DATE	September 15, 2021
TIME	12:00 pm
LOCATION	Teams Meeting / 5005 Business Park North Bakersfield, CA 93309
TEAMS LINK	Click here to join the meeting
PHONE NUMBER	(213) 204-2374 / ID: 693 271 969#

Program Review & Evaluation Committee Agenda

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

1. **Call to Order**

2. **Roll Call**

Nila Hogan (Chair)	Maritza Jimenez	Michelle Jara-Rangel
Joe Garcia	Marian Panos	

3. **Public Comments**

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

4. **Program Presentation**

   a. 2-1-1 Kern Program Presentation by Jennifer Jordan, 2-1-1 Kern Program Administrator

5. **New Business**

   a. August 2021 Program Reports – ***Action Item (p. 3-35)*** — Pritika Ram, Director of Administration
      1. Community Development
         - 211 Kern
         - Coordinated Entry Services (CES)
         - M Street Homeless Navigation Center
      2. Health & Nutrition Services
         - CalFresh Healthy Living
         - Food Bank
         - Migrant Childcare Alternative Payment (MCAP)
         - Women Infant and Children (WIC)
      3. Youth & Community Services
         - East Kern Family Resource Center (EKFRC)
         - Oasis Family Resource Center
         - Energy, Weatherization & Utility Assistance
         - Friendship House Community Center (FHCC)
         - Shafter Youth Center (SYC)
         - Volunteer Income Tax Assistance (VITA)

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

b. Application Status Reports & Funding Requests – ***Action Item (p. 36-38)*** — Pritika Ram, Director of Administration
   1. Application Status Reports for August 2021
   2. Funding Requests

c. August 2021 Head Start / State Child Development Enrollment Update & Meals Report – ***Action Item (p. 39-40)*** — Ginger Mendez, HS State Enrollment / Attendance Manager

d. Proposal Submission: Request for Proposal for United Way Stanislaus Coordinated Entry System- ***Info Item (p. 41)*** — Rebecca Moreno, CES Program Supervisor

e. City of Bakersfield Transformative Climate Communities (TCC) Call for Projects – ***Info Item (p. 42)*** — Pritika Ram, Director of Administration

f. Fresno County Head Start & Early Head Start Application for Funding Update – ***Info Item (p. 43-47)*** — Yolanda Gonzales, Director of Head Start / State Child Development

6. <u>Old Business</u>

a. Follow-up items from the August 11, 2021 Meeting – ***Info Item (p. 48)***

7. <u>Committee Member Comments</u>

8. <u>Next Scheduled Meeting</u>

Program Review & Evaluation Committee
12:00 pm
Wednesday, October 13, 2021
5005 Business Park North
Bakersfield, CA 93309

9. <u>Adjournment</u>

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 pm, September 10, 2021. Paula Daoutis, Administrative Coordinator.

August 2021 Program Monthly Reports

PRE Committee

September 2021

Community Development

2-1-1 Kern Call Center

Coordinated Entry Services

M Street Homeless Navigator Center

Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	211 Kern
Division/Director	Traco Matthews, CPO CDO Interim	**Program Manager**	Jennifer Jordan, Program Administrator
Reporting Period	January 1, 2021 - December 31, 2021		

Program Description

2-1-1 Kern is a 24/7 information and referral service that provides local residents with comprehensive information and links to community health and human services at no cost. 2-1-1 Kern has a database of 1,500 social service agencies that are available to the public through the 2-1-1 Kern Online Resource Directory at www.211KernCounty.org.

Most Requested Services	Utility Service Payment	Health Insurance	Food Assistance
Top 3 Unmet Needs	Homelessness Assistance	Rent Payment	Financial Assistance

Information and Referral Services Calls Handled (Referred)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Kern County (SRV 7c)	9,330	53,747	72,000	156%	75%
Kings County (SRV 7c)	325	2,448	2,400	163%	102%
Tulare County (SRV 7c)	1,100	13,771	18,000	73%	77%
Stanislaus County (SRV 7c)	1,968	12,911	14,400	164%	90%
Total	**12,723**	**82,877**	**106,800**	**139%**	78%

Staffing vs. Call Volume	Current Staff	Staff Needed Per Call	Staff Over/ Short
Staff dedicated of Kern calls handled. Expectation is 42 calls per staff for an 8 hour shift.	18	2.2	**(21.93)**

