



DATE	August 7, 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. Friendship House Community Center presented by Lois Hannible, Program Administrator **(p. 3-8)**

5. New Business

- a. June 2024 Program Reports – **Action Item (p. 9-50)**

Pritika Ram, Chief Business Development Officer

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 (EKFRC)
 - Oasis Family Resource Center
 - Energy, Weatherization & Utility Assistance
 - Friendship House Community Center (FHCC)
 - Shafter Youth Center (SYC)
 - Volunteer Income Tax Assistance (VITA)
4. Operations
 - 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. June 2024 - Application Status Report & Funding Profiles – Vanessa C. Mendoza, Grant Administrator
Action Item (p.51-57)
- a. Application Status Report
- b. Funding Profiles
- i. First 5 Kern – East Kern Family Resource Center
 - ii. First 5 Kern – Oasis Family Resource Center
 - iii. First 5 Kern – 211
 - iv. Kaiser Permanente-County Community Health Grant 2024
- c. Small Funding Profiles (\$50,000 and under)
- c. June 2024 Head Start/State Child Development Division/Program Monthly Activity Report - **Action Item (p.58-59)** Carol Hendricks, Enrollment and Attendance Manager

6. **Committee Member Comments**

7. **Next Scheduled Meeting**

Program Review & Evaluation Committee
12:00 pm
September 11, 2024
CAPK Administrative Office, Executive Conference Room
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

8. **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, August 2, 2024. Annelisa Perez, Outreach & Communications Supervisor.



Helping People... Changing Lives.



Positive Youth Development Mentor Program

Program Provides:

- Individual Mentoring Services
- Group Mentoring
- Enrichment Activities
- Behavioral Intervention Groups
- Afterschool & Summer Program

Mentees:

- Ages 6-18 (**goal:** to provide mentor services to 100 youth)
- Receive in person mentoring, phone/video calls
- Parent registration is required for participation

Mentors:

- 18 or older
- Complete a mentor application & interview
- Pass a criminal background check
- Commit to being a mentor for 1 hour/week for 1 year
- Complete mentor training





City of Bakersfield CalVIP Mentor Program (247)

Subcontract of the City of Bakersfield to facilitate the California Violence Intervention and Prevention Program (CalVIP) to stop gun violence.

Program provides a mentor program for those that have either been a victim or perpetrator of gun violence.

Community partners include:

- The Bakersfield Police Department
- Compassion Christian Center
- Wendale Davis Foundation
- Mothers Against Gang Violence
- Henrietta Weill Child Guidance Clinic
- Stay Focused Ministries



CalVIP Outreach Worker

Subcontract of the City of Bakersfield to facilitate the California Outreach Worker Program.

Provides:

- Incident response
- Conflict resolution/mediation
- Case management
- Safety meetings & Call-Ins





QUESTIONS?





Lois Hannible
Program Manager

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August 2024 PRE Committee

June 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	June-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)		116	590	1,500	8%	39%
Total Clients Served		179	983	2,400	7%	41%
Pets (i.e., kennel, emotional support assistance and service pet)		7	58	75	9%	77%
Residents Under 90 days length of stay		53	336	800	7%	42%
Exits to Permanent Housing (FNPI 4b)		6	33	114	5%	29%
Exits-Self		11	150	150	7%	100%
Exits-Involuntary		68	238	700	10%	34%
Case Management Services (SRV 7a)		863	3,265	8,000	11%	41%
Critical Incidents		44	211	250	18%	84%
Shelter Residents Meals (SRV 5ii)		7,588	38,413	70,000	11%	55%
Number of Volunteers (<i>duplicated</i>)		208	669	100	208%	669%
Volunteers Hours (<i>duplicated</i>)		131	871	3,000	4%	29%
Safe Camping		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served (SRV 7b)		69	390	500	14%	78%
Current client census		42	254	300	14%	85%
Meals (SRV 5ii)		2,551	13,740	20,000	13%	69%
Pets		11	64	75	15%	85%
Clients moved to Shelter (SRV 4m)		2	6	15	13%	40%
Exits to Permanent Housing (FNPI 4b)		1	8	20	5%	40%
Exits-Self		3	25	50	6%	50%
Exits-Involuntary		13	48	75	17%	64%
Critical Incidents		3	22			
Safe Parking		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served		9	61	30	30%	203%
Current client census		0	52	25	0%	208%
Clients moved to Shelter (SRV 4m)		0	1	10	0%	10%
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).	There are 8 clients that are currently working in the community with various types of employment, and 11 clients participating in the Project Hire-Up.
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 are currently being reviewed, this is an on-going process.
3. Increase the number of clients who transition to permanent housing by 10% from the prior year (2023 - 114 clients) to 120 clients.	33 total clients housed from January 2024 until June 2024.

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	14
25 - 34	28
35 - 44	46
45 - 54	44
55 - 61	30
62+	17
Total:	179

Race Demographic	Month
American Indian or Alaska Native	1
Asian	0
Black or African American	35
Hispanic/Latina/e/o	19
White	70
Multiple races	54
Client Don't know / Refused	0
No Answer	-
Total:	179

Gender	Month
Female	75
Male	103
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	1
Client doesn't know	
Client refused	
No Answer	
Total:	179

Zip Code	Month	Zip Code	Month
93301	20	90044	1
		93250	1
93304	15	95340	1
93305	18	93501	1
93306	12	96001	1
93307	21	94964	1
93308	22	93561	1
93309	8	93280	1
93311	3	30011	1
93312	1	38109	1
93313	1	24521	1
93314	2	86351	1
93385	1	90701	1
90212	1	93203	1
93206	1	93204	1
93212	1		
95502	1		
93714	1		
93240	1		
93241	1		
90013	1		
Not specified	32		
Total		179	

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

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	3
25 - 34	11
35 - 44	15
45 - 54	23
55 - 61	11
62+	6
Total:	69

Race Demographic	Month
American Indian or Alaska Native	2
Asian	0
Black or African American	13
Hispanic/Latina/e/o	4
White	33
Multiple races	17
Client Don't know / Refused	-
No Answer	-
Total:	69

Gender	Month
Female	29
Male	40
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:	69

Zip Code	Month	Zip Code	Month
93301	8		
93304	15		
93305	8		
93306	3		
93307	5		
93308	10		
93309	4		
93311	1		
93312	3		
95322	1		
93251	1		
93501	1		
93275	1		
Not specified	8		
Total		69	

Program Highlights

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

Month	June-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	418	2,700	15%		
Number of Referrals Received (SRV 7c)	53				
Number of Enrollments	30	YTD	YTD Goal	Month Progress	Annual Progress
Number of services per client per month (i.e., one-on-one case management, landlord engagement, obtaining vital documents) (SRV 7a)	969	3,997	8,100	12%	49%
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)	25	80	40	63%	200%
Housing Tenancy and Sustaining Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of clients secured placement (SRV 4o)	18	57	110	16%	52%
Explanation (Over/Under Goal Progress)					
Program Strategic Goals		Progress Towards Goal			
1.) 3 FTE HN to establish caseload (1:35) by 2/1/2024		Completed			
2.) 3 FTE HN to establish caseload (1:75) by 3/1/2024		Completed			
3.) Increase staff recruitment and retention		CalAIM is at capacity for housing navigators. ☐			
Program Highlights					

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

Month	June-24	Program/Work Unit	Adult Re-entry Program			
Division/Director	Rebecca Moreno Director of Housing & Supportive Services		Program Manager	Rosario Miranda		
Reporting Period	June 1, 2024 to June 30, 2024					
Program Description						
Community Action Partnership of Kern’s (CAPK) Adult Reentry Grant Warm Handoff and Reentry Services Program (ARG WHO) is designed to reduce rates of homelessness and recidivism in the reentering AB 128 population, CAPK proposes a multi-modal intervention strategy with complementary reentry service line targeting known dynamic risk factors for homelessness and recidivism including housing stability, employment, and mental health. Case Management services will be provided using a Strengths-Based approach model that addresses immediate needs upon release and facilitates individual change to ensure self-sufficiency upon program exit. Case Management activities may include Housing Search Services, Housing Plan Development, Landlord Engagement, Financial Capability Skill Training, Financial Coaching/Counseling, Tenant Rights Education, and Rental Counseling. CAPK will use interagency referral to determine eligibility to any of its 16 unique anti-poverty programs. Community partners such as Kern Behavioral Health and Recovery Services and Employers’ Training Resource will provide intensive specialized services around Mental Health/Substance Use and Employment Training, respectively.						
Client Services		Month	YTD	YTD Goal	Month Progress	Annual Progress
Case Management Services (SRV 7a)		21	111	100	21%	111%
Number of Client Contacts		26	166	720	4%	23%
Client Outcomes		Month	YTD			
Number of individuals who obtained safe and affordable housing (FNPI 4b), such as Housing Subsidy or Permanent Supportive Housing (PSH)		5	23			
Number of unemployed clients who obtained employment (up to a living wage) FNPI 1b, such as Workforce Development, Education, or Employment Services		5	8			
Referrals		Month	YTD			
Number of Clients referred to Mental Health Services or Substance Abuse Services (SRV 5v)		5	89			
Financial Management Programs (including budgeting, credit management, credit repair, credit counseling) SRV 3c		2	86			
Transitional Housing Placements (SRV 4n)		0	16			

