



DATE	November 9, 2022
TIME	12:00 pm
LOCATION	Teams Meeting / 5005 Business Park North Bakersfield, CA 93309
TEAMS LINK	Click here to join the meeting
PHONE NUMBER	(213) 204-2374 / ID: 890 972 53#

Program Review & Evaluation Committee Agenda

Per Governor's Executive Order N-29-20 and Assembly Bill 361, meeting to be held via tele-conference. Members of the public may join the tele-conference or listen to the call from the CAPK office at 5005 Business Park North, Bakersfield, CA 93309.

1. Call to Order

2. Roll Call

Ana Vigil (Chair)
Jimmie Childress

Michelle Jara-Rangel
Yolanda Ochoa

Marian Panos

3. Public Comments

The public may address the Committee on items not on the agenda but under the jurisdiction of the Committee. Speakers are limited to 3 minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.

4. Program Presentation

- a. Overview of Operations Services Presentation – Emilio Wagner, Director of Operations

5. New Business

- a. October 2022 Program Reports – **Action Item (p. 3-33)**

Pritika Ram, Chief Business
Development Officer

1. Community Development
 - Coordinated Entry Services (CES)
 - M Street Homeless Navigation Center
2. Health & Nutrition Services
 - CalFresh Healthy Living
 - Food Bank
 - Migrant Childcare Alternative Payment (MCAP)
 - Women Infant and Children (WIC)
3. Youth & Community Services
 - East Kern Family Resource Center (EKFRC)
 - Oasis Family Resource Center
 - Energy, Weatherization & Utility Assistance
 - Friendship House Community Center (FHCC)
 - Shafter Youth Center (SYC)
 - Volunteer Income Tax Assistance (VITA)

4. Operations
 - Business Services
 - Maintenance
 - Information Technology
 - Data Services
 - Risk Management
5. Administration
 - Grant Development
 - CAPK Foundation
 - Outreach & Marketing
 - 211 Kern Call Center

- b. October 2022 Application Status Report & Funding Profiles – **Action Item (p. 34-38)** Vanessa Cortez, Grants Administrator
 1. Application Status Report
 2. Funding Profiles
 3. Small Funding Profiles (\$50,000 and under)
- c. October 2022 Head Start / State Child Development Enrollment Update & Meals Report – **Action Item (p. 39-40)** Robert Espinosa, PDM Administrator
- d. California Coastal Commission Whale Tail Grant – **Action Item (p. 41-42)** Vanessa Cortez, Grant Administrator
- e. 2021-2025 Strategic Plan Update – Info Item
 1. Goal 2 (**p. 43-46**)

Yolanda Gonzales, Director of Head Start, State Child Development
Freddy Hernandez, Director of Youth & Community Services
 2. Goal 5 (**p. 47-53**)

Emilio Wagner, Director of Operations

6. Committee Member Comments

7. Next Scheduled Meeting

Program Review & Evaluation Committee
12:00 pm
To be Determined
5005 Business Park North
Bakersfield, CA 93309

8. Adjournment

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 pm, November 4, 2022. Paula Daoutis, Administrative Coordinator.



October 2022 Program Monthly Reports

PRE Committee November 2022



Community Development

Coordinated Entry Services

M Street Homeless Navigator Center

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit		Coordinated Entry Services (CES)		
Division/Director	Rebecca Moreno Director of Community Services		Program Manager	Joseph Aguilar, CES Supervisor		
Reporting Period	January 1, 2022 - December 31, 2022					
Program Description						
Coordinated Entry Services (CES) is the system to assist communities in ending homelessness by providing a clear and systematic pattern for helping individuals to quickly access the most appropriate services available through standardized access, a standardized assessment process, and a coordinated referral (match) process for individuals to preventions, housing, and/or other related services. The following counties are currently being served by CAPK CES, Kern County and Stanislaus County.						
Homeless Referrals/Assessments (SRV 7c)		Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County		1,069	10,232	10,000	128%	102%
Stanislaus County		-	-	5,000	0%	0%
Total Calls					#DIV/0!	#DIV/0!
Pending Assessments		Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern Pending contact/call back		-	-	15	-	-
Stanislaus Pending contact/call back		-	-	15	-	-
Performance: Number of applicants who received a response within 24 Hours		Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County		992	9,094	7,800	153%	117%
Stanislaus County		0	0	3,750	0%	0%
Explanation (Over/Under Goal Progress)						
Stanislaus County is pending "go live" date.						
Program Strategic Goals		Progress Towards Goal				
1. Implement effective 24 hour response time for Stanislaus County.		NA				
2. Increase staff recruitment and retention.		Meetings with HR for retention and staff recruitment				
3. Build provider network support with Stanislaus Continuum of Care (CoC)/Homeless Collaborative.		In progress. Weekly meetings TBD				
Program Highlights						

**Community Action Partnership of Kern
Monthly Report 2021**

Month	October-22	Program/Work Unit		M Street Navigation Center		
Division/Director	Rebecca Moreno Director of Community Development		Program Manager	Laurie Hughey		
Reporting Period	January 1, 2022 - December 31, 2022					
Program Description						
CAPK operates the 147-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals and an array of mental health, medical care and economic resources to unsheltered individuals with pets and partners.						
Shelter Services		Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)		129	1,037	950	163%	109%
Pets (i.e., kennel, emotional support assistance and service pet)		11	91	170	78%	54%
Residents Under 90 days length of stay		97	607	500	233%	121%
Exits to Permanent Housing (FNPI 4b)		8	74	96	100%	77%
Exits-Self		13	121	180	87%	67%
Exits-Involuntary		69	597	400	207%	149%
Case Management Services (SRV 7a)		1,125	7,475	3,000	450%	249%
Critical Incidents		26	196	360	87%	54%
Shelter Residents Meals (SRV 5ii)		7,391	47,417	60,000	148%	79%
Number of Volunteers (duplicated)		65	473	175	446%	270%
Volunteers Hours (duplicated)		121	1,362	1,500	97%	91%
Safe Camping						
Total clients served (SRV 7b)		72	246	400	216%	62%
Current client census		53	170	250	254%	68%
Meals (SRV 5ii)		2,722	7,186	3,100	1054%	232%
Pets		21	49	75	336%	65%
Clients moved to Shelter (SRV 4m)		4	17	85	56%	20%
Safe Camping						
Total clients served		2	17	100	24%	17%
Current census		2	13	60	40%	22%
Explanation (Over/Under Goal Progress)						
Two (2) clients participated in the safe parking this month. Not a lot of clients wanting this service or are aware of this service. Referrals are made to 211/CES.						
Program Strategic Goals		Progress Towards Goal				
1. Number of residents participating in job training program (i.e. project hire up, financial literacy, etc.)		2 participating in Project Hire-Up, 16 working in various job trainings through CSET, employment services as well as in the community such as Goodwill, Salvation army, Denney's, metro recycling etc.				

**Community Action Partnership of Kern
Monthly Report 2021**

2. Develop Encampment/Overnight parking program at Navigation location.	Encampment/safe parking started on 6/13/2022; total of 53 currently enrolled and 72 total served for October. 4 individuals moved from safe camping into the M street Navigation Center, 21 pets and one moved into permanent housing from safe camping.
3. Increase job retention/recruitment at M street by (1) developing job descriptions that accurately reflect the job they are doing (2) differential pay for PM/Overnight employees, (3) regrading/reclassification of job positions	Job descriptions and job retention are currently under review with HR for reclassification. Job descriptions approved are Program Administrator, Operations Supervisor and Food Prep coordinator. In November the Shelter worker position will be reviewed and discussed at the budget and finance committee for approval. Staff are currently receiving the differential pay for PM and overnight shift.

Race Demographic	Month
18 - 24	17
25 - 34	43
35 - 44	55
45 - 54	47
55 - 61	27
62+	18
Total:	207

Race Demographic	Month
American Indian or Alaska Native	3
Asian	5
Black or African American	49
Native Hawaiian or Other Pacific Islander	4
White	136
Multiple races	9
Client Don't know / Refused	1
No Answer	0
Total:	207

Gender	Month
Female	91
Male	114
Trans Female (MTF or Male to Female)	1
Trans Male (FTM or Female to Male)	1
Gender Non-Conforming (i.e. not exclusively male or female)	-
Client doesn't know	-
Client refused	-
No Answer	-
Total:	207

Zip Code	Month	Zip Code	Month
93301	42	93555	2
93304	17	93560	1
93305	24	92492	1
93306	12	92131	1
93307	25	93401	1
93308	17	94964	1
93309	11	93263	2
93311	2	93274	2
93312	3	93280	1
93313	2	63137	1
93314	4	89103	1
90212	1	43535	1
93516	1	45345	1
93206	1	73132	1
93505	1	18705	1
93215	1	78541	1
95023	1	86351	1
93240	1	93203	2
93241	1		
93252	1		
93250	1		
Not specified	16		
Total	207		