Grant Funded Services	Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 7b & SRV 7c)	9	211	300	36%	70%
Medi-Cal Application (SRV 7b & SRV 7c)	4	72	100	48%	72%
Ages & Stages New Children Screened (SRV 5c, SRV 7b & SRV 7c)	30	147	300	120%	49%

Website Visitors	Month	YTD	Annual Goal	Month Progress	Annual Progress
Duplicated	19,838	155,140	200,000	119%	78%

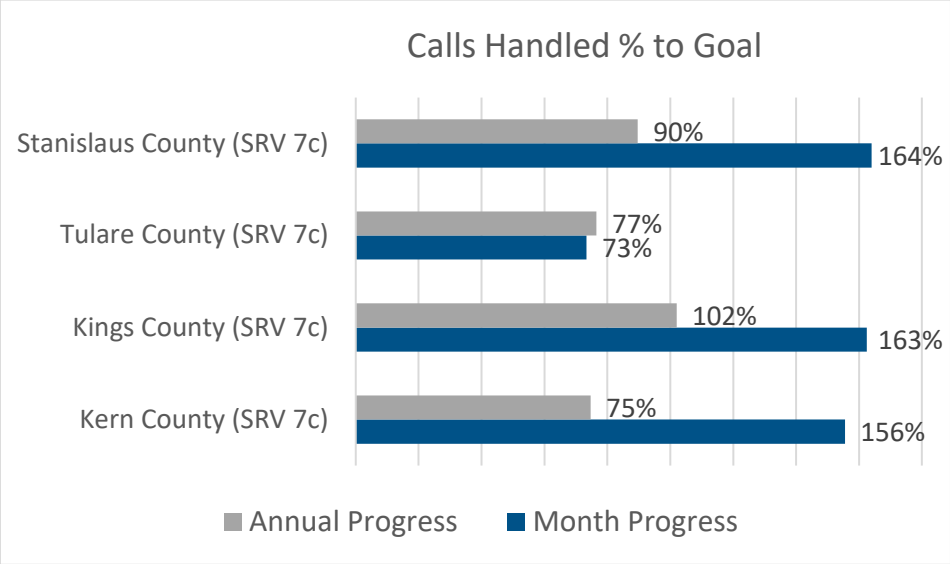
Other Calls	Month	YTD	Annual Goal	Month Progress	Annual Progress
LIHEAP (SRV 7b & SRV 7c)	5,275	28,243	42,000	151%	67%
Mental Health (SRV 7c)	301	2,325	2,400	151%	97%
Health and Human Service Referrals	10,185	73,548	100,000	122%	74%

Explanation (Over/Under Goal Progress)

CalFresh and Medi-Cal applications substantially decreased due to unforseen staffing changes. Senior I&R Specialist is currently overseeing project responsibilities.

Community Action Partnership of Kern
Monthly Report 2021

Month	August	Program/Work Unit	211 Kern
Program Strategic Goals		**Progress Towards Goal**	
1. Fill Staff Vacancies		Hired and onboarded new Program Administrator. Actively recruiting for a qualified candidate to fill the Program Specialists position and the Help Me Grow Care Coordinator position.	
2. Retain Staff		Program Administrator has scheduled one-on-one meetings with all staff members to gain further knowledge of the 211 program.	
3. Contingency Staffing Plan		211 leadership will create a formal Contingency Staffing Plan, this will include a plan of action for an unexpected call handling circumstances which may have a critical impact on the call center.	



Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	Coordinated Entry Services (CES)
Division/Director	Traco Matthews, CPO, CDO Interim	**Program Manager**	Rebecca Moreno
Reporting Period	January 1, 2021 - December 31, 2021		

Program Description

Serves as the Kern County point of entry for assessment and referral to homeless services. Coordinated Entry Services (CES) works with all Bakersfield Kern Regional Homeless Collaborative partners to maximize member resources. CES is also the entry point for COVID related rental assistance.