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

Permanent Housing Placements (SRV 4o)	0	41	
Job Readiness Training (SRV 1f)+	12	81	
Job Referrals (SRV 1l)	12	95	
Incentives (e.g., food vouchers, gift cards) SRV 5hh	0	0	
Food Distribution (food bags/boxes, food share program, bags of groceries) SRV 5jj	0	51	
Parenting Classes SRV 5mm	1	1	
Kits/boxes (i.e., toiletries, hygiene kits) SRV 5nn	0	0	

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1.) Enhance recruitment initiatives and bolster staff retention strategies.	Pending to hire a third housing navigator position.
2.) Create a comprehensive program policy and procedure manual, including documents such as referral forms and intake/assessment forms.	Engaging with Parole Agency Officers and utilizing the Intake/Assessment forms.
3.) Building robust relationships by engaging in outreach activities to connect with the Parole and Probation Departments.	Continuously participating in community events in efforts to engage with justic invovled participants.

Program Highlights

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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	June-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.		9	748	1,100	1%	68%
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.		0	5,740	7,500	0%	77%
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.		46	2,300	3,500	1%	66%
Lamont Elementary School District (LESF) Subcontractor Direct Education provided.		0	4,000	7,500	0%	53%
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.		1291	9,674	20,000	6%	48%
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.		1	5	6	17%	83%
Partner with 3 Clinics to implement Food Insecurity screening practices.		0	1	3	0%	33%
Explanation (Over/Under Goal Progress)						

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

Subcontractor #'s have slowed due to most schools being on summer break. CFHL staff is prepping for the new school year and finishing data entry for programmatic purposes. CFHL's DE #'s were lower than usual due to starting classes at Premier Valley Medical Group (PVMG) as part of our collaboration. Nutrition classes at this clinic are not common so the first class didn't have attendance however, the second class did have 9 attendees. Other classes were also rescheduled due to partner internal conflicts with scheduling.

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

Program Strategic Goals	Progress
Minimize staff turn-over and become fully staffed.	The CFHL Program is fully staffed as of March 2024.
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.	In the month of June 2024, CFHL partnered with PVMG to provide Direct Education classes to close the gap in the 3-way collaboration between CAPK and New Life Church. CFHL has been working with PVMG to establish a food insecurity screener and referral process. This includes both internal CAPK referrals and a referral to New Life's Pantry when clients are identified as being food insecure. The CFHL program also attended community events at the Fairgrounds (2 events), F St. Farmers Market, Cal City Farmers Market, Bakersfield College Farmers Market and Food Distribution, Boys and Girls Club in Lamont, and at PVMG.
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. CFHL is continuing its efforts and collaboration with PVMG and Local Pantries and Farmers Markets to increase access to Healthy, affordable food throughout the county of Kern. CFHL also met with a representative of Adventist Health and they are extremely interested in starting a process similar to the one we start with PVMG.
Program Highlights	
During the month of June 2024, CFHL has continued the partnership with PVMG and has started collecting referral forms for clients. Collaboration with pantries with the Goal of converting into a Client's Choice Pantry has been progressing positively as well. The major highlights this month is that CFHL also met with a representative of Adventist Health and they are extremely interested in starting a process like PVMG's. So this could potentially add 2 additional clinics where this PSE is being implemented, thus increasing Food Security and access to other CAPK services. Lastly, CFHL had their in-person State Visit with our CDPH Consultant and she verbalized that she was very impressed with the work that the program has been doing. We walked her through our PSE efforts and showed her how it is being implemented. A report of the visit should be received in July 2024.	

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

Month	June-24	Program/Work Unit	Food Bank			
Division/Director	Health & Nutrition, Susana Magana		Program Manager	Kelly Lowery		
Reporting Period	January 1, 2024 - December 31, 2024 <i>(Note: The data represents information from two months earlier.)</i>					
Program Description						
The Food Bank provides food assistance to low-income families and individuals through a network of more than 200 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 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
Neighbor Engagements - TEFAP		61,994	337,151	600,000	10%	56%
Pounds Distributed		872,528	4,754,053	10,000,000	9%	48%
Pantry Program		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - Pantry Program		90,789	474,194	1,000,000	9%	47%
Pounds Distributed		391,398	1,966,059	5,000,000	8%	39%
Fresh Rescue		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements <i>(Not in Pantry Prgm)</i>		18,485	95,597	150,000	12%	64%
Pounds Distributed <i>(total)</i>		144,411	746,851	1,250,000	12%	60%
Commodity Supplemental Food Program (CSFP)		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - CSFP		5,351	25,878	60,000	9%	43%
Pounds Distributed		195,913	955,656	2,000,000	10%	48%
Free Farmers Markets		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - Free Farmers Markets <i>(includes some connected to TEFAP)</i>		14,000	74,064	175,000	8%	42%
Pounds Distributed		178,816	484,341	1,200,000	15%	40%
Brighter Bites		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - Brighter Bites		2,496	11,667	30,000	8%	39%
Pounds Distributed		16,039	114,230	450,000	4%	25%
Snack Attack		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - Snack Attack		1,683	6,581	15,000	11%	44%
Pounds Distributed		775	3,820	12,500	6%	31%
Community Events & Other		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - Community Events		1,833	5,596	15,000	12%	37%
Pounds Distributed		175,950	537,222	1,200,000	15%	45%

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

Totals	Month	YTD	Annual Goal	Month Progress	Annual Progress
Total Neighbor Engagements	196,630	977,464	2,045,000	10%	48%
Total Pounds Distributed (SRV 5jj)	1,975,830	9,019,639	21,112,500	9%	43%
Volunteers (SRV 6f)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Volunteers who received job skill training (e.g., paid partnership though service providers, duplicated)	44	226	350	13%	65%
Other Volunteers (i.e., general public, duplicated)	177	872	1,750	10%	50%
Explanation (Over/Under Goal Progress)					
Overall neighbor engagement and poundage numbers were relatively static compared to the previous month. Slight decreases could be attributed to food bank closures due to inventory and the transition to barcoding that took place in June. Due to a surge in volunteers needed for the monthly CAPK distribution we are seeing higher-than-average volunteer numbers.					
Program Strategic Goals		Progress Towards Strategic Goals			
In light of a potential change in funding, Food Bank staff are reconsidering the program's strategic goals.					
Program Highlights					
The first of June witnessed the transition of warehouse inventory management to a digital barcoding system through the exisiting Primarius platform.					

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

Month	June-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)		2,397,521	12,520,833	23,000,000	54%
Program FY Reimbursements Progress (FY Jul 2023- Jun 24)		Current Month	YTD	Goal	Annual Progress
Provider Payments-Subsidies Expended (SRV7e)		2,397,521	27,942,756	23,000,000	121%
Services	Current Month				
Active Child Enrollment	2,898				
Active Childcare Providers (SRV 7f)	547				
	Prev- Month	Add (+)	Drop (-)	Current Month	
Waiting List Totals (children)				0	
Explanation (Over/Under Goal Progress)					
The Migrant Childcare Program continues to be fully enrolled and actively managing services for 2898 children currently receiving services. For the month of June 2024, our program was able to maintain full enrollment, process \$2.3 million dollars in provider reimbursements, manage open cases for a total of 2898 active children and work with 547 active childcare providers in 10 different counties in California.					
Program Strategic Goals		Progress Towards Strategic Goal			
1. Fill Staff Vacancies.		Our program is hiring to fill a 2 current Family Services Specialist positions. One will support or Kern County team and the other will be placed in our new Tulare Office location.			
2. Staff Retention and Professional Development (Training).		MCAP management team continues to support staff with monthly trainings and professional development opportunities. We are currently undergoing a full review of MCAP's policies to ensure consistency, ease of understanding and compliance with new regulatory requirements. The team has also implemented a Team celebration committee to promote staff recognition and a positive work environment.			
3. Contingency Staffing Plan & Solidify Program Growth.		The management team continues to promote cross training, regular training reviews, quality assurance activities and one-on-one support training amongst the team. These activities are important to support the personal and professional development of our team members in preparation for growth and advancement opportunities.			

