>\$ 190,608</u>	<u>\$ 190,316</u>	<u>\$ 206,821</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,209,909</u>		
Program Administration/Support Services Costs	80,960	78,427	77,608	76,768	80,874	104,024	78,558						577,218	8.54%	
Indirect (10% x MTDC) Costs	54,332	82,483	87,367	87,551	93,420	154,893	104,522						664,567	7.61%	
Transfer Indirect to CSBG	-	-	-	-	(150,000)	-	-	-	-	-	-	-	(150,000)		
Total Operating Costs	<u>\$ 135,292</u>	<u>\$ 160,909</u>	<u>\$ 164,975</u>	<u>\$ 164,319</u>	<u>\$ 24,294</u>	<u>\$ 258,917</u>	<u>\$ 183,079</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>1,091,786</u>	16.15%	
Revenue Earned Over/(Under) Costs	<u>\$ (14,145)</u>	<u>\$ (840)</u>	<u>\$ 5,639</u>	<u>\$ 6,014</u>	<u>\$ 166,314</u>	<u>\$ (68,601)</u>	<u>\$ 23,742</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>118,123</u>		
TOTAL COSTS - NET OF FAMILY FEES	<u>\$ 706,415</u>	<u>\$ 915,522</u>	<u>\$ 969,298</u>	<u>\$ 967,319</u>	<u>\$ 888,715</u>	<u>\$ 1,156,122</u>	<u>\$ 1,158,096</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>6,761,486</u>	100.00%	

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

Provider payments	5,669,700
Reimbursement Rate (17.5% / 82.5%)	<u>x 21.2121%</u>
Revenue Earned	<u>1,202,662</u>

Note 2: The maximum reimbursable amount per the 2021/22 State contract is as follows:

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

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION 2021/22 CONTRACTS - EARNED REVENUE
FOR THE PERIOD 7/1/21 - 6/30/22 (7 OF 12 MONTHS = 58.3%)

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	TOTAL	% Earned to MRA
GENERAL CHILD CARE (CCTR-0052)														
Adjusted Days of Enrollment - Certified	4,482	4,818	4,932	4,992	4,693	5,360	5,016	4,775					39,067	
Reimbursement Rate per Child per Day	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	
Revenue Earned	\$ 231,039	\$ 248,345	\$ 254,265	\$ 257,347	\$ 241,937	\$ 265,511	\$ 248,473	\$ 236,558	\$ -	\$ -	\$ -	\$ -	\$ 1,983,475	56.11%
Maximum Reimbursable Amount (MRA)													\$3,535,022	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)	99.13%	98.14%	98.99%	99.04%	98.33%	98.49%	98.51%	98.45%						98.54%
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%						100.00%
CALIFORNIA STATE PRESCHOOL (CSPP-0126)														
Adjusted Days of Enrollment - Certified	2,937	2,997	4,507	5,811	5,515	6,143	7,575	7,494					42,979	
Reimbursement Rate per Child per Day	<u>X \$1.87</u>	<u>X \$1.87</u>	<u>X \$1.87</u>	<u>X \$1.87</u>	<u>X \$1.87</u>	<u>X \$1.87</u>	<u>X \$1.87</u>	<u>X \$1.87</u>	<u>X \$1.87</u>	<u>X \$1.87</u>	<u>X \$1.87</u>	<u>X \$1.87</u>	<u>X \$1.87</u>	
Revenue Earned	\$ 152,344	\$ 155,435	\$ 233,776	\$ 301,418	\$ 286,057	\$ 306,239	\$ 377,614	\$ 373,588	\$ -	\$ -	\$ -	\$ -	\$ 2,186,473	47.77%
Maximum Reimbursable Amount (MRA)													\$4,577,394	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)	98.27%	99.21%	98.50%	98.83%	98.76%	97.71%	98.58%	98.78%						98.68%
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%						100.00%
MIGRANT CHILD CARE (CMIG-0004)														
Adjusted Days of Enrollment - Certified	93	84	96	87	62	125	120	114					781	
Reimbursement Rate per Child per Day	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	
Revenue Earned	\$ 4,807	\$ 4,307	\$ 4,927	\$ 4,480	\$ 3,196	\$ 6,217	\$ 5,943	\$ 5,664	\$ -	\$ -	\$ -	\$ -	\$ 39,541	15.05%
Maximum Reimbursable Amount (MRA)													\$262,661	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)	100.00%	100.00%	100.00%	98.73%	98.21%	95.96%	100.00%	100.00%						99.10%
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%						100.00%

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 2021/22 State contracts.