Health and Nutrition Services

Cal-Fresh Health Living Program

Food Bank

Migrant Childcare Alternative Payment

Women, Infant, and Children

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit	CalFresh Healthy Living		
Division/Director	Susana Magana Director of Health & Nutrition	Program Manager	Alejandra Morales		
Reporting Period	January 1, 2022 - December 31, 2022				
Program Description					
The CalFresh Healthy Living improves the nutrition health of low-income Californians by providing access to nutrition education, physical activity education, and leadership towards healthy community initiatives.					
Engage Supplemental Nutrition Assistance Program (SNAP-Ed) eligible participants in Nutrition Education (FNPI 5a) (SRV 5ff).	Month	YTD	YTD Goal	Month Progress	Annual Progress
Community Action Partnership of Kern (CAPK)	33	401	7,000	6%	6%
Kern County Superintendent of Schools (KCSOS)	65	2,122	1,000	78%	212%
Kernville Unified School District (KUSD)	45	781	1,000	54%	78%
Lamont Elementary School District (LESD)	48	881	1,000	58%	88%
Collaborate with SNAP-Ed approved Collaboratives to improve opportunities for the SNAP-Ed eligible population to have healthy choices (duplicated).	6	46			
Complete Nutrition Environment Food Pantry Assessment Tool (NEFPAT) to provide baseline data that could be valuable for interventions within the nutrition environment of food pantries.	0	0	12	0%	0%
Indirect Education: Indirect education, for SNAP-Ed purposes, is defined as the distribution or display of information and resources which involve no participant interaction with an instructor or multimedia.	5022	22,962	10,000	603%	230%
Explanation (Over/Under Goal Progress)					
Program Strategic Goals		Progress			
1. CAPK is part of the County Nutrition Action Plan (CNAP) Collaborative in partnership with funded partners, such as the Kern County Department of Aging and Adult Services Department (KCAASD) and the University of California Cooperative Extension (UCCE) work to enhance opportunities for health and well-being by creating positive changes in the environment where we work, live and play.		CalFresh Healthy Living hosted the County Nutrition Action Plan (CNAP) Collaborative on September 27, 2022 from 10 am -11:30am. MCAP and No Kid Hungry presented to over 25 collaborative partners. The next CNAP meeting will take place on December 7th at BPN.			
2. Staff Professional Development		Staff attended Leah's Pantry trainings for Around the Table which upholds principles of trauma-informed engagement and nourishment.			

**Community Action Partnership of Kern
Monthly Report 2022**

3. Work with partners to plan and implement sustainable community measures to ensure changes that support healthy eating and physical activity.	Health Educators in the LIVE domain began Direct Education with the CAPK MCAP program. Direct education will continue into November of 2022.
Program Highlights	

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit		Food Bank	
Division/Director	Susana Magana Director of Health & Nutrition		Program Manager	Kelly Lowery Food Bank Administrator	
Reporting Period	January 1, 2022 - December 31, 2022				
Program Description					
The Food Bank provides food assistance to low-income families and individuals through a network of more than 150 partnering food distribution sites throughout Kern County. The Food Bank also offers the Senior Food boxes to individuals ages 60 & older. The Backpack Buddies program provides youth with food when they are out of school (i.e., afterschool/weekends/holidays) distributed at CAPK youth centers, schools, and other community sites.					
Food Distributions	Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served (Duplicated) (SRV 5jj)	72,287	458,239	400,000	217%	115%
Pounds Received	1,981,743	18,839,151	22,000,000	108%	86%
Pounds Carried Over from Previous Month	746,932				
Pounds Distributed	1,362,981	14,045,511	22,000,000	74%	64%
Senior Food	Month	YTD	Month Goal	Month Progress	
Individuals Served (SRV 5jj)	4,838	43,641	4,800	101%	
Pounds Distributed	169,330	1,517,219	144,000	118%	
Free Farmers Markets	Month	YTD	Annual Goal	Month Progress	Annual Progress
Households Served (SRV 5jj)	1,800	14,864	18,000	120%	83%
Pounds Distributed	70,470	492,847	185,000	457%	266%
Senior Food	Month	YTD	Annual Goal	Month Progress	Annual Progress
Meal Kits Received (SRV 5jj)	4,875	49,665	100,000	59%	50%
Total Pounds Distributed	Month	YTD	Annual Goal	Month Progress	Annual Progress
All Programs	1,602,781	16,055,577	22,329,000	216%	72%
Volunteers	Month	YTD	Annual Goal	Month Progress	Annual Progress
Volunteers who received job skill training (SRV 6f) (paid partnership though service providers, duplicated)	20	153	210	114%	73%
Other Volunteers (i.e., general public, duplicated)	73	821	750	117%	109%
Explanation (Over/Under Goal Progress)					
Program Strategic Goals		Progress Towards Goal			
1. Update program level organization chart and fill open positions in anticipation of increased capacity after completion of expansion project.		Pending			

**Community Action Partnership of Kern
Monthly Report 2022**

2. Create positional depth within both the Admin Clerk and Warehouse Specialist positions.	Pending
Program Highlights	

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit	Migrant Childcare Alternative Payment (MCAP)			
Division/Director	Susana Magana Director of Health & Nutrition	Program Administrator	Laura Porta			
Reporting Period	June 1 , 2022 - June 31, 2022					
Program Description						
The Migrant Childcare Alternative Payment (MCAP) program provides childcare subsidy to migrant, agriculturally working families. Families can apply for child care services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, the family can migrate anywhere in California to follow agricultural work and their childcare services can continue.						
Services	Month	YTD	Goal	Month Progress	Annual Progress	
Number of Child Enrollments	82	2,163	1,000	98%	216%	
Childcare Providers (SRV 7f)	16	367	200	96%	184%	
MCAP Subsidies (SRV 7e) Jul 21-Jun 22	Month of Sept processed in Oct	YTD	Goal	Month Progress	Annual Progress	
Provider Payments-Subsidies Expended	\$947,739	\$ 13,846,603	\$12,000,000	95%	115%	
Explanation (Over/Under Goal Progress)						
All program personnel is fully engaged in conducting outreach activities, family enrollments and provider clearances to increase program enrollments in all counties. Since the beginning of our current FY 2022-2023, we have enrolled a total of 595 children to replace the enrollment numbers lost at the end of June, due to the expiration of the emergency regulations for essential workers. We currently have no waiting list and all eligible families are being enrolled within 2 days of submitting a complete application for services.						
Program Strategic Goals	Progress Towards Goal					
1. Fill Staff Vacancies.	This month MCAP welcomed a new Subsidized Reimbursement Specialist, participated in CAPK Job Fair, conducted interviews for 2 vacant positions and added 2 new positions to our Org Chart.					
2. Retain Staff.	Administration continues with the review of current job descriptions, personnel evaluation & bilingual examinations for implementation of the approved bilingual stipend incentive for staff members.					
3. Contingency Staffing Plan	MCAP is adding additional Family Specialists to our satellite offices and securing office space as appropriate to assist in increasing our enrollment efforts in all service areas.					
Program Highlights						
In the last four months, our program has been able to enroll 595 children of the 808 children disenrolled at the end of June due to the expiration of the emergency regulations. Our organizational chart has been updated to include additional positions necessary to assist us in reaching the necessary enrollment numbers. Administration completed onboarding training for 4 specialists and welcomed 3 more during this period of time.						

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit	Women Infants & Children (WIC) Nutrition		
Division/Director	Susana Magana Director of Health & Nutrition	Program Manager	Lorna Speight		
Reporting Period	January 1, 2022 - December 31, 2022				
Program Description					
The Women Infants & Children (WIC) program provides education, breastfeeding support and food vouchers for families with infants, children up to age 5, and women who are pregnant, postpartum or breast feeding. CAPK WIC operates in 21 sites throughout Kern County, 5 locations in San Bernardino County, and through one mobile WIC clinic to reach hard-to-serve populations.					
Services	Month	YTD	Goal	Month Progress	Annual Progress
Caseload (SRV 5g)	13,709		14,610	94%	
Local Vendor Liaison-Contact Stores (contact 68 vendors 1 contact required per quarter totaling 272 contacts per year)	25	297	272	110%	109%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)	1,019		900	113%	
Prenatal Education: 25% of prenatal will receive the "Let's talk" pre-natal class. (Class is given in last trimester of pregnancy)	154	1,471	1,350	137%	109%
Outreach	Month	YTD	Goal	Month Progress	Annual Progress
Online Enrollment	160	1,568	1,800	107%	87%
WIC Presentations and Outreach Events	9	61	48	225%	127%
Publication in newspaper, television, and/or social media postings (English and Spanish)	54	583	720	90%	81%
Regional Breast Liaison (RBL)	Month	YTD	Goal	Month Progress	Annual Progress
Meet with key community stakeholders (i.e., medical managed care, hospital staff, lactation support, health care providers, other WIC agencies) in Region 24 to increase breastfeeding awareness and referrals to the WIC program, as well as share WIC digital materials and utilization.	6	46	48	150%	96%