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

Program Highlights

MCAP continues to meet all program enrollment goals. Our program opened a second office location in Tulare County, and it will allow the program to provide greatly needed support to our current staff member in this county, adjust family caseload numbers for a manageable workload and provide additional case management support and accessibility in the Tulare County area.

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

Month	June-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 is a supplemental nutrition initiative that offers nutrition education, breastfeeding support, and nutritious foods to enhance diets. It serves pregnant, postpartum, and breastfeeding women, as well as infants and children under the age of 5. Additionally, fathers, grandparents, migrant families, military families, and caretakers can receive food benefits for eligible infants and children. CAPK WIC operates across 16 sites in Kern County and has 3 locations in San Bernardino County.						
Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
Caseload (SRV 5g)		14,369		14,610		98%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)		1,076		900		120%
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)		11	83	268	4%	31%
Outreach		Month	YTD	Goal	Month	Annual Progress
Online Enrollment		144	1,009	1,200	12%	84%
WIC Presentations and Outreach Events		4	39	100	4%	39%
Publication in newspaper, television, and/or social media postings (English and Spanish)		42	208	350	12%	59%
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.		-	-	120	0%	0%
Peer Counseling Program (PCP)		Month	YTD	Goal	Month Progress	Annual Progress
Provide basic breastfeeding education and encouragement to WIC PCP participants.		241	1,466	1000	24%	147%
Explanation (Over/Under Goal Progress)						
RBL position vacant since Jan 2024.						

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Program Strategic Goals	Progress
The WIC program is finalizing changes to the organizational chart, classifications, and job descriptions. After conducting the salary analysis, the WIC program has formulated competitive salaries which will improve recruitment and retention of staff. Our goal is to reach 100% of our contractual caseload requirement in July.	The WIC program has implemented changes to the organizational chart, classifications, and job descriptions. The WIC program has provided staff with a caseload to ensure an equitable caseload among WIC Nutrition Education Specialists. The caseloads will also increase re-engagement with WIC clients. The CAPK- WIC program has provided staff with competitive salaries which has improved staff morale.
Program Highlights	
In the month of June, WIC CAPK reached 98.35% of the participation caseload requirement.	



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
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Month	June-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)		14	18	60	23%	30%
Street Outreach and Education		31	39	75	41%	52%
HHAP Linkages to Services (Referrals)		Month	YTD			
California Driver's License (SRV 7j)		4	6			
Social Security Insurance (SSI) (SRV 7i)		0	0			
Medical Services (SRV 7c)		8	28			
Mental Services (SRV 7c)		0	9			
Housing Placement (e.g., transitional, temporary, permanent) (SRV 4m, 4n, 4o)		2	10			
Educational and Career Development (SRV 7c)		0	4			
HHAP Distribution of Supplies		Month	YTD			
Food Assistance (SRV 5jj)		43	186			
House Hold Items		16	76			
Hygiene Kits (SRV 5oo)		15	72			
Emergency Clothing (SRV 7n)		60	220			
Administrative Services & Copies		10	51			
Transportation Services (SRV 7d)		2	7			
Educational Supplies (SRV 2k)		0	0			

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Covid - 19 Supplies (SRV 5oo)	0	18			
First 5 Kern	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	3	6	30	10%	20%
Children Receiving Case Management Services (SRV 7a)	4	6	30	13%	20%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	3	11	10	30%	110%
Children Educational Center Base Activities (FNPI 2b)	0	11	30	0%	37%
Children Educational Home Base Activities (FNPI 2b)	2	9	30	7%	30%
Children Summer Bridge Activities (FNPI 2b)	7	7	15	47%	47%
Collaborative Meetings Participated	1	6	12	8%	50%
Family Support Services for non-clients with children 5 and under	13	149			
First 5 Total	33	205			
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)	26	248			
CalCapa Diaper Supply Bank	Month	YTD	Annual Goal	Month Progress	Annual Progress
Diaper Supply Management Enrollment Unduplicated (NPI5.2)	14	122	150	9%	81%
Monthly Diaper Kit Supply Delivery Duplicated (SRV5.nn)	93	437	1800	5%	24%
Walk-In Community Services (Duplicated Clients & Case Managed Clients)	Month	YTD			
Administrative Services & Copies	147	792			
Baby Supplies (SRV 2w)	75	340			
Covid - 19 Supplies (SRV 5oo)	0	37			
Court Mandated Parenting Correspondence (SRV 2w)	12	27			
Educational Supplies (SRV 2k)	8	50			
Emergency Clothing (SRV 7n)	167	786			

**Community Action Partnership of Kern
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Food Assistance (SRV 7c)	140	878	
Household Items (SRV 7c)	59	369	
Hygiene Kits (SRV 7c)	15	80	
Referrals (SRV 7c)	28	230	
Transportation Services (SRV 7d)	7	31	
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 were recently awarded \$5000 from Kern Health Systems. Thank You Kern Health Systems!		
2. Partner with private enterprises to boost program visibility and foster meaningful relationships.	We attended the Chamber of Commerce meeting and shared services that we are currently providing to the 38 new Afghan Refugee families who were re- located to the community of Mojave. In total our community has 165 Afghan family members residing in the Santiago Estates.		
3. Improve on-site services to more effectively connect with the East Kern target population.	Throughout the month of June we have seen an increase of at risk families and the homeless population stopping by our center asking for water. The high temperatures in the East Kern have been dangerous this summer. We provide water and Gatorades to our walk in clients who drop in our center.		
Program Highlights			
EKFRCC provided 685 walk in services to the East Kern Community in the month of June. We provided food baskets , emergency clothing, baby items and more. Our housing navigators enrolled 14 new clients into the HMIS data base. We are working with Kern Health Systems in obtaining authorizations for East Kern Clients. We are excited in having the CAL-AIMS program in East Kern.			

**Community Action Partnership of Kern
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Month	June-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)	0	3	30	0%	10%
Children Receiving Case Management Services (SRV 7a)	0	4	30	0%	13%
Parents Participating in Court Mandated Classes (FNPI 5d, and SRV 5mm)	0	7	10	0%	70%
Children Educational Home Base Activities (FNPI 2b)	0	3	15	0%	20%
Children Summer Bridge Activities (FNPI 2b)	11	11	10	110%	110%
Family Support Services for non-clients with children 5 and under (SRV 2w)	45	177			
First 5 Total	56	205			
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)	42	198			
Planned Parenthood	Month	YTD	Annual Goal	Month Progress	Annual Progress
LiFT Delivery Seminar to 10 Parents/Guardians (SRV 5l, and SRV 5mm)	0	10	10	0%	100%
LiFT Delivery Seminar to 10 Youth 13-19 (SRV 5l)	0	14	10	0%	140%
Plan A Sex Education Kits for qualifying youth 16-19 (SRV 5m)	17	83	75	23%	111%
CalCAPA Diaper Supply Bank	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Diaper Supply Management Enrollment Unduplicated (NPI5.2)	18	231	150	12%	154%
Monthly Diaper Kit Supply Delivery Duplicated (SRV5.nn)	104	877	1800	6%	49%
Walk-In Community Services (Duplicated & Non First 5 Clients)	Month	YTD			
Administrative Support (SRV 7c)	51	415			
Baby Supplies (SRV 2w)	99	581			
Copies	6	153			

**Community Action Partnership of Kern
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Court Mandated Parenting Correspondence (SRV 2w)	0	20
Educational Supplies (SRV 2k)	21	170
Emergency Clothing (SRV 7n)	12	79
Food (SRV 7c)	131	810
Household Items (SRV 7c)	128	817
Referrals(SRV 7c)	43	158
Transportation Assistance (SRV 7d)	25	175
Total Community Services	516	3378

Explanation (Over/Under Goal Progress)

The Oasis Family Resource Center ended the July 2023-June 2024 fiscal year meeting or exceeding all goals for both the First 5 Kern and Planned Parenthood Mar Monte grants.