Referrals/Assessments	Month	YTD	YTD Goal	Month Progress	Annual Progress
Homeless Referrals/Assessments (SRV 7c)	1,020	6,127	6,000	204%	102%
Rental Assistance Referrals through On-line Portal (FNPI 4e, FNPI 4f, SRV 7c)	119	1,268	2,000	71%	63%
Total Calls	**1,139**	**7,395**	**8,000**	171%	92%

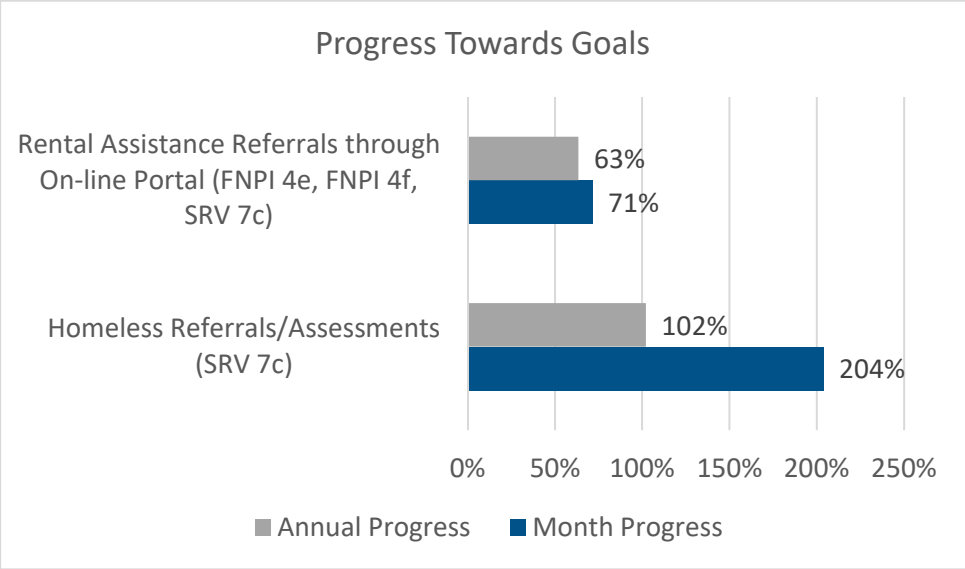
Performance	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of applicants who received a response within 24 Hours	1,061	3,739	100%	93%	51%
Number of Households receiving Homeless Prevention (Rental Assistance) Funds	0	4	300	0%	1%

Pending Assessments	Month	YTD	YTD Goal	Month Progress	Annual Progress
Pending Homeless	0	0	15	-	-
Pending Rental Assistance	0	0	15	-	-

Explanation (Over/Under Goal Progress)

Pending Assessments are supposed to be 0.
RA was at 0 for the month of August due the County has a very restircitve allowable service area.

Program Strategic Goals	Progress Towards Goal
1. Improve 24 hour call back response.	
2. Integrate Customer Relation Software (CRM).	
3. Build provider network support.	


Progress Towards Goals
Rental Assistance Referrals through On-line Portal (FNPI 4e, FNPI 4f, SRV 7c)
63%
71%
Homeless Referrals/Assessments (SRV 7c)
102%
204%
0%
50%
100%
150%
200%
250%
Annual Progress
Month Progress

Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	M Street Navigation Center
Division/Director	Traco Matthews, CPO CDO Interim	**Program Manager**	Laurie Hughey
Reporting Period	January 1, 2021 - December 31, 2021		

Program Description

CAPK operates the 150-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals and an array of mental health, medical care and economic resources to un- sheltered individuals with pets and partners.

Shelter	Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) ***Month only*** (COVID-19 Related, will review	149	844	150	99%	
Overnight Residents (Assigned Beds) (FNPI	111	646	600	222%	108%
Pets (Number)	3	35	40	90%	88%
Residents Under 90 days length of stay.	88	476	300	352%	159%
Exits to Permanent Housing (FNPI 4b)	8	46	120	80%	38%
Exits-Self	11	157	150	88%	105%
Exits-Involuntary	19	302	330	69%	92%
Case Management Services	1,204	1,510	500	2890%	302%
Critical Incidents	34	245	360	113%	68%
Shelter Residents Meals SRV 5ii	3,457	22,651	190,000	22%	12%
Number of Volunteers	24	78	120	240%	65%
Volunteers Hours	78	944	7,200	13%	13%

Explanation (Over/Under Goal Progress)

Due to the corona virus outbreak that occurred this month, volunteer hours were reduced to ensure safety of all at M Street, as well as Cityserve cut down on the number of volunteer training classes. Meals- Goal to be adjusted.

Program Strategic Goals	Progress Towards Goal
1. Offer walk-in client services.	N/A
2. Increase community Engagement i.e. volunteers, in-kind donations, non-operational special need items, etc.	Chase Bank- presentation on Financial literacy; Cityserve served dinner on 8/29/21, Freezer donation from Lowes, Aug 7th, Kingdom Prayer provided dinner, Aug 21 Bible Study with Kingdom Prayer.
3. Develop and implement a job program	Project Hire-up kicked off co-hort 4 5 residents participating, 1 resident attending BC of kinseology, BHC work program.