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION 2021/22 CONTRACTS - EARNED REVENUE
SAN JOAQUIN COUNTY OFFICE OF EDUCATION
FOR THE PERIOD 7/1/21 - 6/30/22 (7 OF 12 MONTHS = 58.3%)

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	TOTAL	% Earned to MRA
<u>GENERAL CHILD CARE (CCTR-1242)</u>														
Adjusted Days of Enrollment - Certified	1,751	1,856	1,817	1,870	1,537	1,498	1,243	1,086					12,657	
Reimbursement Rate per Child per Day	X \$46.03	X \$46.03	X \$46.03	X \$46.03	X \$46.03	X \$46.03	X \$46.03	X \$46.03	X \$46.03	X \$46.03	X \$46.03	X \$46.03	X \$46.03	
Revenue Earned	\$ 80,580	\$ 85,430	\$ 83,641	\$ 86,058	\$ 70,726	\$ 68,950	\$ 57,215	\$ 49,978	\$ -	\$ -	\$ -	\$ -	\$ 582,579	20.43%
Maximum Reimbursable Amount (MRA)													\$2,852,203	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)	99.60%	99.91%	100.00%	98.73%	99.67%	98.22%	97.74%	98.91%						98.54%
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%						100.00%

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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 2021/22 Cooperative Agreement with the San Joaquin County Office of Education

Division/CFO: Tracy Webster, CFO
Program/Work Unit: Not Applicable

Month/Year: February-2022
Director of Finance: Gabrielle Alexander

Services: Overall financial and accounting functions of the organization

Activities	February-2022		Year to Date 03/1/21 -02/28/22	
Description	Number	Amount	Number	Amount
Bank Deposits	19	1,052,665	186	32,343,809
Wire Deposits	10	1,028,079	134	8,678,169
Head Start/IRS Drawdowns	5	1,272,416	56	36,595,605
Vendor Checks Issued	951	2,770,422	9,395	28,574,317
Payroll Disbursed		3,159,906		37,785,662
Grant Reports Prepared	37		401	
CalFresh Outreach				
CalFresh SSI				
CalFresh Healthy Living				
CALEITC				
CAL Food				
City of Bakersfield Homeless Housing & Prevention				
Commodity Supplemental Food Prog				
County of Kern - 211				
CMAP				
CSBG 2021				
CSBG Cares				
CSBG 2022				
DAP				
DOE 2020				
Differential Response				
EFAP				
Energy Upgrade CA Program - 211				
ESG CARES Act Homeless				
First 5 Kern – 2 1 1 Helpline				
First 5 Kern – East Kern Family				
First 5 Kern – Help Me Grow				
First 5 Kern – Ridgecrest Family Resource				
Goodwill				
Homeless LBNC				
Home Visit Program				
Homeless Housing Assistance & Prevention				
Housing for the Harvest				
HUD				
LIHEAP 2021				
LIHEAP 2022				
LIHEAP ARPA				
MCAP Fiscal Report & Caseload				
Postive Youth				
Postive Youth Medi-Cal				
San Joaquin COE General Child Care				
VITA				
WIC				

Total Division Staffing 21 positions + 3 Vacancies

CFO	Accounting Technician (4)
Director of Finance	Accounting Specialist
Finance Administrator	AP Supervisor (1)
Payroll/HRIS Manager	Fiscal Technician (2)
Accounting Administrator	Payroll Specialists (3)
Accounting Administrator - Energy	Position Control Specialist (1)
Accountant (2)	Administrative Assistant to CFO
Accountant II (2)	

Community Action of Partnership of Kern Agency Total

STATEMENT OF POSITION (UNAUDITED) AS OF FEBRUARY 28, 2021

ASSETS

Cash in Bank	6,762,684
Cash - Vacation Reserve	977,652
Petty Cash	-
Accounts Receivable	2,315,161
Travel Advance	-
Prepaid Expense	600,014
Inventory	1,212,729
Net Fixed Assets - Unrestricted	1,342,146
Net Fixed Assets - Restricted	9,098,075

Total Assets 22,308,463

LIABILITIES AND NET ASSETS

Accounts Payable	2,353,644
Accrued Expenses	841,483
Accrued Vacation	1,663,810
Line of Credit	-
Note Payable	1,473,224
Advance Payable	327,594
Deferred Revenue	772,005

Total Liabilities 7,431,760

Total Net Assets 14,876,703

Total Liabilities and Net Assets 22,308,463

STATEMENT OF OPERATIONS (UNAUDITED) FOR THE PERIOD MARCH 1, 2020 TO FEBRUARY 28, 2021

REVENUE

Grant Revenue	73,646,271
Donations	41,912,199
Other Revenue	1,713,706
In-Kind	350,624

Total Revenue 117,622,800

EXPENDITURES

Salaries	32,643,960
Benefits	9,275,266
Travel	264,341
Space Costs	6,350,848
Supplies	3,024,270
Consultant/Contract Services	2,328,920
Other Costs	2,942,357
Program Costs	53,060,080
Capital Expenditures	(25,268)
Indirect	6,430,646
In-Kind	350,624

