



DATE	March 13, 2024
TIME	12:00 pm
LOCATION	CAPK Administrative Office Executive Conference Room 1300 18 th Street, 3 rd Floor Bakersfield, CA 93301

Program Review & Evaluation Committee Agenda

1. Call to Order

2. Roll Call

Ana Vigil (Chair)
Jimmie Childress

Fatima Echeverria
Gina Martinez

Yolanda Ochoa

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. Migrant Childcare Alternative Payment (MCAP), Presentation by Laura Porta, Program Administrator **(p. 3-12)**

5. Old Business

- a. PRE Committee February 2024 Follow-up Items – **Info Item (p. 13)** Vanessa C. Mendoza, Grant Administrator

6. New Business

- a. February 2024 Program Reports – **Action Item (p. 14-55)** Vanessa C. Mendoza, Grant Administrator

1. Housing & Supportive Services
 - Coordinated Entry Services (CES)
 - M Street Homeless Navigation Center
 - CalAIM – Homeless Services
 - Adult Re-entry Program
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 (EKFRCC)
 - Oasis Family Resource Center
 - Energy, Weatherization & Utility Assistance
 - Friendship House Community Center (FHCC)
 - Shafter Youth Center (SYC)
 - Volunteer Income Tax Assistance (VITA)
4. Operations
 - Maintenance
 - Information Technology

- Data Services
- Risk Management

5. Community Development

- Grant Development
- CAPK Foundation
- Outreach & Marketing
- 211 Kern Call Center
- Community Schools Partnership Program (CSPP)

b. February 2024 - Application Status Report & Funding Profiles –
Action Item (p. 56-64)

Ryan Fergon, Senior Community Development
Specialist

a. Application Status Report

b. Funding Profiles

- i. Environmental Protection Agency, Environmental
and Climate Justice Community Change Grants
Program
- ii. State of CA, Department of Corrections and
Rehabilitation, Victim Impact Grant
- iii. Kern Health Systems, Incentive Payment Program
- iv. California Department of Social Services, Reach
and Resiliency
- v. County of Kern Planning Division, CARES Food
Access Fund

c. Small Funding Profiles (\$50,000 and under)

c. February 2024 Head Start/State Child Development
Division/Program Monthly Activity Report - **Action Item (p. 65-66)**

Carol Hendricks, Enrollment and Attendance
Manager

d. Goal Group 3 Presentation – **Info Item (p. 67-72)**

Rebecca Moreno, Director of Housing and
Supportive Services

7. Committee Member Comments

8. Next Scheduled Meeting

Program Review & Evaluation Committee
12:00 pm
April 10, 2024
CAPK Administrative Office, Executive Conference Room
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

9. Adjournment

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 1300 18th Street, 3rd Floor Bakersfield, CA and online at www.capk.org by 12:00 pm, March 8, 2024. Sara Elias, Administrative Coordinator.



**Community Action Partnership
of Kern**

Migrant Childcare

Childcare that migrates with you.



Program Overview



The Migrant Childcare Program (MCAP), overseen by the California Department of Social Services, serves the migrant agricultural working community in California.

❑ CAPK holds the only contract of its type in California.

❑ Applications for services can be completed in the counties of Merced, Madera, Fresno, Kings, Tulare, and Kern.

Once services are approved, families can receive services anywhere in California.

The Migrant Childcare Program has the following offices available to help you with your application.

Madera County

1-559-385-2503

Office: 525 East Yosemite Ave.
Madera, CA 93638

Fax: 1-559-664-3302

Tulare County

1-559-474-8902

Office: 700 Doe Ave.
Building 200, Suite C, Door 7
Visalia, CA 93291

Fax: 1-559-661-3311

Kings County

Mail: P.O. Box 1101
Hanford, CA 93232

1-559-385-2502

Office: 216 W. 7th Street
Hanford, CA 93230

Fax: 1-559-664-3305

Fresno County

1-559-334-3629

Office: 1815 Van Ness Ave
Fresno CA, 93721

Fax: 1-559-664-3304



Mail: 5005 Business Park North
Bakersfield, CA 93309

Regional Office - Kern County

1-800-259-8866

Office: 5351 Olive Dr., Suite 200
Bakersfield, CA 93308

Fax: 661-396-1746

Merced County

1-209-259-6556

Office: 1850 Wardrobe Ave.
Merced, CA 95341

Fax: 1-209-780-4041

Migrant Childcare Program Requirements

- **Migrant Families**
 - Our Program Serves Migrant Families who work in agriculture.
- **Low Income & 50% wages from Agriculture**
 - 12-month income calculations are required for every family at certification.
- **Need Verification**
 - Working, S/E, Incapacitation, Vocational Training, Homelessness
- **Children 0-12 yrs. old**
 - Children with special needs can be served until they are 21 years of age.

Once Eligible, families can receive services for 24 months before beginning their recertification process.



MIGRANT CHILDCARE PROGRAM CHILDCARE SERVICE OPTIONS



Licensed Childcare Provider

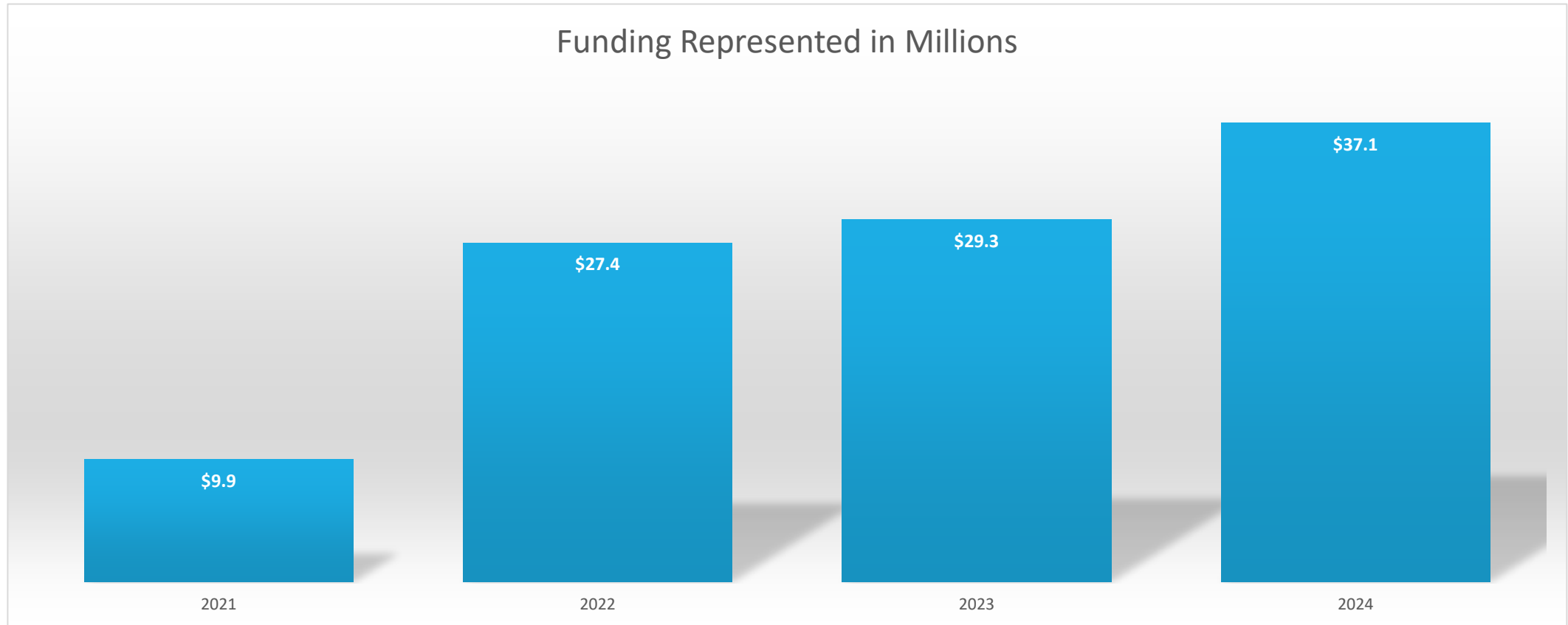
Licensed Childcare Center

License Exempt Trust line Provider

License Exempt Relative Provider

In-home Provider

Program Funding Growth





Quick Notes

- ❑ MCAP Team – 34 FT Staff Members
- ❑ Children served monthly – 2849
- ❑ Monthly subsidies total - \$2.2 Million
- ❑ Total Participant Childcare Providers – 560
- ❑ MCAP currently has a fluctuating waiting list of approximately 360 eligible children.
- ❑ Our Current Focus is:
 - ❑ Quality of service
 - ❑ Program compliance
 - ❑ Staff Professional Development
 - ❑ Funding growth opportunities



Helping People... Changing Lives.



Migrant Childcare Program Team
FY 2023-2024



Thank you!



MEMORANDUM

To: Program, Review, and Evaluation Committee
Pritika Ram

From: Pritika Ram, Chief Business Development Officer

Date: March 13, 2024

Subject: *Agenda Item 5a*: February 14, 2024 PRE Committee Follow-up Memo –
Info Item

During the February 14, 2024 Program, Review, and Evaluation Committee meeting, the following items were requested by committee members:

- Item 4.a. Program Presentation: Energy Program presented by Wilfredo Cruz, Program Administrator
 - Number of mobile homes and houses weatherized in East Kern in 2023.
 - Fifteen (15) homes, including five (5) mobile homes with permanent foundations.
- Item 4.b. January 2024 Application Status Reports and Funding Profiles presented by Bradley Ryan Fergon, Senior Community Development I
 - How does the agency conduct its due diligence with prospective partner agencies?

The agency collaborates with local community-based organizations and partners on various projects, such as resource fairs and fundraisers, for non-monetary partnerships. These partnerships are established through direct and indirect means, and the agency is knowledgeable about their scope and services. And, in certain non-financial situations, we formalize agreements with a memorandum of understanding.

Regarding monetary partnerships that entail a subcontract relationship, the agency conducts thorough background checks on the agencies' financial health. Additionally, subcontractors are provided with training by the finance department, including information on reporting requirements. In cases of noncompliance, the agency offers additional training and intervention. If these efforts do not resolve the noncompliance, the agency takes steps to terminate the contract.