Community Action Partnership of Kern
Monthly Report 2021

Month	August
Age	**Month**
18 - 24	7
25 - 34	16
35 - 44	21
45 - 54	25
55 - 61	24
62+	18
Total:	**111**

Race Demographic	Month
American Indian or Alaska Native	8
Asian	1
Black or African American	22
Native Hawaiian or Other Pacific Islander	0
White	77
Multiple races	1
Client Don't know / Refused	1
No Answer	1
Total:	**111**

Gender	Month
Female	47
Male	64
Trans Female (MTF or Male to Female)	
Trans Male (FTM or Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	**111**

Program/Work Unit	M Street Navigation Center		
Zipcode	**Number**	**Zipcode**	**Number**
93301	23		
93304	8		
93305	9		
93306	4		
93307	5		
93308	13		
93309	5		
93311	1		
93312	3		
93313	1		
93215	1		
90044	1		
95354	1		
93555	1		
93268	2		
91356	1		
96817	1		
55420	1		
78521	1		
78521	1		
98010	1		
unspecified	66		
Total	**150**		

Health and Nutrition Services

Cal-Fresh Health Living Program

Food Bank

Migrant Childcare Alternative Payment

Women, Infant, and Children

Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	CalFresh Healthy Living
Division/Director	Health & Nutrition Services/TBD	**Program Manager**	Alejandra Morales, Interim
Reporting Period	January 1, 2021 - December 31, 2021		

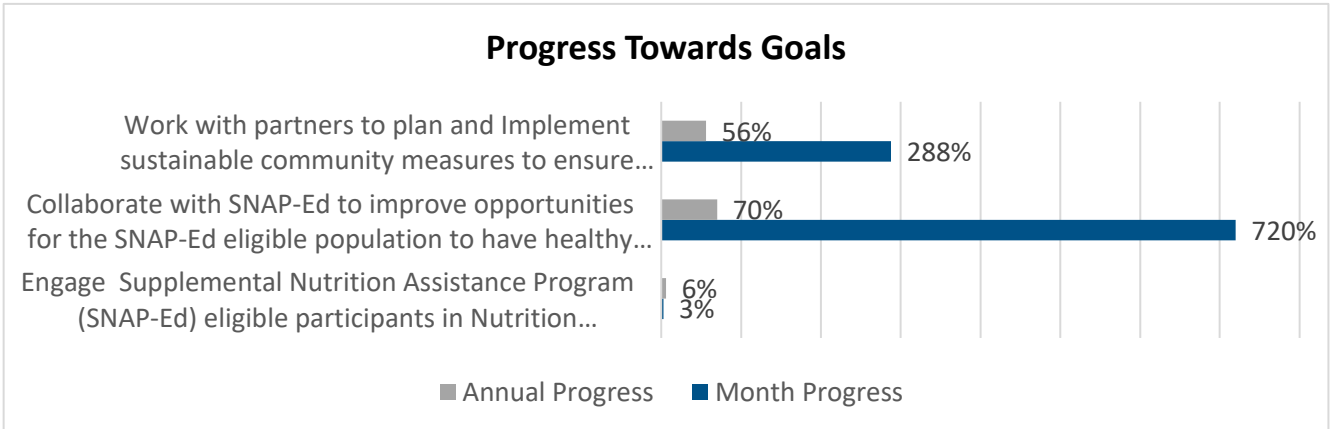
Program Description

CAPK CalFresh Healthy Living improves the nutrition health of low-income Kern County residents by providing access to nutrition education, physical activity education, and training that will help build a healthy, knowledgeable community.

Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Engage Supplemental Nutrition Assistance Program (SNAP-Ed) eligible participants in Nutrition Education (FNPI 5a) (SRV 5ff)	100	2,672	45,000	3%	6%
Collaborate with SNAP-Ed to improve opportunities for the SNAP-Ed eligible population to have healthy choices.	6	7	10	720%	70%
Work with partners to plan and Implement sustainable community measures to ensure changes that support healthy eating and physical activity.	6	14	25	288%	56%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress
1. Retain Staff	Health Educators hosted National Farmers Market week in partnership with the F Street Farmers Market. Health Educators were engaged and participated in activities aligned with program goals.
2. Create Contingency Staffing Plan	Actively recruiting to fill Program Administrator position.
3. Expand Social Media Presence	Increased social media posts and used various media formats when posting content to increase participation.