Total Expenditures 116,646,043

Net Change in Assets 976,758

Net Assets, beginning 13,899,945

Net Assets, ending 14,876,703

Community Action of Partnership of Kern Agency Total

STATEMENT OF POSITION (UNAUDITED) AS OF FEBRUARY 28, 2022

ASSETS

Cash in Bank	7,375,792
Cash - Vacation Reserve	986,470
Petty Cash	-
Accounts Receivable	6,739,259
Travel Advance	6,231
Prepaid Expense	376,622
Inventory	1,212,446
Net Fixed Assets - Unrestricted	1,017,341
Net Fixed Assets - Restricted	<u>8,851,542</u>

Total Assets 26,565,704

LIABILITIES AND NET ASSETS

Accounts Payable	4,152,630
Accrued Expenses	1,060,522
Accrued Vacation	1,667,283
Line of Credit	-
Note Payable	1,083,367
Advance Payable	1,958,305
Deferred Revenue	<u>-</u>

Total Liabilities 9,922,107

Total Net Assets 16,643,597

Total Liabilities and Net Assets 26,565,703

STATEMENT OF OPERATIONS (UNAUDITED) FOR THE PERIOD MARCH 1, 2021 TO FEBRUARY 28, 2022

REVENUE

Grant Revenue	84,454,420
Donations	368,292
Other Revenue	7,278,294
In-Kind	<u>8,502,204</u>

Total Revenue 100,603,210

EXPENDITURES

Salaries	37,607,939
Benefits	9,890,896
Travel	423,429
Space Costs	12,991,449
Supplies	3,209,967
Consultant/Contract Services	3,540,407
Other Costs	3,413,090
Program Costs	12,377,646
Capital Expenditures	143,633
Indirect	6,735,655
In-Kind	<u>8,502,204</u>

Total Expenditures 98,836,316

Net Change in Assets 1,766,894

Net Assets, beginning 14,876,703

Net Assets, ending 16,643,597

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-21 TO 02-28-22 (100.0%)

	AGENCY TOTAL			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	38,932,538	33,796,566	5,135,972	87%
BENEFITS	11,352,568	9,051,720	2,300,848	80%
TRAVEL	723,003	440,572	282,431	61%
SPACE COST	8,679,577	11,775,782	(3,096,205)	136%
SUPPLIES	2,639,488	3,033,228	(393,740)	115%
EQUIPMENT	291,353	607,021	(315,668)	208%
CONSULTANT/CONTRACT SERVICES	4,224,507	2,500,063	1,724,444	59%
OTHER COSTS	2,571,193	2,803,657	(232,464)	109%
PROGRAM COSTS	11,336,024	11,701,550	(365,526)	103%
INDIRECT	7,471,110	6,652,267	818,843	89%
TOTAL	88,221,361	82,362,427	5,858,934	93%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-21 TO 02-28-22 (100.0%)

	EDUCATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	28,385,371	25,719,623	2,665,748	91%
BENEFITS	8,621,872	7,091,985	1,529,887	82%
TRAVEL	481,785	236,532	245,253	49%
SPACE COST	6,895,025	9,327,830	(2,432,805)	135%
SUPPLIES	1,650,819	2,039,996	(389,177)	124%
EQUIPMENT	249,000	31,190	217,810	13%
CONSULTANT/CONTRACT SERVICES	1,383,171	842,320	540,851	61%
OTHER COSTS	1,134,919	1,326,711	(191,792)	117%
PROGRAM COSTS	7,854,382	9,723,761	(1,869,379)	124%
INDIRECT	4,918,173	4,990,241	(72,068)	101%
TOTAL	61,574,517	61,330,188	244,329	100%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-21 TO 02-28-22 (100.0%)

	NUTRITION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	3,972,150	3,309,573	662,577	83%
BENEFITS	1,132,141	851,367	280,774	75%
TRAVEL	98,318	122,133	(23,815)	124%
SPACE COST	698,065	1,155,937	(457,872)	166%
SUPPLIES	310,315	463,524	(153,209)	149%
EQUIPMENT	-	482,178	(482,178)	Not budgeted
CONSULTANT/CONTRACT SERVICES	594,403	486,069	108,334	82%
OTHER COSTS	392,841	494,407	(101,566)	126%
PROGRAM COSTS	1,451,836	1,473,051	(21,215)	101%
INDIRECT	728,776	655,966	72,810	90%
TOTAL	9,378,845	9,494,204	(115,359)	101%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-21 TO 02-28-22 (100.0%)

