

2022/2023
Community Needs Assessment and
Community Action Plan

California Department of
Community Services and Development
Community Services Block Grant



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Introduction

The Department of Community Services and Development (CSD) has developed the 2022/2023 Community Needs Assessment (CNA) and Community Action Plan (CAP) template for the Community Services Block Grant (CSBG) network. Each agency must submit a completed CAP, including a CNA to CSD on or before **June 30, 2021**. In an effort to reduce administrative burden during the Novel Coronavirus (COVID-19) pandemic, CSD has made changes to the CAP template. The changes are detailed below in the “What’s New for 2022/2023?” section. Provide all narrative responses in 12-point Arial font with 1.5 spacing. When the CNA and CAP are complete, they should not exceed 52 pages, excluding the appendices.

Purpose

Public Law 105-285 (the CSBG Act) and the California Government Code require that CSD secure a CAP, including a CNA from each agency. Section 676(b)(11) of the CSBG Act directs that receipt of a CAP is a condition to receive funding. Section 12747(a) of the California Government Code requires the CAP to assess poverty-related needs, available resources, feasible goals and strategies that yield program priorities consistent with standards of effectiveness established for the program. Although CSD may prescribe statewide priorities or strategies that shall be considered and addressed at the local level, each agency is authorized to set its own program priorities in conformance to its determination of local needs. The CAP supported by the CNA is a two-year plan that shows how agencies will deliver CSBG services. CSBG funds are by their nature designed to be flexible. They shall be used to support activities that increase the capacity of low-income families and individuals to become self-sufficient.

Federal CSBG Programmatic Assurances and Certification

The Federal CSBG Programmatic Assurances are found in section 676(b) of the CSBG Act. These assurances are an integral part of the information included in the CSBG State Plan. A list of the assurances that are applicable to CSBG agencies has been provided in the Federal Programmatic Assurances section of this template. CSBG agencies should review these assurances and certify that they are in compliance.

State Assurances and Certification

As required by the CSBG Act, states are required to submit a State Plan as a condition to receive funding. Information provided in agencies’ CAPs will be included in the CSBG State Plan. Alongside Organizational Standards, the state will be reporting on [State Accountability Measures](#) in order to ensure accountability and program performance improvement. A list of the applicable State Assurances and the agency certification for them are found in the State Assurances section of this template.

Compliance with CSBG Organizational Standards

As described in the Office of Community Services (OCS) [Information Memorandum \(IM\) #138 dated January 26, 2015](#), CSBG agencies will comply with implementation of the Organizational Standards. CSD has identified the Organizational Standards that are met through the completion of the CAP and the CNA. A list of Organizational Standards that will be met upon completion of the CAP can be found in the Organizational Standards section of this template. Agencies are encouraged to utilize this list as a resource when reporting on the Organizational Standards annually.

What's New For 2022/2023?

Two-Part Layout. The 2022/2023 template has been divided into two parts:

Part I: Community Needs Assessment (CNA); and

Part II: Community Action Plan (CAP).

The CNA portion has sections for the needs assessment narrative and the results. Surveys and analysis documents may be attached as appendices. The CAP portion encompasses all the usual topics such as Vision and Mission Statement, Tripartite Board of Directors, Service Delivery System, Linkages, Monitoring, etc.

Revised Public Hearing Section. In addition to including the statute for the public hearing requirement, CSD has incorporated new guidelines for issuing the Notice of Public Hearing and the draft CAP, and documenting low-income testimony delivered at the public hearing. The Low-Income Testimony and Agency Response document will be required as an appendix. See the section on Public Hearing(s) for more details.

CNA Helpful Resources. Part I: Community Needs Assessment contains resources on conducting a needs assessment, influence of COVID-19 on the process, and updated links to state and national quantitative data sets.

Revised and Reduced Narrative Sections. Every effort has been made to reduce the administrative burden of conducting a CNA and preparing a CAP during an active pandemic. Although these tasks are fundamental to CSBG and should not be overlooked, CSD is aware of the reduced capacity and other circumstances under which many of the agencies are functioning. CSD has removed questions, utilized check boxes when possible, and made some questions optional. Many questions about the federal and state assurances have been removed. However, agencies are still required to certify that they are in compliance with the assurances. In the sections pertaining to the Tripartite Board of Directors and Linkages, for instance, agencies may indicate whether there are changes to the response in the 2020-2021 CAP or whether they would like CSD to accept the 2020-2021 CAP response without adaptations. Please keep in mind that these flexibilities are made because of the COVID-19 pandemic and may not be utilized in future years.

Additional Information. CSD has added a section to address disaster preparedness and agency capacity building. While this information is not directly mandated by statute, it is important to know agencies have disaster response plans in place and are making efforts to increase their own capacities. Responses to these questions are optional.

Federal and State Assurances Certification. Pertaining to the federal and state assurances, CSD removed questions where possible. If compliance to an assurance could be demonstrated without a narrative, the question was removed. However, agencies will still be required to certify that the Federal CSBG Programmatic Assurances and the State Assurances are being met. Agency certifications are found in those sections.

CSBG State Plan References. Information for the CSBG State Plan comes largely from CAPs submitted by agencies. To help agencies understand their roll in preparing the CSBG State Plan, CSD has indicated which questions contribute to the development of the annual CSBG State Plan.

Checklist

- Cover Page and Certification**
- Public Hearing(s)**

Part I: Community Needs Assessment

- Narrative**
- Results**

Part II: Community Action Plan

- Vision Statement**
- Mission Statement**
- Tripartite Board of Directors**
- Service Delivery System**
- Linkages and Funding Coordination**
- Monitoring**
- Data Analysis and Evaluation**
- Additional Information (Optional)**
- Federal CSBG Programmatic Assurances and Certification**
- State Assurances and Certification**
- Organizational Standards**
- Appendices**

COMMUNITY SERVICES BLOCK GRANT (CSBG)
2022/2023 Community Needs Assessment and Community Action Plan
Cover Page and Certification

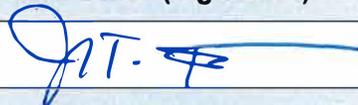
Agency Name	Community Action Partnership of Kern
Name of CAP Contact	Pritika Ram
Title	Director of Administration
Phone	661-336-5236 x1142
Email	pram@capk.org

CNA Completed MM/DD/YYYY:
 (Organizational Standard 3.1)

May 26, 2021

Board and Agency Certification

The undersigned hereby certifies that this agency complies with the Federal CSBG Programmatic and State Assurances as outlined in the CSBG Act and California Government Code, respectively for services provided under the Federal Fiscal Year 2022/2023 Community Action Plan. The undersigned further certifies the information in this Community Needs Assessment and the Community Action Plan is correct and has been authorized by the governing body of this organization. (Organizational Standard 3.5)

Curtis Floyd		May 26, 2021
Board Chair (printed name)	Board Chair (signature)	Date
Jeremy T. Tobias		May 26, 2021
Chief Executive Officer (printed name)	Chief Executive Officer (signature)	Date

Certification of ROMA Trainer/Implementer (If applicable)

The undersigned hereby certifies that this agency's Community Action Plan and strategic plan documents the continuous use of the Results Oriented Management and Accountability (ROMA) system (assessment, planning, implementation, achievement of results, and evaluation).

Stephanie Williams		8/12/2021
NCRT/NCRI (printed name)	NCRT/NCRI (signature)	Date

CSD Use Only

Dates CAP (Parts I & II)		Accepted By
Received	Accepted	
6/1/2021	8/20/2021	

Public Hearing(s)

California Government Code Section 12747(b)-(d)

State Statute Requirements

As required by California Government Code Section 12747(b)-(d), agencies are required to conduct a public hearing for the purpose of reviewing the draft CAP. All testimony presented by low-income individuals and families during the public hearing shall be identified in the final CAP. Agencies shall indicate whether or not the concerns expressed by low-income individuals and families have been addressed. If an agency determines that any of the concerns have not been addressed in the CAP, the agency shall include in its response document, information about the concerns and comment as to their validity.

Public Hearing Guidelines

Notice of Public Hearing

1. Notice of the hearing and comment period must be published at least 15 calendar days prior to the public hearing.
2. The notice may be published on the agency's website, Facebook page, social media channels, and/or in newspaper(s) of local distribution.
3. The notice must include information about the draft CAP; where members of the community may review, or how they may receive a copy of, the draft CAP; the dates of the comment period; where written comments may be sent; date, time, and location of the public hearing; and the agency contact information.
4. The comment period should be open for at least 15 calendar days prior to the hearing. Agencies may opt to extend the comment period for a selected number of days after the hearing.
5. The draft CAP must be made available for public review and inspection at least 30 days prior to the hearing. The draft CAP can be posted on the agency's website, Facebook page, social media channels, and distributed electronically or in paper format.
6. Attach a copy of the Notice(s) of Public Hearing as Appendix A to the final CAP.

Public Hearing

1. Agencies must conduct at least one public hearing on the draft CAP.
2. Public hearing(s) shall not be held outside of the service area(s).
3. Low-income testimony presented at the hearing or received during the comment period must be memorialized verbatim in the Low-Income Testimony and Agency's Response document and appended to the final CAP as Appendix B.
4. The Low-Income Testimony and Agency's Response document should include the name of low-income individual, his/her verbatim testimony, an indication of whether or not the need was addressed in the draft CAP, and the agency's response to the testimony if the concern was not addressed in the draft CAP.

Guidance for Public Hearings During COVID-19

The COVID-19 pandemic poses unique challenges to fulfilling the public hearing requirement. CSD asks that agencies adhere to state and county public health guidance to slow the spread of the virus and ensure public safety. The health and safety of agency staff and the communities you serve is paramount. If a public hearing cannot be conducted in person, CSD encourages agencies to utilize other formats or methods that will still adhere to the state and county public health guidance. If conducting a public hearing through other formats or methods is still not possible, agencies must contact their Field Representative at CSD at least 30 days prior to the submission of the CAP for additional guidance. Agencies will be required to provide documentation to support their constraints to meet the public hearing requirement.

Public Hearing Report

Date(s) of Public Hearing(s)	May 20, 2021
Location(s) of Public Hearing(s)	Virtual
Dates of the Comment Period(s)	April 15, 2021 – May 15, 2021
Where was the Notice of Public Hearing published? (agency website, newspaper, social media channels)	Social media-Facebook, LinkedIn, Twitter and constant contact email blast.
Date the Notice(s) of Public Hearing(s) was published	May 5, 2021
Number of Attendees at the Public Hearing(s) (Approximately)	0

Part I: Community Needs Assessment

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

Helpful Resources

In 2011, NASCSP published a [Community Action to Comprehensive Community Needs Assessment Tool](#) that supports planning and implementing a comprehensive CNA. The tool lays out design choices, planning steps, implementation practices, analysis, and presentation options.

The National Community Action Partnership has [resources](#) such as an online Community Needs Assessment Tool and information about conducting a needs assessment during the COVID-19 pandemic. The Partnership also has a [Data Hub](#) designed specifically for the community needs assessment process.

To provide a comprehensive “picture” of the community needs in your service area(s), agencies will collect and analyze both quantitative and qualitative data. Links to several national and state quantitative data sets are given below. Local and agency data also provide information about the needs of the community.

National and State Data Sets			
U.S. Census Bureau Poverty Data	U.S. Bureau of Labor Statistics Economic Data	U.S. Department of Housing and Urban Development Housing Data & Report	U.S. Department of Health and Human Services Data Portal
Baseline Census Data by County	National Low-Income Housing Coalition Housing Needs by State	National Center for Education Statistics IPEDS	
California Department of Finance Demographics	California Attorney General Access RSS Data	California Department of Public Health Various Data Sets	California Governor’s Office Covid-19 Data
California Department of Education School Data via DataQuest		California Employment Development Department UI Data by County	

Community Needs Assessment Narrative

CSBG Act Sections 676(b)(3)(C), 676(b)(9)

Organizational Standards 1.1, 1.2, 2.2, 3.2, 3.3, 3.4

State Plan

1. How did the agency share the CAP, including the CNA, with the community, stakeholders, partner organizations? (Check all that apply.)

- The agency's website
- Posted on the agency's Facebook page
- Electronic reports were sent
- Printed copies were distributed
- Social media channels
- Other

2. Describe how your agency collected and included current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for your service area. (Organizational Standard 3.2, State Plan)

The 2021 Community Action Partnership of Kern (CAPK) Community Needs Assessment (Appendix C) included secondary and primary data to identify/define what is needed to assist low-income Kern County people and families from the following sources:



In addition to the U.S. Census CAPK uses published reports and needs assessments, key stakeholder websites and information, etc. to gain community context and as validation/comparison to survey results. CAPK program information such as client satisfaction surveys, location, numbers served, and demographics is also collected.

CAPK conducted the 2021 CAPK Community Needs Assessment Surveys (Appendix D) of CAPK Clients and low-income community members; CAPK Partners and other community agencies; and CAPK staff and board members. Upon completion of the survey, CAPK conducted one-on-one interviews and focus groups (virtually and by phone) with clients, other agencies, CAPK Board

members, and local elected officials to do a deeper dive into the survey data. All of this information and data is analyzed to identify program priority areas and to drive the strategic planning process.

3. Describe the geographic location(s) that your agency is funded to serve. If applicable, include a description of the various pockets, high-need areas, or neighborhoods of poverty that are being served by your agency.

CAPK serves all of Kern County, California—8,163 square miles of valleys, mountains and deserts. CAPK's 14 direct service programs provide an array of services, tailored to the needs of each community. For example, Kern is one of the world's top producers of agriculture and CAPK's Migrant Childcare Alternative Payment (MCAP) program provides childcare vouchers for farm working families in mostly rural communities with high Hispanic populations and CAPK's Food Bank has over 150 partner pantry/commodity sites throughout Kern County, with emphasis in areas that are food deserts and lack access to healthy and fresh foods.

Approximately 21% of Kern County residents live at or below 100% of the Federal Poverty level (U.S. Census estimates, 2019). Of the 10 Kern County cities in the chart below, eight (73%) have poverty higher than the County rate. Additionally, Kern County has the 5th highest poverty rate in the State of California. CAPK's programs and services are strategically located in underserved and/or high poverty areas throughout the county (See Appendix E, CAPK Site List).

4. Indicate from which sources your agency collected and analyzed quantitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

Federal Government/National Data Sets

- Census Bureau
- Bureau of Labor Statistics
- Department of Housing & Urban Development
- Department of Health & Human Services
- National Low-Income Housing Coalition
- National Center for Education Statistics
- Other online data resources
- Other

California State Data Sets

- Employment Development Department
- Department of Education
- Department of Public Health
- Attorney General
- Department of Finance
- State Covid-19 Data
- Other

Local Data Sets

- Local crime statistics
- High school graduation rate
- School district school readiness
- Local employers
- Local labor market
- Childcare providers
- Public benefits usage
- County Public Health Department
- Other

Agency Data Sets

- Client demographics
- Service data
- CSBG Annual Report
- Client satisfaction data
- Other

Surveys

- Clients
- Partners and other service providers
- General public
- Staff
- Board members
- Private sector
- Public sector
- Educational institutions

5. If you selected "Other" in any of the data sets in Question 4, list the additional sources.

N/A

6. Indicate the approaches your agency took to gather qualitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

Surveys

- Clients
- Partners and other service providers
- General public
- Staff
- Board members
- Private sector
- Public sector
- Educational institutions

Focus Groups

- Local leaders
- Elected officials
- Partner organizations' leadership
- Board members
- New and potential partners
- Clients
- Staff

Interviews

- Local leaders
- Elected officials
- Partner organizations' leadership
- Board members
- New and potential partners
- Clients

 Community Forums **Asset Mapping** **Other**

7. If you selected "Other" in Question 6, please list the additional approaches your agency took to gather qualitative data.

N/A

8. Describe your agency's analysis of the quantitative and qualitative data collected from low-income individuals and families. Include a description of the data collected. (Organizational Standards 1.1, 1.2, 3.3; State Plan)

Every two years, Community Action Partnership of Kern (CAPK) conducts a Community Needs Assessment (CNA) to identify current and emerging needs for Kern County low-income people and families. As part of the Results Orientated Management & Accountability (ROMA) model, the CNA, as well as other organizational information is used to identify priority community needs and as a guide in creating CAPK's strategic goals and a foundation for continuous improvement. Client in-put is a critical part of the CNA. For the full analysis of the client responses of the 2021 Community Needs Survey, please see Appendix C.

9. Summarize the data gathered from each sector of the community listed below and detail how your agency used the information to assess needs and resources in your agency's service area(s). Your agency must demonstrate that each sector was included in the needs assessment; A response for each sector is required. (CSBG Act Sections 676(b)(3)(C), 676(b)(9); Organizational Standard 2.2; State Plan)

The 2021 CNA includes information gathered from our community partners and other organizations (public and private), Please see Appendix C for a complete analysis.

A. Community-based organizations: Community Based Organizations (CBO's) are essential to the mission of Community Action Partnership. CAPK works together with more than 1,500 CBO partners in Kern County to track referrals via 2-1-1, the Coordinated Homeless Entry Program, case management referral reports, and quality surveys at the program level.

A. Faith-based organizations: CAPK has many collaborations with faith-based organizations that provide valuable information to assist in identifying needs for low-income residents and families. For example, the CAPK Food Bank partners with approximately 150 food distribution sites throughout Kern County, many of which are faith-based organizations. Data collected from these partner sites assists CAPK in identifying high need areas for additional services/support.