Community Action Partnership of Kern
Monthly Report 2021

Month	August	Program/Work Unit	Food Bank
Division/Director	Health & Nutrition Services	Program Manager	Carrie Farwell, Interim
Reporting Period	January 1, 2021 - December 31, 2021		

Program Description

Provides food assistance to low-income families and individuals through a network of more than 150 partnering food distribution sites throughout Kern County. The Food Bank also offers the Senior Food and Backpack Buddies program at CAPK youth centers, schools, and other community sites.

Food Distributions	Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served (Duplicated) (SRV 5jj)		231,828	650,000	0%	36%
Pounds Received		13,391,058	25,000,000	0%	54%
Pounds Carried Over from Previous Month					
Pounds Distributed	**1,390,542**	**6,678,230**	**22,000,000**	**76%**	30%

Senior Food	Month	YTD	Month Goal	Month Progress
Individuals Served (SRV 5jj)		25,387	4,800	0%
Pounds Distributed	**160,930**	**474,274**	**150,500**	**107%**

Free Farmers Markets	Month	YTD	Annual Goal	Month Progress	Annual Progress
Households Served (SRV 5jj)		7,806	8,000	0%	98%
Pounds Distributed	**50,320**	**151,770**	**250,000**	**242%**	61%

Total Pounds Distributed	Month	YTD	Annual Goal	Month Progress	Annual Progress
All Programs	**1,601,792**	**7,304,274**	**22,400,500**	**141%**	33%

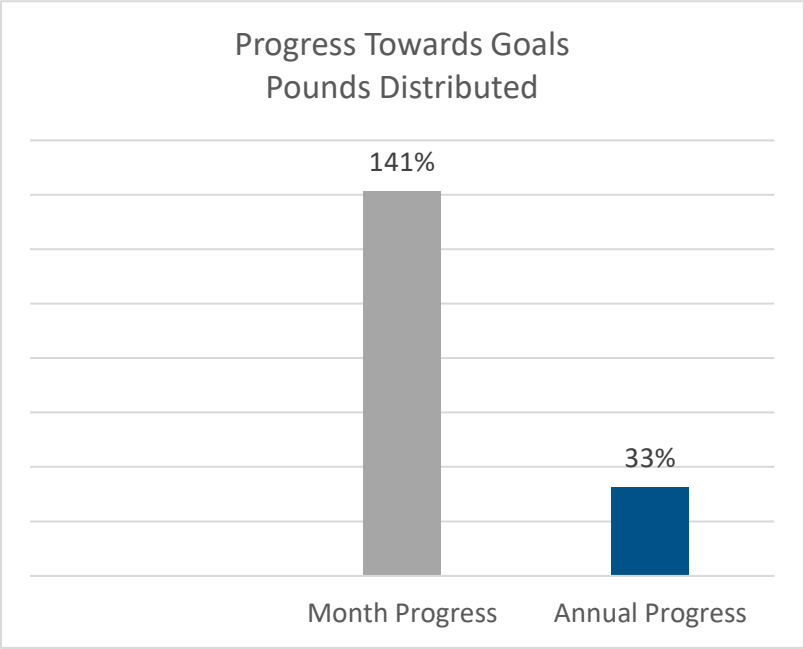
Volunteers	Month	YTD	Annual Goal	Month Progress	Annual Progress
Volunteers who received job skill training SRV 6f		129	60	**0%**	215%
Other Volunteers		346	1,500	0%	23%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1. Improve data collection and reporting methods.	
2. Fill newly created positions & train new employees.	

3. Increase numbers of volunteers.	

Month	August	**Program/Work Unit**	Food Bank



Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	Migrant Childcare Alternative Payment (MCAP)
Division/Director	Health & Nutrition Services	**Program Manager**	Susana Magana
Reporting Period	August 1 , 2021 - August 31, 2021 (MCAP Fiscal Year July 2021- June 2022)		

Program Description

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

Services	Month	YTD	Goal	Month Progress	Annual Progress
Number of Child Enrollments	42	1,131	1,000	50%	113%
Childcare Providers	0	211	200	0%	106%
MCAP Subsidies July -June	**Month of July processed in August**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Provider Payments-Subsidies Expended	$562,985	$ 562,985	$7,500,000	90%	8%
Agriculture Childcare Program Kern Ends in July (Will not change Month to Month)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Number of Children Served		21	21	0%	100%
Number of Childcare Providers	-	9	9	0%	100%