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 received \$4,500 from Kern Family Health Systems to purchase strollers & car seat combos for its annual Baby Shower. The OFRC was also awarded a \$5,000 community grants from Kern Family Health Systems for case management and education supplies.
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 received several in-kind and monetary donations for its annual baby shower from the Rotary Club of China Lake, High Desert Quild Guild, Crossroads Community Church, Hope City Church, Project Linus, Elks Ridgecrest Lodge #1913, Ridgecrest United Methodist Church, and several individual donors.

Program Highlights

The Oasis FRC hosted its June Summer Bridge program with 12 children (11 reported to F5K as one child was over the age of 5). Guest readers from Ridgecrest Library and the Children Burns Foundation supported the program. Children participated in family field trips at local museums (Maturango & China Lake). The Oasis FRC hosted its third annual baby shower supporting 20 moms and their families. The Oasis FRC hosted a focus group for the CalCAPA Diaper Supply pilot program with 14 parents/guardians participating as well as EKFR & OFRC staff, Freddy Hernandez and Karen Vasquez.

**Community Action Partnership of Kern
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Month	June-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			1,551	700	0%	222%
Utility Payments			\$ 502,583.01	\$302,457	0%	166%
Low-income Home Energy Program (LIHEAP) 2024		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		545	3,926	3,200	17%	123%
Utility Payments		\$ 507,046	\$ 4,313,997.93	\$ 4,947,219	10%	87%
Households Served - Weatherization		18	96	200	9%	48%
Emergency Supplemental Low-Income Energy Assistance Program (ESLIHEAP) 2023 Ends May 2025		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		122	430	450	27%	96%
Utility Payments		\$ 113,917	\$ 659,006.51	\$ 744,877	15%	88%
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)		667	5,907	4,350	15%	136%
Total Utility Payments		\$ 620,963	\$ 5,475,587.45	\$ 5,994,553	10%	91%
Total Households Weatherized (FNPI4h, FNPI 4z, SRV 4q, SRV 7b, & SRV 4t)		18	96	200	9%	48%
Weatherized Homes (Note: The data represents work submitted to CSD for reimbursement - delayed by 2 months)		Month	YTD	Goal	Month Progress	Annual Progress
Total Households Weatherized		18	73	200	9%	37%
Total Weatherized Homes Payments		256,521	\$ 1,042,366.34	\$ 2,677,067	10%	39%
Explanation (Over/Under Goal Progress)						
1) DOE WAP contract is currently underway - anticipate jobs to start closing within next couple of months.						
Program Strategic Goals			Progress Towards Goal			
1) Successfully implement online client self-application tool for Utility Assistance (UA) services.			The tool is currently in the test phase.□			
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.			

Community Action Partnership of Kern
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3) Meet at least 22% of production goal for DOE BIL WAP contract	Currently have approximately 28 jobs in progress - various states of completion.
Program Highlights	
N/A	

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Month	June-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	26	149	100	17%	149%
Summer Program (Max Capacity due to COVID) (SRV 2m)	57	57	35	100%	163%
After School/Learning Pods Enroll (FNPI 2c.2., FNPI 2c.3, SRV 2p)	-	43	50	0%	86%
Medi-Cal Outreach	Month	YTD	YTD Goal	Month Progress	Annual Progress
Social media emails and impressions	-	4,057,577	15,000,000	-	27%
Canvassing phone calls and flyers	-	7,494	12,000	-	62%
California Violence Intervention Program (CalVIP)		Month	YTD		
Incident Response (SRV 5w)	-	1			
Outcome/Case Managed Families (SRV 7a)	1	12			
Provided Food Assistance (SRV 7c)	6	67			
Assisted with Energy/HEAP Services (SRV 7c)	-	2			
Provided Assistance with Medi-Cal (SRV 7c)	-	-			
Provided Mentoring Services (SRV 2p, 7c)	2	56			
Assisted with relocation services	-	-			
Deposit Payments (SRV 4d)	-	-			
Temporary Housing Placements (SRV 4m)	-	-			
Explanation (Over/Under Goal Progress)					
The Medi-Cal Program ended during the start of June 2024, so there are no numbers to report for that program. The afterschool program is not offered in June so there are no new participants to report.					
Program Strategic Goals		Progress Towards Strategic Goals			
Plan and facilitate Friendship House (FHCC) Advisory Board fundraising event to benefit the Friendship House.		The Friendship House Advisory Board is currently seeking sponsorships for the 2024 Mixer fundraiser, which will be held at The Collective on October 24th.			
Recruit and secure staffing for the Friendship House.		The Friendship House is fully staffed.			
Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.		The Friendship House received a grant from Kern Family Health Care to provide a STEM program for community youth.			
Program Highlights					
Thanks to the California Coastal Commission the CAPK Friendship House was able to provide a field trip for the summer program participants to San Simeon Beach where the youth facilitated a beach clean-up and enjoyed a day of splashing in the ocean, after their hard work. Afterwards, the youth were treated with a visit to see the Elephant Seals.					

Community Action Partnership of Kern

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Month	June-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		45	45	60	75%	75%
After School Program Enroll (FNPI 2c &SRV 2I) (hours of operation: 2-5pm; 1230p - 5pm for minimum day)		-	25	35	0%	71%
Community Programs		Month (New)	YTD (unduplicated)			
Fitness Boot Camp, Zumba and Adult Basketball (individual counts)		15	-			
Girls Scouts, Community Meeting Space, Dignity Mental Health Support, etc. (group count)		1	-			
On Site Collaboration: Energy, VITA, Food Bank		1	-			
Outreach Activities		Month	YTD	Goal	Month Progress	Annual Progress
Outreach Events (presentations/informational updates, distributions (e.g., food, diapers))		-	3	6	0%	50%
Explanation (Over/Under Goal Progress)						
Due to Summer, some groups have taken a break. Community/Evening Program will resume mid-August. At this time, we are in the process of automating the data collection process for the Community Program. We are in the testing phase and hope to go Live soon. Big thanks to CAPK Information System (IS) team.						
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 from the academic year, and student grade trends were analyzed. Majority of students showed an improvement or steady hold.				
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.		We are working with the CAPK Foundation to attain funding in an effort to increase services and program deliverables.				

**Community Action Partnership of Kern
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3. Support the Exploration of Interests and the Development of Skills and Creativity for Youth	SYC has started to survey program participants to find new and attractive ideas for activities that students will enjoy, yet be actively learning.
Program Highlights	
SYC garden has been thriving. Students have been growing tomatoes, watermelons and cantaloupe.	

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Month	June-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		105	6,736	7,400	1%	91%
Social Security Number (SSN)		87				
Individual Taxpayer Identification Number (ITIN)		18				
State		124	6,918	7,400	2%	93%
Social Security Number (SSN)		87				
Individual Taxpayer Identification Number (ITIN)		37				
Refunds and Credits (SRV 3o)		Month	YTD			
Federal Refunds		\$62,663	\$4,299,764			
State Refunds		\$43,553	\$3,359,637			
Federal Earned Income Tax Credit (EITC) <i>(income limit \$63,398 household)</i>		\$20,971	\$2,701,469			
California Earned Income Tax Credit (CalEITC) <i>(income limit \$30,950/household)</i>		\$9,524	\$2,147,679			
Total Refunds and Credits		\$136,711	\$12,508,549			
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)		16	202	150	11%	135%
Explanation (Over/Under Goal Progress)						
State tax returns for ITIN holders is higher this month. This happens when ITIN applications are processed. Once an ITIN number is issued, the state side of the tax return can be submitted.						

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Program Strategic Goals	Progress Towards Goal
Persist in fostering connections within rural communities to extend outreach and engage with a larger number of clients.	CAPK VITA was accepted to host a workshop on ITINS for the Vision Y Compromiso 22nd annual conference. The workshop will be attended by promotoras who will then share the information with their peers
Program Highlights	
VITA held their annual Volunteer Appreciation meeting. Volunteers, VITA site hosts, community members, staff, and IRS representatives all showed up to give thanks to the volunteers who assisted their community through tax preparation and their time. Our youngest volunteer this season, a sophomore in high school, Damarys Trevino spoke on the impact of the program from her perspective. "This has been the most rewarding experience I've had working with the community. I've learned a lot, particularly about tax credits I never knew existed such as CalEITC, YCTC, and FYTC, plus so much more. I thoroughly enjoyed every day I volunteered and found myself becoming more interested each day. After volunteering with VITA, I feel equipped to share my knowledge with other students at my school and even with my teachers. I feel more prepared for the future when the time comes for me to have to file taxes for myself. This is something I look forward to next year.	