B. Private sector (local utility companies, charitable organizations, local food banks)
CAPK receives abundant support and partnership opportunities with private sector companies and foundations. Typically, CAPK shares information with private sector partners about client needs as well as gathers data. Shared information allows CAPK to strengthen/expand existing programs as well as start new programs. For example, during 2020 and the COVID crisis, many private sector agencies looked to CAPK for information of what was most needed in the community for low-income families. Through the sharing of this information, private sector foundations were able to better target their services and funding, much of which came back to CAPK to serve our clients.

C. Public sector (social services departments, state agencies): CAPK is a strong partner with local and state agencies and relies on feedback and shared information to better serve our clients. Low paying wage jobs, lack of education opportunities, lack of access to healthcare facilities, lack of affordable housing and many other conditions and causes of poverty are issues that affect all of Kern County and shared data assists in developing/expanding services to marginalized communities that have the greatest needs. The CNA also draws heavily on local, state, and federal reports and data in need identification for the CNA.

D. Educational institutions (local school districts, colleges): Partnerships with educational institutions are an important area for assessing and meeting needs for our low-income community. As in the other areas listed above, these partnerships allow CAPK to gather information about community needs in relationship to improving educational attainment for our youth and adults served. For example, through information gathered from these partners, the CNA identified that there is a great need for vocational and job skills training for low-income adults in Kern County.

10. “Causes of poverty” are the negative factors that create or foster barriers to self-sufficiency and/or reduce access to resources in communities in which low-income individuals live. After review and analysis of the data, describe the causes of poverty in your agency’s service area(s). (Organizational Standard 3.4, State Plan)

The CNA (Appendix C) discusses the following causes of poverty:

- Unemployment
- Educational Attainment
- Homelessness
- Food Insecurity
- Health
- Disconnected Youth

11. “Conditions of poverty” are the negative environmental, safety, health and/or economic conditions that may reduce investment or growth in communities where low-income individuals live. After review and analysis of the data, describe the conditions of poverty in your agency’s service area(s). (Organizational Standard 3.4, State Plan)

The CNA (Appendix C) discusses the following conditions of poverty:

- Housing
- Affordable Childcare
- Access to Health Services
- Environmental Health—Air Quality
- COVID-19

12. Describe your agency’s approach or system for collecting, analyzing, and reporting customer satisfaction data to the governing board. (Organizational Standard 6.4, State Plan)

- No change to the response in your agency’s 2020-2021 CAP.
- Adaptations to the response in your agency’s 2020-2021 CAP are described below.

Community Needs Assessment Results

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

Table 1: Needs Table

Complete the table below. Insert a row if additional space is needed.

Needs Identified	Level	Integral to Agency Mission (Y/N)	Currently Addressing (Y/N)	Agency Priority (Y/N)
Affordable Housing	Community	Y	Y	Y
Affordable Childcare	Family	Y	Y	Y
Homeless Services	Family	Y	Y	Y
Job Skills Training	Family	Y	N	Y
Nutritious Food	Family	Y	Y	Y
After School/Summer Recreation	Family	Y	Y	Y

Needs Identified: List the needs identified in your most recent CNA.

Level: List the need level, i.e. community or family. Community Level: Does the issue impact the community, not just clients or potential clients of the agency? For example, a community level employment need is: There is a lack of good paying jobs in our community. Family Level: Does the need concern individuals/families who have identified things in their own life that are lacking? An example of a family level employment need would be: Individuals do not have good paying jobs.

Integral to Agency Mission: Indicate if the identified need aligns with your agency's mission.

Currently Addressing: Indicate if your agency is already addressing the identified need.

Agency Priority: Indicate if the identified need will be addressed either directly or indirectly.

Table 2: Priority Ranking Table

Prioritize all needs identified as an agency priority in Table 1. Insert a row if additional space is needed.

Agency Priorities	Description of programs, services, activities	Indicator(s)/Service(s) Category (CNPI, FNPI, SRV)
1. Nutritious Food	CAPK Food Bank, CalFresh, Head Start Central Kitchen	FNPI, SRV
2. Affordable Housing	Member of the Affordable Housing Coalition, Completing a comprehensive Housing Assessment for key populations, Rental Assistance.	CNPI, FNPI
3. Homeless Services	M Street Homeless Navigation Center, Coordinated Entry Services, Member Bakersfield, Kern Regional Homeless Collaborative	FNPI
4. Affordable Childcare	Head Start/Early Head Start, Migrant Childcare Alternative Payment (MCAP)	FNPI
5. After School/Summer Recreation	Friendship House and Shafter Youth Centers	FNPI, SRV
6. Job Skills Training	Will be included in the 2021 CAPK Strategic Plan, currently under development. CAPK currently refers clients to services/programs.	FNPI, SRV
<p>Agency Priorities: Rank your agency priorities.</p> <p>Description of programs, services, activities: Briefly describe the program, services or activities that your agency will provide to address the need. Identify the number of clients to be served or the number of units offered, including timeframes for each.</p> <p>Indicator/Service Category (CNPI, FNPI, SRV): List the indicator(s) or service(s) that will be reported in annual report.</p>		

Part II: Community Action Plan

CSBG Act Section 676(b)(11)

California Government Code Sections 12745(e), 12747(a)

California Code of Regulations, Title 22, Division 11, Chapter 1, Sections 100651 and 100655

Vision and Mission Statement

1. Provide your agency's Vision Statement.

At CAPK we envision a future where communities are economically stable centers of potential with abundant resources for all people.

2. Provide your agency's Mission Statement.

Community Action Partnership of Kern shall provide and advocate for resources that will empower members of the communities we serve to be self-sufficient.

Tripartite Board of Directors

CSBG Act Sections 676B(a); 676(b)(10)

California Code of Regulations, Title 22, Division 11, Chapter 1, Section 100605

State Plan

1. Describe how your Advisory or Governing Board is involved in the decision-making process and participates in the development, planning, implementation and evaluation of programs to serve low-income communities. (CSBG Act Section 676B(a))

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

2. Describe your agency's procedures under which a low-income individual, community organization, religious organization, or representative of low-income individuals that considers

its organization or low-income individuals to be inadequately represented on your agency's board to petition for adequate representation. (CSBG Act Section 676(b)(10), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

3. Describe your Advisory or Governing Board's policy for filling board vacancies in accordance with established bylaws. Include the recruiting process, democratic selections process for low-income board members, and the timeframe established by your agency to fill vacancies. (State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

Service Delivery System

CSBG Act Section 676(b)(3)(A)

State Plan

1. Describe your agency's service delivery system. Include a description of your client intake process or system and specify whether services are delivered via direct services or subcontractors, or a combination of both. (CSBG Act Section 676(b)(3)(A), State Plan)

Currently, each of CAPK's ? programs have their own intake and service delivery process, most of which is determined by the funding source. CAPK is in the process of implementing an agency wide Customer Relations Software (CRM) system which will include universal intake and data collection processes. Through the CRM, CAPK will have the ability to analyze, track, and use information to manage and improve services, enhance workflow, and collaborate across multiple programs and data bases. With the assistance of subject matter experts and technology consultant, Wipfli, we are creating a technology platform, Microsoft Dynamics, to integrate existing software systems used within the agency to include programs, human resources, and finance, and creating dedicated systems for CAPK programs. The goal to have standardized aggregate reporting and assess programs based on data; track and monitor all clients of the Agency, despite which program services they use; report to current and potential funders, stakeholders, and the Board of Directors on the agency's performance holistically – and have the ability to change the service delivery models to respond to emergent/shifting community needs. This will be a multi-year project.

2. List your agency's proposed programs/services/activities that will be funded by CSBG. Include a brief explanation as to why these were chosen and how they relate to the CNA. (CSBG Act Section 676(b)(3)(A), State Plan)

CAPK uses CSBG to support the programs in the list below. All CSBG funded programs and initiatives are chosen based on the needs in the community; their alignment with the CAPK Mission and strategic plan; and their ability and success in meeting immediate client needs and assisting/preparing people and families to reach financial stability.

Programs:

2-1-1 Kern: A 24/7 information & referral service, available by phone or through the internet, that provides residents with comprehensive information and referrals to community health & human services at no cost, including Medi-Cal and Cal- Fresh application assistance. 2-1-1 has a database of 3,000 social service agencies that is available to the public through the 2-1-1 Kern Online Resource Directory at www.211KernCounty.org. CAPK 2-1-1 also serves Kern, Kings, Tulare & Stanislaus Counties in partnership with United Way.

CAPK Food Bank: Provides food assistance to low-in- come families and individuals through a network of more than 130 partnering food distribution sites throughout Kern County. The Food Bank also offers the Senior Food and BackPack Buddies pro- gram at CAPK youth centers, schools, and other community sites.

Friendship House Community Center and Shafter Youth Center: Friendship House, located in Southeast Bakersfield, and the Shafter Youth Center, in the City of Shafter, serve Kern children, adults, and families through youth after-school, summer and distance learning programs, tutoring, STEM, sports, access to social services, Medi-Cal information & enrollment assistance, and mentoring.

East Kern Family Resource Center: Provides resources, education, and crisis assistance to individuals, families, and children in Eastern Kern County. They focus on providing case management and educational support to families that build their economic resilience. The East Kern Family Resource Center is based in Mojave and the Oasis Family Resource Center is based in the City of Ridgecrest. Both locations assist individuals and families living in surrounding communities.

Migrant Childcare Alternative Payment (MCAP): provides a childcare subsidy to migrant families working in agriculture. Families can apply for child care services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, the family can migrate anywhere in California to follow agricultural work and maintain their child care services.

Volunteer Income Tax Assistance (VITA): Offers no-cost tax preparation and e-filing for low and moderate-income individuals and families. VITA also assists eligible clients to take advantage of the Earned Income Tax Credit (EITC), increasing their tax return and boosting the local economy. Additional services include ITIN applications and renewals. All VITA services are provided by IRS-certified staff and volunteers.

Initiatives:

Community Development Financial Institution (CDFI) Feasibility Study: CAPK has had a strong interest in assisting low-income people and families in building assets as part of reaching financial stability through things such as micro lending and home ownership opportunities. To assess the community's need for these services, CAPK will seek a contractor to conduct a comprehensive feasibility study.

Linkages and Funding Coordination

CSBG Act Sections 676(b)(1)(B) and (C), (3)(C) and (D), 676(b)(4), (5), (6), and (9)

California Government Code Sections 12747, 12760

Organizational Standards 2.1, 2.4

State Plan

1. Describe how your agency coordinates funding with other providers in your service area. If there is a formalized coalition of social service providers in your service area, list the coalition(s) by name and methods used to coordinate services/funding. (CSBG Act Sections 676(b)(1)(C), 676(b)(3)(C); Organizational Standard 2.1; State Plan)

CAPK coordinates funding with a number of agencies and partners. For example the CAPK VITA program has an active contract with United Way Kern County (subcontractor for the IRS grant) to assist with providing VITA services. This is the fifth year of this partnership. CAPK also shares funding with Community Services and Employment, Tulare (CSET) to provide CalEITC education and outreach services, funded through California Community Services & Development. CAPK and CSET are in the third year of this contract.

CAPK is an active member of the Bakersfield Kern Regional Homeless Collaborative, Coordination of Care (CoC) group for Kern County homeless services. CAPK received funding through the CoC via HUD, to provide the Centralized Intake Services (CES) for Kern County.

2. Provide information on any memorandums of understanding and/or service agreements your agency has with other entities regarding coordination of services/funding. (Organizational Standard 2.1, State Plan)

CAPK is a lead agency and strong partner in the communities served. Collaboration and opportunities to partner and/or contract with others strengthens service delivery and positive outcomes for low-income Kern people and families. CAPK has both formal and informal relationships with hundreds of community service agencies, partners, collaboratives, and other organizations from all sectors of the community including "community-based organizations, faith-based organizations, private sector, public sector, and educational institutions." For example, CAPK 2-1-1 Kern has a data base of over

3,000 service providers and the CAPK Food Bank partners/contracts with approximately 150 pantry sites to distribute food throughout Kern County.

3. Describe how services are targeted to low-income individuals and families and indicate how staff is involved, i.e. attend community meetings, provide information, make referrals, etc. Include how you ensure that funds are not used to duplicate services. (CSBG Act Section 676(b)(9), California Government Code Section 12760, State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

CAPK continues to stay connected with partners and other agencies as stated in the 2020-2021 CAP. However, due to COVID, most of these connections are done virtually.

4. Describe how your agency will leverage other funding sources and increase programmatic and/or organizational capacity. (California Government Code Section 12747, State Plan)

Continuous leveraging of funding—both monetary and in-kind—along with other support partners and volunteers help CAPK to maintain and grow capacity to serve through its existing 10 diverse programs to assist and empower individuals and families across communities served. CAPK leadership and staff are fully engaged as cooperative and collaborative partners, seeking existing and new opportunities to apply for funding support and partnerships through grants, projects and activities aligned with the agency mission and philosophy and purpose to end and improve lives across Kern County.

In 2020, the CAPK Foundation was incorporated as a separate entity and receives no government funding for operations and staff. This allows the foundation to conduct robust fund-raising activities. A key project for the Foundation is to seek funding for the CAPK Food Bank Expansion project to increase the Food Bank warehouse by an additional 60,000 square feet.

5. Describe your agency's contingency plan for potential funding reductions. (California Government Code Section 12747, State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

6. Describe how your agency documents the number of volunteers and hours mobilized to support your activities. (Organizational Standard 2.4)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

Currently there is no change from the previous report. However, CAPK is in the process of developing a more centralized system for recruiting, training, and tracking volunteers.

7. Describe how your agency will address the needs of youth in low-income communities through youth development programs and promote increased community coordination and collaboration in meeting the needs of youth. (CSBG Act Section 676(b)(1)(B), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

In addition to the services discussed in the 2020-2021 CAP, the CAPK Youth Centers will focus on education and tutoring services for Kern youths to assist with closing COVID related learning gaps.

8. Describe how your agency will promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs such as the establishment of violence-free zones, youth mediation, youth mentoring, life skills training, job creation, entrepreneurship programs, after after-school child care. (CSBG Act Section 676(b)(1)(B), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

9. If your agency uses CSBG funding to provide employment and training services, describe the coordination of employment and training activities as defined in Section 3 of the Workforce and Innovation and Opportunity Act [29 U.S.C. 3102]. (CSBG Act Section 676(b)(5), State Plan)

CAPK does not use CSBG funds to directly provide employment and training services. The agency is in the process of assessing our role in this area and some aspect such as direct service program, partnership with other providers, or including in existing programs will be part of the 2021 CAPK Strategic Plan.

10. Describe how your agency will provide emergency supplies and services, nutritious foods, and related services, as may be necessary, to counteract conditions of starvation and malnutrition among low-income individuals. (CSBG Act Section 676(b)(4), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

CAPK Food Bank has the capacity to quickly mobilize in times of crisis and serve all of Kern County through their network of over 150 partner commodity sites. For example, during the COVID

pandemic, the Food Bank implemented a Food 2 Door program to bring nutritious foods to people that could not leave their homes for health and safety reasons. The Food Bank also initiated new drive through distributions in partnership with area schools to assist families who rely on school meals for their children's main source of nutrition. The Food Bank is currently in the process of raising funds to double their existing warehouse space so they can not only provide food in emergencies, they will also have the space to receive, sort, and distribute essential supplies such as diapers, pet food, cleaning supplies, blankets, and water.

11. Describe how your agency coordinates with other antipoverty programs in your area, including the emergency energy crisis intervention programs under title XVI (relating to low-income home energy assistance) that are conducted in the community. (CSBG Act Section 676(b)(6), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

Since March 2019, the CAPK Energy program adjusted services to better serve people affected by the COVID-19 pandemic. When people lose their jobs one of the most challenging bills to afford is their utility bill. Our Energy Assistance programs provided benefits to 7,787 families, helping them keep their power on during the sweltering summer months and the chill of winter. During 2002 we distributed \$4.42 million dollars in funding from the federal Low-Income Home Energy Assistance Program to those families to ensure they could keep their homes habitable. And we did that while providing socially distanced access to assistance in our offices complete with wellness checks, protective equipment and limitations on the number of people waiting in our indoor lobby.

12. Describe how your agency will use funds to support innovative community and neighborhood-based initiatives, which may include fatherhood and other initiatives, with the goal of strengthening families and encouraging effective parenting. (CSBG Act Section 676(b)(3)(D), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

Monitoring

CSBG Act Section 678D(a)(1)(A) and (B)

1. Describe how your agency's monitoring activities are related to establishing and maintaining the integrity of the CSBG program. Include your process for maintaining high standards of program and fiscal performance.

CAPK is in the process of implementing a comprehensive Customer Relations Management (CRM) software system, that will allow the Agency to collect, monitor, and report client data and outcomes across all programs. There will be a comprehensive record of each client/family that accesses CAPK as they move through our programs and staff will be able to see progress and report outcomes in real time. This will allow CAPK to gain meaningful insights in how our families access services, length of stay, and exit information. The real time data reporting will be part of our efforts to continually monitor and improve client outcomes. Currently the software system is being piloted in several of our programs. As a bridge, each program completes a monthly report with targets and goals. These reports are used as a tool for program monitoring and reporting and presented to the Program Review and Evaluation (PRE) Board Committee as well as to the full Board of Directors each month.