	ENERGY CONSERVATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	1,936,728	1,621,181	315,547	84%
BENEFITS	443,603	366,261	77,342	83%
TRAVEL	62,566	17,162	45,404	27%
SPACE COST	228,147	212,196	15,951	93%
SUPPLIES	95,424	81,078	14,346	85%
EQUIPMENT	8,603	-	8,603	0%
CONSULTANT/CONTRACT SERVICES	1,623,380	841,041	782,339	52%
OTHER COSTS	796,060	510,003	286,057	64%
PROGRAM COSTS	722,281	220,391	501,890	31%
INDIRECT	590,819	376,764	214,055	64%
TOTAL	6,507,611	4,246,077	2,261,534	65%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-21 TO 02-28-22 (100.0%)

	COMMUNITY SERVICES			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	3,352,398	2,041,829	1,310,569	61%
BENEFITS	801,121	453,881	347,240	57%
TRAVEL	33,264	43,331	(10,067)	130%
SPACE COST	687,660	766,395	(78,735)	111%
SUPPLIES	483,773	271,909	211,864	56%
EQUIPMENT	33,750	93,653	(59,903)	277%
CONSULTANT/CONTRACT SERVICES	275,443	178,425	97,018	65%
OTHER COSTS	153,543	404,492	(250,949)	263%
PROGRAM COSTS	1,276,858	198,024	1,078,834	16%
INDIRECT	690,452	418,575	271,877	61%
TOTAL	7,788,262	4,870,515	2,917,747	63%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-21 TO 02-28-22 (100.0%)

	CSBG			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	1,193,191	1,055,649	137,542	88%
BENEFITS	334,364	280,143	54,221	84%
TRAVEL	28,920	20,626	8,294	71%
SPACE COST	168,480	311,221	(142,741)	185%
SUPPLIES	80,157	175,102	(94,945)	218%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	285,610	70,622	214,989	25%
OTHER COSTS	49,420	49,598	(178)	100%
PROGRAM COSTS	30,667	86,323	(55,656)	281%
INDIRECT	517,047	195,456	321,591	38%
TOTAL	2,687,856	2,244,741	443,115	84%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-21 TO 02-28-22 (100.0%)

	DISCRETIONARY & FUND RAISING			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	92,700	48,711	43,989	53%
BENEFITS	19,467	8,083	11,384	42%
TRAVEL	18,150	788	17,362	4%
SPACE COST	2,200	2,203	(3)	100%
SUPPLIES	19,000	1,620	17,380	9%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	62,500	81,586	(19,086)	131%
OTHER COSTS	44,410	18,446	25,964	42%
PROGRAM COSTS	-	-	-	0%
INDIRECT	25,843	15,265	10,578	59%
TOTAL	284,270	176,702	107,568	62%

COMMUNITY ACTION PARTNERSHIP OF KERN
INDIRECT FUND - FY 2021/22
BUDGET TO ACTUAL - 03/01/21 TO 02/28/22 (12 OF 12 MONTHS = 100.00%)

	Budget	Actual	% Earned/ Expended	Available Balance
Revenue	\$ 7,471,110	\$ 6,652,267	89.0%	\$ 818,843
Expenditures				
Salaries	3,983,144	3,729,539	93.6%	253,605
Benefits @ 23.6% actual	<u>931,312</u>	<u>833,983</u>	<u>89.5%</u>	<u>97,329</u>
Total Personnel Costs	4,914,456	4,563,523	92.9%	350,933
Operating Costs				
Travel	62,350	38,381	61.6%	23,969
Space Costs	206,370	289,632	140.3%	(83,262)
Supplies	150,200	136,827	91.1%	13,373
Equipment	196,000	216,730	110.6%	(20,730)
Consultant/Contract	956,000	805,127	84.2%	150,873
Other Operating Costs	<u>352,750</u>	<u>605,055</u>	<u>171.5%</u>	<u>(252,305)</u>
Total Operating Costs	1,923,670	2,091,752	108.7%	(168,082)
Total Expenditures	<u>\$ 6,838,126</u>	<u>\$ 6,655,274</u>	<u>97.3%</u>	<u>\$ 182,852</u>
Excess (Deficit) Indirect Revenue	<u>\$ 632,984</u>	<u>\$ (3,007)</u>		

RECAP BY SUPPORT DIVISION	Budget	Actual	% Expended	Available Balance
HR	\$ 1,262,307	\$ 1,129,571	89.5%	\$ 132,736
Operations	2,324,790	2,276,952	97.9%	47,838
Executive	1,133,815	1,195,302	105.4%	(61,487)
Program Administration	330,664	246,630	74.6%	84,034
Finance	<u>1,786,550</u>	<u>1,806,819</u>	<u>101.1%</u>	<u>(20,269)</u>
	<u>\$ 6,838,126</u>	<u>\$ 6,655,274</u>	<u>97.3%</u>	<u>\$ 182,852</u>

Prepared Date: 3/14/2022