Operations

Data Services
Facilities & Maintenance
Information Technology
Information Systems
Risk Management

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Month	June-24	Program/Work Unit	Operations Division	
Division/Chief, Director	Emilio Wagner CFTO, Maria Contreras Director of Facilities	Program Managers	Ryan Dozier, Laurie Sproule, Luisa Rosa Silva, Kenneth Lawrence	
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	28	3	25	132
Dynamic 365 Enhancements	2	2	0	5
Projects		Description of Status		Current % Status
Universal Intake		Implementation plan being created		18%
CalFresh HL		Project requirements captured. Development in progress.		15%
In-Kind		Deployed to production. Hot fixes being developed		95%
Referral Management Enhancements		Development being finalized. Moving to UAT July		50%
Energy-Weatherization		Deployed to production		100%
FRC Platform Updates		Deployed to UAT		85%
M Street Application		Application development in progress. Expecting to deploy to UAT in August		50%
Food Bank Front Desk Application		Deployed to UAT		85%
Volunteer Management Application Enhancements		Application enhancements under development		50%
Shafter Youth Center-Evening Program		Project requirements captured. Development in progress.		20%
Feeding America Service Insights Project		Delayed- Waiting on AFB onboarding.		24%
CSBG-CDP		Phase 2 of enhancements in revision		36%
Facilities				
Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	306	548	331	1959
Construction Projects		Description of Status		Current % Status
Food Bank Expansion		Generator installed		100%
Central Kitchen		Pending 1303 Approval from OHS for construction		50%
18th Street Admin		3rd floor finalizing finishes, framing Board Room RR and additional offices / 2nd floor finalizing finishes		98% / 98%
Major Maintenance Projects		Description of Status		Current % Status
Angela Martinez		Staff Development TI nearing completion.		80%
Stockdale HS		South Side of building under TI Playard permit obtained. Added a new CO for Door and IT Rm light		60%
EKFRC		East Kern new office space TI began laundry room		30%
Sterling		Temp Kitchen Kitchen Remodel Plans finalized		8%
Harvey Hall		Phase 2 Phase 3 of 2nd Phase plans completed		8%

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Alberta Dillard		Survey Complete Working of Property Line Discrepancies		5%
Food Bank Pole Sign		Obtain Permit		15%
Information & Technology				
Activity	Requested	In-Progress	Processed	Processed YTD
Help Desk Work Orders	351	19	332	2532
Information & Technology Projects		Description of Status		Current % Status
Mitel Phone System Upgrade		Mitel has been bought out by Ring Central, we are exploring possibilities of the new system and features, more to come on this project.	Canceled	
MDM Mobility Project		Upgrade the current MDM software for centrally manage, monitor, and secure Cap K Mobile Devices.	10%	
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.	100%	
Firewall Upgrades at 18th and Sterling		Migrating to the new managed firewall system at 18th street and Sterling.	80%	
Head Start Expansion				
Risk Management				
Workers Compensation Claims		Reported	Reported YTD	
For Report Only		4	44	
First Aid		2	11	
Medical		1	1	
Modified Duty		1	3	
Lost Time		0	0	
Under Investigation / Non-Industrial /		1	3	
Property		3	16	
Vehicle Incident / Grand Theft Auto		3	7	
Motor Vehicle Accident		0	2	
Work Place Violence / Over Doses / Death		2	2	
Total		17	89	
Program Strategic Goals		Progress Towards Goal		
Description	Description of Status		Current % Status	
Develop a facility deferred maintenance				
Develop and implement a Data Governance				
Improve the customer experience by				
Program Highlights				



Community Development

Grant Development

CAPK Foundation

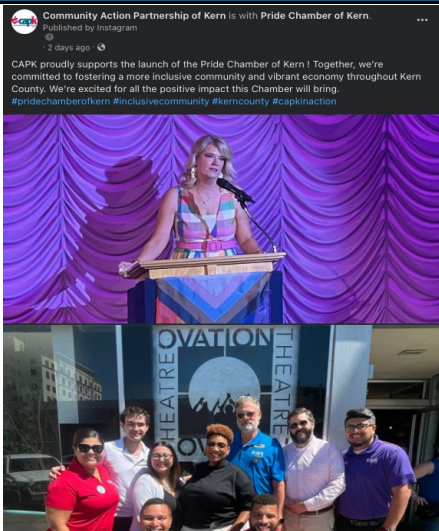
Outreach & Marketing

2-1-1 Kern Call Center

CenterCommunity Schools Partnership Program (CSPP)

Community Action Partnership of Kern

Monthly Report 2024

Month	June-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	27,499	148,987	250,000	11%	60%
Facebook Impressions (i.e., number of times users see content)	580,136	2,481,631	4,500,000	13%	55%
Other Social Media Impressions	26,728	120,266	250,000	11%	48%
Highest Performing Post					
 https://www.facebook.com/capkern/posts/pfbid0vrUGScYT1EKzSKJmrGH1od6a8NpyafZnw7oLqM22f272oY4zqUpVYDHgzW3LRKVEI 2,082 impressions (How many times the post came across screens) 2,082 reach (how many individuals saw the post) 91 interactions (how many liked, commented, or shared)					
Outreach Special Projects					
Gourmet for Good: Assisted in set-up, clean up, throughout event logistics, and media support: Social media posts, photo gallery, and highlight video created.					
Running VITA Social Media Campaign, providing analytics report for grant reporting					
Published Annual Report for 2023, uploaded on our website and communication channels, currently in the process of being printed					
Head Start Recruitment Campaign Phase II: Social Media Campaigns are running on Meta and LinkedIn, Mailers were created and sent out for Job Fair, dual-language script created for radio advertising, and commercial has been produced and is airing with Univision. Planning to advertise through KBAK and KGET					
CAPK Job Fair Support: press release and media interviews. provided signage, slideshow, and collateral for community. Provided media support: Photo Gallery, Social Media Post, and creating highlight video					
Book Distribution Event: press release sent, event logistics set, coordinated with community partners to distribute them books: Kern County Child Support, Kern Literacy Council, UFW Foundation, and our CAPK Youth Centers.					
Outreach at Mountain Communities Resource Fair and Park Day					
Kern Alliance of Nonprofits dignitary resolution and proclamation support; assistance in break down for event					
Social Media Callender created to plan out content and strategically post: Engagement posts, Huggy Heart Campaign, and Holiday posts.					

Community Action Partnership of Kern

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Organizational Representation at Black Chamber of Commerce Gala	
Organizational Representation at Beautiful Bakersfield Awards Event	
Organizational Representation at Pride Chamber of Kern Committee Meeting and Launch Event	
Annual Report PowerPoint Presentation created	
2 pager for Food Bank Funding for the Grants Team	
Oasis Family Resource Center Baby Shower event, provided media support	
2-1-1 Marketing Plan created; launch of new 2-1-1 website	
Photo Gallery created for 2-1-1 and HR to pick out images to print out canvases	
Kern Health Equity Partnership Committee: Monthly Meeting attended, venue being coordinated, we are working on city wide dissemination of collateral we create and promotion on their communication channels for event in Shafter.	
Friendship House Video Project: Interview with Charles Everly	
Attended Ambassador Meeting for June hosted through the Bakersfield Chamber of Commerce	
Assisting FHCC advisory board with collateral, marketing, and planning for annual mixer set for October	
Outreach Advocacy	
Met with Steven Kemp from Congressman David Valadao's Office to discuss calfoods and it's impacts on the Food Bank	
Toured Kern County Director of California Policy Center at Food Bank, FHCC, M street, and 19th street	
Advocacy Watch-list	
CalFoods and the Farm Bill impacts on the Food Bank	
Projects	
In June, the Kern Coalition organized a week of subregional meetings across all five sub-regions. During these meetings, they introduced the research firm Dalberg to each community and gathered feedback on the types of industries community members would like to see in their areas. Additionally, Dalberg initiated early-stage stakeholder interviews with representatives from both the public and private sectors to inform them about the process and gain insights into the prominent industries in Kern County. The Kern Coalition also conducted training sessions for the Governance Council, incorporating team bonding exercises and scenarios focused on economic development. These sessions aimed to prepare the council for evaluating future projects.	
Community Services Block Grant (CSBG)	Results Oriented Management & Accountability (ROMA)
Check-ins with programs and preparing the 2024 Organizational Standards.	Our team designed an intro to ROMA training for our Chiefs, Directors, and CSPP team. These staff members will meet with ROMA trainers next month to complete a two-day training.