2. If your agency utilizes subcontractors, please describe your process for monitoring the subcontractors. Include the frequency, type of monitoring, i.e., onsite, desk review, or both, follow-up on corrective action, and issuance of formal monitoring reports.

CAPK monitors subrecipients in order to provide reasonable assurance that they are in compliance with laws, regulations, and award provisions applicable to the program. Please see Appendix E "*Monitoring of Subrecipients*" from the *CAPK Accounting & Financial Policies and Procedures Manual*.

Data Analysis and Evaluation

CSBG Act Section 676(b)(12)

Organizational Standards 4.2, 4.3

1. Describe your agency's method for evaluating the effectiveness of programs and services. Include information about the types of measurement tools, the data sources and collection procedures, and the frequency of data collection and reporting. (Organizational Standard 4.3)

CAPK monitors program progress towards goals through the Program and Division Monthly Reports mentioned previously. These reports have targets specific program indicators and show monthly and annual progress. These reports include indicators (FNPI, SRV etc.) for items that are included in the CSBG Annual Report.

The reports are monitored by the Division Directors and Chief Program Officer so they can make real time responses and adjustments as needed. The reports are also reviewed at the monthly Program Research & Evaluation Committee and the CAPK Board of Directors meetings for approval.

CAPK Finance staff meet with each Program Manager and Division Directors monthly to review budget to actual information for each program. This allows for programs to make spending adjustments as needed. All financial reporting is done through Abila.

CSBG data is collected and reported internally twice a year, mid-point and end of year. The information from the mid-point collection is reviewed to assure that programs are on track with data collection.

2. Applying the Results Oriented Management and Accountability (ROMA) cycle of assessment, planning, implementation, achievement of results, and evaluation, describe one change your agency made to improve low-income individuals' and families' capacity for self-sufficiency. (CSBG Act Section 676(b)(12), Organizational Standard 4.2)

No change to the response in your agency's 2020-2021 CAP.

Adaptations to the response in your agency's 2020-2021 CAP are described below.

Using the ROMA model, the agency has invested in the development of the Customer Relationship Management (CRM) platform for the purposes of standardized data collection across all programs under the umbrella of CAPK. This includes incorporating CSBG performance indicators and client demographics to improve collection and review, with the intent to provide comprehensive services once the system is fully implemented. This is a complex project; however, we have made progress in 2020-21 on creating a customer insight/dashboard, creating dedicated platforms for those programs that did not have a system in place, and working with external systems on data sharing.

3. Applying the full ROMA cycle, describe one change your agency facilitated to help revitalize the low-income communities in your agency's service area(s). (CSBG Act Section 676(b)(12), Organizational Standard 4.2) (Optional)

The agency is in the process of applying the ROMA model in evaluating existing programs and it will be used when new programs are reviewed and implemented. Through tools, such as the Program, Review and Evaluation Committee, and the CSBG National Performance Indicators and Services, we are able to review outcomes/goals on a monthly and quarterly basis.

Additional Information (Optional)

Disaster Preparedness

1. Does your agency have a disaster plan in place that includes strategies on how to remain operational and continue providing services to low-income individuals and families during and following a disaster?
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2. If so, when was the disaster plan last updated?
In Progress
3. Briefly describe your agency's main strategies to remain operational during and after a disaster.
The agency is in the process of developing a more robust disaster plan. The 2020 pandemic and corresponding policies, procedures, and safety protocols as well as lessons learned are being incorporated into the agencies overall disaster preparedness planning.

Agency Capacity Building

1. Although the CNA focused on Community and Family Level needs, if your agency identified Agency Level need(s) during the CNA process, list them here.
CAPK is always working towards strengthening our Agency to assure that we are able to provide needed services in our community. Two priority areas identified, Affordable Housing and Job Skills training will require some agency capacity building. Additionally, the CAPK Food Bank Expansion project will increase the ability to meet the food needs of low-income Kern families. When fully implemented, the CRM project discussed previously, (although not explicitly found in the CNA), will assist CAPK in providing well integrated services and new service strategies as well as greatly improve program data reporting.
2. Describe the steps your agency is planning to take to address the Agency Level need(s).
CNA is an important tool used in development of the CAPK 2021-2024 Strategic Plan. All of the items mentioned in the response above will be included. There will be a strong implementation plan included that will assure that the goals are reached. Broader goals, such as Affordable housing, will be included in the broader 10-year Agency Plan that is also currently under development. The Food Bank Expansion and the CRM project are currently in progress, as discussed previously.

Federal CSBG Programmatic Assurances and Certification

CSBG Act 676(b)

Use of CSBG Funds Supporting Local Activities

676(b)(1)(A): The state will assure “that funds made available through grant or allotment will be used – (A) to support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under title IV of the Social Security Act, homeless families and individuals, migrant or seasonal farmworkers, and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals--

- i. to remove obstacles and solve problems that block the achievement of self-sufficiency (particularly for families and individuals who are attempting to transition off a State program carried out underpart A of title IV of the Social Security Act);
 - ii. to secure and retain meaningful employment;
 - iii. to attain an adequate education with particular attention toward improving literacy skills of the low-income families in the community, which may include family literacy initiatives;
 - iv. to make better use of available income;
 - v. to obtain and maintain adequate housing and a suitable living environment;
 - vi. to obtain emergency assistance through loans, grants, or other means to meet immediate and urgent individual and family needs;
 - vii. to achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots
 - viii. partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to
-
- I. document best practices based on successful grassroots intervention in urban areas, to develop methodologies for wide-spread replication; and
 - II. strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;

Needs of Youth

676(b)(1)(B) The state will assure “that funds made available through grant or allotment will be used – (B) to address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as--

- I. programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and
- II. after-school childcare programs.

Coordination of Other Programs

676(b)(1)(C) The state will assure “that funds made available through grant or allotment will be used – (C) to make more effective use of, and to coordinate with, other programs related to the purposes of this subtitle (including state welfare reform efforts)

Eligible Entity Service Delivery System

676(b)(3)(A) Eligible entities will describe “the service delivery system, for services provided or coordinated with funds made available through grants made under 675C(a), targeted to low-income individuals and families in communities within the state;

Eligible Entity Linkages – Approach to Filling Service Gaps

676(b)(3)(B) Eligible entities will describe “how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations.”

Coordination of Eligible Entity Allocation 90 Percent Funds with Public/Private Resources

676(b)(3)(C) Eligible entities will describe how funds made available through grants made under 675C(a) will be coordinated with other public and private resources.”

Eligible Entity Innovative Community and Neighborhood Initiatives, Including Fatherhood/Parental Responsibility

676(b)(3)(D) Eligible entities will describe “how the local entity will use the funds [made available under 675C(a)] to support innovative community and neighborhood-based initiatives related to the purposes of this subtitle, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging parenting.”

Eligible Entity Emergency Food and Nutrition Services

676(b)(4) An assurance “that eligible entities in the state will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.”

State and Eligible Entity Coordination/linkages and Workforce Innovation and Opportunity Act Employment and Training Activities

676(b)(5) An assurance “that the State and eligible entities in the State will coordinate, and establish linkages between, governmental and other social services programs to assure the effective delivery of such services, and [describe] how the State and the eligible entities will coordinate the provision of employment and training activities, as defined in section 3 of the Workforce Innovation and Opportunity Act, in the State and in communities with entities providing activities through statewide and local workforce development systems under such Act.”

State Coordination/Linkages and Low-income Home Energy Assistance

676(b)(6) “[A]n assurance that the State will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in such community.”

Community Organizations

676(b)(9) An assurance “that the State and eligible entities in the state will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations.”

Eligible Entity Tripartite Board Representation

676(b)(10) “[T]he State will require each eligible entity in the State to establish procedures under which a low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation.”

Eligible Entity Community Action Plans and Community Needs Assessments

676(b)(11) “[A]n assurance that the State will secure from each eligible entity in the State, as a condition to receipt of funding by the entity through a community service block grant made under this subtitle for a program, a community action plan (which shall be submitted to the Secretary, at the request of the Secretary, with the State Plan) that includes a community needs assessment for the community serviced, which may be coordinated with the community needs assessment conducted for other programs.”

State and Eligible Entity Performance Measurement: ROMA or Alternate System

676(b)(12) “[A]n assurance that the State and all eligible entities in the State will, not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System, another performance measure system for which the Secretary facilitated development pursuant to section 678E(b), or an alternative system for measuring performance and results that meets the requirements of that section, and [describe] outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization.”

Fiscal Controls, Audits, and Withholding

678D(a)(1)(B) An assurance that cost and accounting standards of the Office of Management and Budget (OMB) are maintained.

- By checking this box and signing the Cover Page and Certification, the agency’s Executive Director and Board Chair are certifying that the agency meets the assurances set out above.**

State Assurances and Certification

California Government Code Sections 12747(a), 12760, 12768

[California Government Code § 12747\(a\)](#): Community action plans shall provide for the contingency of reduced federal funding.

[California Government Code § 12760](#): CSBG agencies funded under this article shall coordinate their plans and activities with other agencies funded under Articles 7 (commencing with Section 12765) and 8 (commencing with Section 12770) that serve any part of their communities, so that funds are not used to duplicate particular services to the same beneficiaries and plans and policies affecting all grantees under this chapter are shaped, to the extent possible, so as to be equitable and beneficial to all community agencies and the populations they serve.

For MSFW Agencies Only

[California Government Code § 12768](#): Migrant and Seasonal Farmworker (MSFW) entities funded by the department shall coordinate their plans and activities with other agencies funded by the department to avoid duplication of services and to maximize services for all eligible beneficiaries.

- By checking this box and signing the Cover Page and Certification, the agency's Executive Director and Board Chair are certifying the agency meets assurances set out above.**

Organizational Standards

MAXIMUM FEASIBLE PARTICIPATION

Category One: Consumer Input and Involvement

Standard 1.1 The organization/department demonstrates low-income individuals' participation in its activities.

Standard 1.2 The organization/department analyzes information collected directly from low-income individuals as part of the community assessment.

Category Two: Community Engagement

Standard 2.1 The organization/department has documented or demonstrated partnerships across the community, for specifically identified purposes; partnerships include other anti-poverty organizations in the area.

Standard 2.2 The organization/department utilizes information gathered from key sectors of the community in assessing needs and resources, during the community assessment process or other times. These sectors would include at minimum: community-based organizations, faith-based organizations, private sector, public sector, and educational institutions.

Standard 2.4 The organization/department documents the number of volunteers and hours mobilized in support of its activities.

Category Three: Community Assessment

Private Agency - Standard 3.1 Organization conducted a community assessment and issued a report within the past 3 years.

Public Agency - Standard 3.1 The department conducted or was engaged in a community assessment and issued a report within the past 3-year period, if no other report exists.

Standard 3.2 As part of the community assessment, the organization/department collects and includes current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for their service area(s).

Standard 3.3 The organization/department collects and analyzes both qualitative and quantitative data on its geographic service area(s) in the community assessment.

Standard 3.4 The community assessment includes key findings on the causes and conditions of poverty and the needs of the communities assessed.

Standard 3.5 The governing board or tripartite board/advisory body formally accepts the completed community assessment.

VISION AND DIRECTION

Category Four: Organizational Leadership

Private Agency - Standard 4.1 The governing board has reviewed the organization's mission statement within the past 5 years and assured that:

- 1.The mission addresses poverty; and
- 2.The organization's programs and services are in alignment with the mission.

Public Agency - Standard 4.1 The tripartite board/advisory body has reviewed the department's mission statement within the past 5 years and assured that:

- 1.The mission addresses poverty; and
- 2.The CSBG programs and services are in alignment with the mission.

Standard 4.2 The organization's/department's Community Action Plan is outcome-based, anti-poverty focused, and ties directly to the community assessment.

Standard 4.3 The organization's/department's Community Action Plan and strategic plan document the continuous use of the full Results Oriented Management and Accountability (ROMA) cycle or comparable system (assessment, planning, implementation, achievement of results, and evaluation). In addition, the organization documents having used the services of a ROMA-certified trainer (or equivalent) to assist in implementation.

Category Six: Strategic Planning

Standard 6.4 Customer satisfaction data and customer input, collected as part of the community assessment, is included in the strategic planning process, or comparable planning process.

Appendices

Please complete the table below by entering the title of the document and its assigned appendix letter. Agencies must provide a copy of the Notice(s) of Public Hearing and the Low-Income Testimony and the Agency's Response document as appendices A and B, respectively. Other appendices such as need assessment surveys, maps, graphs, executive summaries, analytical summaries are encouraged. All appendices should be labeled as an appendix (e.g., Appendix A: Copy of the Notice of Public Hearing) and submitted with the CAP.

Document Title	Appendix Location
Copy of the Notice(s) of Public Hearing	A
Low-Income Testimony and Agency's Response	B
2021 Community Needs Assessment	C
2021 Community Needs Survey Instruments	D
CAPK Agency Site List	E
CAPK Monitoring of Subrecipients Policy	F

The public notice went live on social media too.



Community Action Partnership of Kern

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NOTICE OF PUBLIC HEARING, May 20, 2021 at 5:30 PM

CAPK Community Action Plan, 2022-2023

Community Action Partnership of Kern (CAPK) will be accepting public comments on the DRAFT CAPK Community Action Plan 2022-2023.

Due to COVID-19 safety concerns, the hearing will be conducted virtually at the following link:

<http://ow.ly/Tdgj50EFL7E>



MYEMAIL.CONSTANTCONTACT.COM

Notice of Public Hearing

NOTICE OF PUBLIC HEARING, May 20, 2021, at 5:30 PM CAPK Com...

17

People Reached

1

Engagement

Boost Unavailable

1 Share



Like



Comment



Share



Comment as Community Action Partnershi...



CAPK Public Comments

Name	Comments	Addressed in the CAP?	Agency Response if Applicable
Vivian Cao	<p>My name is Vivian, and I am a fairly newer District Representative for Senator Shannon Grove. Due to Covid and recently moving to the Central Valley, I haven't had the opportunity to introduce myself, but would love to connect with you to support CAPK in any capacity I can. In fact, I used to work extensively with CAP-OC and the OC Food Bank, so I'm familiar with the phenomenal work that the staff and volunteers of the Community Action Partnerships do for the most vulnerable of our communities. I saw CAPK's recent Draft Community Needs Assessment, 2021, and wanted to thank you for your comprehensive findings and informative report. Many of the top priorities you've highlighted are issues that Senator Grove is actively working on, including economic opportunities, unemployment, educational attainment, and mental health awareness.</p> <p>Should our office ever be of any assistance to you, including the dissemination of</p>	N/A	Set up meeting
Annonymous	<p>I believe that the level of dire-need people's living in Kern County, has reached epidemic proportions, that exceeds the level to which churches and private donations can adequately respond. There are, Two California's (to quote Victor Davis Hanson), and this is the one, that gets left behind, when compared with Los Angeles and Sacramento. I worry about inter-generational welfare recipients, as I believe there is an invisible line which demarcates the spark and inner flame associated with self-reliance on the one hand, and a crushing of the creative spirit, waiting for a promised check on the other. Hard questions!! I agree with the reports, Top 3 needs, and I agree that public assistance should play a part. That being said, I am not for womb-to-the-tomb welfare, and I do not think, free money promotes personal initiative. We need some welfare, but it should be tied to the tabulation of future successes of the people's who benefit from such monies; with high thresholds of fraud mitigation and ongoing progress reports, to make sure that we don't inadvertently support inter-generational dependence.</p> <p>As to covid; people's who's income has been negatively affected by public health restrictions, DESERVE every lost working-dollar to be returned.</p>	Yes	None needed
Darlene Mendoza	I'd like to know if there are any programs available for low income family for home improvements and/or services in Mcfarland area.	N/A	Referred to 211 for Energy Program

Community Action Partnership of Kern Community Needs Assessment, 2021



The Promise of Community Action

Community Action changes people's lives, embodies the spirit of hope, improves communities and makes America a better place to live. We care about the entire community, and are dedicated to helping people help themselves and each other.

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Introduction

Every two years, Community Action Partnership of Kern (CAPK) conducts a Community Needs Assessment (CNA) to identify current and emerging needs for Kern County low-income Individuals and families. As part of the Results Orientated Management & Accountability (ROMA) model, the CNA and other organizational information is used to complete the Community Action Plan (CAP) and to develop CAPK’s strategic goals and as a foundation for continuous improvement.

Approach and Methods

The CNA is completed through a collection and analysis of data and information from the following sources:



US Census and Literature Review: CAPK performs extensive research of secondary data sources such as the Bakersfield Kern Homeless Collaborative, Feeding America, US Department of Human Services, CA Department of Labor, the Kern Community Health Needs Assessment, and numerous studies and reports. This information is used to gain overall community context and to assist in the development of the CAPK Community Needs Surveys.

Survey: CAPK conducts surveys of three groups—CAPK clients, CAPK partners and other community organizations, and CAPK staff & Board Members—to gather information about what services are needed in the community to assist low-income people and families.

Interviews & Focus Groups: These are conducted with CAPK Clients and stakeholders to do a deeper dive into the survey data.

CAPK Programs and CSBG Data: This type of information is used to compare survey and other information to ensure CAPK programs and services are needed in the community.