**Community Action Partnership of Kern
Monthly Report 2022**

Explanation (Over/Under Goal Progress)	
WIC began it's new FFY year Oct 1,2022. The caseload for the current contract was reduced from 16,160 to 14,610 which accounts for the change in the participation percentage. WIC staff is working diligently to increase our participation. Our participation has been steadily increasing from May 2022 (12,977) to Oct 2022 (13,709). State WIC has changed their focus for awarding caseload from total participation to the number of certifications/recertifications. Therefore we have been concentrating our efforts in this area and especially focusing on reaching out to participants who have missed their recertification appointments. During the past few month with the formula shortage we have seen an increase in breastfeeding rates.	
Program Strategic Goals	Progress
1. Increase participant use of tele-health (doxy.me) platform with goal.	We are still struggling with the tele-health platform. Participants in outlying areas often have issues with the internet connection. Others just don't want to connect via video and request the appointment be done by phone.
2. To work with outreach to come up with strategies to increase WIC retention and re-engagement with current participants.	We have bee focusing on reaching out to participants who have missed their recertification appointments. We have also been sending text message with appointment reminders and sent a blast text to participants informing them of our teletask number where they can text messages to us. We have assigned clerks to monitor the teletask messages and respond to participants and this has helped us reach more participants.
Program Highlights	



Youth and Community Services

East Kern Family Resource Center

Oasis Family Resource Center

Energy, Weatherization, and Utility Assistance

Friendship House Community Center

Shafter Youth Center

Volunteer Income Tax Assistance

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit		East Kern Family Resource Center (EKFRC)		
Division/Director	Fred Hernandez Youth & Community Services		Program Manager	Anna Saavedra		
Reporting Period	January 1, 2022 - December 31, 2022					
Program Description						
East Kern Family Resource Center (EKFRC) is a regional resource center based in Mojave, Ca. The EKFRC assists individuals and families from the desert and Tehachapi Mountain communities. The primary focus is on referred families with children who are at risk of abuse and neglect, and families unprepared to enter kindergarten successfully. The EKFRC also assists walk-in clients with basic needs, clothing, faxing/copying services, HEAP applications and referrals.						
Differential Response		Month	YTD	Annual Goal	Month Progress	Annual Progress
Provide One Time Referral Services to Families (SRV 7c)		41	329	250	197%	132%
Provide One Time Referral Services to Children (SRV 7c)		18	393	350	62%	112%
Case Management-Families (SRV 7a)		36	207	100	432%	207%
Case Management-Children (SRV 7a)		2	263	250	10%	105%
Differential Response Total		97	1192	950	175%	125%
First 5		Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)		2	49	40	60%	123%
Children Receiving Case Management Services (SRV 7a)		3	57	55	65%	104%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)		0	21	20	0%	105%
Children Educational Center Base Activities (FNPI 2b)		3	46	30	120%	153%
Children Educational Home Base Activities (FNPI 2b)		3	68	30	120%	227%
Children Summer Bridge Activities (FNPI 2b)		0	12	15	0%	80%
Collaborative Meetings Participated		1	13	15	80%	87%
Family Support Services for non-clients with children ages 5 and under		3	112	100	36%	112%
First 5 Total		15	378	305	60%	124%
Walk-In Services (Non-Clients)		Month	YTD			
Food/Household Items (SRV 5jj; SRV 5nn)		151	738			
Referrals/Administrative Services (SRV 7c)		351	1765			
Explanation (Over/Under Goal Progress)						
Program Strategic Goals		Progress Towards Goal				
1. Move to a better-suited location.		Pending				

**Community Action Partnership of Kern
Monthly Report 2022**

2. Offer more on-site services.	We continue to find additional resources to offer our clients in East Kern.
3. Expand our reach across the East Kern Communities.	We continue to partner with Salvation Army, CAPK Food Bank, HEAP/ utilities assistance and the water assistance program.
Program Highlights	
First 5 recently had a Site Review here at EKFRCC , we had a Great Review ! We interviewed and chose two candidates for our open positions. Our candidates accepted the job offer and are now pending the hiring process.	

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit		Oasis Family Resource Center	
Division/Director	Services Freddy Hernandez	Program Manager		Eric Le Barbe	
Reporting Period	January 1, 2022 - December 31, 2022				
Program Description					
The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience.					
First 5	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Parents Receiving Case Management Services (SRV 7a)	2	34	30	40%	113%
Children Receiving Case Management Services (SRV 7a)	4	43	30	80%	143%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	0	24	10	0%	240%
Children Educational Home Base Activities (FNPI 2b)	4	42	15	160%	280%
Children Summer Bridge Activities (FNPI 2b)	0	23	10	0%	230%
Collaborative Meetings	1	8	8	75%	100%
Family Support Services for non-clients with children 5 and under	10	144			
First 5 Total	21	318	103	122%	309%
Walk-In Community Services (Duplicated & Non	Month	YTD			
Food/Household Items (SRV 7c)	77	561			
Referrals/Administrative Services (SRV 7c)	28	233			
Emergency Clothing (SRV 7n)	16	87			
Copies	22	162			
Transportation Assistance (SRV 7d)	25	128			
COVID-19 Supplies (SRV 5oo)	3	127			
Total Community Services	171	1298			
Explanation (Over/Under Goal Progress)					
YTD all First 5 Kern goals have either been met or been exceeded.					
Program Strategic Goals		Progress Towards Goal			
1. Offer Court Mandated Nurturing Parenting Class every other quarter.		The Oasis FRC started a new 12-week parenting class at the end of August, students are now in their 3rd month of classes and will be graduating in November.			
2. Strengthen educational Homebase and Summer Program for children ages 0 - 5 utilizing Kern Early Stars Resources.		The Oasis FRC is working with Kern Early Stars on the academic 2022-2023 goals focusing on language and literacy, and school readiness.			

**Community Action Partnership of Kern
Monthly Report 2022**

3. Increase range of services offered to clients in the Ridgecrest community by bringing VITA & Energy Assistance programs on site to the Oasis FRC.	The Oasis FRC continues to partner with CAPK programs to promote additional services to Ridgecrest clients including HEAP, VITA, and CES. Although it's not tax season, we have provided tax services to several clients in October.
4. Apply for 3 three funding opportunities that would help extend range of services outside First 5 clients for under served families (Children 6-18, seniors, and homeless individuals).	In October, the Oasis FRC was awarded \$25,0000 from Kern Health Systems towards the purchase of a vehicle. This will supplement the previous \$20,000 award received from Wells Fargo and should enable the Oasis FRC to buy a minivan to meet the program transportation needs.
Program Highlights	
The Oasis Family Resource provided community services for a total of 150 inquires in the month of October 2022. The Oasis FRC completed their first reporting audit in October from the First 5 Kern Chief Program officer and no issues were reported.	

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit		Energy & Utility Assistance	
Division/Director	Fred Hernandez Youth & Community Services		Program Administrator	Wilfredo Cruz Jr	
January 1, 2022 - December 31, 2022					
Program Description					
The Energy Program assists income-eligible Kern County residents with utility bill payment, free weatherization, and energy education at no cost to the participant. Weatherization services include weather stripping; repair or replacement of windows and doors, heating/ cooling appliances, stoves, refrigerators, and more.					
Low-income Home Energy Program (LIHEAP) 2021 Ends June 30, 2022	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	0	2,593	2,275	0%	114%
Utility Payments	\$ -	\$ 1,942,381	\$ 1,942,401	0%	100%
Households Served - Weatherization	0	60	60	0%	100%
Low-income Home Energy Program (LIHEAP) 2022 Ends June 30, 2023	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	630	2,029	1,500	504%	135%
Utility Payments	\$ 836,010	\$ 2,546,023	\$ 3,351,190	299%	76%
Households Served - Weatherization	13	61	90	173%	68%
American Rescue Plan Act (ARPA) Ends March 2023	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	89	2,769	2,835	38%	98%
Utility Payments	\$ 76,545	\$ 2,708,013	\$ 3,500,000	26%	77%
2020 DOE - Weatherization Ends June 30, 2022	Month	YTD	Goal	Month Progress	Annual Progress
Households Served Weatherization	0	6	10	0%	60%
2021 Low-Income Household Water Assistance Program (LIHWAP)*	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	89	230	500	214%	46%
Utility Payments	\$ 63,148.00	\$166,569	\$300,000	253%	56%
Totals	Month	YTD	Goal	Month Progress	Annual Progress
Total Households Served - Utility Assistance (FNPI 4z, SRV 4i, SRV 7b)	808	7,621.00	8,919	109%	85%
Total Utility Payments	\$ 989,076	\$ 7,376,359	\$ 8,793,591	135%	84%
Total Households Weatherized (FNPI4h, FNPI 4z, SRV 4q, SRV 7b, & SRV 4t)	13	126	160	98%	79%
Explanation (Over/Under Goal Progress)					
DOE 2020 - has been removed as contract has closed LIHEAP 2021 - no longer open, in the process of closing					
Program Strategic Goals			Progress Towards Goal		
1. Become fully staffed and fully trained - Reach 90% staffed and 90% fully trained levels (both in WX and UA).			Both UA and WX are over 90% staffed. We are in the process of completing training - differs for Utility Assistance and Weatherization Teams.		
2. Continue to develop the use of Hancock to become fully paperless across the entire program (100% = fully paperless).			Currently at 15% - we are focused on developing Excel documents that work with Hancock. Current pause on this paperless process.		
3. Fully expend funds for contracts that end in the current fiscal year (2021 LIHEAP and 2020 DOE).			Both contracts are closed.		
Program Highlights					
- In October, we celebrated National Weatherization Day - a short video was created to distributed through various means. - We are currently in the process of revamping various positions within the Weatherization portion of the program.					