March 2024 PRE Committee

February 2024 Program Monthly Reports



Housing and Supportive Services

Coordinated Entry Services
M Street Homeless Navigator Center
CalAIM - Homeless Services
Adult Re-entry Program

**Community Action Partnership of Kern
Monthly Report 2024**

Month	February-24	Program/Work Unit	Coordinated Entry Services (CES)		
Division/Director	Rebecca Moreno	Program Manager	Joseph Aguilar		
Reporting Period	January 1, 2024 - December 31, 2024				
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. The Coordinated Entry System (CES) process will support the encampment proposal. The strategy will expedite the housing process by creating an Encampment by Name List and an encampment match call with collaborating partners to review status, barriers, and match encampment residents to permanent housing units and/or housing resources identified.					
Homeless Referrals/Assessments (SRV 7c)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	2,663	5,208	20,000	13%	26%
Number of applicants who received a response within 24 Hours	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	1,938	3,514	16,000	12%	22%
Pending Assessments	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of clients without initial contact by the end of the month.	17	17	240	7%	7%
Among clients from the preceding month, the average duration (days) to reach those who are still pending.	13				
Encampment Resolution - Pending	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of Clients Served	44	44	600	7%	7%
Matched to Housing Subsidy (i.e., voucher, rapid rehousing or physical location) (SRV 4m, 4o)	20	20	250	8%	8%
Explanation (Over/Under Goal Progress)					
Program Strategic Goals		Progress Towards Goal			
1. Optimize the use of existing access points in rural areas of Kern County.		The East Kern Family Resource Center location will have a "walk-in" for individuals seeking CES services.			
2. Increase staff recruitment and retention.		Onboarded Program Specialist and 3 Housing Navigators;			

**Community Action Partnership of Kern
Monthly Report 2024**

3. Among clients from the prior month, the average time taken to reach pending clients is currently 15 days, attributed to high call volume and limited staff. The objective is to achieve client contact within 5 days of the initial request.	Onboarding more staff to assist in high call volume. 4 FTE are in training phase.
Program Highlights	

**Community Action Partnership of Kern
Monthly Report 2024**

Month	February-24	Program/Work Unit		M Street Navigation Center		
Division/Director	Rebecca Moreno		Program Manager	Laurie Hughey		
Reporting Period	January 1, 2024 - December 31, 2024					
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, showers, laundry and an array of mental health, medical care, dental and economic resources to un- sheltered 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)		120	246	1,500	8%	16%
Total Clients Served		195	395	2,400	8%	16%
Pets (i.e., kennel, emotional support assistance and service pet)		16	32	75	21%	43%
Residents Under 90 days length of stay		69	148	800	9%	19%
Exits to Permanent Housing (FNPI 4b)		9	15	114	8%	13%
Exits-Self		20	49	150	13%	33%
Exits-Involuntary		50	79	700	7%	11%
Case Management Services (SRV 7a)		478	1,107	8,000	6%	14%
Critical Incidents		43	89	250	17%	36%
Shelter Residents Meals (SRV 5ii)		7,937	16,170	70,000	11%	23%
Number of Volunteers <i>(duplicated)</i>		107	214	100	107%	214%
Volunteers Hours <i>(duplicated)</i>		165	347	3,000	5%	12%
Safe Camping		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served (SRV 7b)		81	167	500	16%	33%
Current client census		65	116	300	22%	39%
Meals (SRV 5ii)		2,617	5,903	20,000	13%	30%
Pets		13	26	75	17%	35%
Clients moved to Shelter (SRV 4m)		1	3	15	7%	20%
Exits to Permanent Housing (FNPI 4b)		1	3	20	5%	15%
Exits-Self		2	6	50	4%	12%
Exits-Involuntary		13	27	75	17%	36%
Critical Incidents		3	13			
Safe Parking		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served		14	25	30	47%	83%
Current client census		14	25	25	56%	100%
Clients moved to Shelter (SRV 4m)		0	0	10	0%	0%
Explanation (Over/Under Goal Progress)						

**Community Action Partnership of Kern
Monthly Report 2024**

Program Strategic Goals	Progress Towards Goal
1. Number of clients participating in job training program, (i.e., Project Hire-Up, financial Literacy, Recycling Lives, Open Door Network).	Three client participating in Project Hire-Up, graduation will be held on 3/8/24.
2. Increase job retention/recruitment at M street by (1) developing job descriptions that accurately reflect job performance and (2) regrading/classification of job descriptions.	Job descriptions will be reviewed by HR to ensure descriptions reflect the duties being performed.
3. Increase the number of clients who transition to permanent housing by 10% from the prior year (2023 - 114 clients) to 120 clients.	9 clients transitioned into permanent housing, 15 total since 1/2024.

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	18
25 - 34	49
35 - 44	45
45 - 54	33
55 - 61	33
62+	17
Total:	195

Race Demographic	Month
American Indian or Alaska Native	2
Asian	0
Black or African American	42
Hispanic/Latina/e/o	13
White	72
Multiple races	65
Client Don't know / Refused	1
No Answer	
Total:	195

Gender	Month
Female	85
Male	109
Trans Female and Male (Male to Female, Female to Male)	1
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	195

Zip Code	Month	Zip Code	Month
93301	27	92123	3
93302	1	94964	1
93304	26	93268	2
93305	18	93280	1
93306	12	93285	1
93307	19	52060	1
93308	21	63132	1
93309	6	86351	1
93311	2	93203	1
93312	1		
93313	4		
93314	2		
93385	1		
90212	1		
93505	1		
93215	1		
93230	1		
93501	1		
96001	1		
93555	4		
93556	1		
Not specified	32		
Total		195	

**Community Action Partnership of Kern
Monthly Report 2024**

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	3
25 - 34	11
35 - 44	25
45 - 54	24
55 - 61	7
62+	11
Total:	81

Race Demographic	Month
American Indian or Alaska Native	1
Asian	0
Black or African American	7
Hispanic/Latina/e/o	3
White	51
Multiple races	19
Client Don't know / Refused	
No Answer	
Total:	81

Gender	Month
Female	37
Male	44
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	81

Zip Code	Month	Zip Code	Month
93301	11		
93304	7		
93305	12		
93306	3		
93307	5		
93308	10		
93309	6		
93312	3		
93215	1		
93555	1		
93556	1		
93454	1		
93263	3		
93561	1		
93203	2		
Not specified	14		
Total		81	

Program Highlights

2 clients transitioned into permanent housing and 1 transferred into M Street.

**Community Action Partnership of Kern
Monthly Report 2024**

Month	February-24	Program/Work Unit		California Advancing and Innovating Medi-Cal (CalAIM)		
Division/Director	Rebecca Moreno Director of Community Services	Program Manager	Joseph Aguilar			
Reporting Period	January 1, 2024 to December 31, 2024					
Program Description						
CalAIM is a new initiative by the Department of Health Care Services (DHCS) to improve the quality of life and health outcomes of Medi-Cal beneficiaries by implementing broad delivery of system, programmatic, and payment system reforms. A key feature of CalAIM is the introduction of a new menu of “in lieu of services” (ILOS), or Community Supports, which, at the option of a MediCal managed care health plan (MCP) and a Member, can substitute for covered Medi-Cal services as cost-effective alternatives. MCPs will be responsible for administering Community Supports. For this partnership, CAPK would serve as a Community Support providing rental assistance.						
Housing Transition Navigation Services	Month	YTD Goal	Annual Progress			
Number of Clients Currently Served	402	900	45%			
Number of Referrals Received (SRV 7c)	150					
Number of Enrollments	58					
Number of services per client per month (i.e., one-on-one case management, landlord engagement, obtaining vital documents) (SRV 7a)	721	721	8,100	9%	9%	
Housing & Furnishing Deposits (SRV4d)	Month	YTD	YTD Goal	Month Progress	Annual Progress	
One-time use up-to \$5000 per client (includes housing deposits, furnishing, appliances)	3	3	40	8%	8%	
Housing Tenancy and Sustaining Services	Month	YTD	YTD Goal	Month Progress	Annual Progress	
Number of clients secured placement (SRV 4o)	1	1	110	1%	1%	
Explanation (Over/Under Goal Progress)						
Program Strategic Goals		Progress Towards Goal				
1.) 3 FTE HN to establish caseload (1:35) by 2/1/2024		2 New navigators received 10 KHS referrals each				
2.) 3 FTE HN to establish caseload (1:75) by 3/1/2024		In Progress				
3.) Increase staff recruitment and retention		In Progress				
Program Highlights						



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 2024**

Month	February-24	Program/Work Unit		CalFresh Healthy Living		
Division/Director	Susana Magana		Program Manager	Alan Rodriguez		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
The CalFresh Healthy Living (CFHL) program, Funded by the USDA and administered by CDSS, improves the nutritional health of low-income Kern County residents by providing access to nutrition education, physical activity education, and leadership within community collaboratives that focus on health and nutrition. The program does this by providing Direct Education classes, Indirect Education materials and resources, and Policy Systems and Environmental Changes (PSE's). The CFHL program has three (3) subcontractors that assist in carrying out the goal of educating the student population.						
Supplemental Nutrition Assistance Program-Education(SNAP-Ed) eligible participants, receiving Nutrition Education 10/1/2022-9/30/2023 (SRV 5ff)		Month	YTD	YTD Goal	Month Progress	Annual Progress
Community Action Partnership of Kern (CAPK) Direct Education provided.		340	672	1,100	31%	61%
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.		1060	2,355	6,000	18%	39%
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.		190	694	2,000	10%	35%
Lamont Elementary School District (LESD) Subcontractor Direct Education provided.		839	901	2,500	34%	36%
Cumulative 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.		839	2,487	30,000	3%	8%
Policy Systems and Environmental Changes (PSE's)		Month	YTD	YTD Goal	Month Progress	Annual Progress
Partner with 6 agencies/program to evaluate/implement the Nutrition Pantry Program (NPP) to implement Trauma Informed Care practices with-in the food pantry.		0	2	6	0%	33%
Partner with 3 Clinics to implement Food Insecurity screening practices.		0	1	3	0%	33%

**Community Action Partnership of Kern
Monthly Report 2024**

Explanation (Over/Under Goal Progress)	
All goals are progressing as expected. This month there was a decrease with IE however, it is expected to increase over the next few months due to weather warming up and an increase in community events for CAPK and all subcontractors.	
Program Strategic Goals	Progress
Minimize staff turn-over and become fully staffed.	In the month of February, we had 1 resignation and 3 staff onboarded. We are currently at 90.1% capacity. The program made an offer to fill the vacancy and it was accepted. This new staff is scheduled to start on 3/11/24. After this, CFHL will be fully staffed.
Partner with community agencies and collaboratives that are SNAP-Ed approved, including other CAPK Programs, to increase the amount of Direct and indirect Education to improve the opportunities for the SNAP-Ed eligible population to choose healthier food choices, physical activity, and review nutrition information.	During February 2024 CFHL partnered with Greenfield School District's FRC and Bakersfield College's Food Pantry to provide Direct Education classes. Bakersfield College, in particular, offered an incentive program to their students who complete the series-based classes that we offer. The students who complete the course will receive \$250 which is meant to be used towards groceries. More information regarding the Bakersfield Classes can be found here: https://www.bakersfieldcollege.edu/news/2024/0126-bc-promotes-healthy-nutrition-with-food-smarts-workshop.html The CFHL program also attended community events Bakersfield College's Food Distribution and conducted Surveys at Premier Valley Medical Group on White Lane.