Priority Areas: Information and data are analyzed to identify top priority community need areas for CAPK strategic planning and continuous improvement.

Key Findings

The following are highlights of the Community Needs Assessment for Kern County:

- 900,202 total population
- 5% average growth over the last 5 years
- 1,000,000 people by 2028
- 31.7% of Kern's population are ages 0-18 years
- 15.5% of Kern's population are ages 60 and over
- 20% of the population is foreign-born
- \$53,350 median household income
- 21% of all residents live at or below 100% of poverty
- 5th highest poverty rate for all California counties
- 8 of 11 (73%) of Kern cities have higher poverty rates than the county
- 42.1% of female-headed households with children live in poverty
- 29% of Kern children ages 0-18 years live in poverty
- 12% of Kern's working population is unemployed
- 30.5% of residents with less than a high school education lives in poverty compared to 4.6% of those with a bachelor's degree or higher
- 1,580 people are homeless in the county
- 95% increase in people who are homeless and since January 2017
- 14% of adults and 22% of children are food-insecure
- 20% of Kern County youth are disconnected from the community
- 58% of Kern renters use well over 30 percent of their income for rent
- \$12,773 is the average annual cost per child for full-time childcare

CAPK Service Area: Kern County

CAPK's service area includes all of Kern County, California. CAPK also operates programs in other counties in California including Women, Infants, and Children (WIC) supplemental nutrition program in the communities of Adelanto, Big Bear, Phelan, Needles, and Crestline in San Bernardino County; the Migrant Alternative Payment Childcare program (MCAP) at entry points in the counties of Kern, Tulare, Kings, Fresno, Madera, and Merced; and CAPK 2-1-1 Information and Referral program in Kings, Tulare, Merced, Stanislaus, and Mariposa Counties.

Geography

Although CAPK serves other communities the majority of services are provided in Kern County, which is the focus of this Needs Assessment. Kern County is located in Central California, at the southern end of the San Joaquin Valley. Kern is California's third-largest county by land area. At 8,172 square miles, Kern is larger than the states of Massachusetts, New Jersey, or Hawaii. Kern terrain varies dramatically within the county, from the valley lowlands to the mountain peaks of the southern Sierra Nevada, to arid stretches of the Mojave Desert. Because of this geographic diversity, the county has a wide range of climates, determined largely by elevation and precipitation. Summer temperatures often reach over 100 degrees during the summer on the valley floor and in the Mojave Desert, and winter temperatures drop into the teens in the higher mountains. Kern is primarily a rural county with one Standard Metropolitan Area (SMA), which includes the cities of Bakersfield and Delano. Other incorporated cities include Wasco, Taft, Shafter, Maricopa, McFarland, Arvin, Ridgecrest, Tehachapi, and California City. The county has many other unincorporated communities with populations over 1,000 (statistically referred to as "Census Designated Places") including Bear Valley Springs, Bodfish, Boron, Buttonwillow, Caliente, North Edwards, China Lake Acres, Edwards Air Force Base, Frazier Park, Ford City, Golden Hills, Greenacres, Greenfield, Kernville, Lake Isabella, Lamont, Lost Hills, Oildale, Pine Mountain Club, Stallion Springs, Taft Heights, Weedpatch, Weldon, and Wofford Heights.

Kern County Demographics

Population

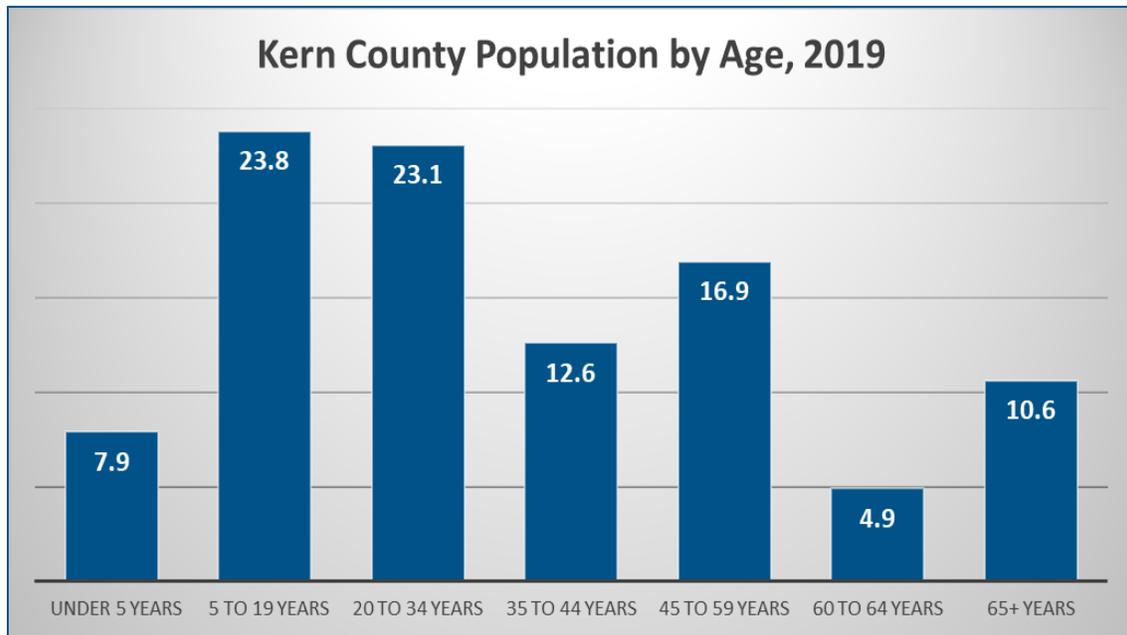
In 2019, Kern County had an estimated population of 900,202, consisting of about 48 percent females and 51 percent males. The County has seen tremendous growth—5% from 2013 to 2019 (Census, 2019). It is expected that the Kern population will breach one million people by 2028 and Bakersfield (Kern’s major metropolitan area) will meet the one million people milestone by 2042. In 2019, Bakersfield was the fastest-growing of California’s top 10 cities (Census, 2019).

Kern County Population and Growth, 2019

City	2013	2019	% Change
Arvin	20,290	21,249	4.5%
Bakersfield	364,183	377,917	3.6%
California City	13,421	13,826	2.9%
Delano	52,422	52,866	0.8%
Maricopa	1,141	1,229	7.2%
McFarland	12,731	14,823	14.1%
Ridgecrest	27,994	28,755	2.6%
Shafter	16,940	19,477	13.0%
Taft	8,964	9,372	4.4%
Tehachapi	13,100	12,680	-3.3%
Wasco	25,871	27,193	4.9%
Balance of County	304,943	320,815	4.7%
Total	862,000	900,202	5% (Average)

Source: US Census, 2019

There are 288,065 children in Kern ages 0-18 (31.7%) and 139,531 (15.5%) of Kern residents are seniors, ages 60 and over. Together children and seniors are almost half of the Kern County total population (Census, 2019).

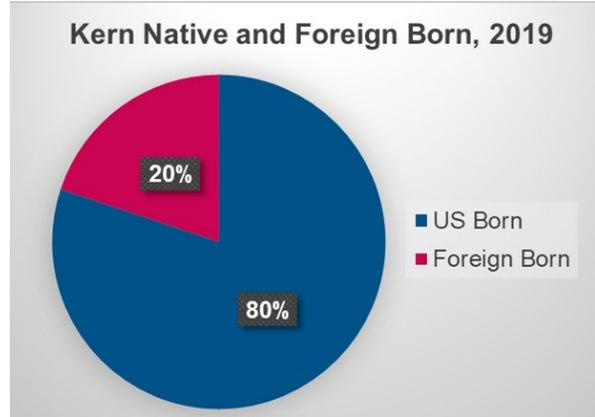


Source: US Census, 2019

Households and Families

In 2019, there were 270,282 households in Kern County, California with an average household size of 3.17 people (Census, 2019). Married-couple households made up 5.8 percent of the households in Kern while cohabiting couple households made up 8.1 percent. There were close to 7 percent of single female households with their own children under 18 years of age compared to 1.8 percent of single male-headed family households. Of people living alone, 10.3 percent were male and 10.4 percent were female households, for a total of 20.7 percent of all households (Census, 2019).

In Kern County, California, 43.4 percent of all households have one or more people under the age of 18, while 25.1 percent of all households have one or more people 65 years and over (Census, 2019).

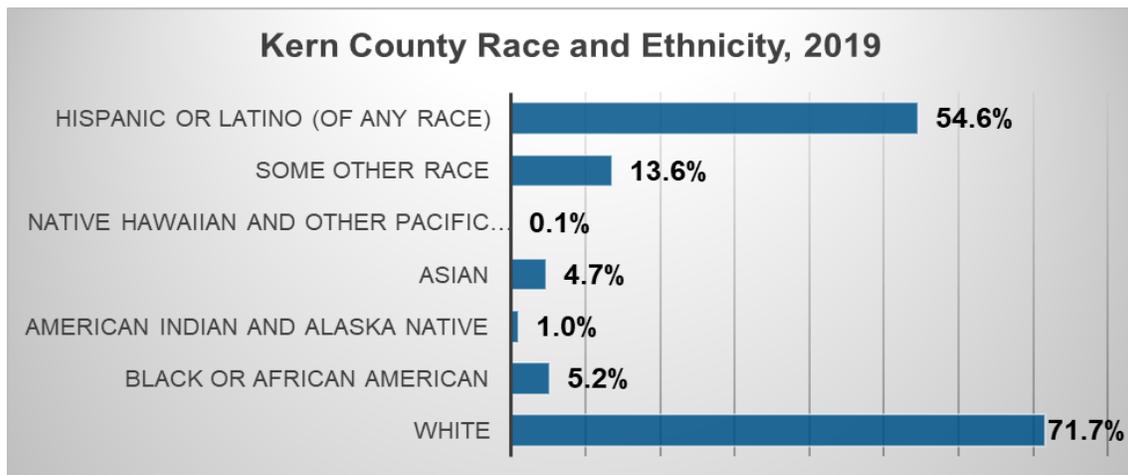


Multigenerational Households

Multigenerational households continued to be prevalent as a household type in Kern County with an estimated 27,349 grandparents living with their grandchildren, in 2019. Of those grandparents, 34 percent were responsible for the basic needs of their grandchildren.

Race and Ethnicity

Kern County's population is somewhat diverse with almost 55 percent of the population Hispanic/Latinx of any race. Close to 72 percent of Kern's population is white and almost 5 percent are African American/Black.



Source: US Census, 2019

Foreign-Born

Of Kern County's 2019 population, 80 percent were born in the United States, and 20 percent were foreign-born. Of the county's foreign-born population, 78.3% came from Latin America.

Median Income

For 2019, the estimated median household income in Kern County was \$53,350, up from the 2015 estimate of \$49,026, and still less than the California median household income of \$75,235. An estimated 6.4 percent of households had income below \$10,000 a year and 4.4 percent had income over \$200,000 or more.

Industry and Employment

The county's economy is driven primarily by the petroleum and agriculture industries. Both are cyclical and affected by environmental and national and global economic factors. For example, recent decreases in oil prices have resulted in mass layoffs by oil producers and service companies and business closures and the recent statewide drought resulted in layoffs and reduced hours for agricultural workers and food processing operations as growers scale back on production because of the water shortage. The volatility of Oil and Agriculture can greatly impact Kern's economy as it doesn't just affect the people who are directly employed but also the thousands of trade and service industries connected to these industries and the County, which relies heavily on the tax revenue from the oil industry.



On the positive side, Kern County is becoming the renewable energy hub of California with over 5,000 wind turbines in the Tehachapi-Mojave wind corridor, capable of producing 1.3 million megawatts each year (Kern County, 2020). Wind energy is expanding with the completion of the Wind Hub Substation and transmission line that is being constructed by Southern California Edison.

Solar power is seeing tremendous growth in Kern with over 19 commercial solar projects in the permitting process and two utility-scale solar projects (200+ megawatts) in the approval process with the California Energy Commission.



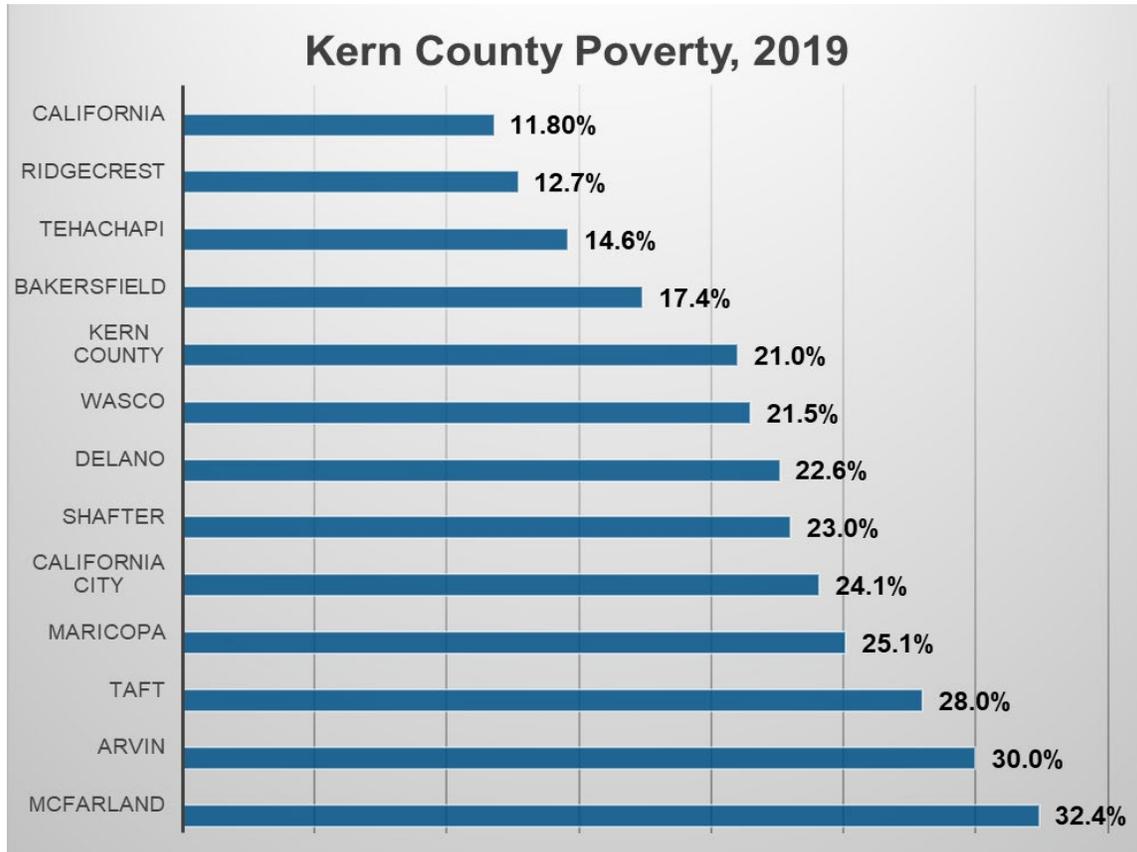
Jobs in these industries tend to be higher paying than Kern’s average wages and have many opportunities for higher-paying STEM (Science, Technology, Engineering, and Math) related jobs.

Kern County Poverty

Poverty is defined as lacking the means (income) to meet basic needs. CAPK uses the federal guidelines for determining people who live at 100% of poverty, as follows (US Department of Health & Human Services, n.d.):

2021 Poverty Guidelines for the 48 Contiguous States and the District of Columbia	
1	\$12,880
2	\$17,420
3	\$21,960
4	\$26,500
5	\$31,040
6	\$35,580
7	\$40,120
8	\$44,660
For families/households with more than 8 persons, add \$4,540 for each additional person	

Approximately 21 percent of Kern County residents live in poverty—***the fifth-highest poverty rate for all California Counties***—and almost double the rate for the whole state.

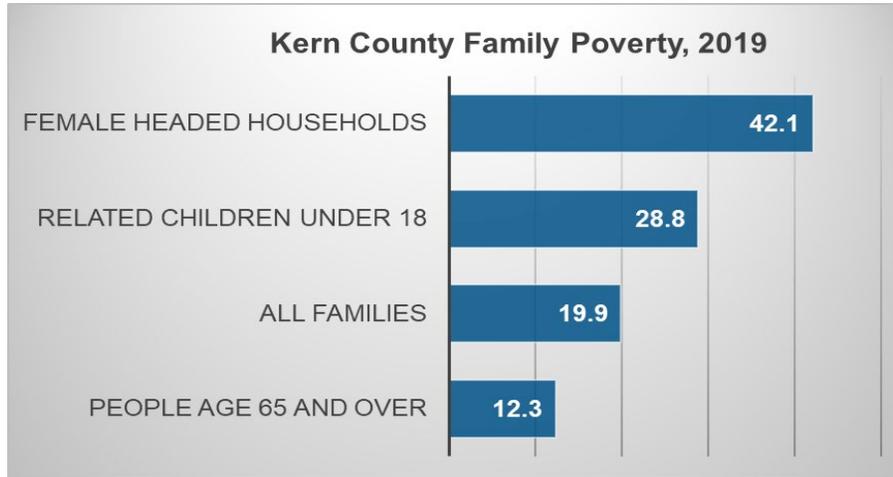


Source: US Census, 2019

When looking at Kern poverty by cities, 8 of 11 (73%) have higher rates than the county with the more rural agriculture areas of Arvin and McFarland having the most people living in poverty. There are many areas of concentrated poverty in Kern County with rates as high, well over 40%.