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit	Friendship House Community Center (FHCC)			
Division/Director	Fred Hernandez Youth & Community Services	Program Manager	Lois Hannible			
Reporting Period	January 1, 2022 - December 31, 2022					
Program Description						
Located in Southeast Bakersfield, the program serves children, adults, and families through youth after-school, summer and pre-employment programs, parenting classes, nutrition education, sports, access to social services, and more.						
Youth Programs	Current Enrolled	Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p) Reporting ends June 30, 2022	40	0	40	50	0%	80%
Summer Program (Max Capacity due to COVID) (SRV 2m)	Complete	N/A	41	25	0%	164%
After School/Learning Pods Enroll (FNPI 2c.2., FNPI 2c.3, SRV 2p)	32	6	32	35	206%	91%
Medi-Cal Outreach (ends June 30, 2022)		Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Social media emails and impressions		2,784	280,936	350,000	10%	80%
Canvassing phone calls and flyers		1,252	23,765	30,000	50%	79%
Explanation (Over/Under Goal Progress)						
The FHCC continues recruitment efforts for the mentor program. Due to increased recruitment efforts for the afterschool program six new participants were added during the month of October 2022.						
Program Strategic Goals			Progress			
1. Develop an Ad Hoc Committee and implement a fencing/lighting campaign for the CAPK Friendship House.			In progress.			
2. Develop a meeting schedule for the Friendship House Advisory Board and implement scheduled meetings/trainings.			In progress.			
3. Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.			In progress.			
Program Highlights						
CAPK Friendship House was invited to participated in the Kern High School District Principal Partners' Day, which was an opportunity to join other business leaders, government officials, and educators to see the Kern High School District's efforts to help young people succeed.						

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit			Shafter Youth Center (SYC)		
Division/Director	Fred Hernandez Youth & Community Services			Program Manager	Angelica Nelson		
Reporting Period	January 1, 2022 - December 31, 2022						
Program Description							
The Shafter Youth Center (SYC) serves children, adults, and families through youth after-school, summer and pre-employment programs, parenting classes, nutrition education, sports, access to social services, and more.							
Youth Programs		Current Enrolled (duplicated)	Month (unduplicate d)	YTD (unduplicate d)	Goal	Month Progress	Annual Progress
Summer Program starting in June (Max Capacity due to COVID) (SRV 2m)		completed	-	28	30	0%	93%
After School/Learning Pods Enroll (FNPI 2c &SRV 2I) (hours of operation: 2-5pm; 1230p - 5pm for minimum day)		27	2	33	25	96%	132%
Community Programs			Month				
Dignity Health Mental Health Project, Youth Basketball, Energy Program (Utility Assistance), Fitness Boot Camp, Girl Scouts, Zumba Party and Shafter Woman's Club <i>*See below in explanation</i>			8				
Outreach Activities			Month	YTD	Goal	Month Progress	Annual Progress
Outreach Events (presentations/informational updates)			1	8	6	200%	133%
Community Events (i.e., diaper, food, PPE distributions)			2	2	6	400%	33%
Explanation (Over/Under Goal Progress)							
Dignity Health Mental Health (Spanish) meeting 1x per week virtual, Dignity Health Mental Health (Spanish) meets 1x per month in person; Youth basketball practices 2x per week; Energy Program hosts appointments 1x per month; Fitness Boot Camp meets 2x per week; Girl Scouts meet 1x per month. Fitness Boot Camp held a free community Zumba Party and Shafter Woman's Club held a meeting.							
Program Strategic Goals			Progress				
1. Increase youth program registration as COVID restrictions ease up while maintaining a safe environment.			Enrollment continues to at a slow pace.				
2. Increase attainment of program funding to provide larger variety of program offerings.			Lego Robotics is underway, thanks to a grant from Kern Health Systems				
3. Increase community engagement, including volunteers, social media, program participation.			Community engagement increased with an event described below in the Program Highlights				
Program Highlights							
Shafter Youth Center partnered with American Refuse in Community Compost and tree Give Away. 50 trees were handed out along with 40 cubic yards of compost. Kids in After School Program are underway with learning about Lego Robotics, thanks to Kern Health Systems.							

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit		Volunteer Income Tax Assistance (VITA)		
Division/Director	Fred Hernandez Youth & Community Services			Program Manager	Jacqueline Guerra	
Reporting Period	January 1, 2022 - December 31, 2022					
Program Description						
VITA offers no-cost tax preparation and e-filing for low and moderate-income individuals and families. VITA also assists eligible clients to take advantage of the Earned Income Tax Credit (EITC), increasing their tax return and boosting the local economy. All VITA services are provided by IRS-certified staff and volunteers.						
Completed Tax Returns (SRV 3o) 10/01/2021 to 09/30/2022		Month	YTD	Goal	Month Progress	Annual Progress
Federal		129.00	4,920	5,100	31%	96%
State		98.00	4,746	5,100	25%	93%
Refunds and Credits (SRV 3o) 10/01/2021 to 09/30/2022		Month	YTD	Goal	Month Progress	Annual Progress
Federal Refunds		\$ 221,412	\$6,545,383	\$5,100,000	41%	128%
State Refunds		\$ 10,550	\$927,956	\$1,500,000	14%	62%
Federal EITC (income limit \$57,414/household)		\$ 24,514	\$2,709,558	\$2,200,000	11%	123%
CalEITC (income limit \$30,000/household)		\$ 4,766	\$400,898	\$370,000	14%	108%
Total Refunds and Credits		\$261,242	\$10,583,795	\$9,170,000	30%	115%
Individual Taxpayer Identification Number (ITIN) (SRV 3o) 10/01/2021 to 09/30/2022		Month	YTD	Goal	Month Progress	Annual Progress
Applications (New/Renewal)		2	60	75	40%	80%
Completed Tax Returns (SRV 3o) 10/01/2022 to 09/30/2023		Month	YTD	Goal	Month Progress	Annual Progress
Federal		129	129	6,000	1200%	2%
State		98	98	6,000	1200%	2%
Refunds and Credits (SRV 3o) 10/01/2022 to 09/30/2023		Month	YTD			
Federal Refunds		\$221,412	\$221,412			
State Refunds		\$10,550	\$10,550			
Federal EITC (income limit \$57,414/household)		\$24,514	\$24,514			
CalEITC (income limit \$30,000/household)		\$4,766	\$4,766			
Total Refunds and Credits		\$261,242	\$261,242			
Individual Taxpayer Identification Number (ITIN) (SRV 3o) 10/01/2022 to 09/30/2023		Month	YTD	Goal	Month Progress	Annual Progress
Applications (New/Renewal)		2	2	100	1200%	2%

**Community Action Partnership of Kern
Monthly Report 2022**

Explanation (Over/Under Goal Progress)	
Note: New VITA contract began 10/1/2022; all tax returns dates 10/1/2022 - 09/30/2023 are applicable to new goal of 6,000 tax returns. Refund and credit amounts vary based on client situation, a goal for this area would not be practical as it is based on individual or family eligibility.	
Program Strategic Goals	Progress Towards Goal
1. Develop and implement site expansion plan, including isolated areas and new partners.	Working with AltaOne Credit Union for expansion of tax prep services in Lake Isabella, Cal City, Ridgecrest and Tehachapi
2. Build community awareness of VITA services through partnership opportunities.	Flyers are being created to highlight new sites
3. Program capacity building by pursuing funding opportunities to support operational expenses.	Currently in the process of applying for \$25,000 through The Women's and Girls' Fund Grant
Program Highlights	
Note: The new VITA contract began 10/1/2022; CAPK VITA was awarded \$244,868. The CalEITC amended contract began 11/1/2022; amended contract provides \$838,056 in additional funding.	