**Community Action Partnership of Kern
Monthly Report 2024**

Progress with Policy Systems and Environmental Changes (PSE) Initiatives.	Policy Systems and Environmental Changes (PSE) are longer-term projects that are aimed at implementing and sustaining long-term changes. The PSEs that CFHL is currently making progress on are 1) collecting data at Premier Valley Medical Group on White Lane to identify if Food insecurity should be screened at the time patients are being evaluated in the clinic. We are finishing the data collection and will be meeting with PVMG to discuss next steps. Through preliminary Conversations they are interested in expanding to the other 4 PVMG sites. 2) Another PSE we are working on is helping Royten's Enrichment Academy Community Hope (R.E.A.C.H.) attain a Food Prescription Grant that will increase access to fresh fruits and vegetables in the Cal City Community. R.E.A.C.H has successfully submitted the grant application and is waiting for the award notification. 3) CFHL is developing a presentation to present to other clinics to identify if their vending machines are offering healthier options in hopes that they have begun to follow California Assembly Bill 912. 4) Enrolling Pantry's and Food distribution into the Food Pantry program to help convert into a client's choice model. CFHL is looking forward to collaborating with the CAPK Food Bank to set up a model pantry on site.
Program Highlights	
The CalFresh Healthy Living (CFHL) program, has shifted focus from Direct Education classes to PSE initiatives at the State level (CDPH). Even though this is a recent shift in focus, as CAPK CFHL meets with CDPH consultants the work the program is doing is shared and they have verbalized how impressed they are with the work we are doing. They are especially impressed with our intention to work on multiple PSEs simultaneously and at networking skills while working with other organizations in the community. The Highlight for this month is	

**Community Action Partnership of Kern
Monthly Report 2024**

Month	January-24	Program/Work Unit		Food Bank		
Division/Director	Health & Nutrition, Susana Magana		Program Manager	Kelly Lowery		
Reporting Period	January 1, 2024 - December 31, 2024 (Note: The data represents information from two months earlier.)					
Program Description						
The Food Bank provides food assistance to low-income families and individuals through a network of more than 175 agency partner distribution sites across Kern County. The CAPK Food Bank is the primary organization responsible for distributing State and Federal emergency food assistance for Kern County neighbors in need. Additionally, the Food Bank is the Feeding America affiliate food bank for Kern, facilitating grocery rescue [Fresh Rescue Program] to support the network of more than 150 Pantries across the county. Every month, the Food Bank distributes between more than 1.5 and 2 million pounds of food which reaches tens of thousands of Kern County food-insecure neighbors.						
The Emergency Food Assistance Program (TEFAP)		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		51,599	51,599	600,000	103%	9%
Pounds Distributed		741,989	741,989	10,000,000	89%	7%
Pantry Program		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		87,370	87,370	600,000	175%	15%
Pounds Distributed		365,288	365,288	4,000,000	110%	9%
Fresh Rescue		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served (Not included in Pantry Program)		763	763	10,000	92%	8%
Pounds Distributed		151,073	151,073	1,000,000	181%	15%
Commodity Supplemental Food Program (CSFP)		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		4,987	4,987	60,000	100%	8%
Pounds Distributed		175,637	175,637	1,920,000	110%	9%
Free Farmers Markets		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served (Not attached to other distributions)		4,280	4,280	50,000	103%	9%
Pounds Distributed		89,312	89,312	1,000,000	107%	9%
Brighter Bites		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		3,904	3,904	75,000	62%	5%
Pounds Distributed		31,541	31,541	250,000	13%	13%
Snack Attack		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		1,447	1,447	5,000	347%	29%
Pounds Distributed		1,012	1,012	10,000	121%	10%

**Community Action Partnership of Kern
Monthly Report 2024**

Community Events & Other	Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served	406	406	25,000	20%	2%
Pounds Distributed	39,010	39,010	2,000,000	23%	2%
Totals	Month	YTD	Annual Goal	Month Progress	Annual Progress
Total Individuals Served	154,756	154,756	1,425,000	130%	11%
Total Pounds Distributed (SRV 5jj)	1,594,862	1,594,862	20,180,000	95%	8%
Volunteers (SRV 6f)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Volunteers who received job skill training (e.g., paid partnership through service providers, duplicated)	44	44	275	192%	16%
Other Volunteers (i.e., general public, duplicated)	146	146	1,500	117%	10%

Explanation (Over/Under Goal Progress)

Continue to see strong TEFAP and PANTRY PROGRAM numbers. Community Events & Other was significantly lower due to very few community events happening in January.

Program Strategic Goals	Progress Towards Strategic Goals
Create additional access points in the county by adding new pantries as well as providing night and weekend pantry access.	This goal is on hold pending potential restructuring.
Develop a classification system for measuring, tracking and increasing the nutrition level of the food distributed.	This project will begin after the pallet barcode tracking system is deployed in Q2.
Develop a direct to client home delivery program for emergency food assistance.	This goal is on hold pending potential restructuring.

Program Highlights

The beginning of the year is typically a slower period, marked by a slight decline in numbers. We did not see this decline. Rather, the TEFAP and Pantry Programs continued to hold steady and increase in certain areas. Additionally, the Food Bank staff opened a TEFAP distribution on site at the Food Bank on the third Friday of the month to serve our neighbors in SE Bakersfield. It is already one of the largest TEFAP distributions in Kern County serving almost 450 families.

**Community Action Partnership of Kern
Monthly Report 2024**

Month	February-24	Program/Work Unit	Migrant Childcare Alternative Payment (MCAP)		
Division/Director	Susana Magana	Program Administrator	Laura Porta		
Reporting Period	January 01, 2024 to December 31, 2024				
Program Description					
The Migrant Childcare Alternative Payment (MCAP) program provides childcare subsidies to migrant, agriculturally working families. Once families are authorized, their services are certified based on their verified need for childcare services. MCAP maximizes parental choice for services and utilizes the approved childcare providers in our communities to satisfy the family's need for services. Families can apply for childcare services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, they can migrate anywhere in California to follow agricultural work, and their childcare services can continue.					
Program Reimbursements (CY Jan - Dec 2024) Note: duplicated below for program fiscal year.	Current Month	YTD	Goal	Annual Progress	
Provider Payments-Subsidies Expended (SRV7e)	\$ 2,477,149	\$ 2,477,150	\$ 23,000,000	11%	
Program FY Reimbursements Progress (FY Jul 2023- Jun 24)	Current Month	YTD	Goal	Annual Progress	
Provider Payments-Subsidies Expended (SRV7e)	\$ 2,477,149	\$ 15,232,904	\$ 23,000,000	66%	
Services	Current Month				
Active Child Enrollment	2,898				
Active Childcare Providers (SRV 7f)	424				
	Prev- Month	Add (+)	Drop (-)	Current Month	
Waiting List Totals (children)					
Explanation (Over/Under Goal Progress)					
The Migrant Childcare Program is fully enrolled and expected to meet 100% of the current contract. MCAP's contract earnings are tracked by FY from July 1st, 2023 to June 30th, 2024.					

**Community Action Partnership of Kern
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Program Strategic Goals	Progress Towards Strategic Goal
1. Fill Staff Vacancies.	Program management is currently recruiting for positions approved at the end of November 2023 by the BOD. Interviews are being conducted for 1 management position and 2 Specialists positions. These positions will help provide support and supervision to current staff and ensure manageable workloads.
2. Staff Retention and Professional Development (Training).	Management is currently planning the activities for the 2nd half of the FY. Staff training and program policy review and are being prioritized and will be scheduled based on program priorities with at least one monthly training for staff.
3. Contingency Staffing Plan & Solidify Program Growth.	Management continues to support cross training between departments and preparing current staff members for higher responsibilities and advanced roles. A full review of current program training needs is being conducted and those will be scheduled in the upcoming months.
Program Highlights	
The Migrant Childcare Program has reached full enrollment and currently expected to met 100% of our contract. We are currently serving a total of 2,898 children across the state and contracting with over 420 providers. Our team is currently hiring three additional staff members, including one coordinator position to support the Reimbursement Department and two team specialists to help enhance the quality and compliance of our program, and support manageable workloads for staff. Our program is also one step closer to opening a new office space in Tulare County to enhance service access and support our single staff member working with our Tulare County community.	

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Month	February-24	Program/Work Unit	Women Infants & Children (WIC) Nutrition			
Division/Director	Susana Magana		Program Manager	Marissa Ortiz-Cortez		
Reporting Period	January 1, 2024 - December 31, 2024					
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	Annual Goal	Month Progress	Annual Progress
Caseload (SRV 5g)		14,348		14,610		98%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)		1,058		900		118%
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)		18	34	268	7%	13%
Outreach		Month	YTD	Goal	Month	Annual
Online Enrollment		176	382	1,200	15%	32%
WIC Presentations and Outreach Events		5	11	100	5%	11%
Publication in newspaper, television, and/or social media postings (English and Spanish)		32	54	350	9%	15%
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.		0	0	120	0%	0%
Peer Counseling Program (PCP)		Month	YTD	Goal	Month Progress	Annual Progress
Provide basic breastfeeding education and encouragement to WIC PCP participants.		264	527	1000	26%	53%
Explanation (Over/Under Goal Progress)						
RBL position vacant since Jan 2024.						

**Community Action Partnership of Kern
Monthly Report 2024**

Program Strategic Goals	Progress
Restructure WIC Program staffing model to improve recruitment and retention of staff.	The WIC program has started cross functional training which enables staff to share skills across the program to strengthen overall knowledge and performance.
Program Highlights	
In the month of February, WIC CAPK reached 98.2% of the participation caseload requirement. This milestone has not been achieved in several years.	



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 2024**

Month	February-24	Program/Work Unit	East Kern Family Resource Center (EKFRC)			
Division/Director	Fred Hernandez Youth & Community Services	Program Manager	Anna Saavedra			
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
East Kern Family Resource Center (EKFRC) is a regional resource center based in Mojave, Ca. The EKFRC provides assistance to low-income individuals and families from the desert and Tehachapi Mountain communities. The primary focus is to assist individuals and families who are facing housing insecurities and to prepare children 0-5 years of age to enter kindergarten successfully. The EKFRC also provides individuals and families with basic need services, clothing, diapers, food, household items, hygiene kits, blankets, business services, VITA, and assistance with HEAP applications.						
Homeless Housing Assistance and Prevention (HHAP) Rural Drop-in Center		Month	YTD	Annual Goal	Month Progress	Annual Progress
Case Management Services (SRV 7a)		0	0	60	0%	0%
Street Outreach and Education		0	0	75	0%	0%
HHAP Linkages to Services (Referrals)		Month	YTD			
California Driver's License (SRV 7j)		0	1			
Social Security Insurance (SSI) (SRV 7i)		0	0			
Medical Services (SRV 7c)		4	8			
Mental Services (SRV 7c)		0	2			
Housing Placement (e.g., transitional, temporary, permanent) (SRV 4m, 4n, 4o)		4	4			
Educational and Career Development (SRV 7c)		2	4			
HHAP Distribution of Supplies		Month	YTD			
Food Assistance (SRV 5jj)		13	40			
House Hold Items		13	26			
Hygiene Kits (SRV 5oo)		13	23			
Emergency Clothing (SRV 7n)		22	39			
Administrative Services & Copies		10	25			
Transportation Services (SRV 7d)		0	1			
Educational Supplies (SRV 2k)		0	0			