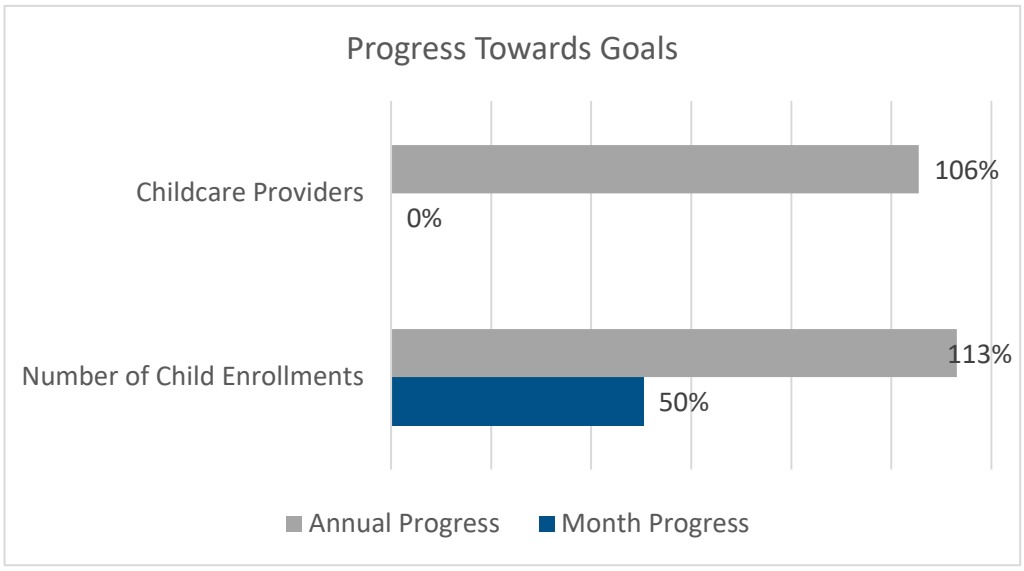
Explanation (Over/Under Goal Progress)

The AG childcare program ended in July, and processed all payments/close-out in August 2021. Final reports are still being worked on, but full funding was expended. For MCAP, the program's fiscal year ended June 30th. CAPK earned 89% of the MCAP contract. The average earned by other AP contractors throughout CA for FY 20-21 was 60%. The new contract for FY 21-22 started July 1. Currently, the program is on track to earn full contract.

Program Strategic Goals	Progress Towards Goal
1. Fill Staff Vacancies.	Recruiting for Kings County satellite office is underway. Expecting to have position filled by end of September 2021.

2. Retain Staff.	Program Administrator worked with CAPPA CEO for close to a year to get a bill authored that would support the MCAP program funding structure to better serve the migrant community. Finally, SB393 was authored by Sen. Hurtado and filed on 2/11/2021. After 10 hearings, SB 393 was passed on 9/2/2021 and is headed to the Governor's office. Retaining staff was a key selling point in trying to get this bill passed.
3. Contingency Staffing Plan	As program continues to update the policies and procedures to align with the recent state eligibility regulations, staff will be crossed trained to ensure compliance.

Month	August	**Program/Work Unit**	Migrant Childcare Alternative Payment (MCAP)



Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	Women Infants & Children (WIC) Nutrition
Division/Director	Health & Nutrition Services	**Program Manager**	Lorna Speight
Reporting Period	January 1, 2021 - December 31, 2021		

Program Description

The WIC program provides education, breastfeeding support and food vouchers for families with infants, children up to age 5, and women who are pregnant, postpartum or breast feeding. CAPK WIC operates in 21 sites throughout Kern County, 5 locations in San Bernardino County, and through one mobile WIC clinic to reach hard-to-serve populations.