Operations

Business Services

Maintenance

Information Technology

Data Services

Risk Management

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Work Unit	Operations Division	
Division/Director	Emilio Wagner Director of Operations	Program Managers	Jeremy Keeling, Faustino Gonzales, Douglas Dill, Ryan Dozier, Kerri Davis, Laurie Sproule	
Reporting Period	January 1, 2022 - December 31, 2022			
Division Description				
Facility repair and maintenance, procurement, information technology, risk insurance, vehicle registration, contracts, facility leases and facility planning.				
Business Services				
Activity	Requested	In-Progress	Processed	Processed YTD
Purchase Orders	205		205	2216
Contracts	24	7	17	204
Leases	3	6	3	10
Requests for Proposals	2	2		23
Business Services Projects				
Description		% Completed	Comments	
Energy Materials		80	Preparing Contract	
Energy Glass Subcontractor		50	Preparing Contract	
Jewett Design Build Tenant Improvement		90	Preparing Contract	
Oasis TI Design Build Tenant Improvements		80	Preparing Contract	
Data Services				
Activity	Requested	In-Progress	Processed	Processed YTD
Dynamic 365 Fixes	0	0	0	0
Dynamic 365 Enhancements	0	0	1	2
Projects				
Universal Intake	Develop intake for programs that don't have an electronic process.		60%	60%
Volunteer Management	Track and manage volunteers working within the agency.		100%	100%
Contract Management System	Track and manage contracts within the Agency		90%	90%
In-kind Management	Application is used to track the total number of in-kind hours with built in automation. This application will eliminate the current paper process.		70%	70%
CalAIM - KHS	New grant form Kern Health Systems for the CALAIM funding. IS part is to generate flat files used to data upload and verifying SFTP is working correctly.		70%	70%
Case Management Application	Designed with the Student Case Management grant in mind, will allow case managers to have assessments and track student progress with Dynamics.		80%	80%
Facilities				
Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	210	85	228	2,752

**Community Action Partnership of Kern
Monthly Report 2022**

Construction Projects				
Head Start Expansion		Harvey Hall, Pete Parra, Sterling, & Martha J Morgan	97%	
Food Bank Expansion		Access Road & Site Utilities	55%	
Major Maintenance Projects				
Re-roof - Angela Martinez, Primeros Pasos			100%	
Restroom upgrades - Angela Martinez, M&O, Food Bank			100%	
Information & Technology				
Activity	Requested	In-Progress	Processed	Processed YTD
Help Desk Work Orders	220	79	219	2503
Information & Technology Projects				
Description		% Completed	Comments	
iPad upgrades		50		
Network upgrades		90		
Firewall upgrades		80		
5G site upgrades		0	Upgrading select sites to 5G	
Risk Management				
Workers Compensation Claims		Reported	Reported YTD	
First Aid (Reported only)		3	49	
First Aid		3	14	
Medical Treatment		3	8	
Modified Duty		0	6	
Lost Time		1	7	
Non-Industrial (not work related)		0	2	
Under Investigation		0	0	
Confirmed Work Related COVID		0	20	
Other		7	121	
Totals			227	
Program Strategic Goals		Progress Towards Goal		
1. Identify current business processes		TBD		
2. Maximize business efficiency with the		TBD		
3. Provide better communication		TBD		
Program Highlights				



Administration

Grant Development

CAPK Foundation

Outreach & Marketing

2-1-1 Kern Call Center

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/ Work Unit		Executive Division		
Division/Director	Pritika Ram, CBDO		Program Manager			
Reporting Period	January 1, 2022 - December 31, 2022					
Program Description						
The services under the Executive Division range from fund and grant development/research to outreach and media/public relations, as well as new business development. This includes project management of agency level initiatives, such as the 2021-25 Strategic Plan and CAA-related plans, and special projects.						
Outreach Social Media		Month	YTD	Annual Goal	Month Progress	Annual Progress
Website User Sessions		17,876	190,744	220,000	98%	87%
Facebook Impressions (i.e., number of times users see content)		68,845	554,922	500,000	165%	111%
Other Social Media Impressions		15,811	130,604	145,000	131%	90%
Outreach Advocacy		Outreach Special Projects				
Supported Vaccine Equity Project partners in community vaccination events.		Working alongside Food Bank team to plan out video segments for volunteering and pantry registration.				
Participated in Vaccine Equity Project conference in Atlanta (virtually).		Worked alongside HR and Head start to plan and execute job fair. Assisted with social media promotion, media appearances, swag orders, graphic design, and MS form development.				
Attended Kern Alliance of Non-Profits meeting.		Worked alongside Food Bank Ribbon Cutting working group to start planning Food Bank Expansion celebration.				
		Attended Esculeita Hernandez grand opening to take pictures.				
		Attended MCAP to take group pictures.				
		Photographed the Head Start Policy Council Dinner.				
		Coordinated and edited Weatherization Day video project.				
		Conducted media interviews supporting Stuff the Bus event.				
		Wrote Bakersfield Life article on how to help at Thanksgiving.				
		Planned EITC/VITA Marketing campaign.				
Grants In Progress/Research		Projects				
(Update) M Street awarded \$3500 from Albertsons Companies Foundation Grant (Awarded)		A partnership with the Employers' Training Resource (ETR) has been identified to allow Paid Work Experience (PWEX) for young professionals between the ages of 18-24.				
CA Community Grants Reinvestment (Research)		Kern County Food Insecurity Assessment - The Executive Division and Transforming Local Communities recently met with GEOinovo, a team of local Geographic Information System professionals. Their services will be utilized to add dynamic maps to identify food deserts in the county. Recently, we were also award a \$96,159 by a Reach and Resiliency grant to support the assessment and the first Progress Report was submitted on September 27, 2022.				
Albertsons Food Donation Request for EKFRS (Draft)		Community Needs Surveys - Our team has started collecting client and partner survey data at local community events. We will soon print flyers and postcards that will be distributed throughout our departments.				

**Community Action Partnership of Kern
Monthly Report 2022**

Community Services Block Grant (CSBG)	Process Improvement (i.e., ROMA, PCDD)
Continue bi-weekly meetings with Wipfli re CDP	The team of Implementors has completed Phase I of the training series. This phase included e-courses and readings. Phase II meetings are scheduled for September 26th and 29th. The team is currently learning about logic models and practicing building models for different service lines and needs.
Monthly Meetings with Wipfli - Client Data Platform and review of PRE program metrics (NPIs and SRVs)	
Bi-Monthly CSBG Training	
Foundation	
Applied for non-profit permit through United States Postal Services to prepare for end of year mailing.	Preparing 2023 Foundation budget
Developing donation displays at individual program sites.	Working with Chair and Vice Chair of the Foundation Board to develop 2023 Calendar including Launch Mixer that will introduce the Foundation to the community.
Coordinating Food Bank Ribbon Cutting & Open House.	
Explanation (Over/Under Goal Progress)	
Program Strategic Goals	Progress Towards Goal
1. Customer Relationship Management Projects, including Volunteer Management, inter-agency Referral Management, and contract management.	Training new individuals who are in volunteer coordinator roles on how to use the system. A new upgrade will possibly taking place to enhance the efficiency for volunteer registration.
2. Increase grant development and marketing activities, which are aligned with the 2021-25 Strategic Plan.	Working alongside Marketing Firm to start planning for next year.
3. Agency-level adoption of Results Oriented Management & Accountability (ROMA) and Patient-Centered Data Driven Principles to programmatic and operational use.	ROMA Training - Cohort + Goal 5 In Progress
Program Highlights	
Savannah Maldonado the DEI Chair has began a eCornell course for DEI certification. She also attended the KC SHRM conference.	

**Community Action Partnership of Kern
Monthly Report 2022**

Month	October-22	Program/Division		2-1-1 Call Center Program		
Division/Director	Pritika Ram, CBDO		Program Manager	Jennifer Jordan Program Administrator		
Reporting Period	January 1, 2022 - December 31, 2022					
Program Description						
The 2-1-1 Kern is a 24/7 information and referral service that provides local residents with comprehensive information and links to community health and human services at no cost. The 2-1-1 Kern has a database of 1,500 social service agencies that are available to the public through the 2-1-1 Kern Online Resource Directory at www.211KernCounty.org. The program has over 15 years of experience in providing and linking community members to vital services, and currently serves multiple communities in the Central Valley including Kings, Tulare, Stanislaus, Fresno, and Madera through the United Way partnerships.						
Most Requested Services	Homelessness Programs		Utility Service Payment Assistance		Food Pantries	
Top 3 Unmet Needs	Homelessness Programs		Rental Payment Assistance		Housing	
Information and Referral Services Calls Handled		Month	YTD	Annual Goal	Month Progress	Annual Progress
Kern County (SRV 7c)		9,017	75,904	90,000	120%	84%
Kings County (SRV 7c)		228	2,225	4,000	68%	56%
Tulare County (SRV 7c)		606	6,960	18,000	40%	39%
Stanislaus County (SRV 7c)		655	7,134	19,200	41%	37%
Fresno & Madera		1,237	19,973	20,000	74%	100%
Merced & Mariposa (effective March 2022)		53	396	500	127%	79%
Total I&R Calls Handled		11,796	112,592	151,700	79%	74%
Staffing vs. Call Volume				Current Staff	Staff Needed Per Call	Staff Over/ Short
2-1-1 staff designated for calls handled across all counties contracts with the expectation of 42 calls per staff for an 8-hour shift.				14	2.1	(15.68)
Grant Funded Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 7b & SRV 7c)		11	125	300	44%	42%
Medi-Cal Application (SRV 7b & SRV 7c)		5	68	100	60%	68%
Ages & Stages New Children Screened (SRV 5c, SRV 7b & SRV 7c)		19	237	300	76%	79%
2-1-1 Website Visitors		Month	YTD	Annual Goal	Month Progress	Annual Progress
Duplicated Visitors (i.e., accessing 2-1-1 e-services and database resources)		24,293	230,344	225,000	130%	102%
Other Calls		Month	YTD	Annual Goal	Month Progress	Annual Progress
LIHEAP (SRV 7b & SRV 7c)		4,957	38,668	45,000	132%	86%
Mental Health (SRV 7c)		272	2,231	3,700	88%	60%
Health and Human Service Referrals		8,144	71,493	110,000	89%	65%
Total Other Services		13,373	112,392	158,700		