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

Foundation	
Executed Fundraising dinner, Gourmet For Good with a total of 31 paid sponsorships and 12 In-Kind Sponsors with 330 persons attending. The event gave CAPK the platform to raise awareness and support of their programs to current and prospective community partners.	
Completed follow-up for event sending thank you letters to all donors and sponsors with receipts for goods received for sponsorships paid.	
Meeting with Key Food Bank staff to collaborate on additional fundraising ideas for the Food Bank.	
Along with Grants and Outreach Team, collaborated on the Food Bank's revenue projections developing activities and outlining progress, needs and barriers for the Foundation.	
Began developing the outline for monthly Donor Cultivation events for the Food Bank. Created agenda and naming ideas to have prepared for the next collaborative meeting.	
Researched external fundraising event for Food Bank with Bakersfield Condors to tentatively be held	
Participated in the weekly planning meeting for FHCC Fall Mixer including developing a prospective sponsor sheet for the Advisory Board to use for solicitation.	
Site visit to East Kern FRC for support and to meet with community partner AES, Suely Saro.	
Working within the Volunteer Portal to export Food Bank Volunteers and import into CRM to use for texting donor communications.	
Meeting with Regional Director of Dignity Health, Donna Sharp to discuss sponsorship of this year's Thanksgiving dinner at M Street and explore other partnership opportunities. Followed up with a written proposal for other partnership opportunities and support needed within CAPK's other programs.	
Reached out to Food Bank volunteer leads from both Amazon distribution sites to set-up introductory call for future collaborations on Food Drives	
Attended the annual Baby Shower to support the Oasis FRC.	
Program Strategic Goals	Progress Towards Goal
Proactively identify and pursue new funding opportunities to support and enhance our organization's mission and projects.	Revisit needs for FRC's, Food Bank & M Street - setting up a calendar of Virtual Food Drives, Hygiene Drives and Toy Drives for the Holidays to kick-off in the fall.
Develop a long term plan to raise awareness and funds to support the Food Bank.	Completed training on navigating Volunteer Portal to begin stewarding Food Bank volunteers. Set up twice monthly meeting with key Food Bank staff to identify prospective supporters and discuss fundraising strategies.
Increasing board effectiveness into your annual strategic planning process.	Using the summer months while the board meetings are dark to actively meet on-on-one with board members to align the Foundation's mission and vision with the board members' responsibilities.

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

Month	June-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 1,300 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 17 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	Rent Payment Assistance		Food Stamps		Homeless Shelter		
Information and Referral Services Calls Handled (SRV 7c)		Month	YTD	Annual Goal	Month Progress	Annual Progress	
Kern County		5707	36,833	90,000	6%	41%	
Kings County		244	1,385	4,000	6%	35%	
Tulare County		725	5,029	10,000	7%	50%	
Stanislaus County		732	4,793	10,000	7%	48%	
Fresno & Madera		2188	18,823	20,000	11%	94%	
Merced & Mariposa		81	441	900	9%	49%	
Total I&R Calls Handled		9,677	67,304	134,900	86%	50%	
Average Wait Time	0:24						
Average Handle Time	5:22						
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	17.2	(2.23)	
Grant Funded Services		Activity	Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 3l)		33	10	136	300	7%	45%
Medi-Cal Application (MNP) (SRV 3h)		21	11	142	100	8%	142%
Medi-Cal Redetermination- KP (SRV 3h)		17	0	0	70	-	0%
First 5 Help Me Grow (HMG) Ages & Stages New Children Screened (SRV 5c)		57	17	198	300	9%	66%
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)		23,487		140,753	225,000	10%	63%
Other Calls		Month		YTD			
LIHEAP (SRV 7b)		2495		20,186			
Mental Health (SRV 7c)		439		18,130			
Utility Assistance Calls- Discount Internet or Utility (SRV 7c)		591		3,704			
Food-related Calls (SRV 7c)		1435		8,940			
Housing and Homelessness Calls (SRV 7c)		2327		13,770			

**Community Action Partnership of Kern
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Health and Human Service Referrals (SRV 7c)	1988	13,714	
Total Other Services	9,275	78,444	
Explanation (Over/Under Goal Progress)			
2-1-1 lends its call handling service to several counties amongst the Central Valley in addition to the local county of Kern. Internally, the program also answers calls associated with homelessness assistance and completes a Quick Reference Tool to transfer callers to Coordinated Entry System. 2-1-1 makes every effort to meet standard goals and deliverables for all contracts and projects. Through its various scopes of work, the program supports providing application assistance, assessments, and outreach to bring awareness of services within the community. Calls, applications, and assessments are monitored and reviewed to determine appropriate methods and material needed for outreach events. The program is nearly staffed to capacity having an sufficient number of employees in roles to perform the work. Call volumes have been consistent in recent months and the program continues offering assistance for Medi-Cal renewal applications.			
Program Strategic Goals		Progress Towards Goal	
1. Enhance recruitment initiatives to attract and hire well-qualified candidates.	The program seeks to captivate skilled candidates by streamlining the recruitment process of internal Human Resources and external Staffing Agency efforts. The program is in a position currently 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 remains staffed with 20-1 full-time and 2 temporary Information and Referral (IR) Specialists to handle Low-Income Home Energy Assistance related as wells as standard calls. 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.		
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			
The program achieved an average of 95% calls handled and 5% abandoned calls amongst seven (7) campaigns for the month of June 2024 which lends itself to continuous efforts of improvement. The program is in the process of renewing contracts with three (3) of its county partners.			

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

Month	June-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 comprehensive case management services to student-families enrolled in Bakersfield City School District's (BCSD) Community Schools. CSPP receives referrals from the community schools' Multi-Tiered System of Support and Family and Community Engagement (FACE) Liaisons. The program connects student-families with community-based services to address food insecurities, housing stability, and other essential needs. It is modeled after the Four Pillars of a successful Community School, aimed at mitigating the academic and social impacts of emergencies on local communities and enhancing school responsiveness to student and family needs.						
Additional Requested Services	Resume Building		Education Resources		N/A	
BCSD Referral Type	M.T.S.S (0)		F.A.C.E (60)		OTHER (19)	
Direct Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
Families referred to Program (SRV 7c) One-time services		79	349	650	12%	54%
Families Receiving Case Management Services (SRV 7a)		10	81	488	2%	17%
Results-Oriented Management and Accountability (ROMA) Assessment		Month	YTD			
Families that completed Pre-assessment		11	83			
Families that completed Post-assessment		0	7			
Internal Referral Services (SRV 7c)		Month	YTD			
Total Families referred internally for Food and Nutrition (2-1-1 or CalFresh)		7	50			
Total Families referred internally for Housing (CES)		2	30			
Total families referred for Employment Resources (2-1-1 or external)		3	26			
Total Families referred internally for Childcare (Head Start)		3	18			
Total Families referred internally for Utility Assistance (Energy)		15	47			
Total Families referred to Friendship House afterschool/ mentorship program		5	17			
Families Receiving Emergency Food Boxes through CAPK Food Bank Pantry Partnership (SRV 5jj)		71	192			
Home Visits (SRV 2cc)		1	17			

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

Explanation (Over/Under Goal Progress)	
The 2023-2024 academic year has ended, and all four community schools are on summer break. During this period, school-based are not held as school staff are offsite. CSPP had one Case Manager on medical leave who may not return. This year, Summer Camp was held at one of the four community schools. CSPP was stationed at feeder sites during Summer Camp from June 10 to June 28, 2024. Case Managers collaborated with the feeder school Liaisons to provide one-time services to families, as these sites are not community schools. They distributed food boxes and referred families to 211 or external community resources for additional support. Case Managers continued to follow up with existing families on their caseloads, addressing their needs and conducting home visits as permitted by the parents. However, student-families are generally less engaged during summer break.	
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.	The supervisor continues to conduct caseload audits and monitor progress. Additionally, the supervisor observes intakes and the development of family goal plans.
2. Implement Specific, Measurable, Achievable, Relevant, and Time-Bound (SMART) goals with participating families based on their needs outlined in ROMA assessment to reduce barriers and increase successful outcomes.	Case Managers have improved in completing initial Family Goal Plans with SMART goals and conducting 30-day follow-ups. However, there is a need for improvement in completing 60-day and 90-day follow-ups.
3. Increase access to housing support and financial educational opportunities for families experiencing or at-risk of homelessness.	The CSPP Supervisor connected the Chase Bank Community Manager with CAPK's Public Relations Manager to invite other CAPK programs to participate in an in-branch Back to School backpack giveaway and provide an overview of the financial education workshops. CSPP will continue to partner with Chase Bank for the 2024-2025 academic year.
Program Highlights	
Volunteered at the Food Bank to help sort items. Also, received books from book drive to distribute to students for the upcoming academic year.	