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Covid - 19 Supplies (SRV 5oo)	0	7			
First 5 Kern	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	0	0	30	0%	0%
Children Receiving Case Management Services (SRV 7a)	0	0	30	0%	0%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	0	4	10	0%	40%
Children Educational Center Base Activities (FNPI 2b)	1	3	30	3%	10%
Children Educational Home Base Activities (FNPI 2b)	1	2	30	3%	7%
Children Summer Bridge Activities (FNPI 2b)	0	0	15	0%	0%
Collaborative Meetings Participated	1	2	12	8%	17%
Family Support Services for non-clients with children 5 and under	33	68			
First 5 Total	36	79			
First 5 Kern/ Department Health Services	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	99	114			
CalCapa Diaper Supply Bank	Month	YTD	Annual Goal	Month Progress	Annual Progress
Diaper Supply Management Enrollment Unduplicated (NPI5.5)	12	82	150	8%	55%
Monthly Diaper Kit Supply Delivery Duplicated (SRV5.nn)	69	153	1800	4%	9%
Walk-In Community Services (Duplicated Clients & Case Managed Clients)	Month	YTD			
Administrative Services & Copies	209	236			
Baby Supplies (SRV 2w)	53	98			
Covid - 19 Supplies (SRV 5oo)	2	26			
Court Mandated Parenting Correspondence (SRV 2w)	1	7			
Educational Supplies (SRV 2k)	6	31			
Emergency Clothing (SRV 7n)	111	221			

**Community Action Partnership of Kern
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Food Assistance (SRV 7c)	125	291	
Household Items (SRV 7c)	82	121	
Hygiene Kits (SRV 7c)	16	40	
Referrals (SRV 7c)	13	68	
Transportation Services (SRV 7d)	0	1	
Explanation (Over/Under Goal Progress)			
Program Strategic Goals		Progress Towards Goal	
1. Secure additional funding to cover operational costs and improve the delivery of services.	We continue to look for funding for our Center and are currently working on KHS grants that will be sent out in March.		
2. Partner with private enterprises to boost program visibility and foster meaningful relationships.	EKFRC was invited to be a guest speaker at our local HEADSTART Program here in Mojave California. I had the opportunity of sharing our programs and services we are currently providing such as our diaper program,, VITA, HEAP, emergency food, emergency clothing, our HMIIS Program and our First 5 Program to the parents.		
3. Improve on-site services to more effectively connect with the East Kern target population.	EKFRC is now in the hiring process, We have selected 10 candidates that will be interviewed for the position of Housing Navigator. The First 5 Case-Manager position continues to be open and soon we will select the candidates that will be interviewed for the First 5 part-time position.		
Program Highlights			
During the month of February EKFRC met with Vanessa and her team, Kern Health Systems, and the support team from CAPK. The topic was washers and dryers for East Kern and a computer/classroom for our clients. Great News and more information to follow.			

**Community Action Partnership of Kern
Monthly Report 2024**

Month	February-24	Program/Work Unit		Oasis Family Resource Center		
Division/Director	Youth & Community Services Freddy Hernandez		Program Manager	Eric Le Barbé		
Reporting Period	January 1, 2024 - December 31, 2024					
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	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)		1	2	30	3%	7%
Children Receiving Case Management Services (SRV 7a)		1	3	30	3%	10%
Parents Participating in Court Mandated Classes (FNPI 5d, and SRV 5mm)		0	7	10	0%	70%
Children Educational Home Base Activities (FNPI 2b)		1	2	15	7%	13%
Children Summer Bridge Activities (FNPI 2b)		0	0	10	0%	0%
Family Support Services for non-clients with children 5 and under (SRV 2w)		29	88			
First 5 Total		32	102			
First 5 Kern/ Department Health Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)		10	58			
Planned Parenthood		Month	YTD	Annual Goal	Month Progress	Annual Progress
LiFT Delivery Seminar to 10 Parents/Guardians (SRV 5l, and SRV 5mm)		0	0	10	0%	0%
LiFT Delivery Seminar to 10 Youth 13-19 (SRV 5l)		0	0	10	0%	0%
Plan A Sex Education Kits for qualifying youth 16-19 (SRV 5m)		0	0	75	0%	0%
CalCAPA Diaper Supply Bank		Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Diaper Supply Management Enrollment Unduplicated (NPI5.5)		19	166	150	13%	111%
Monthly Diaper Kit Supply Delivery Duplicated (SRV5.nn)		160	366	1800	9%	20%
Walk-In Community Services (Duplicated & Non First 5 Clients)		Month	YTD			
Administrative Support (SRV 7c)		88	192			
Baby Supplies (SRV 2w)		92	198			
Copies		36	93			
Court Mandated Parenting Correspondence (SRV 2w)		0	10			

**Community Action Partnership of Kern
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Educational Supplies (SRV 2k)	39	80	
Emergency Clothing (SRV 7n)	16	29	
Food (SRV 7c)	118	236	
Household Items (SRV 7c)	147	291	
Referrals(SRV 7c)	78	198	
Transportation Assistance (SRV 7d)	33	63	
Total Community Services	647	1390	
Explanation (Over/Under Goal Progress)			
The Oasis FRC met all its First 5 Kern goals for the fiscal year 2023-2024. None of the services for Planned Parenthood have been provided yet but the OFRC staff continued training in January and is planning the implementation of this new program and should be able to start delivering services by the end of March once Planned Parenthood delivers the kits.			
Program Strategic Goals		Progress Towards Goal	
1. Apply for three funding opportunities that would help extend range of services outside First 5 clients for under served families (Parenting, Children 6-18, seniors, and homeless individuals).		The Oasis FRC applied for the Believe in Reading Literacy grant seeking funding to purchase children books for the children enrolled in the First 5 Kern Case Managed programs and the Summer Bridge program.	
2. Participate in community outreach activities to promote CAPK & Oasis FRC services and seek donations from local business partners (in-kind and monetary).		The Oasis FRC staff attended the Ridgecrest Economic Outlook Conference, the table was donated by The Swap Sheet. This was a great opportunity for the FRC to network with local business to seek future donations. The Oasis FRC staff met with the Ridgecrest Salvation Army to provide an update of services to collaborate to help families receive services for both organizations.	
Program Highlights			
The Oasis Family Resource Center provided community services responding to a total of 273 inquiries in the month of February 2024.			

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Monthly Report 2024**

Month	February-24	Program/Work Unit		Energy & Utility Assistance		
Division/Director	Fred Hernandez		Program Administrator	Wilfredo Cruz Jr.		
Reporting Period	January 1, 2024 - December 31, 2024					
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 Household Water Assistance Program (LIHWAP) 2021 Ends March 2024		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		852	1,353	700	122%	193%
Utility Payments		\$ 143,308.00	\$ 369,962	\$302,457	47%	122%
Low-income Home Energy Program (LIHEAP) 2024		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		621	937	3,200	19%	29%
Utility Payments		\$ 856,965	\$ 1,279,518	\$ 4,947,219	17%	26%
Households Served - Weatherization		16	31	200	8%	16%
Emergency Supplemental Low-Income Energy Assistance Program (ESLIHEAP) 2023 Ends May 2025		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		135	240	450	30%	53%
Utility Payments		\$ 298,699	\$ 470,482	\$ 744,877	40%	63%
Department of Energy (DOE) Bi-partisan Infrastructure Law (BIL) - Weatherization Assistance Program (WAP)		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Weatherization		0	0	54	0%	0%
Totals		Month	YTD	Goal	Month Progress	Annual Progress
Total Households Served - Utility Assistance (FNPI 4z, SRV 4i, SRV 7b)		1,608	2,530	4,350	37%	58%
Total Utility Payments		\$ 1,298,972	\$ 2,119,963	\$ 5,994,553	22%	35%
Total Households Weatherized (FNPI4h, FNPI 4z, SRV 4q, SRV 7b, & SRV 4t)		16	31	254	6%	12%
Weatherized Homes - Submitted to CSD (Delayed by 2 months - January)		Month	YTD	Goal	Month Progress	Annual Progress
Total Households Weatherized		13	13	200	7%	7%
Total Weatherized Homes Payments		\$ 251,679	\$ 251,679	\$ 2,677,067	9%	9%
Explanation (Over/Under Goal Progress)						
LIHWAP 2021 - we have fully expended the client assistance portion of this contract but state has provided additioanal funds to assist potential clients in our community.						

**Community Action Partnership of Kern
Monthly Report 2024**

Program Strategic Goals	Progress Towards Goal
1) Successfully implement online client self-application tool for Utility Assistance (UA) services.	Tool is currently in the test phase in Eastern Kern - 2 months in.
2) Effectively initiate and manage the City of Bakersfield - Transformative Climate Communities (TCC) grant, focusing on providing weatherization and solar services to residents in Southeast Bakersfield. This endeavor involves a collaborative partnership with GRID Alternatives and Kern Community College District (KCCD).	Currently in the process of developing program and receiving contract. Anticipated to start program during second half of 2024.
3) Continue to build partnerships with community to fully administer the Low-Income Household Water Assistance Program (LIHWAP) grant.	Currently 100% spend out, however we are working valued community partners and community leaders to continue assisting residents as state has provided us with additional funds.
Program Highlights	
1) The UA Team spent out 100% of the client assistance allocation on the contract! 2) Per contract closeout letter received from CA CSD, our program will receive the Category A performance designation - this means our agency will receive its full three-factor formula allocation of the final 2024 LIHEAP local assistance grant and a percentage of any available 2024 LIHEAP funds that are not allocated to agencies that did not meet the expenditure requirements.	

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Month	February-24		Friendship House Community Center (FHCC)		
Division/Director	Fred Hernandez	Program Manager	Lois Hannible		
Reporting Period	January 1, 2024 - December 31, 2024				
Program Description					
Located in Southeast Bakersfield, the program serves children, adults, and families through after-school, summer and mentor programs, nutrition education, sports, access to social services, and more.					
Youth Programs	Month	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p) Reporting ends June 30, 2023	8	96	100	8%	96%
Summer Program (Max Capacity due to COVID) (SRV 2m)	0	0	35	0%	0%
After School/Learning Pods Enroll (FNPI 2c.2., FNPI 2c.3, SRV 2p)	8	30	50	27%	60%
Medi-Cal Outreach	Month	YTD	YTD Goal	Month Progress	Annual Progress
Social media emails and impressions	6,515	10,722	15,000,000	0.6076292	0%
Canvasing phone calls and flyers	1,587	2,356	12,000	0.6735993	20%
California Violence Intervention Program (CalVIP)		Month	YTD		
Incident Response (SRV 5w)	0	-			
Outcome/Case Managed Families (SRV 7a)	5	5			
Provided Food Assistance (SRV 7c)	5	5			
Assisted with Energy/HEAP Services (SRV 7c)	0	-			
Provided Assistance with Medi-Cal (SRV 7c)	0	-			
Provided Mentoring Services (SRV 2p, 7c)	10	10			
Deposit Payments (SRV 4d)	0	-			
Temporary Housing Placements (SRV 4m)	0	-			
Explanation (Over/Under Goal Progress)					
During the month of Feb., 2024 the City of Bakersfield did not make any request for the Outreach Worker to respond to an incident. Also, participants did not request assistance with HEAP services, Medi-Cal, deposit payments, or temporary housing. However, five individuals were provided DMV vouchers to obtain an identification card.					
Program Strategic Goals		Progress Towards Strategic Goals			
Plan and facilitate Friendship House (FHCC) Advisory Board fundraising event to benefit the Friendship House.		The FHCC Advisory Board is in the process of planning the 2024 Mixer fundraiser for the Friendship House.			
Recruit and secure staffing for the Friendship House.		The FHCC recently hired a CalVIP Outreach Worker, a CalVIP Program Educator, and an Activity Specialist. The Friendship House is currently fully staffed.			
Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.		The FHCC Program Manager assisted the CAPK grant writers with submitting a grant proposal to the Women's & Girl's Fund and The Dept of Corrections.			
Program Highlights					
Aldi's grocery store provided gift cards to the Friendship House After-school Program, and thanks to their generosity we are able to provide cooking classes for the program youth. The cooking class is provided to teach the youth how to prepare healthy snacks that are both quick and tasty.					