Family Poverty

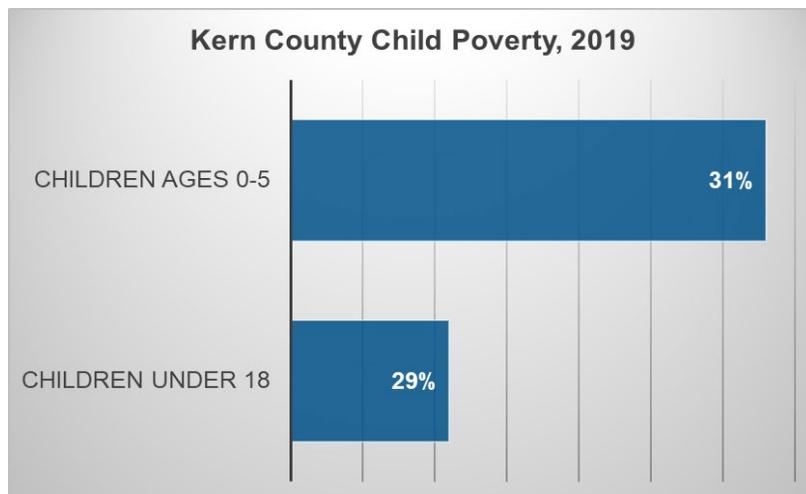
Single female-headed households have the highest rates of poverty in Kern, over double that of all families. Households led by people ages 65 and lower have the lowest rates.



Source: US Census, 2019

Child Poverty

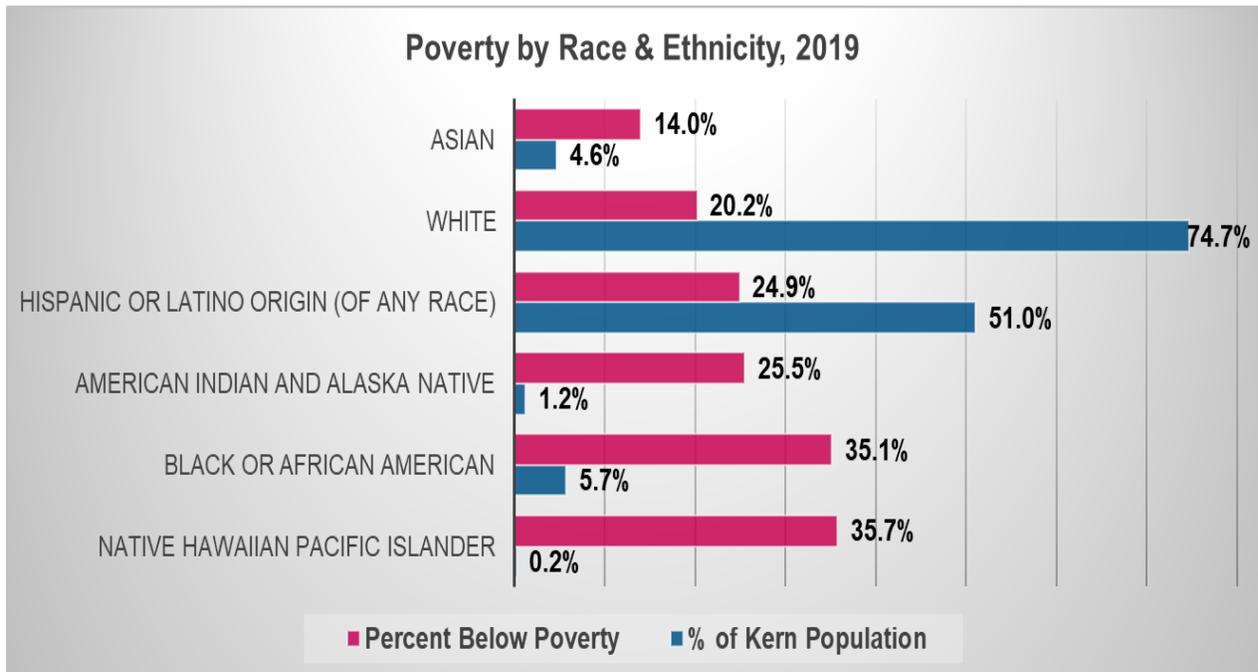
Research shows that the longer children live in poverty the greater the likelihood that they will remain in poverty as adults. According to research conducted by Columbia University's National Center for Children in Poverty, 45% of those who spent at least half of their childhood in poverty were still living in poverty at age 35. This has significant implications when considering the poverty rates for Kern County children.



Source: US Census, 2019

Poverty and Race/Ethnicity

As seen in the chart below, people who are Asian or White have the lowest poverty in Kern County while Black/African American and Native Hawaiian/Pacific Islanders have the highest rates.



Source: US Census, 2019

Working Poor

The “working poor” can be defined as people in the labor force who fall below the federal poverty level and spend 27 weeks or more in a year working or looking for work. The face of poverty in the United States has changed greatly over the last decade. In a report presented at the National Community Action Partnership Mega Trends Learning Cluster, *Inequality in America*, former Secretary of Labor Robert Reich discusses trends of those living in poverty in the U.S. According to Reich, as the median family income continues to drop, an estimated 65% of U.S. families live paycheck to paycheck. He goes on to say that a significant number of people in poverty are working but are unable to earn enough to lift themselves out of poverty. Reich also claims that about 55% of all Americans aged 25 to 60 have experienced at least one year of poverty or near poverty (150% of poverty), and at least half of all U.S. children have relied on food stamps at least once in their lifetime.

The University of California, Davis reports that 51.8% of people living in poverty ages 18 to 64 years that are not disabled or in school, worked for part of the year and 25.2 percent worked more than 50 weeks. According to the Economic Policy Institute, the majority of people who live in poverty are eligible to work—not disabled, a student, or retired—are working. This is also supported by the California Budget and Policy Center, *Five Facts Everyone Should Know About Poverty*, which states that the majority of families that live in poverty are working and 67% of those families have one or more workers supporting them. The key reasons cited for working families remaining in poverty are a lack of good-paying jobs and the low minimum wage. In Kern County, almost 20% of employed residents who are 16 years of age or over are living in poverty.

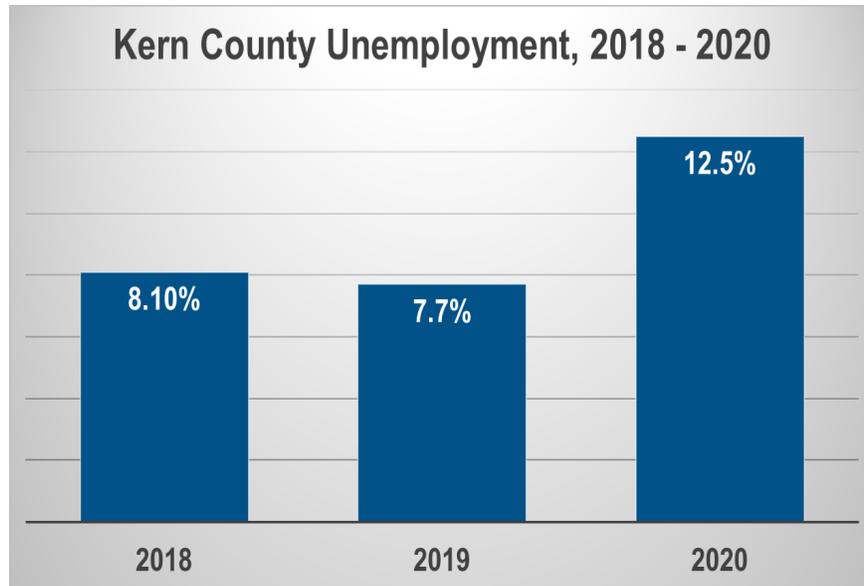
Causes of Poverty

Causes of poverty are the negative factors that create or foster barriers to self-sufficiency and/or reduce access to resources in communities in which low-income individuals live.

Unemployment

Kern County unemployment rates typically run in the double digits and about 2 to 3 times higher than the State and Nation. However, Kern saw historic lows in unemployment in 2018 and 2019. With the COVID pandemic, these gains have disappeared with over 12% of Kern's working population unemployed (Employment Development Department, 2020).

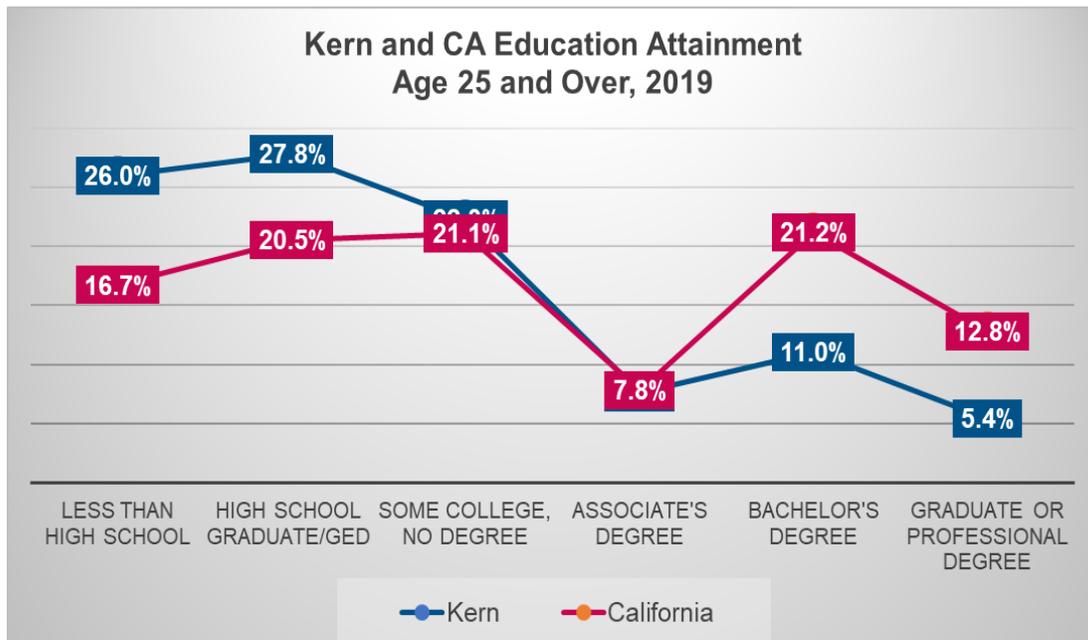
As stated previously, typically Kern's employment evolves around the oil and agricultural industries. These industries allow many under-skilled and under-educated workers to earn a good wage and support their families. However, they are the most vulnerable when there are downturns in these industries causing long-term unemployment.



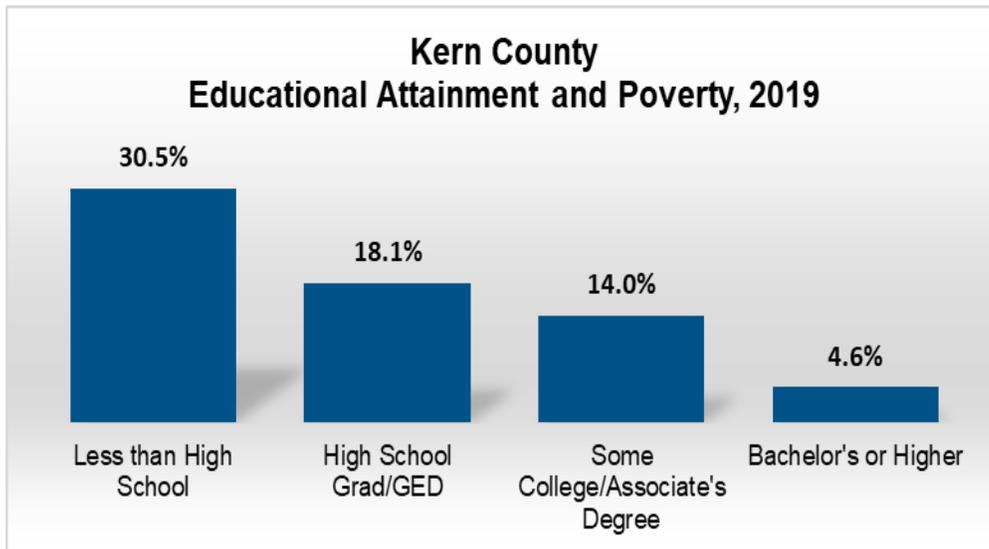
Source: California Department of Labor, 2020

Educational Attainment

When comparing the highest level of education achieved for Kern residents ages 25 and over to those of all Californians, Kern County falls far behind. More Kern residents never go beyond high school when compared to the State of California and far less achieve bachelor's degrees or higher.



The effects of this lack of higher education can be seen when comparing poverty to education levels. As seen below, clearly as education increases, poverty decreases. And as discussed above, with the growing alternative energy industries in the county, higher education can ensure long-term employment and much higher wages.



Source: US Census, 2019

Homelessness

The Homeless Point-in-Time Count is an annual census conducted in a 24-hour period in counties throughout the United States. In the 2020 Point-in-Time conducted by the Bakersfield Kern Regional Homeless Collaborative (BKRHC), there were 1,580 unduplicated people that were homeless countywide—sheltered and unsheltered. Other key points of this census were:

- ❖ 1,580 unduplicated homeless people countywide were sleeping in shelters and on the streets—19% increase over 2019.
- ❖ 10% rise in the numbers of individuals and families with children sleeping in emergency shelters or transitional housing programs.
- ❖ 95% increase since January 2017 (from 810 to 1,580 people), with a 273% increase in unsheltered people.

- ❖ 88% of Kern County’s sheltered and unsheltered homeless populations were located in Metro Bakersfield and 12% in rural cities and communities outside of Bakersfield.

The City of Bakersfield and Kern County have made some great strides to increase the number of emergency beds. In the last year, the M Street Homeless Navigation Center and the Brundage Homeless Navigation Center opened with a combined 300 bed capacity. These shelters are both “low-barrier” allowing men, women, partners, and pets. Other shelters are the Bakersfield Rescue Mission—which added 40 beds to the men’s shelter and plans on opening a 32-bed women and children shelter soon—and the Bakersfield Homeless Shelter, which provides emergency shelter to 170 men, women, and families. All of these are located in the city of Bakersfield. Except for emergency housing specifically for victims of domestic violence and their children, there are no emergency shelters in the rural areas of Kern County.

With the events of COVID, all shelters had to reduce the number of people who are homeless for health and public safety concerns. This may account for some of the drastic increase in those who are unsheltered.

Food Insecurity

Food insecurity is defined as a lack of consistent access to enough food for every person in a household to live an active, healthy life (Hunger in America, 2020). According to Feeding America, 14% of adults and 22% of children were food insecure in 2018 (the most recent year data was available). This represents a significant drop from the Food Research and Action Center (FRAC) report, 2016-17, released in August 2018, which designated Bakersfield as the “Hungriest City in America” with a food hardship rate of 23.2%. One key reason for this drop could be the decrease in the number of unemployed. However, it is expected that food insecurity has greatly increased due to the COVID pandemic. One indicator of the current food need is an increase of over 10 million pounds of food distributed by the CAPK Food Bank from 2019 to 2020.

There are many contributing factors to poverty and food insecurity. Factors like stagnant wages, low part-time wages, and/or temporary work, coupled with the growing cost of living and little access to affordable housing, contribute to the web of poverty in Kern County.

This often means many low-income working families must choose between paying rent or mortgage and buying food. Typically, the food budget is the first to be reduced, forcing families to fall back on unhealthy choices like fast food or groceries with poor nutritional quality. Families may cut down to just two meals a day or even a single hot meal a day to make their budget stretch. All of this can lead to increased stress, poor school or work performance, and in some cases child abuse, neglect or domestic violence.

Throughout the nation, an emerging issue is food insecurity in older adults. More than 2.9 million food-insecure households included an adult 65 or older in 2018. Roughly 1.3 million seniors were food insecure and 510,000 were very low food insecure. Food insecurity can have a negative impact on the health of older adults. Conditions such as diabetes, depression, hypertension, asthma, and many other health outcomes are associated with food insecurity in senior adults. Additionally, food-insecure adults have more frequent hospitalizations and visits to physician's offices and emergency rooms than their food-secure counterparts.

Kern County is a key supplier of food for the nation through its abundant agricultural production. With great expanses of fragrant citrus trees and grape vineyards, hundreds of thousands of acres of gorgeous blooming almond and pistachio orchards, and mile upon mile of world-famous carrots, our region helps feed the nation and the world. In 2017, Kern County edged out Tulare County to become the top agricultural county in the nation for the first time, bringing in \$7.2 billion in crop revenue.

Despite this great abundance of produce, the farmworkers who contribute to these bountiful crops are often unable to pay for enough food to feed their families. According to a recent report published by the Department of Labor, the average total income of farmworkers is between \$17,500 to \$19,999 a year for individuals and \$20,000 to \$24,999 for a family. The federal poverty level for a family of three is \$19,790, which means 33 percent of all farmworkers had a family income below the federal poverty line.