**Application Status Report
June 2024**

Name	Description	Funder	Amount Requested	Amount Awarded	Decision Date	Status
Eviction Protection Program	Out of Scope- CAPK does not provide legal aid and it is a requirement to submit an application.	City of Bakersfield	\$ -	\$ -		Abandoned
Arts & Cultural Organizations General Operating Support	CAPK is not eligible for this grant. Funds may be used to support any eligible expenses associated with the general operations of an arts or cultural organization, including but not limited to rent, utilities, and staff salaries. Applying for this grant does not restrict an organization from applying for other CAC project-based grants. General Operating grants are intended to support the applicant organization in carrying out its mission. Funding is not intended to support a specific project.	California Arts Council	\$ -	\$ -		Abandoned
FY 24 Runaway and Homeless Youth Prevention Demonstration Program	Abandoned - Out of scope for our provision of services. This program supports the design and delivery of community-based demonstration initiatives to prevent youth and young adults from experiencing homelessness. The goal of the program is to expand existing partnerships with organizations focusing on education, health, mental health, child welfare, family support, substance abuse prevention/intervention, domestic violence/crisis intervention, law enforcement, courts, legal services, and public benefits agencies, as well as with non-traditional partners.	Department of Health and Human Services	\$ 355,000.00	\$ -		Abandoned
Manufactured Housing Opportunity and Revitalization Program	Abandoned - CAPK is not eligible The MORE Program is designed to provide forgivable loans for the acquisition, conversion, rehabilitation, reconstruction, and replacement of mobilehome parks and individual mobilehomes. It aims to improve living conditions for low-income residents by enhancing the safety, quality, and affordability of mobilehome communities. This initiative is a strategic effort to preserve mobilehomes as a critical source of affordable housing, focusing on projects that demonstrate significant health and safety benefits for residents.	CA Department Housing and Community Development	\$ -	\$ -		Abandoned
Kern Family Health Care Community Grant Program	Funds from KFHC will provide educational learning material for summer bridge participants and the purchase of a laptop for the assigned case manager.	Kern Family Health Care (KFHC)	\$ 5,000.00	\$ 5,000.00	6/26/2024	Awarded

**Application Status Report
June 2024**

Kern Family Health Care Community Grant Program	The SYC will provide a STEM learning experience for children and conclude with a trip to the CA Science museum.	Kern Family Health Care (KFHC)	\$ 5,000.00	\$ 5,000.00	6/26/2024	Awarded
Kern Family Health Care Community Grant Program	Funds from KFHC will provide transportation passes and essential supplies to Mojave residents.	Kern Family Health Care (KFHC)	\$ 5,000.00	\$ 5,000.00	6/26/2024	Awarded
Kern Family Health Care Community Grant Program	This project will fund STEM learning materials for FHCC students and a field trip to the California Science Center.	Kern Family Health Care (KFHC)	\$ 5,000.00	\$ 5,000.00	6/26/2024	Awarded
Kern Family Health Care Community Grant Program	Funds from KFHC will provide the purchase of hygiene items for the M St. Navigation Center.	Kern Family Health Care (KFHC)	\$ 5,000.00	\$ 5,000.00	6/26/2024	Awarded
CAPK X Califia Farms 2024	CAPK's Food Bank is seeking sponsorship for a Choice Pantry program, where clients can select their desired food items. The food bank also needs funds or food donations to replace expiring CalFoods funding. Essential donations include fresh produce, non-perishable items, dairy products, meat, poultry, and culturally appropriate foods. Financial support is needed for transportation, vehicle maintenance, insurance, staff salaries, and equipment such as refrigeration and storage systems. Additionally, the food bank aims to stockpile supplies for improved disaster response.	Califia Farms	\$ 5,000.00	\$ 5,000.00	6/27/2024	Awarded
Feeding Lost Hills	Funds were requested to support food donations in Lost Hills through our partner pantry and commodity sites. These donations aim to provide essential items and improve access to nutritious food for residents in need.	Southern California Gas Company	\$ 10,000.00	\$ -		Awarded
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	\$ -	6/10/2024	Denied
SCE PSPS/All Hazards project	A partnership with State 211. Emergency call center phone handling and support services.	Southern California Edison International (SCE)	\$ 443,978.00	\$ -		Pending

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Nonprofit	CAPK Program	East Kern Family Resource Center
Funding Agency	First 5 Kern	Project Name	East Kern Family Resource Center
CFDA	N/A	Target Population	0-5 children and caregivers
Reapplication (Y/N)	Y	Number to be served	100 families per year
Estimated Request	\$ 689,866	Division Director	Freddy Hernandez
Award Period	7/1/2025 - 6/30/2028	Program Manager	Anna Saavedra
Project Goal (One sentence goal statement)			
The project goal for the First 5 Kern 2025-2028 funding cycle is to assist families with children aged 0-5 with supportive services that will increase family stability and child development.			
Project Description (Brief one paragraph description)			
The East Kern Family Resource Center will provide case management to children and families with wraparound services, center and home-based educational activities, and nurturing parenting classes. These services are essential to the East Kern community as they lack affordable childcare/early education for children ages 0-5 that help develop children's gross motor skills and milestones. This is a reapplication for the center and this funding will help continue the services they are already providing to the community.			
Estimated Budget Summary			
The budget of \$689,866 is for the funding cycle period of 7/1/2025-6/30/2028. The budget items included in this proposal are for personnel, benefits, and program related costs, such as: office supplies, mileage, office space, and postage.			
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:

1. Division Director Date	 Nancy Webster (Aug 1, 2024 12:08 PDT) 08/01/2024
 Louis Gill (Aug 1, 2024 08:37 PDT) 08/01/2024	 Emilio Wagner (Aug 1, 2024 12:08 PDT) 08/01/2024
2. Chief Business Development Officer Date	 08/01/2024
3. Chief Program Officer Date	4. Chief Financial Officer Date
5. Chief Facilities and Technology Officer Date	6. 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	Nonprofit	CAPK Program	Oasis Family Resource Center
Funding Agency	First 5 Kern	Project Name	Oasis Family Resource Center
CFDA	N/A	Target Population	0-5 children and caregivers
Reapplication (Y/N)	Y	Number to be served	100 families per year
Estimated Request	\$ 781,458	Division Director	Freddy Hernandez
Award Period	7/1/2025 - 6/30/2028	Program Manager	Eric Le Barbe
Project Goal (One sentence goal statement)			
The project goal for the First 5 Kern 2025-2028 funding cycle is to assist families with children aged 0-5 with supportive services that will increase family stability and child development.			
Project Description (Brief one paragraph description)			
The Oasis Family Resource Center will provide case management to children and families with wraparound services, center and home-based educational activities, and nurturing parenting classes. These services are essential to the Northeastern Kern community as they lack affordable childcare/early education for children ages 0-5 that help develop children's gross motor skills and milestones. This is a reapplication for the center and this funding will help continue the services they are already providing to the community.			
Estimated Budget Summary			
The budget of \$781,458 is for the funding cycle period of 7/1/2025-6/30/2028. The budget items included in this proposal are for personnel, benefits, and program related costs, such as: office supplies, mileage, office space, and postage.			
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:

1. Division Director Date  Louis Gill (Aug 1, 2024 04:48 PDT) 08/01/2024 3. Chief Program Officer Date	4. Chief Financial Officer Date  Emily Wagner (Aug 1, 2024 12:07 PDT) 08/01/2024 5. Chief Facilities and Technology Officer Date  J.T.D. 08/01/2024 6. Chief Executive Officer Date
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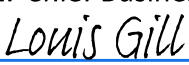
Date Presented / Approved:

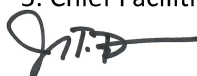
PRE Approval: _____ B&F Approval: _____ Executive Approval: _____ Board Approval: _____