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Month	February-24			Shafter Youth Center (SYC)		
Division/Director	Fred Hernandez	Program Manager	Angelica Nelson			
Reporting Period	January 1, 2024 - December 31, 2024					
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	Month	YTD (unduplicated)	Goal	Month Progress	Annual Progress	
Summer Program (SRV 2m) June/July	0	0	60	0%	0%	
After School Program Enroll (FNPI 2c &SRV 2I) (hours of operation: 2-5pm; 1230p - 5pm for minimum day)	3	17	35	9%	49%	
Community Programs	Month	YTD (unduplicated)				
Fitness Boot Camp, Zumba and Adult Basketball (individual counts)	65					
Girls Scouts, Community Meeting Space, Dignity Mental Health Support, etc. (group count)	4					
On Site Collaboration: Energy, VITA, Food Bank	3					
Outreach Activities	Month	YTD	Goal	Month Progress	Annual Progress	
Outreach Events (presentations/informational updates, distributions (e.g., food, diapers))	0	1	6	0%	17%	
Explanation (Over/Under Goal Progress)						
Community Program has been really taking off this month. Basketball has grown and continues to be in demand, along with Zumba and Fitness Boot Camp.						

**Community Action Partnership of Kern
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Program Strategic Goals	Progress
1. Monitor and assess students' academic advancement through regular school progress and grade reports. Utilize the gathered data to refine and modify individual student learning plans.	Student report cards have been collected to begin grade analysis from previous grading periods
2. Improve the attainment of program funding to broaden the scope of program offerings. This involves working in partnership with the CAPK Foundation to integrate funding that facilitates the introduction of new services.	SYC has been working with CAPK Foundation to address and collaborate on meeting the needs of the facility and program
3. Improve the attainment of program funding to broaden the scope of program offerings. This involves working in partnership with the CAPK Foundation to integrate funding that facilitates the introduction of new services.	Staff has been researching different activities and program services to bring new innovation to our youth
Program Highlights	

**Community Action Partnership of Kern
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Month	February-24	Program/Work Unit	Volunteer Income Tax Assistance (VITA)			
Division/Director	Fred Hernandez		Program Manager	Jacqueline Guerra		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
The Volunteer Income Tax Assistance (VITA) program provides free tax preparation and electronic filing services for individuals and families with low to moderate incomes. VITA also aids eligible clients in maximizing benefits from the Earned Income Tax Credit (EITC), thereby enhancing their tax returns and contributing to the local economy. All VITA services are delivered by IRS-certified staff and volunteers.						
Completed Tax Returns (SRV 3o)		Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal		2,180	2,493	7,400	29%	34%
Social Security Number (SSN)		1,984				
Individual Taxpayer Identification Number (ITIN)		196				
State		2,187	2,498	7,400	30%	34%
Social Security Number (SSN)		1,984				
Individual Taxpayer Identification Number (ITIN)		203				
Refunds and Credits (SRV 3o)		Month	YTD			
Federal Refunds		\$1,000,782	\$1,417,574			
State Refunds		\$1,967,564	\$2,080,601			
Federal Earned Income Tax Credit (EITC) <i>(income limit \$63,398 household)</i>		\$518,500	\$905,402			
California Earned Income Tax Credit (CalEITC) <i>(income limit \$30,950/household)</i>		\$1,505,293	\$1,565,382			
Total Refunds and Credits		\$4,992,139	\$5,968,959			
Individual Taxpayer Identification Number (ITIN) (SRV 3o) Applications <i>(Note: duplicate of Federal Tax Returns Completed)</i>		Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Applications (New/Renewal)		23	30	150	15%	20%

**Community Action Partnership of Kern
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Explanation (Over/Under Goal Progress)	
Federal and State tax return count varies by need of client, some are only filing for the state Young child Tax Credit which requires zero income and only a state return.	
Program Strategic Goals	Progress Towards Goal
Persist in fostering connections within rural communities to extend outreach and engage with a larger number of clients.	During the month of February our efforts of reaching clients in rural area has increased through our collaboration with Tri Counties Bank, our Delano location is fully booked for the remainder of the season.
Program Highlights	
Saturday is our busiest day of the week. It is a walk in only day and on average we see about 95-110 people in a 4 hour window. On Sat 2/24, Chase Bank	



Operations

Data Services
Facilities & Maintenance
Information Technology
Information Systems
Risk Management

**Community Action Partnership of Kern
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Month	February-24	Program/Work Unit	Operations Division	
Division/Director, Assistant Director	Emilio Wagner CFTO, Maria Contreras Assistant Director	Program Managers	Douglas Dill, Ryan Dozier, Laurie Sproule, Maria Contreras	
Reporting Period	January 1, 2024 - December 31, 2024			
Division Description				
The Operations Division is a dynamic and multifaceted division that plays a pivotal role in ensuring the seamless functioning of our organization. This division is responsible for spearheading new construction projects, overseeing fleet management, maintaining our physical facilities, mitigating risks, and managing all aspects of Information Technology (IT) and Information Systems (IS).				
Data Services				
Activity	Requested	In-Progress	Processed	Processed YTD
IS Tickets	17	8	9	19
Dynamic 365 Enhancements	2	2	0	0
Projects		Description of Status		Current % Status
Universal Intake		Delayed		15%
In-kind Management		IS team tested solution and communicated feedback		65%
CalAIM - KHS Version 3.0		Design orchestration developed		15%
Referral Management Enhancements		Updated eligibility questions in review		32%
Energy-Weatherization		Application development in progress		45%
FRC Platform Updates		Enhancements in progress		80%
Food Bank Front Desk Application		Development in progress		50%
Feeding America Service Insights Project-Select Phase		Prepping documentation for KRV/Food Bank Staff		23%
Facilities				
Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	193	609	339	519
Construction Projects		Description of Status		Current % Status
Central Kitchen		Building department submittal		25%
Food Bank Expansion		Photovoltaic and backup generator install		99%
Major Maintenance Projects		Description of Status		Current % Status
Oasis Renovation		Construction completed, pending play structures pending permit		90%
Angela Martinez		Construction in progress, need of mold remediation		50%
Stockdale HS		Contractor Construction completed, licensing alterations pending, Play Structure going in contract		70%
Playgrounds		Sterling, HH, Jewett		95%
Planz Modular Disposal		Getting Bids		20%
Cleo Foran		Termites Remediation		100%

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Information & Technology				
Activity	Requested	In-Progress	Processed	Processed YTD
Help Desk Work Orders	420	47	425	829
Help Desk Projects		Description of Status		Current % Status
Mitel Phone System Upgrade		Leverage a replacement unified communications system solution to replace and/or upgrade current Mitel system.	20%	
MDM Mobility Project		Upgrade the current MDM software for centrally manage, monitor, and secure Cap K Mobile Devices.	5%	
Software License Project		Obtain software license tracking tool to maintain, centralize, and track inventory of all Cap K supported software license information.	5%	
Asset Management Tracking		Update all assets within Asset Tiger Management tool for tracking, and tagging of all assets across CAPK.	30%	
Information & Technology Projects		Description of Status		Current % Status
18th St AT&T Switch Ethernet		Transfer AT&T service to 18th st	100%	
18th St AT&T 10 GB internet connect		Transfer AT&T service to 18th st	50%	
Head Start Expansion		TDB		
Risk Management				
Workers Compensation Claims		Reported	Reported YTD	
For Report Only		8	17	
First Aid		1	2	
Medical		0	0	
Modified Duty		0	0	
Lost Time		0	0	
Under Investigation / Non-Industrial / Students / Parents / Volunteers / Clients		1	1	
Property		2	6	
Vehicle Incident / Grand Theft Auto		1	4	
Motor Vehicle Accident		0	0	
Work Place Violence / Over Doses / Death		0	0	
Total		13	30	
Program Strategic Goals		Progress Towards Goal		
Description	Description of Status		Current % Status	
Develop a facility deferred maintenance program.				
Develop and implement a Data Governance strategy.				
Improve the customer experience by assessing it through factors such as response time and customer sentiment.				
Program Highlights				



Community Development

Grant Development

CAPK Foundation

Outreach & Marketing

2-1-1 Kern Call Center

CenterCommunity Schools Partnership Program (CSPP)

**Community Action Partnership of Kern
Monthly Report 2024**

Month	February-24	Program/	Community Development		
Division/Director	Pritika Ram	Program Manager	Catherine Anspach, Vanessa Mendoza, Savannah Maldonado-Oates		
Reporting Period	January 1, 2024 - December 31, 2024				
Program Description					
The services under the Community Development 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	27,573	55,077	250,000	132%	22%
Facebook Impressions (i.e., number of times users see content)	399,000	544,000	1,250,000	383%	44%
Other Social Media Impressions	19,000	40,000	250,000	91%	16%
Highest Performing Post					
		https://www.instagram.com/p/C3EKGy2vvr8/?fbclid=IwAR2xz6PXglyTc5lnUic5mXjy33tYgDQCsgbbWQ6PfbxqHc0qGWpUIXz0HAg 44,571 reach (how many individuals saw this post) 87,322 impressions (how many times the post came across screens) 693 interactions (how many liked, commented, or shared)			
Outreach Special Projects					
Hosted media training for 10 staff members in collaboration with HeySalty					
Working along CAPK Foundation to assist planning for Gourmet for Good Event					
Continued planning for Staff development day					
2/1/24 Outreach at CSUB Spring Volunteer Fair					
2/4/24 Outreach at Lamont COVID/Clinic in Partnership with CAPK and Building Healthy Communities					
Created and Posted National 211 Day 2024 Video					
Outreach at PACT meeting 2/14/24					
Created and Posted National 211 Day 2024 Video					
Outreach team interviewed and captured media interviews to complete CAPK MCAP (Migrant Childcare Program) video					
Outreach at LIHWAP Water Event 2/22/24					
Assisted Energy Team in executing ads through various platforms like billboards, radio, tv, and digital ads to push LIHWAP Water Bill Assistance set to expire at the end of March 2024.					
Outreach Advocacy					
Hosted LIHWAP event with Assemblymember Dr. Jasmeet Bains office in her constituent space.					
Prepping for NCAF Legislative Day in DC next month					
Toured staff member Steven Kemp from Congressman Valadao's office at M street.					
Advocacy Watch-list					
211 Infrastructure Act					