**Community Action Partnership of Kern
Monthly Report 2022**

Explanation (Over/Under Goal Progress)	
LIHEAP call handling continues thrive. The call center has received an influx of calls over the last several months for this service in particular. The 2-1-1 website continues to be a great source to access resources for those who prefer researching their own resources.	
Program Strategic Goals	Progress Towards Goal
1. Recruitment and Retention of staff	In order to manage the call volume, we currently have 3 staff requisitions posted for I&R Specialist. Two will be solely dedicated to HEAP calls and the other for county calls and HEAP calls as needed.
2. Contract Retention	2-1-1 is currently in talks with United Way Fresno/Madera for a 3 year contract renewal with a start date of 1/1/23.
3. AIRS call type reporting	Homelessness Assistance- 58, Information & Referral-1,134, Provider/Partner Agency-2, Disaster Coronavirus-1, and Mental Health/Crisis-1.
Program Highlights	
The new Care Coordinator started with the Help Me Grow program on 10/3/22. We also added an I&R specialist for the month.	

**Application Status Report Detail
October 2022**

Funder	Name	Description	Amount Requested	Amount Awarded	Status
Wonderful	Wonderful Community Grant	Free farmers market in the underserved community of Delano	\$ 50,000.00	\$ 50,000.00	Awarded
Wonderful	Wonderful Community Grant	Free farmers market in the underserved community of Shafter	\$ 5,000.00	\$ 28,000.00	Awarded
Wonderful	Wonderful Community Grant	Food Insecurity Assessment	\$ 50,000.00	\$ -	Denied
Wonderful	Central Valley Community Grants	This funding opportunity would support the purchase of outdoor equipment for Shafter Youth Center participants to improve their overall health.	\$ 21,546.00	\$ 22,000.00	Awarded
Wonderful	Wonderful Community Grant	Free farmers markets in the underserved community of Wasco	\$ 50,000.00	\$ -	Awarded
WACOM Thrift Shop	WACOM Distribution of Funds 2022	WACOM welcomes requests for funds from all non-profit orgs that extend a helping hand to military and civilian members of the local community (Ridgecrest).	*Not Specified in our Application	\$ 1,000.00	Awarded
careforkids.org	careforkids.org Fall funding cycle	Christmas Gifts for community youth at FHCC and SYC	\$ 10,000.00	\$ -	Awarded
careforkids.org	Children Advocates Resource Endowment	To support community services with funding playground equipment, toys, books, sports equipment, wheelchairs, school supplies, TV/VCR, etc.	\$ 10,000.00	\$ -	Pending
CA Department of Community Services and Development (CSD)	AB 941 Farmworker Resource Center Grant Program	The grant program will make funding available to counties interested in developing resource centers and programs designed to address the needs of farmworkers and their families. The Department of Community Services and Development (CSD) is the administering agency for the grant program.	\$ -	\$ -	Pending
Bank of the West	2022 Bank of the West Community Contribution	Bank of the West Charitable Investments Program - M Street Navigation Center. Employment and Job Readiness.	\$ 25,000.00	\$ -	Pending

**Application Status Report Detail
October 2022**

Kern Community College District	Regional Climate Collaboratives (RCC) Program Valley-Desert Communities Climate Collaboratives (VDCCC)	Talley-Desert Communities Climate Collaboratives (VDCCC) plan is designed to support the development of community-based local climate action plans, climate action technical assistance, and a capacity building toolbox. The purpose of this grant is to build the capacity of under-resourced communities to secure funding for climate change mitigation, adaptation, and resilience.	\$ 150,000.00	\$ -	Pending
USDA Rural Development	Emergency Rural Health Care Grant Track Two	Food bank specific funds for increased operating expenses due to Covid and increase in staffing needs	\$ 10,000,000.00	\$ -	Pending
Kern Family Health Care (KFHC)	Kern Health Systems	Sponsorship Opportunity to support Oasis Family Resource Center	\$ 25,000.00	\$ 25,000.00	Awarded
California Coastal Commission	Whale Tail	Marine Education for SYC and FHCC	\$11,003	\$ -	Pending

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	State	CAPK Program	2-1-1
Funding Agency	California Equitable Recovery Initiative	Project Name	The Center at Sierra Health Foundation
CFDA	N/A	Target Population	Low-income population
Reapplication (Y/N)	N	Number to be served	TBA
Estimated Request	\$300,000	Division Director	Freddy Hernandez
Award Period	2/2023-5/2024	Program Manager	Jennifer Jordan
Project Goal (One sentence goal statement)			
Projects should focus on systemic work, leading to a more equitable recovery and creating resiliency among those most impacted by the pandemic.			
Project Description (Brief one paragraph description)			
CBOs will use the funding to address underlying inequities in the social determinants of health that have contributed to disproportionate harm from the Coronavirus among priority communities.			
Scope is pending deliberation. 2-1-1 is considering a partnership with Central California Asthma Collaborative (CCAC) for asthma prevention services.			
Estimated Budget Summary			
CCAC funds would be utilized for the distribution of asthma related services and resources. The 211 allocation would be utilized to fund outreach based services for community meetings/presentations, with an emphasis on supporting the program with personnel and fringe costs.			

Approvals:

1. Division Director	Date
<i>Pratika Ram</i>	Nov 1, 2022
2. Chief Business Development Officer	Date
<i>[Signature]</i>	Nov 2, 2022
3. Chief Program Officer	Date

<i>Macy Webster</i>	Nov 2, 2022
4. Chief Financial Officer	Date
<i>[Signature]</i>	Nov 2, 2022
5. Chief Executive Officer	Date

Date Presented / Approved:

PRE Approval: _____ B&F Approval: _____ Executive Approval: _____ Board Approval: _____

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Private	CAPK Program	2-1-1
Funding Agency	No Kid Hungry & American Public Human Services Association	Project Name	Coordinating SNAP & Nutrition Support (CSNS) 2.0
CFDA	N/A	Target Population	Historically under-resourced communities, and people of color in particular
Reapplication (Y/N)	N	Number to be served	TBA
Estimated Request	\$750,000	Division Director	Freddy Hernandez
Award Period	March 1, 2023 – March 31, 2025	Program Manager	Jennifer Jordan
Project Goal (One sentence goal statement)			
-Scope should address food access/nutrition to support streamlined access to and co-enrollment between SNAP and other supports.			
Project Description (Brief one paragraph description)			
Project scope is pending deliberation. Overall efforts would focus on increasing staff capacity around CalFresh eligibility and application processing through benefitscal.com			
Estimated Budget Summary			
Please note: *A SNAP Agency at the state or local level must be a driving partner in the proposed project. All state and county-level SNAP agencies are eligible to apply. The SNAP agency must collaborate with a community partner on the proposal and project to be eligible for funding.			
CAPK will pursue a submission with Kern DHS. Requested funds as a subcontractor would cover 1 to 2 FTEs, as well as equipment-based funds.			

Approvals:

1. Division Director	Date
<i>Pratika Ram</i>	Nov 1, 2022
2. Chief Business Development Officer	Date
<i>[Signature]</i>	Nov 2, 2022
3. Chief Program Officer	Date

<i>Nancy Webster</i>	Nov 2, 2022
4. Chief Financial Officer	Date
<i>[Signature]</i>	Nov 2, 2022
5. Chief Executive Officer	Date

Date Presented / Approved:

PRE Approval: _____ B&F Approval: _____ Executive Approval: _____ Board Approval: _____

**Community Action Partnership of Kern
Small Funding Request (\$50,000 or less)
October 2022**

Funding Type	Private	CAPK Program	M Street Navigation Center
Funding Agency	Bank of the West	Project Name	Job Training and Employment - M Street Navigation Center
CFDA	N/A	Target Population	Job Ready Clients
Request	\$25,000.00	Division Director	Rebecca Moreno
Award Period	12 months	Program Manager	Laurie Hughey
Description	Through our M Street Navigation Center (low-barrier homeless shelter) for homeless men and women, we offer an employment a readiness program in partnership with Bakersfield College. This program allows us to link the shelter clients that are ready for learning and ultimately job placement to vocational courses and hands-on training. This traditionally ends with employment secured for the client and a transition plan to permanent housing. This is an established program that could benefit for additional funds to expand the program and provide support to the clients, such as gift cards to purchase work-related clothes/shoes (Wal-Mart, Kohls), educational or work stipends (\$500), work and school supplies.		