Health

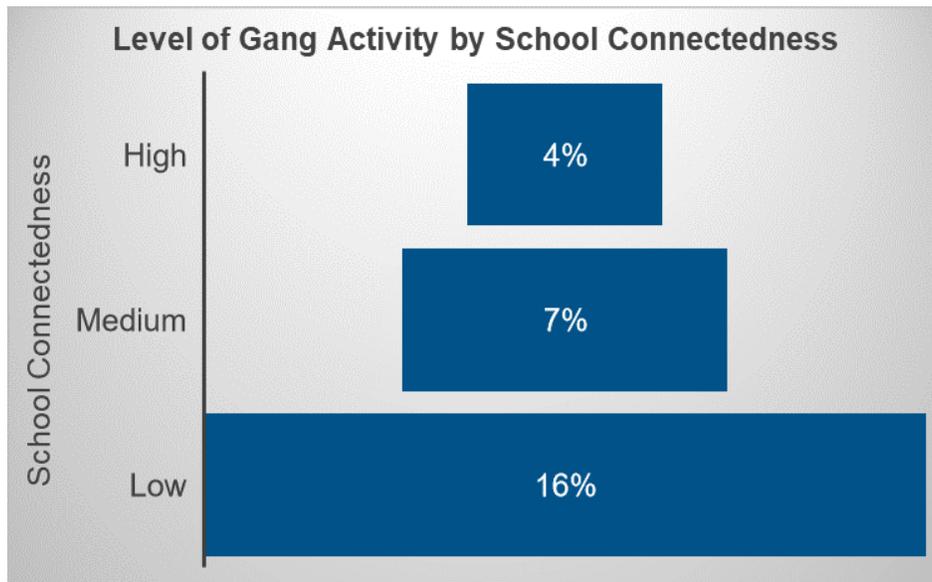
Overall, the health of Kern County residents falls far behind residents of other California counties in health outcomes and factors. According to the County Health Rankings and Roadmaps for 2019 (University of Wisconsin, n.d.), Kern County ranked 53 out of 58 California counties in ‘Health Outcomes’ and 55 out of 58 in ‘Health Factors’—the fifth-worst in the State. Health factors that affect people living in Kern County include many of the socio-economic factors previously discussed, such as educational attainment, unemployment, and income inequality. Additionally, Kern is the worst county in the State for health behaviors such as adult smoking, obesity, access to exercise opportunities, sexually transmitted diseases, and teen births.

Health Outcomes	2017	2019
Length of Life	44	46
Quality of Life	55	55
Health Factors	2017	2019
Health Behaviors	52	58
Clinical Care	55	52
Social & Economic Factors	52	53
Physical Environment	44	57

Disconnected Youth

Disconnected youths can be defined as people ages 14 – 24 who are neither working nor in school. According to the Forum for Youth Investment’s Opportunity Index, 20 percent of Kern County youth are disconnected from the social institutions that provide them with the knowledge, skills, identity, and purpose needed to lead productive lives as adults. The long-term consequences of this condition are staggering—decrease in a skilled labor force; increase in public assistance; increase in crime and incarceration; poor physical and mental health; and increase in substance abuse. In 2018, 11% of Kern’s youth ages 16-18 were considered disconnected compared to 6.5 percent of all California youths—the second-highest rate recorded for the State (Disconnected Youths, 2018).

A real concern over this past year is the social isolation experienced by young people, especially from the lack of connection through school, caused by the pandemic. This disconnection can have real consequences for our youths with a lower connection to school corresponding to increased gang activity.

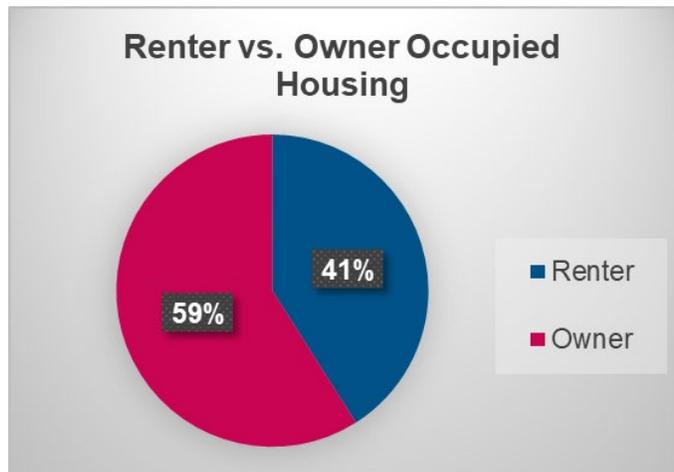


Conditions of Poverty

Conditions of poverty are the negative environmental, safety, health and/or economic conditions that may reduce investment or growth in communities where low-income individuals live.

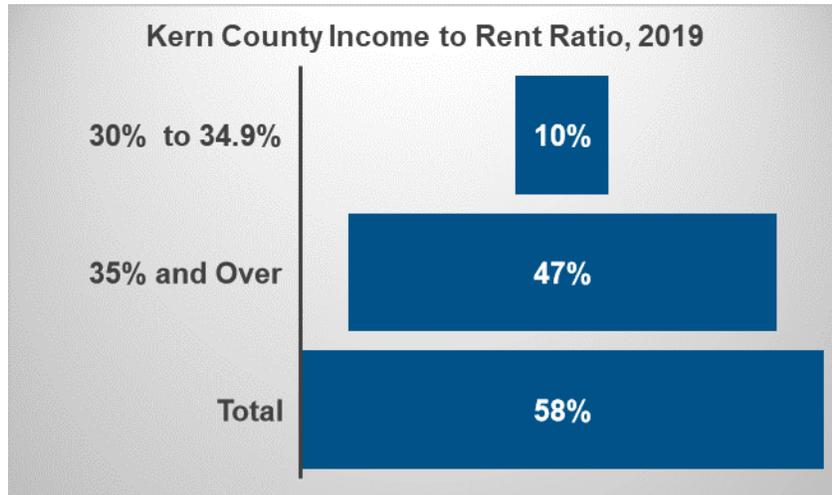
Housing

In 2019, there were a total of 298,117 housing units in Kern County. Of these housing units, 270,282 were occupied, and 27,835 were vacant. Of the occupied housing units, slightly more were owner-occupied than renter-occupied (Census, 2019). This is important to note because homeownership provides stability and provides a path to financial security.



The majority of Kern residents pay too much of their income for housing (rent/mortgage). The maximum threshold of income that should be paid for rent is approximately 25 percent. Using more than 25 percent of the household income for rent leaves people cost-burdened and they may have difficulty affording necessities such as food, clothing, transportation, and medical care (U.S. Department of Housing and Urban Development, n.d.)

In Kern County, the majority of renters use well over 30 percent of their income for rent (Census, 2019).



Source: US Census, 2019

There is a shortage of affordable housing in Kern County. According to the *Kern County 2020 Affordable Housing Needs Report*, by the California Housing Partnership (2020):

- ❖ **30,407** low-income renter households in Kern County do not have access to an affordable home.
- ❖ 80% decrease in tax credits for low-income housing production and preservation in Kern County while state production and preservation decreased 13%.
- ❖ 74% of extremely low-income households are paying more than half of their income on housing costs compared to just 4% of moderate-income households.

Additionally, the report states that renters in Kern County need to earn \$18.69 per hour— 1.4 times the state’s minimum wage— to afford the average monthly Kern rent of \$972.

Affordable Childcare

The availability of quality, affordable childcare is essential for working families. According to the *Kern County Network for Children 2019 Report Card*, licensed childcare and school-age programs in Kern County are available for only 23% of children with working parents. In addition to finding reliable care, costs can be prohibitive for low-income families. According to the *Child Care Resource & Referral Network, 2019 Child Care Portfolio*, annual full-time infant care in a licensed childcare center costs approximately

\$12,773, while annual full-time preschool care costs approximately \$9,080. Meanwhile, in 2018, there were 22,524 Kern County children ages 0-5 living in poverty and only 9,603 (1%) children in subsidized care.

Early education has a great impact on a child's future by preparing them for success in school and life. However, there has been a decrease in early care for children. The *2019 Child Care Portfolio* also provided insight into the nature of child care requests countywide; it shows that while 28% of requests for provider referrals were from parents seeking infant/toddler care, only 1% of licensed center slots in Kern County were specifically for children under the age of 2 years.

Access to Health Services and Insurance

In 2019, 92.1 percent of the Kern County civilian noninstitutionalized population had health insurance coverage, a 10.6% increase from 2014. For those under 19 years of age, 3.2 percent had no health insurance coverage, a decrease of 5 percent from 2014. Private coverage was 51.9 percent and government coverage was 48.4 percent, respectively.

Environmental Health (Air and Water Quality)

According to the American Lung Association *2020 State of the Air Report*, Kern County has some of the worst air quality in the nation. The rankings were based on three types of pollutants.

- ❖ Short-term particulate: Episodes of increased particulates caused by events such as wildfires.
- ❖ Year-round particulate: chronic exposure to particulates caused by things like soot, diesel exhaust, chemicals, metals, and aerosols.
- ❖ Ozone: mostly attributed to wood-burning and auto exhaust.

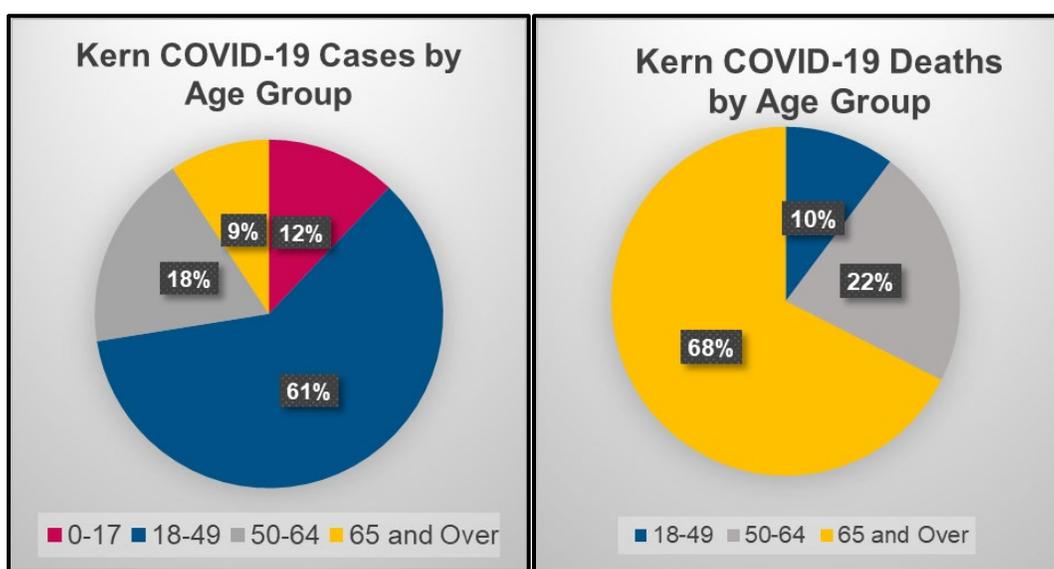
Kern County ranked as the worst county in the nation with the highest year-round particle pollution. These particulates are of special concern for Kern County residents because of the significant health risks. As noted in this report, Kern has a high poverty rate, especially in our rural farming communities, which is linked to lower access to health care. Another factor to consider is that Kern's main industries (agriculture and oil) are major

contributors to the poor air quality. Asthma rates for Kern County are ranked among the highest in the state as indicated by asthma hospitalizations. Children are more vulnerable to the effects on health from poor air quality due to more permeable skin and fragile systems. In addition to the health effects of the poor air quality in Kern already discussed, children are also at risk of increased cognitive defects and cancer.

COVID-19

The COVID-19 pandemic has brought economic hardship to every corner of the globe. In Kern, as well as the rest of the nation, the pandemic struck low-income individuals and families the hardest, especially those of color. Many people living paycheck to paycheck (from all income levels) lost their jobs and many more worked fewer hours and brought home less pay. Those who remained at work are often in essential service occupations that have high public exposure, increasing their risk of contracting COVID.

As of April 12, 2021, there have been 107,341 reported cases (tests are about a week and a half behind) of COVID-19 in Kern County, (Kern County Public Health, 2021). Of those infected, 36 percent have recovered and 1,304 (1% of cases) have died. Kern residents ages 18 to 49 have the highest infection rate but are the most likely to recover. There have been no COVID deaths in the 0-17 age group. Kern residents ages 65 and over had the lowest number of cases, however, this age group had the highest percentage of deaths.



Kern residents ages 20-64 are the majority of the workforce (57%) and the most vulnerable to falling ill from COVID-19, resulting in lost work and increased health care costs. For middle income workers that did not lose employment due to COVID still have an increased risk of falling into poverty due to the overall economic impact of the pandemic.

An indicator of need is the CAPK 2-1-1 Call Report. The CAPK 2-1-1 is Kern County’s 24-hour 365 days-a-year resources and referral call center. When looking at the top three referrals made in 2019, 51 percent of the 93,348 calls were for the top three referrals made compared to 96 percent of the 130,834 referrals in 2020. The CAPK 2-1-1 Referral and Help-line had an overall call volume increase of 29 percent, in 2020.

Top Three Referrals, 2019	Number
Food Assistance	33,765
Homeless Diversion Programs	8,269
Utility Service Payment Assistance	5,903
Total	47,937
Top Three referrals, 2020	Number
Food Assistance	81,328
Rent Payment Assistance * COVID-19	10,005
Utility Service Payment Assistance	34,068
Total	125,401

Another area of need due to COVID is the "Learning Gap" caused by school shut-downs. This has disapprovingly affected low-income families due to things such as lack of internet and parents who don't have the ability to monitor/assist children with schoolwork due to employment or language barriers. Recent reports show that youths in grades 6-12 who received failing grades during the fall 2020 semester increased by 14% when compared to fall 2019. The number of students with disabilities increased by 16%, socio-economically disadvantaged (SED) students increased by 17%, English Language Learners (EL) increased by 19%, and students who are both SED and EL increased by 22%.

CAPK 2021 Community Needs Assessment

Overview

As a Community Services Block Grant (CSBG) eligible entity, Community Action Partnership of Kern (CAPK) completes a bi-annual Community Needs Assessment (CNA). The CNA identifies and assesses poverty-related needs and resources in the community to identify priority areas of focus. The assessment includes CAPK conducted surveys, secondary data (US Census and other reports), and client and other stakeholder interviews. CAPK is in the process of gathering and analyzing data for the CNA to be completed by May 2021. The following information is based on the results of the CAPK 2021 Community Needs Surveys.

Method

The CAPK 2021 Community Needs Survey was conducted from February 1, 2021 to March 29, 2021. Three different surveys were distributed to measure what is most needed in Kern County to assist low-income people and families—CAPK clients (in English and Spanish); CAPK partners and other community agencies; and CAPK staff, and board members. The service-related questions were identical on all three surveys. The only differences between the three were in the optional identification area consisting of demographics in the Client Survey; organization information in the Partner/Community Agency Survey; and CAPK affiliation information in the CAPK Staff and Board Survey.

Due to COVID restrictions, the surveys were primarily conducted through electronic means with limited paper surveys distributed through CAPK programs. Links to the survey were shared through email blasts, social media, and printed postcards that were distributed directly to clients. A mailing was also conducted of the postcards. Paper surveys were handed out and collected at CAPK program sites. One limitation to the reliance on electronic distribution of the survey is that some CAPK clients may not have had access to the internet, computers, or smartphones. However, this was deemed the safest way to conduct the surveys. The average scores from the three surveys were used to determine the top five needs.

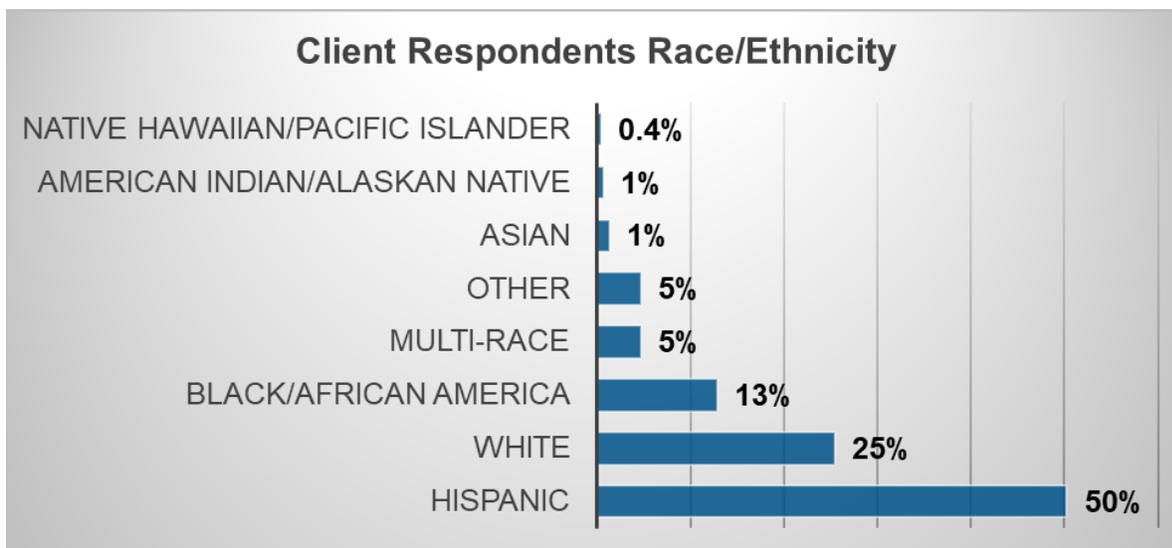
A total of 748 surveys were collected as follows:

Survey	Response	Electronic	Paper
CAPK Clients	520	71%	29%
Partners/Community Agencies	130	100%	0
CAPK Staff and Board Members	98	100%	0
Total Responses	748		

Of the client survey, 433 (83%) were completed in English and 87 (17%) were collected in Spanish. The race/ethnicity of those completing the survey (presented below) indicate the lack of Spanish language surveys does not necessarily mean that there was a lack of Hispanic survey respondents. Additionally, in previous years, Spanish language surveys were mostly completed by paper.