**Community Action Partnership of Kern
Monthly Report 2024**

Notice of Proposed Rulemaking (NPRM) in the Federal Register, Supporting the Head Start Workforce and Consistent Quality Programming	
Farm Bill Package	
Projects	
The Kern coalition completed another series of community meetings across all 5 sub-regions. During these sessions, we presented information on stakeholder mapping relevant to each region, highlighted industries identified as either prominent or emerging, shared the regional plan pt 1, and collected feedback from local residents. The input from the community will play a crucial role in shaping the strategic plan for the regional plan pt 2 due Aug 30th. In addition, the state organized a winter convening, bringing together representatives from all 13 regions. This allowed for CJF partners to network and collaborate with other counties. The state also scheduled one-on-one meetings with all regions to provide feedback on their regional plan part 1 and discuss next steps. For Kern, we have been asked to submit an updated version by April 30th that addresses some missing areas the state identified and include more quantitatively data on industries and economic status. The Kern Coalition has been awarded \$14M that will go towards exploratory, last mile and shovel ready projects that align with the mission of CJF.	
IRM will continue to undergo internal workflow updates, including eligibility questions and potentially adding a new feature for client acknowledgment, allowing staff to share personal client information with other CAPK programs. Although the timeline for this second phase is currently unspecified, the IS/IT team is committed to working diligently on these upgrades and executing in a timely manner. One on one training sessions remain available upon request. Program with pending referrals will begin to receive an exported client list directly from IRM to ensure that all referrals are properly recorded and followed up on.	
The Diaper Distribution Demonstration Research Pilot Program (DDDRP) has continued successful enrollment by nearing their target reach of 300 children. A check-in with all CAP agencies will be conducted in March to gather program feedback.	
Community Services Block Grant (CSBG)	Results Oriented Management & Accountability (ROMA)
The 2023 CSBG Annual Report was accepted by CSD. Staff is now preparing a presentation to share the findings with leadership and program leads. The 2024 CSBG planning has begun and will include an updated meeting schedule with staff, joint efforts with the Information System team, and consultants.	The Community Schools Partnership Program has been designated as the next CAPK cohort to undergo ROMA certification. The start date for their training, which spans approximately seven months, is yet to be announced.
Foundation	
Helped to coordinate and attended the East Kern FRC Ribbon Cutting event.	
Solicited the following sponsors for GOURMET FOR GOOD to increase funding: Clinica Sierra Vista, Rio Tinto/Borax, Omni Family Health and AES Global Energy.	
Client Meeting with Gabriela Mello, Citizens Business Bank	
Prospect Development Meeting with Mia Cifuentes with Berry Petroleum.	
Continued coordination of fundraising event, GOURMET FOR GOOD, planning menu, event layout and run of show.	
Continued solicitation of items for silent auction for fundraiser.	
Completed the Donor Apple Wall Campaign materials with Marketing Team for Food Bank.	
Created the Save The Date card for GOURMET FOR GOOD.	
Exploratory call with prospective CRM Vendor, Virtuous.	
Launched the Virtual Food Drive Campaign with Kaiser Permanente, Leadership Bakersfield and IKEA to increase funding for the Food Bank.	

**Community Action Partnership of Kern
Monthly Report 2024**

Explanation (Over/Under Goal Progress)	
Program Strategic Goals	Progress Towards Goal
Proactively identify and pursue new funding opportunities to support and enhance our organization's mission and projects.	The grants team is currently review our repository of past funders over the last four years to identify potential new funding streams and cultivate relationships with them for future support.
Dedicate the upcoming year to thorough planning efforts, ensuring the successful completion of the new five-year strategic plan.	Our leadership team has given approval for a two-hour training session on SMART goals, aimed at facilitating the development of specific, measurable, achievable, realistic, and time-bound objectives essential for our forthcoming strategic plan.
Increase trust among elected officials, partner agency leaders, and corporate partners in CAPK as a partner-of-choice for implementation of anti-poverty and comms development programs. Raise awareness among civic influencers of poverty and CAPK's work to help families achieve self-sufficiency. Raise awareness among low-income residents of CAPK's programs that can help families and individuals in need.	All 3 goals have been implemented into the strategy of all campaigns.
Goal #1: Launch the Virtual Food & Hygiene Drive Campaigns and introduce them to donor prospects to supplement physical drives. Goal #2 Working in conjunction with the Marketing & Outreach Team, pilot the Food Bank Apple Wall Campaign, increasing donations for the program. Goal #3 Establish the Inaugural Signature Fundraiser, Gourmet For Good, increasing awareness for the Foundation and raising unrestricted funds for general operating support.	Goal met. Foundation successfully created the campaign and coordinating materials and created it's first campaigns with with Kaiser Permanente, Leadership Bakersfield and IKEA. Goal implemented. Foundation piloted the Food Bank Apple Wall and has launched the campaign. Goal implemented. Established the Inaugural Signature Fundraiser, Gourmet For Good, set for June 1, 2024.
Program Highlights	

**Community Action Partnership of Kern
Monthly Report 2024**

Month	February-24	Program/Division		2-1-1 Call Center Program			
Division/Director	Pritika Ram		Program Manager	Sabrina Jones-Roberts			
Reporting Period	January 1, 2024 - December 31, 2024						
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 25 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	Homeless Diversion Programs		Food Pantries		Utility Service Payment		
Top 3 Unmet Needs	Food Stamps		Rent Payment Assistance		VITA Program		
Information and Referral Services Calls Handled (SRV 7c)		Month	YTD	Annual Goal	Month Progress	Annual Progress	
Kern County		6,155	13,495	90,000	7%	15%	
Kings County		207	495	4,000	5%	12%	
Tulare County		973	2,051	10,000	10%	21%	
Stanislaus County		810	1,673	10,000	8%	17%	
Fresno & Madera		4,393	7,479	20,000	22%	37%	
Merced & Mariposa		75	146	900	8%	16%	
Total I&R Calls Handled		12,613	25,339	134,900	112%	19%	
Average Wait Time	0:50						
Average Handle Time	5:15						
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.				15	20.7	(5.66)	
Grant Funded Services		Activity	Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 3l)		48	14	38	300	37%	13%
Medi-Cal Application (MNP) (SRV 3h)		30	22	43	100	51%	43%
Medi-Cal Redetermination- KP (SRV 3h)		13	0	0	70	0%	0%
First 5 Help Me Grow (HMG) Ages & Stages New Children Screened (SRV 5c)		76	23	59	300	39%	20%
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)		20,369		40,765	225,000	9%	18%
Other Calls		Month		YTD			
LIHEAP (SRV 7b)		3,809		8,666			
Utility Assistance Calls- Discount Internet or Utility (SRV 7c)		640		1,336			
Mental Health (SRV 7c)		380		772			
Food-related Calls (SRV 7c)		1,317		2,857			
Housing and Homelessness Calls (SRV 7c)		1,919		4,290			

**Community Action Partnership of Kern
Monthly Report 2024**

Health and Human Service Referrals (SRV 7c)	2,052	4,200	
Total Other Services	10,117	22,121	
Explanation (Over/Under Goal Progress)			
The program is currently on track to meet its goal expectations and will be monitored throughout for increment changes. The call volume support required and staffing ratio has been determined by trends identified by recent call demands of the program.			
Program Strategic Goals		Progress Towards Goal	
1. Enhance recruitment initiatives to attract and hire well-qualified candidates.	The program continues seeking to captivate skilled candidates by streamlining the recruitment process of internal Human Resources and external Staffing Agency efforts. The program aims to offer competitive wages, language fluency and competency incentives, and opportunities for growth.		
2. Enhance employee retention and foster opportunities for professional growth.	2-1-1 is staffed with 18 Full Time and 3 temporary Information and Referral (IR) Specialists. The program enriches employees through strategic schedule planning, honoring traditions, and celebrating achievements or milestones. The program offers opportunities for professional development and an incentive for IR's who obtain certification as a Community Resource Specialist. The Program is experiencing growth and anticipates onboarding a Program Specialist on 2/5/24.		
3. Focus on retaining current contracts, such as those with United Ways, and explore growth opportunities to enhance the impact on clients.	2-1-1 aims to achieve strengthened partnerships by effectively communicating, and meeting with partners and contract grantors to share performance data and discuss progress relative to its objectives, deliverables, and goals. The program is consistently working on meeting the reporting expectations of all funding sources and maintaining a trusting relationship to increase the opportunity for existing contracts to be retained.		
Program Highlights			
National 211 Day is celebrated annually on February 11th. The program honored this day by creating Do-It-Yourself 211 T-Shirts, inviting team members to the program office to showcase their artistic skills, entering into a contest for a chance to win a prize, participating in a Photo-Op conducted by CAPK Media Team, and releasing a video to social media platforms outlining the ongoing call handling support the program provides to the community. The program also met with three (3) of its county partners regarding call handling contracts nearing their end and has been provided with verbal authorization by each of them to proceed with a three (3) year renewal.			

**Community Action Partnership of Kern
Monthly Report 2024**

Month	February-24	Program/Work Unit		Community School Partnership Program		
Division/Director	Pritika Ram	Program Manager		Que'Mesha Banner		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
The Community School Partnership Program (CSPP) provides direct wrap around case management to student-families enrolled within Bakersfield City School District's (BCSD) Community Schools. CSPP is designed to receive referrals from the community schools' Multi-Tiered System of Support and Family and Community Engagement (FACE) Liaisons. The program links student-families to community-based services addressing food insecurities, housing stability, or other related basic services. The program is modeled after the Four Pillars of a successful Community School designed to mitigate academic and social impacts of emergencies affecting its local communities and improve school responsiveness to student and family needs.						
Additional Requested Services	Higher Education		Medi-cal assistance		Citizenship Assistance	
BCSD Referral Type	M.T.S.S (19)		F.A.C.E (8)		OTHER (33)	
Direct Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
Families referred to Program (SRV 7c) One-time services		60	131	650	9%	20%
Families Receiving Case Management Services (SRV 7a)		16	36	488	3%	7%
Results-Oriented Management and Accountability (ROMA) Assessment		Month	YTD			
Families that completed Pre-assessment		16	37			
Families that completed Post-assessment		0	2			
Internal Referral Services (SRV 7c)		Month	YTD			
Total Families referred internally for Food and Nutrition (2-1-1 or CalFresh)		13	25			
Total Families referred internally for Housing (CES)		7	17			
Total families referred for Employment Resources (2-1-1 or external)		7	13			
Total Families referred internally for Childcare (Head Start)		7	11			
Total Families referred internally for Utility Assistance (Energy)		7	14			
Total Families referred to Friendship House afterschool/ mentorship program		2	5			
Families Receiving Emergency Food Boxes through CAPK Food Bank Pantry Partnership (SRV 5jj)		20	43			
Home Visits (SRV 2cc)		2	7			

**Community Action Partnership of Kern
Monthly Report 2024**

Explanation (Over/Under Goal Progress)	
Community Schools Partnership Program is in the 7th month of the 2023-2024 academic year. On 2/16/24, the Case Manager stationed at McKinley Elementary, submitted a letter of resignation. Case Manager's last day was 2/23/24. MTSS meetings are not being held consistently at all school sites. Case Managers and Liaisons created parent surveys or announcements through school-based communication apps to promote the program and accept walk-in referrals from parents.	
Program Strategic Goals	Progress Towards Goal
1. Elevate program standards and effectiveness by providing a minimum of 3-months and up to one year of case management services to families referred to program and ensure the case management flow chart is being followed and conducted promptly.	Case Managers continue to improve engagement with families on their caseload and incoming referrals to the program. Case managers have shown improvement with following program procedures during intake, assessment, and family goal planning.
2. Implement Specific, Measurable, Achievable, Relevant, and Time-Bound (SMART) goals for family goal planning with participating families based on their needs outlined in ROMA assessment to reduce barriers and increase successful outcomes.	Case Managers have shown improvement with completing initial Family Goal Plans with SMART goals. Case managers need improvement with 30-60-90 follow ups.
3. Increase access to housing support and financial educational opportunities for families experiencing or at-risk of homelessness.	CSPP is collaborating with Chase Bank Community Manager to provide financial education courses to community school parents. The first session was held on February 27, 2024 at Stella Hills Elementary School.
4. Recruitment	On 2/20/24, a job requisition was created for the Community School Partnership Program Case Manager position vacancy and closed on 3/1/24.
Program Highlights	
On 2/27/24, Stella Hills held it's first financial education workshop through our collaboration with Chase Bank. The topic of the first workshop was on Savings and budgeting. There were 5 parents in attendance and they were very engaged.	