Description			
Funding Type	Private	CAPK Program	
Funding Agency		Project Name	
CFDA	n/a	Target Population	
Request		Division Director	
Award Period		Program Manager	
Description			

Date Presented/Approved

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

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	Month/Year: October 2022
Program/Work Unit: Head Start/Early Head Start	Program Administrator: Robert Espinosa
Services: Head Start and Early Head Start childhood education for low-moderate income children ages 0-5 in center-based, part-day or full-day environments and home-based options.	

Program	Funded Enrollment	Reportable Enrollment	Percentage	Disabilities	Over Income 131%+ up to 10% 101—130% Up to 35%
Head Start 8 Classrooms Fully Closed	1317 155	827	63%	3%	3% 6%
Early Head Start 16 Classrooms Fully Closed/ 9 Classrooms Partially Closed	908 156	595	66%	7%	6% 5%

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	168	240

Division Staffing = 701			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
572	129	29	59

HIGHLIGHTS: Seven staff were onboarded, and there were two days of interviews for four open requisitions. There were also 21 on the spot Head Start interviews at the job fair. Additionally, there were 9 resignations, four being center based.

Program Update & Compliance
Kern: 10/8 NAMI Walks YOUR Way Mental Health for All 10/14 CAPK Job Fair 10/24-10/25 Staff development Days- Brainfit for Staff by Dolores Neira; DRDP Training 10/28 Trick or Tweet at Beal Memorial Library; Trunk or Treat Mike Maggard's Office North Chester - Wellness Staff completed UCLA Trauma Informed Care Training. Partnership: 10/8 Garden Pathways Downtown Education Center, in collaboration with CAPK, held a one-stop shop resource fair from 10am to 2pm. There were 26 community partners present to provide resources, and participants were able to receive lunch and enter a raffle. There were approximately 200 people in attendance. We are looking forward to offering this opportunity again in the Spring of 2023.

- 10/17 Bakersfield College center welcomed families into their new infant classroom.
- 10/24 Escuelita Hernandez center also welcomed families into their new infant classroom.
- 10/29 Partnership Family Advocates will have an opportunity to attend the annual Immigrant Civil Rights conference at CSUB hosted by GBLA.
- Since the start of the new program year in July, our Family advocates have helped their enrolled families to establish approximately 36 family goals and have provided over 130 resources. We currently have 34 families registered for Ready Rosie.

SJC:

- 10/14 Trunk or Treat Event
- 10/29 Valley Mountain Regional Center

Compliance:

- Lead Water Testing Update: 23 out of our 42 child development centers have tested their drinking and cooking water for lead contamination by an accredited laboratory. As of October 31, 2022, we have received one result summary. The San Diego Child Development Center had one faucet that was found to have small traces of lead. This faucet is not being utilized and will be replaced. Drinking water outlets, particularly older faucets can be a common source of lead. The program will ensure that all faucets with any level of lead will be replaced to ensure the health and safety of children, staff and families.

Central Kitchen September 2022				
Meals & Snacks	Total # Prepared	Breakfast	Lunch	Snack
Center Totals	58,502	22,338	18,077	18,087

HIGHLIGHTS: The Central Kitchen provided support to programs by delivering pumpkins to eight outline centers. Additionally, they provided 92 meals for a park picnic presented by the Home Base Program.

CACFP						
September 2022						
Total Meals Delivered			Meals Allocated		# of Meals Served	% of Meals Served
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS		
52,678	9,099	61,777	26,675	35,102	44,067	67%



MEMORANDUM

To: Program Review & Evaluation Committee
Vanessa Cortez

From: Vanessa Cortez, Grant Administrator

Date: November 9, 2022

Subject: *Agenda Item 5d:* California Coastal Commission, Whale Tail Grant – **Action Item**

The Executive Division is requesting approval from the Board of Directors to pursue a competitive funding application made available by California Coastal Commission. The intent of the application is to connect children and the general public to the California Coast through education and outdoor experiences. Grant funds must focus on reaching communities that have historically received fewer marine education and stewardship opportunities.

As such, our application initiatives will focus on increasing the marine-based educational opportunities available for children from Friendship House Community Center (FHCC) and Shafter Youth Center (SYC) by implementing the Kern Marine Voyagers Project. The project will include a field trip to the California Coast Aquarium and educational lessons. These project activities will engage children in marine life through fun and interactive virtual and onsite programs. The project will serve an estimated 60 children and youth between the ages of 6 to 18 residing in economically depressed areas with high poverty, high crime, and low educational attainment so that they may gain new knowledge, appreciation, and curiosity about marine life.

These initiatives support CAPK's mission and Goal 2, Objective 2.1.2 that discusses utilizing data sources to identify pockets of underserved communities in rural areas. Our research indicates that marine-education opportunities are limited and are often excluded from formal curriculums in Kern County. This proposal was formulated through multiple discussions with the Program Managers from Friendship House and Shafter Youth Center. If awarded, the activities will be conducted during the Summer of 2023 with the \$11,003 requested in our application.

Recommendation

Staff recommends the Board of Directors approve, with resolution, the submission of the funding application for the California Coastal Commission's Whale Tail Grant and authorize the Chief Executive Officer to execute the agreement and any amendments, if awarded.

Attachment:

Resolution #2022-36



RESOLUTION # 2022-36

A Resolution of the Board of Directors of Community Action Partnership of Kern Approving the Application for funds from the California Coastal Commission For Kern Marine Voyagers

The Board of Directors of Community Action Partnership of Kern (CAPK), located at 5005 Business Park North, Bakersfield, CA 93309, met in-person and virtually on November 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 Coastal Commission awards grants for related coast and ocean projects that involve 1.) youth education programs; 2.) programs for educating the general public or adults; 3.) climate change education and stewardship; and 4). shoreline cleanup and enhancement programs.

Whereas, the California Coastal Commission requires the governing body of the grantee to certify through a resolution that it approves the application for Commission grant funding and authorizes the execution by a representative of the grantee of a grant agreement on terms and conditions required by the Commission.

NOW, THEREFORE, be it resolved that the grantee hereby approves the submission of the funding application for the California Coastal Commission’s Whale Tail Grant and authorizes the Chief Executive Officer as the authorized representative with authority to execute a contract with the California Coastal Commission and any amendments, if awarded.

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

Fred Plane Chair
CAPK Board of Directors

Date



MEMORANDUM

To: Program Review & Evaluation - PRE-Committee

From: Freddy Hernandez – Director of Youth & Community Services

Date: November 1, 2022,

Subject: *Agenda Item 5e*: Strategic Plan 2021-2025 – Goal 2 Update - **Info Item**

Strategic Goal 2 – Is to ensure that all families in the communities we serve have access to high quality early learning and care choices to meet their diverse needs.

Group 2 met on October 7, 2022, in order to continue the discussion of current and new opportunities that would help improve the health and wellbeing of the communities we serve. During the meeting we were able to identify a new mentorship program that would help the safety and wellbeing of the community. The Friendship House is in the process of starting a new mentorship program that would focus on assisting individuals who have been affected by crime. The goal is to assist these individuals with resources and referrals that will help them overcome current challenges or barriers. We will soon have a meeting with the City of Bakersfield and all subcontractors in order to connect and start the communication process that help the success of this program. The subcontractors participating in this program are:

1. Henrietta Weill Memorial Child Guidance Clinic
2. Compassion Christian Centers
3. Stay Focus Ministries
4. Wendale Davis Foundation
5. Mothers Against Gun Violence

In our next meeting, the team plans to review each objective and identify what resources or partnerships are available in order to implement non-traditional hours and workforce development. Our team will continue to collaborate with internal and external community partners that can help extend educational support services for the communities of Kern County.

Attachment:

Action Plan by Team Member Yolanda Gonzalez

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
2.1: Expand access to services and resources for health and safety of children and youth by providing a safe environment.	65%
2.2: Support the quality and availability of non-traditional hours of service.	25%
2.2.2: Continue to work with partners like the Community Connection for Child Care (CCCC) on referrals and partnerships to increase capacity of...	25%

Performance Summary



3 Goals

- 0% Achieved
- 100% On Target
- 0% Off Target
- 0% Critical
- 0% Deferred
- 0% Not Started

Item	YTD Actual
2.3: Support workforce development and employment opportunities for CAPK clients.	30%

Objective Expand access to services and resources for health and safety of children and youth by providing a safe environment. (2.1) (Last updated: 10/07/22) Aligned to: #2 All families in the communities we serve have access to high-quality early...	Owner Yolanda Gonzalez	Measure: Percent Complete	65% YTD Actual	0% 10/01/21	 YTD Target: 25.5%	12/31/25
Objective Support the quality and availability of non-traditional hours of service. (2.2) (Last updated: 08/26/22) Aligned to: #2 All families in the communities we serve have access to high-quality early...	Owner Yolanda Gonzalez	Measure: Percent Complete	25% YTD Actual	0% 10/01/21	 YTD Target: 25.5%	12/31/25
Activity Continue to work with partners like the Community Connection for Child Care (CCCC) on referrals and partnerships to increase capacity of existing and new provider networks (2.2.2) (Last updated: 10/07/22)	Owner Yolanda Gonzalez	Measure: Percent Complete	25% YTD Actual	0% 10/01/21	 YTD Target: 25.5%	12/31/25
Objective Support workforce development and employment opportunities for CAPK clients. (2.3) (Last updated: 08/26/22) Aligned to: #2 All families in the communities we serve have access to high-quality early...	Owner Yolanda Gonzalez	Measure: Percent Complete	30% YTD Actual	0% 10/01/21	 YTD Target: 25.5%	12/31/25

No goals to display.