Client Survey Demographics

The majority of clients surveyed were people of color (63%) followed by White (25%). The remaining race/ethnicity categories made up 12 percent of client respondents. This closely mirrors CAPK’s total client race/ethnicity, indicating a strong sample of the CAPK client population.



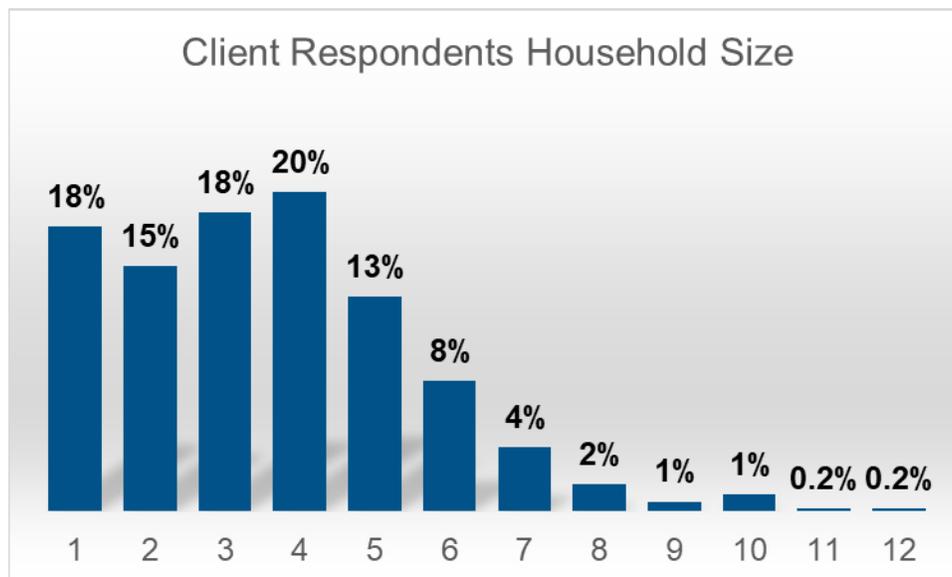
There were significantly more female client respondents (81%) to the survey and less than 2 percent identified as Transgender or Other.

Gender	Response
Male	16%
Female	83%
Transgender	0.4%
Other (please specify)	1%

Age ranges for client responses varied with over half between the ages of 25 and 44 years and 11 percent ages 65 and over.

AGE	Response
18-19	1%
20-24	5%
25-34	26%
35-44	26%
45-54	16%
55-59	7%
60-64	8%
65 and over	11%

Almost half of the client respondents (49%) live in household sizes above the Kern Median household size of 3.3 people.



Results

The survey had a list of 26 services. Respondents were asked, “**Which services are needed to help low-income people and families?**” Each service was ranked by Most Needed, Somewhat Needed, Not Needed, or Don’t Know. The Score range is 1.0-3.0 with higher scores indicating the most need. The following table shows the top needed services identified by each of the three groups with the average total for all.

Needs	All Surveys	Clients	Partners	Staff
Affordable Housing	2.67	2.56	2.61	2.83
Affordable Childcare	2.64	2.45	2.70	2.78
Job Skills Training	2.62	2.52	2.54	2.80
Homeless Services	2.62	2.55	2.62	2.68
Mental Health Treatment	2.59	2.46	2.55	2.76
Nutritious Food	2.58	2.57	2.58	2.59
After-School/Summer Recreation	2.55	2.54	2.38	2.74

When looking at the top five needs identified, the table shows where each group was similar and each was different. For example, all three groups thought that affordable housing was an important need, but only CAPK staff & board members indicated mental health as a significant need for low-income people and families.

Rank	Clients	Partners and Community Agencies	CAPK Staff & Board
1	Nutritious Food	Affordable Childcare	Affordable Housing
2	Affordable Housing	Homeless Services	Job Skills Training
3	Homeless Services	Affordable Housing	Affordable Childcare
4	After-School/Summer Recreation	Nutritious Food	Mental Health Treatment
5	Job Skills Training	Mental Health Treatment	After School/Summer Recreation

The survey also asked respondents “**What services are most needed to help people due to the COVID-19 pandemic?**” Results, using the same scale and scoring as above, are in the table below. In some groups, there are more than five service needs identified due to tied scores.

Service Needs	All	Clients	Partners	Staff
Food	2.63	2.59	2.58	2.71
Internet Access for at Home Work/School	2.62	2.59	2.54	2.74
Rent/Mortgage Assistance	2.62	2.55	2.51	2.79
No Cost Health Care	2.58	2.55	2.38	2.80
Utility Assistance	2.57	2.51	2.48	2.73
Employment Assistance	2.55	2.45	2.44	2.76
Homeless Services	2.54	2.54	2.48	2.61
Child Care	2.54	2.40	2.56	2.67

Interviews and Focus Groups

CAPK conducted a total of 11 one-on-one virtual interviews as follows: 6 CAPK clients, 3 partner agency staffs, and 2 public officials. A virtual focus group was also held with the CAPK Head Start Parent’s Policy Council. The interviews and focus groups are meant to gauge support for the survey findings, identify common themes, and gain a deeper understanding of survey results.

Interviewees were presented with each of the top five needs identified in the client survey and asked if they agreed or disagreed with it being a top need and why. Many agreed that the top five needs identified in the survey are community priorities to assist low-income people and families. However, most of the clients interviewed tended to personalize their responses. This is most evident in considering homeless services, most of the clients stated they have never been homeless themselves so it wasn’t a priority.

1. Nutritious Food	91%	Need to increase access; healthy foods are too expensive.
2. Affordable Housing	73%	Need to expand income limits to include those who fall through the cracks. Need to increase availability (inventory).
3. Homeless Services	36%	Need to understand the subgroups so programs can better assist them. Assistance needs to move faster. Mental health and substance abuse should be part of homeless services.
4. After-School/Summer Recreation	73%	Support all children's healthy growth and development. After School/summer programs supports working parents by having a no-cost option.
5. Job Skills Training	91%	Job skills lead to better paying jobs and financial security: need more programs/services.

Affordable Childcare continued to be an issue with most people stating the after-school programs are needed to provide free care for working families.

Comparison

In the last CAPK Community needs Survey (2019) the same survey was used to allow for comparisons across time. The current and last surveys had similar results in regards to affordable housing, homelessness, youth programs and job skills training. However, nutritious food was not identified as a top need. The effects of COVID-19, including an increase demand for food for people struggling to make ends meet, could account for this difference.

Agency Priorities	
1	Affordable Childcare
2	Job Skills Training
3	After School/Summer Recreation
4	Affordable/Quality Housing
5	Homelessness
6	Youth Programs
7	Seniors

Conclusion

Kern is a county that continues to struggle with deep poverty and disparities. However, each challenge can be seen as an opportunity for change. The County's rich agriculture, abundant natural resources, and innovative industries can provide great opportunities for low-income families to improve their circumstances. It is clear by the research, surveys, and interviews, that low-income people want the ability to earn better wages, safe and affordable housing, and the resources to support their climb out of poverty. It is incumbent upon the community to meet these challenges with innovative programs that assist families with building stability. This not only helps those we serve, but also serves the entire community by assuring Kern has the diverse and skilled workforce to meet the challenges ahead.

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Agradecemos su participación. Sus respuestas a esta breve encuesta anónima ayudarán a CAPK mejorar los servicios a la comunidad.

1. ¿Qué servicios son necesarios para personas de bajos recursos y sus familias? (Por favor, marque una casilla por servicio)

Educación	Más necesario	Se necesita poco	Innecesario	No sé
Educación para adultos				
Preescolar (preparación para el jardín de niños)				
Capacitación de empleo				
Educación financiera				
Educación en salud / nutrición				
Tutoría / Asistencia con la lectura				
Niños, jóvenes y ancianos	Más necesario	Se necesita poco	Innecesario	No sé
Cuidado infantil asequible				
Actividades recreativas después de clases o durante el verano				
Empleo juvenil				
Liderazgo juvenil				
Programas para ancianos				
Salud	Más necesario	Se necesita poco	Innecesario	No sé
Seguro de salud				
Prevención del embarazo de adolescentes				
Tratamiento de salud mental				
Tratamiento de abuso de sustancias				
Comida nutritiva				
Acceso	Más necesario	Se necesita poco	Innecesario	No sé
Inmigración / Ciudadanía				
Transporte				
Servicios y programas en zonas rurales				
Financiero	Más Necesitado	Se necesita un poco	Innecesario	No se
Establecimiento de crédito				
Establecimiento de un negocio				
Vivienda	Más necesario	Se necesita poco	Innecesario	No sé
Vivienda asequible				
Servicios para desamparados				
Asistencia de servicios públicos				
Seguridad	Más necesario	Se necesita poco	Innecesario	No sé
Violencia doméstica				
Anti-pandillas / Violencia				
Otros servicios necesarios no enumerados arriba:				



2. ¿Qué servicios son más necesarios para ayudar a las personas debido a la pandemia de COVID-19?

Servicio	Más necesario	Se necesita poco	Innecesario	No sé
Alimentos				
Servicios de comunicación para la entrega de alimentos y necesidades				
Asistencia con el pago de renta o de hipoteca				
Asistencia con el pago de servicios públicos				
Ayuda monetaria de emergencia				
Atención médica gratuita				
Asistencia con de tutoría y educación				
Servicios para personas desamparadas				
Acceso a internet para el trabajo en casa o la escuela				
Cuidado infantil				
Cuidado infantil en casa				
Asistencia laboral				
Ubicación para prueba de COVID-19				
Ubicaciones e información sobre los centros de vacunación de COVID				
Otro (por favor especifique):				

3. ¿Con qué programas de CAPK ha tenido contacto en los últimos 12 meses?

- | | |
|--|--|
| <input type="checkbox"/> 2-1-1 Kern | <input type="checkbox"/> Centro de navegación para personas desamparadas de la calle M |
| <input type="checkbox"/> Americorps | <input type="checkbox"/> MCAP, siglas en inglés (Pago alterno para el cuidado de niños migrantes) |
| <input type="checkbox"/> Educación sobre salud y nutrición CalFresh | <input type="checkbox"/> Centro juvenil Shafter |
| <input type="checkbox"/> Climatización o asistencia con servicios públicos | <input type="checkbox"/> VITA, siglas en inglés (Asistencia voluntaria para declaración de impuestos) |
| <input type="checkbox"/> Banco de alimentos | <input type="checkbox"/> WIC, siglas en inglés (Asistencia nutricional para mujeres embarazadas, bebés e infantes) |
| <input type="checkbox"/> Centro comunitario "Casa de la Amistad" | <input type="checkbox"/> Ninguno / no sé |
| <input type="checkbox"/> Head Start o Early Head Start | |



4. **Datos demográficos: (esta información ayudará a evaluar las necesidades en nuestra comunidad y se mantendrá de manera confidencial).**

¿Cuál es su género?

Masculino Femenino Transgénero Otro (especifique)

¿Cuál es su estado militar?

Veterano No es veterano

¿Edad? _____ ¿En qué código postal vive? _____

¿Nivel más alto de educación?

Bachillerato sin terminar Graduado Universitario de 2 años
 Bachillerato / GED Graduado Universitario de 4 años
 Algo de universidad (sin título) Posgrado

Número de personas en el hogar _____ Ingreso anual del hogar \$ _____

Raza o etnia:

Indio americano / nativo de Alaska Hispano Múltiples razas
 Asiático Nativo de Hawái/isleño del Pacífico Otro
 Afroamericano Blanco

¡Agradecemos su participación! Para preguntas o comentarios, comuníquese con:

Kathline Moessner, especialista de desarrollo comunitario de CAPK al 661-336-5236 ext. 1193 o por medio de correo electrónico a: kmoessner@capk.org.



2021 Community Needs Survey-Client

<https://www.surveymonkey.com/r/YV7CSWH>



Thank you for your participation. Your responses to this short survey are anonymous and will help Community Action Partnership of Kern (CAPK) improve services to the community.

1. Which services are needed to help low-income people and families? (Please check one box per row)

Education	Most Needed	Somewhat Needed	Not Needed	Don't Know
Adult Education				
Pre-School (Kindergarten readiness)				
Job Skills Training				
Financial Education				
Health/Nutrition Education				
Tutoring/Reading Assistance				
Children, Youth & Seniors	Most Needed	Somewhat Needed	Not Needed	Don't Know
Affordable Childcare				
After School/Summer Recreation				
Youth Employment				
Youth Leadership				
Senior Programs				
Health	Most Needed	Somewhat Needed	Not Needed	Don't Know
Health Insurance				
Teen Pregnancy Prevention				
Mental Health Treatment				
Substance Abuse Treatment				
Nutritious Food				
Access	Most Needed	Somewhat Needed	Not Needed	Don't Know
Immigration/Citizenship				
Transportation				
Services/programs in Rural Areas				
Financial	Most Needed	Somewhat Needed	Not Needed	Don't Know
Building Credit				
Business Start-up				
Housing	Most Needed	Somewhat Needed	Not Needed	Don't Know
Affordable Housing				
Homeless Services				
Utility Assistance				
Safety	Most Needed	Somewhat Needed	Not Needed	Don't Know
Domestic Violence				
Anti-Gang/Violence				
Other Services Needed - Not Listed Above:				



2. What services are most needed to help people due to the COVID-19 pandemic?

Service	Most Needed	Somewhat Needed	Not Needed	Don't Know
Food				
Contact delivery food and necessities				
Rent/Mortgage assistance				
Utility Assistance				
Emergency cash aid				
No cost health care				
Tutoring/education assistance				
Homeless Services				
Internet Access for at home work/school				
Child Care				
In Home Child Care				
Employment Assistance				
COVID Testing Location				
COVID Vaccination locations/information				
Other (please specify):				

3. Which CAPK program/s have you had contact with in the last 12 months?

- | | |
|--|--|
| <input type="checkbox"/> 2-1-1 Kern | <input type="checkbox"/> M Street Low Barrier Homeless Navigation Center |
| <input type="checkbox"/> Americorps | <input type="checkbox"/> MCAP (Migrant Childcare Alternative Payment) |
| <input type="checkbox"/> CalFresh Health & Nutrition Education | <input type="checkbox"/> Oasis Family resource Center |
| <input type="checkbox"/> East Kern Family Resource Center | <input type="checkbox"/> Shafter Youth Center |
| <input type="checkbox"/> Energy Weatherization or Utility Assistance | <input type="checkbox"/> VITA (Volunteer Income Tax Assistance) |
| <input type="checkbox"/> Food Bank | <input type="checkbox"/> WIC (Women's Infants and Children Nutrition Assistance) |
| <input type="checkbox"/> Friendship House Community Center | <input type="checkbox"/> None/Don't Know |
| <input type="checkbox"/> Head Start/Early Head Start | |

4. Demographics: (This information will help assess needs in our community and will remain confidential).

What is your gender?

- Male Female

What is your military status?

- Transgender Other (Please specify):

What is your age? _____ What Zip Code do you live in? _____

What is the highest level of education that you have completed?

- | | |
|---|--|
| <input type="checkbox"/> Less than High School | <input type="checkbox"/> 2 Year College Graduate |
| <input type="checkbox"/> High School Grad/GED | <input type="checkbox"/> 4 Year College Graduate |
| <input type="checkbox"/> Some College (No Degree) | <input type="checkbox"/> Post Graduate Degree |

How Many People live in your Household _____ Annual Household Income \$ _____

Race/Ethnicity:



2021 Community Needs Survey-Client



<https://www.surveymonkey.com/r/YV7CSWH>

- | | | |
|---|---|-------------------------------------|
| <input type="checkbox"/> American Indian/Alaskan Native | <input type="checkbox"/> Hispanic | <input type="checkbox"/> Multi Race |
| <input type="checkbox"/> Asian | <input type="checkbox"/> Native Hawaiian/Pacific Islander | <input type="checkbox"/> Other |
| <input type="checkbox"/> Black/African American | <input type="checkbox"/> White/Caucasian | |

***Thank you for your participation! If you have any questions about the survey, please contact:
Kathline Moessner, CAPK Senior Community Development Specialist 661-336-5236, ext. 1193, or
e-mail kmoessner@capk.org.***



2021 Community Needs Survey- Community Partner/Agency <https://www.surveymonkey.com/r/YV6L6V6>



Thank you for your participation. Your responses to this short survey will help CAPK improve services to the community and will remain anonymous.