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Nonprofit	CAPK Program	2-1-1
Funding Agency	First 5 Kern	Project Name	2-1-1 Kern County Helpline
CFDA	N/A	Target Population	Families
Reapplication (Y/N)	Y	Number to be served	6000
Estimated Request	\$ 405,718	Division Director	Pritika Ram
Award Period	7/1/2025 - 6/30/2028	Program Manager	Sabrina Jones-Roberts
Project Goal (One sentence goal statement)			
The project goal for the First 5 Kern 2025-2028 funding cycle is to assist families with children aged 0-5 with supportive services that will increase family stability and child development.			
Project Description (Brief one paragraph description)			
CAPK's 2-1-1 Kern Information and Referral Helpline is requesting \$405,718 in First 5 Kern (F5K) funding. This funding will support our mission to provide comprehensive Information & Referral (I&R) services that assist families with children ages 0-5 by offering developmental screenings and connecting them to crucial social services and resources that strengthen child development and family well-being. Our specially trained and experienced 2-1-1 I&R Specialists identify families with children ages 0-5 and offer developmental screenings. Those interested are connected to the Developmental Specialist (DS) from our Help Me Grow team, who utilizes online screening tools to identify children in need of services.			
Estimated Budget Summary			
The 2-1-1 Kern County Helpline budget for fiscal years 2025-2028 includes personnel and operational costs to ensure efficient service delivery. Personnel services feature a Program Administrator, allocated at 0.18 FTE directly charged to the grant and 0.82 FTE as in-kind, and two full-time Information & Referral Specialists. The total salaries and benefits for personnel amount to \$220,766 in the first year, \$228,130 in the second year, and \$235,944 in the third year. Operational expenses include equipment, space costs, and other operating expenses are supported in total by in-kind contributions. The total budget request is \$405,718, with indirect costs capped at 4%.			
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:

	Date
1. Division Director	
	Date
2. Chief Business Development Officer	
 <u>Louis Gill (Aug 1, 2024 08:37 PDT)</u>	Aug 1, 2024
	Date
3. Chief Program Officer	

 <u>Tracy Webster (Aug 1, 2024 13:40 PDT)</u>	Aug 1, 2024
	Date
4. Chief Financial Officer	
 <u>Emilio Wagner (Aug 1, 2024 13:40 PDT)</u>	Aug 1, 2024
	Date
5. Chief Facilities and Technology Officer	
 <u>J.T.D. (Aug 1, 2024 13:40 PDT)</u>	Aug 1, 2024
	Date
6. Chief Executive Officer	

Date Presented / Approved:

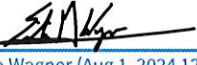
PRE Approval: _____ B&F Approval: _____ Executive Approval: _____ Board Approval: _____

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Private	CAPK Program	2-1-1
Funding Agency	Kaiser Permanente	Project Name	County Community Health Grant 2024 - Ensuring Access for All
CFDA	N/A	Target Population	Undocumented and Immigrants
Reapplication (Y/N)	N	Number to be served	70
Estimated Request	\$ 200,000	Division Director	N/A
Award Period	10/1/24-9/30/25	Program Manager	Sabrina Jones-Roberts
Project Goal (One sentence goal statement)			
The purpose of the project is to support access to coverage by ensuring eligible immigrant and undocumented individuals apply for health coverage.			
Project Description (Brief one paragraph description)			
This project will educate and assist individuals in understanding their rights for health insurance and navigating the enrollment process. The following four strategies will be included in our project: 1.) Outreach efforts will provide educational materials to inform individuals about their rights and the enrollment process. 2.) Administrative assistance will be available for completing the necessary forms and paperwork required. This will be particularly helpful for individuals who may face language barriers, limited literacy, or difficulties understanding complex paperwork. 3.) Outreach initiatives will offer advocacy services to help individuals assert their rights and navigate the process effectively. This involves frequent participation and visibility in predominantly migrant communities. 4.) Collaborative efforts with healthcare providers, community organizations, and government agencies to establish partnerships and create a network of support for individuals going through the application process. These partnerships can facilitate access to comprehensive resources and services.			
Estimated Budget Summary			
The total expenses for the project amount to \$200,000. This includes personnel costs of \$138,452 and program/operating expenses totaling \$43,366, which cover travel (\$4,500), space cost (\$4,197), supplies (\$9,500), communication services (\$1,185), postage (\$8,500), printing (\$6,134), hiring costs (\$350), and outreach (\$9,000). Additionally, indirect/overhead expenses, calculated as 10% of total expenses, amount to \$18,182.			
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:

1. Division Director	Date
<u>Pritika Ram</u>	07/31/2024
2. Chief Business Development Officer	Date
<u>Louis Gill</u>	07/31/2024
Louis Gill (Jul 31, 2024 17:51 PDT)	
3. Chief Program Officer	Date

	07/31/2024
4. Chief Financial Officer	Date
	08/01/2024
Emilio Wagner (Aug 1, 2024 12:07 PDT)	
5. Chief Facilities and Technology Officer	Date
	08/01/2024
6. 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)
June 2024

Funding Type	Private	CAPK Program	Food Bank
Funding Agency	CalifiaFarms	Project Name	Food Bank Donation
CFDA	N/A	Target Population	Kern County
Request	\$5,000	Division Director	Susana Magana
Award Period	1 year	Program Manager	Kelly Lowery
Description	CAPK's Food Bank is seeking sponsorship for a Choice Pantry program, where clients can select their desired food items. The food bank also needs funds or food donations to replace expiring CalFoods funding. Essential donations include fresh produce, non-perishable items, dairy products, meat, poultry, and culturally appropriate foods. Financial support is needed for transportation, vehicle maintenance, insurance, staff salaries, and equipment such as refrigeration and storage systems. Additionally, the food bank aims to stockpile supplies for improved disaster response.		

Funding Type	Private	CAPK Program	Food Bank
Funding Agency	SoCal Gas	Project Name	Feeding Lost Hills
CFDA	N/A	Target Population	Kern County
Request	\$10,000	Division Director	Susana Magana
Award Period	1 year	Program Manager	Kelly Lowery
Description	Funds were requested to support food donations in Lost Hills through our partner pantry and commodity sites. These donations aim to provide essential items and improve access to nutritious food for residents in need.		

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	June-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	June 1, 2024 - June 30, 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 (15 fully closed classrooms/2 partially closed classroom)		522	821	829	64%	128
Disabilities		219 (YTD)	10%	10%	26%	n/a
Over Income 101%-130% (up to 35%)		24	n/a	n/a	5%	n/a
Over Income 131% and up (up to 10%)		40	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 (10 fully closed classrooms)		350	516	516	68%	138
Disabilities		86 (YTD)	10%	10%	7%	n/a
Over Income 101%-130% (up to 35%)		36	n/a	n/a	4%	n/a
Over Income 131% and up (up to 10%)		55	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		213	362	312	116%	
Central Kitchen		Total Number Prepared		Breakfast	Lunch	Snack
Meals and Snacks		28,404		9,468	9,468	9,468
Child and Adult Care Food Program (CACFP) (Note: The data represents information from April 2024)		Total Meals Delivered		Meals Allocated (CACFP/HS)	# of Meals Served	% of Meals Served
Meals and Snacks (SRV 5ii)		35,316		14,174/21,142	18,111	68%
Household Services		Month	YTD			
Eligibility Determination (SRV 7b)		197	927			
Total Community Services		197	927			

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

Explanation (Over/Under Goal Progress)	
The current challenges we are facing regarding enrollment is due to staffing shortages. To address our staffing shortages, ongoing efforts to recruit and retain staff are underway, including but not limited to the following: Education waivers, recruitment events, as well as a Job Fair on June 27, 2024. We will see a reduction in vacant positions as the Office of Head Start approved the 2024/2025 Program Options.	
	Progress Towards Goal
1. Workforce	Objective: To enhance onboarding, recruitment, and retention of staff by implementing programs that embraces pathways for learning, professional development, succession planning, and a positive culture to obtain and retain staff. Progress: On June 27, 2024, a agency wide job fair was held, five staff have been onboarded for the Head Start division. Additionally, in June the Board of Directors approved extending the recruitment incentive until December 31, 2024.
Program Description	
1. June 1, 2024 – Kern County Veteran’s Collaborative 2. June 5, 2024 – Intake Clinic at the San Diego Center 3. June 6, 2024 – Intake Clinic at California City 4. June 7, 2024 – Intake Clinic at Rosemond 5. June 8, 2024 – Medical Enrollment at Fairgrounds 6. June 9, 2024 – Dia de la Familia - Fairgrounds 7. June 12, 2024 – Intake Clinic – Kaiser Office 8. June 15, 2024 – Black History Community Celebration Juneteenth 9. The Family Engagement Team supported family events at sites. 10. The Health Specialist supported a family at a hospital for a child receiving care. 11. The Wellness Specialist presented wellness services at the Primeros Pasos Center.	