MEMORANDUM

To: Personnel Committee

From: 
Emilio G. Wagner, Director of Operations

Date: November 9, 2022

Subject: *Agenda Item 5e*: Strategic Plan 2021-2025 – Goal 5 Update - **Info Item**

CAPK's Strategic Goal 5 group has been focusing on building the Client Data Platform, (CDP). This is in alignment with our Strategic Goal 5.3.1. CDP Project Team is still making progress as we shift to address CSBG.

As the project continues to progress, we have had many conversations with individual programs about the quality and consistency of their data. Chase Rangel has been a tremendous help supporting the project and help us complete major milestones in ChildPlus dataset. We will continue to engage Program leads as we continue this project as they are important to its success.

One area of focus we have continued to maintain throughout the project cycle is data security. Securing our data is a number one priority of this project and developing best practices and governance documents around it. We are constantly looking at ways to improve our security and will continue to follow best practices to secure our data.

ROMA group 1 is currently in its last phase of training. As they complete their training, we will hold a meeting to determine the next steps to implement ROMA for the rest of CAPK.

Attachments:

Action Plan Summary by Goal Group #5
Client Data Platform Project Update.

PRIORITY	ITEMS	WHO	START DATE/ END DATE	EOY TARGET, MEASURE	% COMPLETE/ ACTUAL	STATUS
MY ITEMS						

No Goals Found

PRIORITY	ITEMS	WHO	START DATE/ END DATE	EOY TARGET, MEASURE	% COMPLETE/ ACTUAL	STATUS
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No Goals Found

RYAN DOZIER: ACTION PLAN - ITEMS I'M CONTRIBUTING TO

PRIORITY	ITEMS	WHO	START DATE/ END DATE	EOY TARGET, MEASURE	% COMPLETE/ ACTUAL	STATUS
	5.1 Enhance agency-wide capacity to implement continuous improvement framework.	Emilio Wagner	10/01/21 12/31/25	Percent Complete		Not Started As of 10/06/21
	5.1.1 Develop multi-year Results Oriented Management and Accountability (ROMA) implementation plan that includes tiered rollout of engagement and capacity-building activities.	Emilio Wagner	10/01/21 12/31/22	100% Percent Complete		Not Started As of 10/06/21
	5.1.1.1 Establish central ROMA implementation planning and implementation taskforce and program/department champions.	Emilio Wagner	10/01/21 12/31/22	100% Percent Complete		Not Started As of 10/06/21
	5.1.1.2 Targeted engagement/training schedule: Y1: Leadership and Division Champions Y2: Selected staff groups Y3: Agency-wide implementation	Emilio Wagner	10/01/21 12/31/22	100% Percent Complete		Not Started As of 10/06/21
	5.2 Enhance data governance structures and practices to support implementation of ROMA and to increase consistency, accuracy, and breadth of program reporting and data analytics.	Emilio Wagner	10/01/21 12/31/25	Percent Complete	25%	On Target As of 06/10/22
	5.2.1 Establish agencywide data governance taskforce.	Emilio Wagner	10/01/21 12/31/22	100% Percent Complete		Not Started As of 10/06/21
	5.2.1.1 Develop charter, bylaws, member duties, and clearly articulated method of collaboration with Leadership.	Emilio Wagner	10/01/21 12/31/22	100% Percent Complete		Not Started As of 10/06/21
	5.2.1.2 Develop recommendations to leadership/Board for needed capacity development, investment, and additional strategies to enhance data governance and support implementation of ROMA.	Emilio Wagner	10/01/21 12/31/22	100% Percent Complete		Not Started As of 10/06/21
	5.2.2 Conduct agencywide data governance assessment to identify most pressing needs and to inventory existing data processes and workflows.	Emilio Wagner	10/01/21 12/31/23	Percent Complete	76%	On Target As of 06/10/22
	5.2.2.1 Identify challenges at program level around data collection and validation.	Emilio Wagner	10/01/21 12/31/23	Percent Complete	100%	On Target As of 04/14/22
	5.2.2.2 Assess availability of analytic/reporting tools, capacity to utilize existing tools.	Emilio Wagner	10/01/21 12/31/23	Percent Complete	100%	On Target As of 03/11/22
	Comments: • Agency is moving forward with utilizing Microsoft Power BI, ARC GIS, and the Power Platform for our standard analytic and reporting tools. Depending on the needs of a Program, we may evaluate other solutions. (Ryan Dozier, 03/11/22)					

5.2.2.3 Identify needed investment in data dashboards or tools to provide leadership with real time agency-wide outputs and demographic data.	Emilio Wagner	10/01/21 12/31/23	Percent Complete	29%	Off Target As of 06/10/22
<i>Comments:</i> • This item is dependent on the CDP. (Ryan Dozier, 06/10/22) • When the Client Data Platform is up and running, agency wide dashboards will be developed. (Ryan Dozier, 03/11/22)					
5.3 Establish a comprehensive model to address the health and social well-being of our clients through timely interventions.	Emilio Wagner	10/01/21 12/31/25	Percent Complete	21%	On Target As of 09/09/22
5.3.1 Advance efforts to establish centralized database for client intake and service log.	Emilio Wagner	10/01/21 12/31/23	Percent Complete	41%	On Target As of 09/09/22
<i>Comments:</i> • Developed major IT assets and their corresponding logic to develop the client data platform. (Ryan Dozier, 09/09/22) • Signed a SOW with WIPFLI on our Client Data Platform, kick off is schedule for the upcoming weeks. (Ryan Dozier, 06/10/22)					

Project Status - Summary

Program Source	Access to Source	Data analysis and mapping	Data extractions Data Replication (ADF), Synapse Link, API extraction, Excel conversion	Load to Intermediate DB/View History tracking for Hancock, iCarol, ChildPlus, MCAP, and View for Dataverse	Customer Insights - Import Power Query - transformations	Customer Insights - Profile Source-level de-dupe, Map, match, merge	Customer Insights - Activities Build relationships between client and other entities	CSBG Report Demographics report for Clients only	PRE 2 KPIs per program	Power BI development
ChildPlus Head Start	Done	Done	Done	Done	Done	Done	Done	WIP Counts between Chase Rangel and CDP completed.	WIP	Not yet
Hancock CSV (for CSBG)	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet
Hancock API Energy Assistance, Weatherization	In discussion - Skeletal framework in place - Need closure on: --- last update date ---modules for UA, WA, Wx services --- missing data in JSON	WIP	WIP	Not yet	Not yet	Not yet	Not yet	Not yet		Not yet
Dynamics - Attendance Youth centers - SYC & FHCC,	Done	Done	Done	Done	Done	Done	Done	WIP Counts between CRM and CDP completed. Program managers need to assess data	WIP Counts between CRM and CDP completed. Program managers need to assess data	Not yet
Dynamics - Inquiry OFRC, EKFR, Food Bank	Done	Done	Done	Done	Done	Done	Done	WIP Counts between CRM and CDP completed. Program managers need to assess data	WIP Counts between CRM and CDP completed. Program managers need to assess data	Not yet
Dynamics - Application Rental Assistance	Done	Done	Done	Done	Done	Done	Done	WIP Counts between CRM and CDP completed. Program managers need to assess data	WIP Counts between CRM and CDP completed. Program managers need to assess data	Not yet
Dynamics - Contacts LBNC 1944 records for Contacts that have LBNC checked. Who a client is required to be determined.	Done	Done	Done	Done	ON-HOLD LBNC clients determined to be sourced from HMIS. Awaiting confirmation and access to the data.	ON-HOLD	ON-HOLD	ON-HOLD	ON-HOLD	Not yet
Dynamics - Contacts Volunteers Out of scope per SOW. Will be picked up last	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet
NOHO (CSV) MCAP	WIP	WIP								

NOHO (API) MCAP	In discussion KinderSystems and CAPK will provide us a temporary solution with reports downloaded from the app. Long-term will be via API	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet		Not yet
iCarol 211 Kern	Done Combination of history downloads from iCarol and ongoing data push from API	Done	Done	Done	Done	Done	Done	Not yet		Not yet
Excel/CSV CES, ETO, VITA	To be planned for sprint starting 09/03 VITA CES ETO									
External dataset	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet	Not yet		Not yet
Infrastructure/Security	All of CDP's data endpoints that connect to the external world have been converted to secure private endpoints.									