1. Which services are needed in your community? (Please check one box per service)

Education	Most Needed	Somewhat Needed	Not Needed	Don't Know
Adult Education				
Pre-School (Kindergarten readiness)				
Job Skills Training				
Financial Education				
Health/Nutrition Education				
Tutoring/Reading Assistance				
Children, Youth, and Seniors	Most Needed	Somewhat Needed	Not Needed	Don't Know
Affordable Childcare				
After School/Summer Recreation				
Youth Employment				
Youth Leadership				
Senior Programs				
Health	Most Needed	Somewhat Needed	Not Needed	Don't Know
Health Insurance				
Teen Pregnancy Prevention				
Mental Health Treatment				
Substance Abuse Treatment				
Nutritious Food				
Access	Most Needed	Somewhat Needed	Not Needed	Don't Know
Immigration/Citizenship				
Transportation				
Services/programs in Rural Areas				
Financial	Most Needed	Somewhat Needed	Not Needed	Don't Know
Building Credit				
Business Start-up				
Housing	Most Needed	Somewhat Needed	Not Needed	Don't Know
Affordable Housing				
Homeless Services				
Utility Assistance				
Safety	Most Needed	Somewhat Needed	Not Needed	Don't Know
Domestic Violence				
Anti-Gang/Violence				
Other Services Needed - Not Listed Above:				



2021 Community Needs Survey- Community Partner/Agency <https://www.surveymonkey.com/r/YV6L6V6>



2. What services are most needed to help people due to the COVID-19 pandemic?

Service	Most Needed	Somewhat Needed	Not Needed	Don't Know
Food				
Contact delivery food and necessities				
Rent/Mortgage assistance				
Utility Assistance				
Emergency cash aid				
No cost health care				
Tutoring/education assistance				
Homeless Services				
Internet Access for at home work/school				
Child Care				
In Home Child Care				
Employment Assistance				
COVID Testing Location				
COVID Vaccination locations/information				
Other (please specify):				

3. What is your primary role in the community? (Please check one)

- Faith Based Organization
- Private Sector Representative
- Community Organization/Partner
- Educational Institution
- Government/Public Sector
- Other Please Specify: _____

4. Which CAPK Program have you primarily worked with over the past 12 months? (Check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> 2-1-1 Kern | <input type="checkbox"/> Head Start/Early Head Start |
| <input type="checkbox"/> Americorps | <input type="checkbox"/> M Street Low Barrier Homeless Navigation Center |
| <input type="checkbox"/> CalFresh Health & Nutrition Education | <input type="checkbox"/> MCAP (Migrant Childcare Alternative Payment) |
| <input type="checkbox"/> East Kern Family Resource Center | <input type="checkbox"/> Shafter Youth Center |
| <input type="checkbox"/> Energy Weatherization or Utility Assistance | <input type="checkbox"/> VITA (Volunteer Income Tax Assistance) |
| <input type="checkbox"/> Food Bank | <input type="checkbox"/> WIC (Women's Infants and Children Nutrition Assistance) |
| <input type="checkbox"/> Friendship House Community Center | <input type="checkbox"/> None/Don't Know |

5. What is your agency's primary targeted service population? _____

6. In your opinion, what are the gaps in services needed in Kern County?

Thank you for your participation! If you have any questions about the survey, please contact: Kathline Moessner, CAPK Senior Community Development Specialist 661-336-5236, ext. 1193, or e-mail kmoessner@capk.org.



2021 Community Needs Survey-CAPK Staff, Board Members and Volunteers



<https://www.surveymonkey.com/r/MVKMVDR>

Thank you for your participation. Your responses to this short survey will help CAPK improve services to the community and will remain anonymous.

1. Which services are needed in your community? (Please check one box per service)

Education	Most Needed	Somewhat Needed	Not Needed	Don't Know
Adult Education				
Pre-School (Kindergarten readiness)				
Job Skills Training				
Financial Education				
Health/Nutrition Education				
Tutoring/Reading Assistance				
Children, Youth, and Seniors	Most Needed	Somewhat Needed	Not Needed	Don't Know
Affordable Childcare				
After School/Summer Recreation				
Youth Employment				
Youth Leadership				
Senior Programs				
Health	Most Needed	Somewhat Needed	Not Needed	Don't Know
Health Insurance				
Teen Pregnancy Prevention				
Mental Health Treatment				
Substance Abuse Treatment				
Nutritious Food				
Access	Most Needed	Somewhat Needed	Not Needed	Don't Know
Immigration/Citizenship				
Transportation				
Services/programs in Rural Areas				
Financial	Most Needed	Somewhat Needed	Not Needed	Don't Know
Building Credit				
Business Start-up				
Housing	Most Needed	Somewhat Needed	Not Needed	Don't Know
Affordable Housing				
Homeless Services				
Utility Assistance				
Safety	Most Needed	Somewhat Needed	Not Needed	Don't Know
Domestic Violence				
Anti-Gang/Violence				
Other Services Needed - Not Listed Above: _____				



2021 Community Needs Survey-CAPK Staff, Board Members and Volunteers



<https://www.surveymonkey.com/r/MVKMVDR>

2. What services are most needed to help people due to the COVID-19 pandemic?

Service	Most Needed	Somewhat Needed	Not Needed	Don't Know
Food				
No Contact delivery of food and necessities				
Rent/Mortgage assistance				
Utility Assistance				
Emergency cash aid				
No cost health care				
Tutoring/education assistance				
Homeless Services				
Internet Access for at home work/school				
Child Care				
In Home Child Care				
Employment Assistance				
COVID Testing Location				
COVID Vaccination locations/information				
Other (please specify):				

3. What is your role at CAPK? (Please select one)

- Staff/Employee
 Board Member
 Volunteer/Intern

4. In which CAPK Program or Division do you work or volunteer? (Please select one)

- | | |
|---|--|
| <input type="checkbox"/> 2-1-1 Kern | <input type="checkbox"/> VITA (Volunteer Income Tax Assistance) |
| <input type="checkbox"/> CalFresh Health & Nutrition Education | <input type="checkbox"/> WIC (Women's Infants and Children Nutrition Assistance) |
| <input type="checkbox"/> East Kern Family Resource Center | <input type="checkbox"/> CAPK Board of Directors |
| <input type="checkbox"/> Energy Weatherization or Utility Assistance | <input type="checkbox"/> Community Development |
| <input type="checkbox"/> Food Bank | <input type="checkbox"/> Executive Leadership |
| <input type="checkbox"/> Friendship House Community Center | <input type="checkbox"/> Finance |
| <input type="checkbox"/> Head Start/Early Head Start | <input type="checkbox"/> Health & Nutrition |
| <input type="checkbox"/> M Street Homeless Navigation Center | <input type="checkbox"/> Human Resources |
| <input type="checkbox"/> MCAP (Migrant Childcare Alternative Payment) | <input type="checkbox"/> Operations |
| <input type="checkbox"/> Oasis Family Resource Center | <input type="checkbox"/> Youth & Community Services |
| <input type="checkbox"/> Shafter Youth Center | <input type="checkbox"/> Not sure/Don't know |

5. Demographics: (This information will help assess needs in our community and will remain confidential).

What is your gender?

- Male
 Female

What is your military status?

- Veteran
 Not a Veteran



2021 Community Needs Survey-CAPK Staff, Board Members and Volunteers



<https://www.surveymonkey.com/r/MVKMVDR>

What is your age? _____ What Zip Code do you live in? _____

What is the highest level of education that you have completed?

- | | |
|---|--|
| <input type="checkbox"/> Less than High School | <input type="checkbox"/> 2 year College Graduate |
| <input type="checkbox"/> High School Grad/GED | <input type="checkbox"/> 4 year College Graduate |
| <input type="checkbox"/> Some College (No Degree) | <input type="checkbox"/> Post Graduate Degree |

How Many People live in your Household _____ Annual Household Income \$ _____

What is your race/ethnicity?

- | | | |
|---|---|-------------------------------------|
| <input type="checkbox"/> American Indian/Alaskan Native | <input type="checkbox"/> Hispanic | <input type="checkbox"/> Multi Race |
| <input type="checkbox"/> Asian | <input type="checkbox"/> Native Hawaiian/Pacific Islander | <input type="checkbox"/> Other |
| <input type="checkbox"/> Black/African American | <input type="checkbox"/> White/Caucasian | |

6. Is there anything else you would like to share about the needs in your community?

***Thank you for your participation! If you have any questions about the survey, please contact:
Kathline Moessner, CAPK Senior Community Development Specialist 661-336-5236, ext. 1193, or
e-mail kmoessner@capk.org.***

**CAPK Site List
May 2021**

Program	Ownership	Address	City Zip Code
Administration	Owned	5005 Business Park North	Bakersfield 93309
Cal-Fresh	Leased	2323 16th St.	Bakersfield, CA 93301
CEDS/Admin HR	Leased	5055 California Ave Suite 101 & 210	Bakersfield 93309
Central Kitchen	Owned	3101 Mall View Rd	Bakersfield 93306
Early Hard Start	Land Lease	1509 N. Golden Gate	Stockton, CA
Early Head Start	Leased	701 S. Hutchins St.	Stockton, CA 95240
Early Head Start	Leased	115 N Walnut St	Manteca
Early Head Start	Leased	236 W. 4th Street	Stockton, CA 95206
Early Head Start	Owned	347 E. Poplar St	
Early Head Start	Leased	425 N. California Ave	Stockton, CA
Early Head Start	Leased	545 W. Sonora St	Stockton, CA 95203
Early Head Start	Leased	701 S, Hutchins	Lodi, CA
Early Head Start	Land Lease	2800 S. D Street	Stockton, CA
Early Head Start	Leased	23950 S. Chrisman Road	Tracy, CA 95304
EKFRC	Leased	3500 Douglas Avenue	Mojave 93501
EKFRC	Leased	16804 Highway 14, Suite C	Mojave 93501
ENERGY - VITA - 211	Leased	300 19th Street	Bakersfield 93301
Food Bank	Owned	1807 Feliz Dr	Bakersfield 93307
Food Bank	Leased	2550 East Belle Terrace, Suite 501-502	Bakersfield, CA 93304
Food Bank	Leased	2550 E. Belle Terrace, 400-402	Bakersfield, CA
Food Bank	Leased	2550 East Bell Terrace, Suite 200	Bakersfield, CA
Friendship House	Owned	2424 Cottonwood Road	Bakersfield 93307
Head Start	Land Lease	7998 Alicante Ave	Lamont CA 93241-1744
Head Start	Land Lease	9124 Catalpa Ave	California City CA 93505-2781
Head Start	Land Lease	1915 Cecil Ave	Delano CA 93215-1524
Head Start	Leased	1900 E California Ave	Bakersfield 93307
Head Start	Leased	1500 South Fairfax Rd	Bakersfield 93307
Head Start	Land Lease	425 E Fairview Rd	Bakersfield 93307
Head Start	Leased	2320 Mt Vernon Ave	Bakersfield 93306
Head Start	Land Lease	8201 Palm Ave.	Lamont 93241
Head Start	Land Lease	410 E. Perkins Ave.	Mc Farland 93250
Head Start	Land Lease	1940 Inyo St	Mojave 93501
Head Start	Land Lease	2400 Planz Rd	Bakersfield 93304
Head start	Land Lease	1111 Bush St	Arvin 93203
Head Start	Leased	10300 1/2 Sand Diego St	Lamont 93241
Head Start	Land Lease	2800 Agate St	Bakersfield 93304

**CAPK Site List
May 2021**

Program	Ownership	Address	City Zip Code
Head Start	Leased	452 West Los Angeles St.	Shafter 93263
Head Start	Leased	1600 Poplar Ave	Wasco 93280
Head Start	Leased	819 Sixth Street	Taft 93268
Head start	Land Lease	1120 S. Curry St	Tehachapi 93561
Head Start	Land Lease	14327 Vineland Rd	Bakersfield 93307
Head Start	Land Lease	3301 Virginia Ave	Bakersfield 93307
Head Start	Leased	2854 Felsite Ave	Rosamond 93560
Head Start	Leased	1314 Oswell Street	Bakersfield 93306
Head Start	Leased	401 Willow Drive	Bakersfield 93308
Head Start	Leased	929 Broadway	Wasco 93280
Head Start	Owned	3811 River Blvd	Bakersfield 93305
Head Start	Owned	5704 Pioneer Dr	Bakersfield 93306
Head Start	Owned	1410 11th St	Bakersfield 93304
Head Start	Owned	459 E Euclid Ave	Shafter 93263
Head Start	Owned	1825 Feliz Dr	Bakersfield 93307
Head Start	Owned	1825 Feliz Dr, Bld 400	Bakersfield 93307
Head Start	Owned	814 N Norma St	Ridgecrest 93555
Head Start (Kern)	Land Lease	4032 Jewett Avenue	Bakersfield 93301
Head Start/Early Heac	Owned	3000 Sterling Rd	Bakersfield 93306
Head Start/Early Heac	Owned	315 Stine Rd	Bakersfield 93309
MCAP	Leased	5351 Olive Drive, Suite 200	Bakersfield 93308
MCAP	Leased	525 East Yosemite Avenue	Madera 93658
MCAP	Leased	1406 West 18th (moved to 1850 Wardrobe Aven	Merced 95340
MCAP	Leased	7000 Doe Avenue	Visalia 93291
MCAP	Leased	216 West 7th Street	Hanford 93230
MCAP	Leased	1815 Van Ness Avenue	Fresno 93721
MCAP/Expired	Leased	800 Diary Avenue	Corcoran 93212
Shafter Youth Center	Owned	455 E Euclid Ave	Shafter 93263
WIC	Leased	11336 Barlett Avenue Units 13 & 14	Adelanto 92301
WIC	Leased	1221 East. Big Bear Boulevard (41820 Garstin D	Big Bear 92315
WIC	Leased	26904 Nichols Street	Boron 93516
WIC	Leased	277 East Front Street	Buttonwillow 93516
WIC	Leased	500 E. California Ave	Bakersfield 93307
WIC	Leased	8401 California City, Suite 8	California City 93505
WIC	Leased	24028 Lake Drive, Suite A	Crestline 92325
WIC	Leased	1001 Main Street	Delano 93215

**CAPK Site List
May 2021**

Program	Ownership	Address	City Zip Code
WIC	Leased	230 South Montclair, Suite 103	Bakersfield 93309
WIC	Leased	6019-3&4 Niles Street	Bakersfield 93306
WIC	Leased	525 Roberts Lane, Building B	Oildale 93308
WIC	Leased	4600 Panama Lane	Bakersfield 93313
WIC	Leased	2739 Diamond Street, Unit B	Rosamond 93560
WIC	Leased	650 James Street	Shafter 93263
WIC	Leased	108 South Robinson	Tehachapi 93561
WIC	Leased	741 Palm Avenue	Wasco 93280

SUBRECIPIENTS

Making Subawards

From time to time, CAPK may find it practical to make subawards of federal funds to other organizations. All subawards will be subject to the CODE OF CONDUCT policies described in the PURCHASING POLICIES AND PROCEDURES section. In addition, all subrecipients must be approved in writing by the federal awarding agency and agree to the subrecipient monitoring provisions described in the next section.

CAPK is required to evaluate each subrecipient's risk of noncompliance with federal statutes, regulations, and the terms and conditions of the subaward to determine the appropriate monitoring. Evaluations may include such factors as: (2 CFR Part 200.331(b))

- The subrecipient's prior experience with the same or similar subawards;
- The results of previous audits including whether or not the subrecipient receives a Single Audit, and the extent to which the same or similar subaward has been audited as a major program;
- Whether the subrecipient has new personnel, or new or substantially changed systems; and
- The extent and results of federal awarding agency monitoring (e.g., if the subrecipient also receives federal awards directly from a federal awarding agency).

In addition, CAPK will obtain the following documents from all new subrecipients:

1. Articles of Incorporation
2. Bylaws or other governing documents
3. Determination letter from the IRS (recognizing the subrecipient as exempt from income taxes under IRC section 501(c)(3))
4. Last three years' Forms 990 or 990-EZ, including all supporting schedules and attachments (also Form 990-T, if applicable)
5. Copies of the last three years' audit reports and management letters received from subrecipient's independent auditor (including all reports associated with audits performed in accordance with 2 CFR Part 200 Subpart F, if applicable)
6. Copy of the most recent internally-prepared financial statements and current budget
7. Copies of reports of government agencies (Inspector General, state or local government auditors, etc.) resulting from audits, examinations, or monitoring procedures performed in the last three years

CAPK will ensure that every subaward is clearly identified to the subrecipient as a subaward and include the following data elements at the time of the subaward and if any of the data elements change, including changes in subsequent subaward modifications. When some of this information is not available, CAPK will provide the best information available to describe the federal award and subaward. The following required information will be provided to all subrecipients:

1. Federal Award Identification.

Subrecipient name (which must match the name associated with its unique entity identifier);

Subrecipient's unique entity identifier (DUNS)

CAPK Monitoring of Subrecipients, form the CAPK Finance Policy and Procedure Manual

Federal Award Identification Number (FAIN);

- d. Federal Award Date;
- e. Subaward Period of Performance Start and End Date;
- f. Amount of federal funds obligated by this action;
- g. Total Amount of federal funds obligated to the subrecipient;
- h. Total Amount of the federal award;
- i. Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA);
- j. Name of federal awarding agency, pass-through entity, and contact information for awarding official;
- k. Catalogue of Federal Domestic Assistance (CFDA) Number and Name. CAPK must identify the dollar amount made available under each federal award and the CFDA number at time of disbursement;
- l. Identification of whether the award is research and development (R & D); and
- m. Indirect cost rate for the federal award (including if the de minimis rate is charged per 2 CFR Part 200.414 Indirect (F&A) costs).