Application Status Report
February 2024

Name	Description	Funder	Amount Requested	Amount Awarded	Decision Date	Status
Homeless Veteransâ€™ Reintegration Program (HVRP)	Abandoned - Local data indicates that additional services are not required to address local needs in Kern County with this target population. The intent of HVRP, an employment-focused competitive federal grant program, is to enable Americaâ€™s veterans experiencing homelessness to reach their full employment potential and obtain high-quality career outcomes.	US Department of Labor	\$ 600,000.00	\$ -		Abandoned
Emergency Solutions Grants Program	Abandoned. Opportunity declined my leadership. Scope: Rapidly re-house homeless individuals and families, Â· Improve the number and quality of emergency shelters for homeless individuals and families. Help operate emergency shelters. Provide essential services to shelter residents, Â· Engage homeless individuals and families living on the street. Prevent families and individuals from becoming homeless.	County of Kern	\$ 379,867.00	\$ -		Abandoned
HOME American Rescue Plan	CAPK is pursuing capacity building assistance to bolster the general operations of our Coordinated Entry Systems program by increasing staffing and operational hours.	City of Bakersfield	\$ 247,852.00	\$ 247,852.00	2/26/2024	Awarded
First 5 Kern Community Event Support Grant	The Oasis Baby Shower Event will provide 20 low-income expecting mothers with baby supplies.	First 5 Kern	\$ 5,000.00	\$ 4,800.00	2/16/2024	Awarded
Community Development Block Grant (CDBG)	Solar Installation at Friendship House Community Center	City of Bakersfield	\$ 231,048.00	\$ 231,048.00	2/26/2024	Awarded
Whale Tail	This funding opportunity will provide a hands-on marine experience to low-income students at SYC and FHCC.	California Coastal Commission	\$ -	\$ -	2/21/2024	Denied
City of Shafter	The City of Shafter has provided funding for SYC since 2013, totalling \$50,000 annually or \$4,167 monthly. In February of	City of Shafter	\$ 50,000.00	\$ -	2/5/2024	Denied
Economic Mobility focused on the needs of individuals and families - Copy	Program: EKFR: Funds for purchasing supplies to support family stabilization	Bank of America	\$ 20,000.00	\$ -		Pending
Victim Impact Grant	FHCC staff will provide rehabilitative services at North Kern State Prison to those with gang and gun-related sentences.	California Department of Corrections and Rehabilitation (CDCR)	\$ 400,000.00	\$ -		Pending

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Federal	CAPK Program	Friendship House Community Center
Funding Agency	Environmental Protection Agency City of Bakersfield	Project Name	Microgrid Project
CFDA	66.616	Target Population	Southeast Bakersfield Residents
Reapplication (Y/N)	No	Number to be served	--
Estimated Request	\$ 2,676,374	Division Director	Freddy Hernandez
Award Period	Three years Start Date - Anticipated Spring '24	Program Manager	Lois Hannible
Project Goal (One sentence goal statement)			
Through the implementation of a community microgrid, FHCC will serve as a crucial resource during extreme temperatures in Kern County, while also reducing local greenhouse gas emissions through EV charging stations and transitioning to electric sources, fostering a more sustainable community environment.			
Project Description (Brief one paragraph description)			
The project entails adding a 40 kW photovoltaic array and a 1,156 kWh battery storage system to the Friendship House Community Center's existing 90 kW setup for backup power, forming a self-sustaining microgrid. This microgrid will operate independently from the utility grid, with the photovoltaic array providing daytime power and charging the batteries for nighttime use, reducing dependence on the utility grid. The battery system will also stabilize power fluctuations from the utility grid to ensure uninterrupted operation during power failures, allowing the site to remain functional for at least 8-12 hours, depending on energy usage and climate control needs. Additionally, the project includes installing photovoltaic panels, inverters, and underground wiring, as well as creating structural foundations for the Battery Energy Storage System. An optional addition involves converting natural gas appliances to electric, enabling the Friendship House to rely solely on solar power and battery storage for heating, cooling, water, and electric vehicle charging, eliminating concerns about gas service interruptions during disasters.			
Estimated Budget Summary			
CAPK's budget for this project includes a base cost of \$2,352,874 for the microgrid. An alternative option, converting to an all-electric facility, raises the total funding request to \$2,676,374, involving the removal of the gas heat source and its replacement with a heat pump.			
Recommendation			
Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.			

Approvals: Freddy Hernandez 03/05/2024
Freddy Hernandez (Mar 5, 2024 14:04 PST)

1. Division Director _____ Date

Pritika Ram 03/04/2024

2. Chief Business Development Officer _____ Date

[Signature] 03/05/2024

3. Chief Program Officer _____ Date

[Signature] 03/05/2024

4. Chief Financial Officer _____ Date

[Signature] 03/05/2024

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	State	CAPK Program	Friendship House Community Center
Funding Agency	CA Dept. of Corrections and Rehabilitation	Project Name	Victim Impact Grant
CFDA	N/A	Target Population	Incarcerated individuals
Reapplication (Y/N)	N	Number to be served	160
Estimated Request	\$ 400,000	Division Director	Freddy Hernandez
Award Period	2024-2026	Program Manager	Lois Hannible
Project Goal (One sentence goal statement)			
Provide rehabilitative services to persons convicted of gang and gun violence related sentencing in effort to reduce recidivism.			
Project Description (Brief one paragraph description)			
FHCC Program Educators will provide rehabilitative services in a cohort-style every three-months. During this time, participants will share their stories, develop self-awareness of the crimes they committed, gain accountability for their actions, and receive assistance through resources/referrals. One-on-one assistance will also be offered to strengthen participant- instructor relationship. The grant term is scheduled for two years and will serve 160 clients with 192 hours of rehabilitative assistance at North Kern State Prison in Delano.			
Estimated Budget Summary			
During the two-year grant term, \$229,216 will be allocated for salaries and \$71,056 for benefits. \$6,000 is allocated for equipment (computers for new employees), \$12,062 for instructional material and supplies, and \$18,000 for office supplies. Travel costs to and from center is at \$8,000 with training at \$4,000. All other operating costs, such as research, printing, space and hiring costs, equal to \$15,302.			
Recommendation			
Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.			

Approvals:

Freddy Hernandez

02/27/2024

1. Division Director

Date

Pritika Ram

02/27/2024

2. Chief Business Development Officer

Date

Lois Hannible

02/29/2024

3. Chief Program Officer

Date

Nancy Webster

02/29/2024

4. Chief Financial Officer

Date

JITD

02/29/2024

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	CES and EKFRFC
Funding Agency	Kern Health Systems	Project Name	CalAIM Incentive Payment Program
CFDA	N/A	Target Population	Homeless
Reapplication (Y/N)	N/A	Number to be served	75
Estimated Request	\$ 466,070	Division Director	Rebecca Moreno and Freddy Hernandez
Award Period	April 2024 - April 2025	Program Manager	Anna Saavedra
Project Goal (One sentence goal statement)			
The goal of Kern Health Systems' CalAIM Incentive Payment Program (IPP) is to reduce homelessness and recidivism through a multi-modal intervention strategy that includes rental assistance and housing tenancy sustaining services.			
Project Description (Brief one paragraph description)			
The project focuses on addressing the dynamic risk factors for homelessness and recidivism, such as housing stability, employment, and mental health/substance use. CAPK plans to leverage its experience from the Emergency Solutions Grant (ESG)-CV Rental Assistance program, employing Housing Navigators to assist members in finding housing, completing rental applications, securing required documentation, and providing deposit payment assistance. The program emphasizes a trauma-informed, client-directed, strengths-based approach, aiming for sustainable housing solutions and fostering self-sufficiency upon program exit through comprehensive case management and support services. Additionally, we plan to bring laundry services to EKFRFC to better serve the homeless population of East Kern.			
Estimated Budget Summary			
The budget for the CalAIM IPP initiative totals \$466,070, encompassing salaries for key personnel like Program Supervisors and Homeless Navigators (\$204,344 including fringe benefits), operating expenses such as travel (\$4,000), facilities and equipment costs including washer/dryer and renovations for plumbing and sewer systems(\$138,691), supplies (\$48,000), and other operating expenses (\$13,000). Additionally, \$25,000 is allocated for client incentives, with indirect costs accounting for \$33,035. This comprehensive budget is meticulously designed to support the project's aim of reducing homelessness and recidivism, ensuring all necessary resources are adequately funded for effective implementation.			
Recommendation			
Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.			

Approvals:

Rebecca Moreno Freddy Hernandez 02/29/2024

1. Division Director Date

Pritika Ram 02/29/2024

2. Chief Business Development Officer Date

[Signature] 02/29/2024

3. Chief Program Officer Date

Amy Webster

02/29/2024

4. Chief Financial Officer Date

[Signature]

02/29/2024

5. Chief Executive Officer Date

Date Presented / Approved:

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

Signature: *Freddy Hernandez*
Freddy Hernandez (Feb 29, 2024 14:19 PST)

Email: fhernandez@capk.org

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	State	CAPK Program	Food Bank
Funding Agency	California Department of Social Services	Project Name	Reach and Resiliency
CFDA	N/A	Target Population	Pantry and Commodity Partners
Reapplication (Y/N)	No	Number to be served	111
Estimated Request	\$ 120,000	Division Director	Susana Magana
Award Period	March through June 2024	Program Manager	Kelly Lowery
Project Goal (One sentence goal statement)			
With additional funding, CAPK will pursue the continuation of our round 1 endeavors, with a specific emphasis on bolstering our research in food security and deploying strategies to combat food waste.			
Project Description (Brief one paragraph description)			
At present, our pantry and commodity partners lack a system for collecting client information, impeding our ability to discern the demographics of those utilizing our services. With the additional resources from round 1, we intend to procure tablets for our partners, facilitating the creation of online profiles with client-specific identifiers. This approach will enable us to track the frequency of food collection, providing valuable insights into client behavior. This will empower CAPK to better manage individuals over time, particularly those experiencing long-term food insecurity who frequent multiple distribution sites. In parallel, our efforts to address food waste align with SB1383 requirements, wherein tier 2 distributors will notify our partners of surplus food availability. Leveraging a real-time platform, these distributors, including restaurants, hotels, and local education agencies, will alert CAPK's partners simultaneously. Partner and commodity sites will sign up for food pick-ups on a first-come, first-served basis using the tablets.			
Estimated Budget Summary			
We are requesting an additional \$120,000; \$109,091 for 111 tablets with built-in LTE, as well as 10% of the direct costs towards our indirect cost rate.			
Recommendation			
Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.			

Approvals:  03/05/2024
Susana Magana (Mar 5, 2024 12:52 PST)

1. Division Director _____ Date

 03/05/2024

2. Chief Business Development Officer _____ Date

 03/06/2024

3. Chief Program Officer _____ Date

 03/05/2024

4. Chief Financial Officer _____ Date

 03/05/2024

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	State	CAPK Program	Food Bank
Funding Agency	County of Kern Planning Division	Project Name	CARES Food Access Fund
CFDA	N/A	Target Population	Food Bank clients
Reapplication (Y/N)		Number to be served	2,000
Estimated Request	\$ 1,000,000.00	Division Director	Susana Magana
Award Period	TBD - December 2026	Program Manager	Kelly Lowery
Project Goal (One sentence goal statement)			
The CAPK Food Bank will use one-time County - CARES funding to purchase food for distribution in rural and unincorporated areas of Kern County.			
Project Description (Brief one paragraph description)			
The CAPK Food Bank will use one-time funding from the Coronavirus Aid, Relief, and Economic Security (CARES) Act to purchase food for 4-6 free farmer markets and distributions in rural and incorporated areas, including Rexland Acres, Lamont, Lost Hills, and Ridgecrest.			
Estimated Budget Summary			
The funding, considered one-time, is set to expire by December 2026. However, final details of the term are pending the contract. The majority of the funding, 76%, will be allocated towards direct food purchase, with 1% for travel, and the remaining balance of 23% towards salaries. Indirect expenses are not allowed as part of this funding.			
Recommendation			
Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.			

Approvals:  03/05/2024
Susana Magana (Mar 5, 2024 14:43 PST)

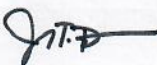
1. Division Director Date
 03/05/2024

2. Chief Business Development Officer Date
 03/06/2024

3. Chief Program Officer Date

 03/05/2024

4. Chief Financial Officer Date

 03/05/2024

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 per year)
February 2024

Funding Type	Private	CAPK Program	Oasis Family Resource Center
Funding Agency	Kern Family Health Care	Project Name	Oasis Case Management Support
CFDA	N/A	Target Population	Low-income families
Request	\$5,000	Division Director	Freddy Hernandez
Award Period	1 year	Program Manager	Eric Le Barbe
Description	Kern Family Health Care funds will purchase a laptop for an OFRC case manager, children's educational activities, and baby/toddler supplies. This project scope will provide case management support to low-income families in Ridgecrest and assist children with a kindergarten readiness program and baby/toddler supplies.		

Funding Type	Private	CAPK Program	Friendship House Community Center
Funding Agency	Kern Family Health Care	Project Name	FHCC STEM Building
CFDA	N/A	Target Population	Youth
Request	\$5,000	Division Director	Freddy Hernandez
Award Period	1 year	Program Manager	Lois Hannible
Description	Kern Family Health Care funds will purchase STEM supplies for FHCC's STEM project and a fieldtrip to the California Science Center. This project scope will provide a STEM focused learning opportunity for youth in East Bakersfield.		

Funding Type	Private	CAPK Program	Shafter Youth Center
Funding Agency	Kern Family Health Care	Project Name	SYC STEM Building
CFDA	N/A	Target Population	Youth
Request	\$5,000	Division Director	Freddy Hernandez
Award Period	1 year	Program Manager	Angelica Nelson
Description	Kern Family Health Care funds will purchase STEM supplies for SYC's STEM project and a fieldtrip to the California Science Center. If funded, this project will take place in the summer and provide a STEM focused learning opportunity for youth in Shafter.		

**Community Action Partnership of Kern
Small Funding Request (\$50,000 or less per year)
February 2024**

Funding Type	Private	CAPK Program	East Kern Family Resource Center
Funding Agency	Kern Family Health Care	Project Name	EKFRC Emergency Supplies
CFDA	N/A	Target Population	Low-income individuals and families
Request	\$5,000	Division Director	Freddy Hernandez
Award Period	1 year	Program Manager	Anna Saavedra
Description	Kern Family Health Care funds will purchase emergency supplies and transportation passes for low-income individuals and families in Mojave. This project scope will provide transportation services for individuals who have a transportation barrier given Mojave's remote location and provide emergency supplies for those in need, such as hygiene products, shelf-stable food, and clothing.		

Recommendation	Staff recommends approval to submit the small funding application(s) up to \$50,000 per year and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Date Presented/Approved

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

**Community Action Partnership of Kern
Monthly Report 2024**

Month	February-24	Program/Work Unit		Head Start & Early Head Start		
Division/Director	Head Start/State Child Development Division/ Yolanda Gonzales		Enrollment and Attendance Manager	Carol Hendricks		
Reporting Period	February 1, 2024 - February 29, 2024					
Program Description						
Head Start provides high-quality, early childhood education to children ages zero to five years old through part-day, full-day, and home-based options. The program has a holistic approach, not only addressing the needs of the child but teaching parents to become advocates and skilled providers for their children through its Parent Policy Council and Family Engagement programs. CAPK offers Head Start and Early Head Start services throughout Kern and San Joaquin counties.						
Early Head Start (ages 0-3) (FNPI 2a, 2b, 2c, 2c.1,2d, SRV 2b, 7a)		Month	Target	Annual Goal	Annual Progress	Closed Classrooms Slots
Reportable/Funded Enrollment (14 fully closed classrooms/5 partially closed classroom)		574	829	829	69%	163
Disabilities		21%	10%	10%	210%	n/a
Over Income 101%-130% (up to 35%)		26	n/a	n/a	5%	n/a
Over Income 131% and up (up to 10%)		44	n/a	n/a	8%	n/a
Head Start (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)		Month	Target	Annual Goal	Annual Progress	Closed Classrooms Slots
Reportable/Funded Enrollment (14 fully closed classrooms/7 partially closed classrooms)		929	1242	1242	75%	284
Disabilities		6%	10%	0	60%	n/a
Over Income 101%-130% (up to 35%)		35	n/a	n/a	4%	n/a
Over Income 131% and up (up to 10%)		51	n/a	n/a	6%	n/a
Home Visiting Program (SRV 2cc, 7a)		Monthly	Year-To-Date	Annual Goal (Contract Limit 400)	Annual Progress	
Enrollment		222	314	312	101%	
Central Kitchen		Total Number Prepared		Breakfast	Lunch	Snack
Meals and Snacks		52,327		20,095	15,687	16,545
Child and Adult Care Food Program (CACFP) (Note: The data represents information from January 2024)		Total Meals Delivered		Meals Allocated (CACFP/HS)	# of Meals Served	% of Meals Served
Meals and Snacks (SRV 5ii)		66,685		19,584/47,101	41,594	79%
Household Services		Month	YTD			
Eligibility Determination (SRV 7b)		244	378			

**Community Action Partnership of Kern
Monthly Report 2024**

Total Community Services		244	378
Explanation (Over/Under Goal Progress)			
Due to being understaffed and pending licenses at four centers, it has contributed to being under enrolled; however, the classrooms that are closed at Harvey Hall and Sterling centers are pending licensing and can be opened once approved. As of February 28, 2024, there are 97 vacant positions; however, we are trending upward as there were 11 staff onboarded and 3 resignations.			
Program Strategic Goals		Progress Towards Goal	
1.) School Readiness		Objective: The program will redesign indoor/outdoor environments to reflect the children's culture, promote curiosity, diversity, equity, inclusion, and safety. To address this,10% of the program staff will attend Loose Parts and STEM training by year 1. Progress: In February 2024, the last cohort of Head Start Teachers and Assistant Teachers received Loose Parts training; therefore, reaching the benchmark set.	
Program Highlights			
1. The last cohort of Head Start Teachers and Assistant Teachers attended Loose Parts training. 2. There were 3 application clinics held at the Kaiser Office to enroll families for services. 3. Recruitment events occurred at the following centers: McFarland, Shafter, Taft, Pete Para, and Rosamond. 4. On February 22, 2024, a recruitment event was held at the Water Bill Assistance event. 5. Two ReadyRosie Family Workshops were offered at the Angela Martinez and Shafter centers. 6. On February 21, 2024, Dr. Kirk provided parent training. 7. On February 26, 2024, the Head Start Health Department conducted CPR training for staff. 8. CLASS- Spring observations started. We had 14 new preschool CLASS observers, and 15 team members participate in the Toddler CLASS observer training (currently testing). We had a consultant visit and provided training for Head Start staff. 9. During the week on March 4, 2024, Read Across America will commence at various Head Start centers. Each classroom received books to enhance their classroom library. Many guests are readers are scheduled to participate to promote literacy development.			



MEMORANDUM

To: Program Review & Evaluation

From:  Rebecca Moreno, Director of Housing & Supportive Services

Date: March 13, 2024

Subject: *Agenda Item 6d*: Goal Group 3 Presentation – **Info Item**

CAPK's Strategic Goal 3 aims to advance economic empowerment and financial stability for low-income individuals in the communities we serve. This goal is structured around four key objectives:

- 3.1: Increase housing stability for those experiencing or at risk of homelessness.
- 3.2: Enhance CAPK's capacity to offer long-term affordable housing solutions.
- 3.3: Expand opportunities for clients to progress through career and education pathways.
- 3.4: Improve access to economic asset enhancement and financial education opportunities.

Team Members: The Goal Group 3 team, led by Rebecca Moreno, includes Keith Jackson, Sylvia Ortega, Bradley Fergon, and co-lead Louis Gill. The team convenes monthly to review progress and brainstorm new strategies for achieving these objectives. Additionally, our team is actively seeking to recruit two new members.

Recent Developments:

In alignment with our strategic objectives, CAPK has recently secured several contracts and funding opportunities to support our mission:

- **HHAP Rounds 3 & 4 Funding:** CAPK has been awarded \$300,000 to enhance the East Kern Family Resource Center's rural drop-in center, introducing mobile showers and laundry services. This initiative supports Objective 3.1 by improving housing stability and living conditions for our rural homeless population.
- **City of Bakersfield HOME ARP Funding:** A \$247,852 grant from the City of Bakersfield's HOME American Rescue Plan will strengthen the operations of our Coordinated Entry Systems program. This funding bolsters our objective to increase organizational capacity (Objective 3.2) and streamline access to housing solutions.
- **Kern Health Systems' CalAIM IPP:** CAPK is excited to partner with Kern Health Systems on the CalAIM IPP, aimed at tackling homelessness and recidivism through a

comprehensive, multi-modal intervention strategy, now supported by a budget of \$466,070. This initiative will enhance our housing tenancy sustaining services, offering rental assistance and employing Housing Navigators to assist clients with housing searches, application processes, and securing necessary documentation and deposit payments. Drawing on CAPK's success in the Emergency Solutions Grant (ESG)-CV Rental Assistance program, the project focuses on sustainable housing solutions, utilizing a trauma-informed, client-directed, strengths-based approach. Comprehensive case management and support services will ensure clients achieve self-sufficiency upon exiting the program. Additionally, the introduction of laundry services at the East Kern Family Resource Center will further support the homeless population in East Kern, addressing basic needs and facilitating their journey towards stability and independence. This budget allocation represents a significant commitment to addressing key factors affecting homelessness and recidivism, promoting long-term economic empowerment and financial stability for our clients.

These initiatives represent significant strides towards our collective goals, demonstrating CAPK's commitment to empowering the communities we serve.

Attachment:
Goal Group 3 Summary Report