Services	Month	YTD	Goal	Month Progress	Annual Progress
Caseload (Month is same as YTD number) (SRV 5g)	13,467		16,160	83%	
Local Vendor Liaison-Contact Stores	0	143	71	0%	201%
Breast Feeding: number of infants with any Breastfeeding (SRV 5g)	770		840	92%	
Prenatal Education: 25% will receive the "Let's talk" pre-natal class.	69	564	1,350	61%	42%
Outreach	**Month**	**YTD**	**Goal**	**Month**	**Annual**
Enrollment from Website Goal is 100% enrolled	194	1,584	1,400	166%	113%
WIC Presentations and Outreach	2	14	24	100%	58%
Create one PSA for publication in newspaper, television, or social media.	1	3	4	300%	75%
Regional Breast Feeding	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Outreach to stakeholders to increase Breast Feeding knowledge and WIC referrals.	1	26	50	24%	52%

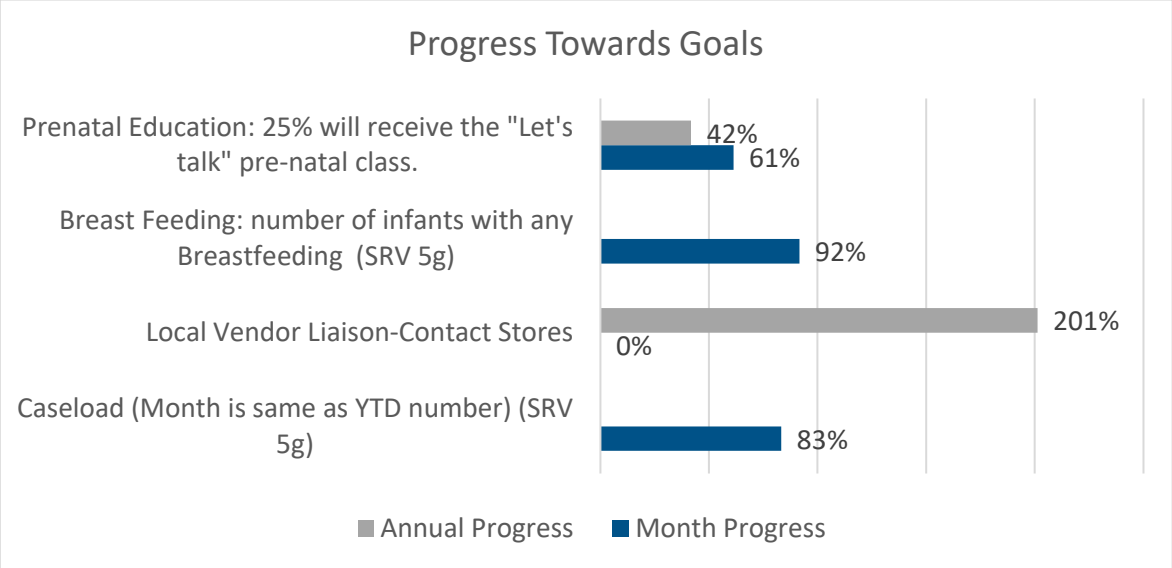
Explanation (Over/Under Goal Progress)

Regional Breastfeeding Liason resigned from position and position needs to be filled.

Program Strategic Goals	Progress
1. Develop Nutrition Topics on Facebook/Instagram.	New fall produce, farmers market and World Breast feeding month.
2. Develop nutrition course for new hires.	Complete

3. Implement Tele-Health for WIC appointments and counselling.	Readiness checklist & Pre-approval plan submitted to State WIC was approved. Tele-health licenses issued to WIC staff and staff is being trained on the new Tele-Health platform to begin in Oct 2021

Month	August	**Program/Work Unit**	Women Infants & Children



Youth and Community Services

East Kern Family Resource Center

Oasis Family Resource Center

Energy, Weatherization, and Utility Assistance

Friendship House Community Center

Shafter Youth Center

Volunteer Income Tax Assistance

Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	East Kern Family Resource Center (EKFRC)
Division/Director	Youth & Community Services Fred Hernandez	**Program Manager**	Matthew Buck
Reporting Period	January 1, 2021 - December 31, 2021		

Program Description

East Kern Family Resource Center is a regional service center based in Mojave that assists individuals and families from the desert and Tehachapi Mountain communities, focusing on families with children who are at risk of abuse and neglect, or possibly unprepared to enter kindergarten successfully.

Differential Response	Month	YTD	Annual Goal	Month Progress	Annual Progress
Provide One Time Referral Services to Families. (SRV 7c)	17	136	130	157%	105%
Provide One Time Referral Services to Children. (SRV 7c)	44	288	300	176%	96%
Case Management-Families. (SRV 7a)	12	56	90	160%	62%
Case Management-Children. (SRV 7a)	37	114	210	211%	54%
Differential Response Total	**110**	**594**	**730**	**176%**	81%

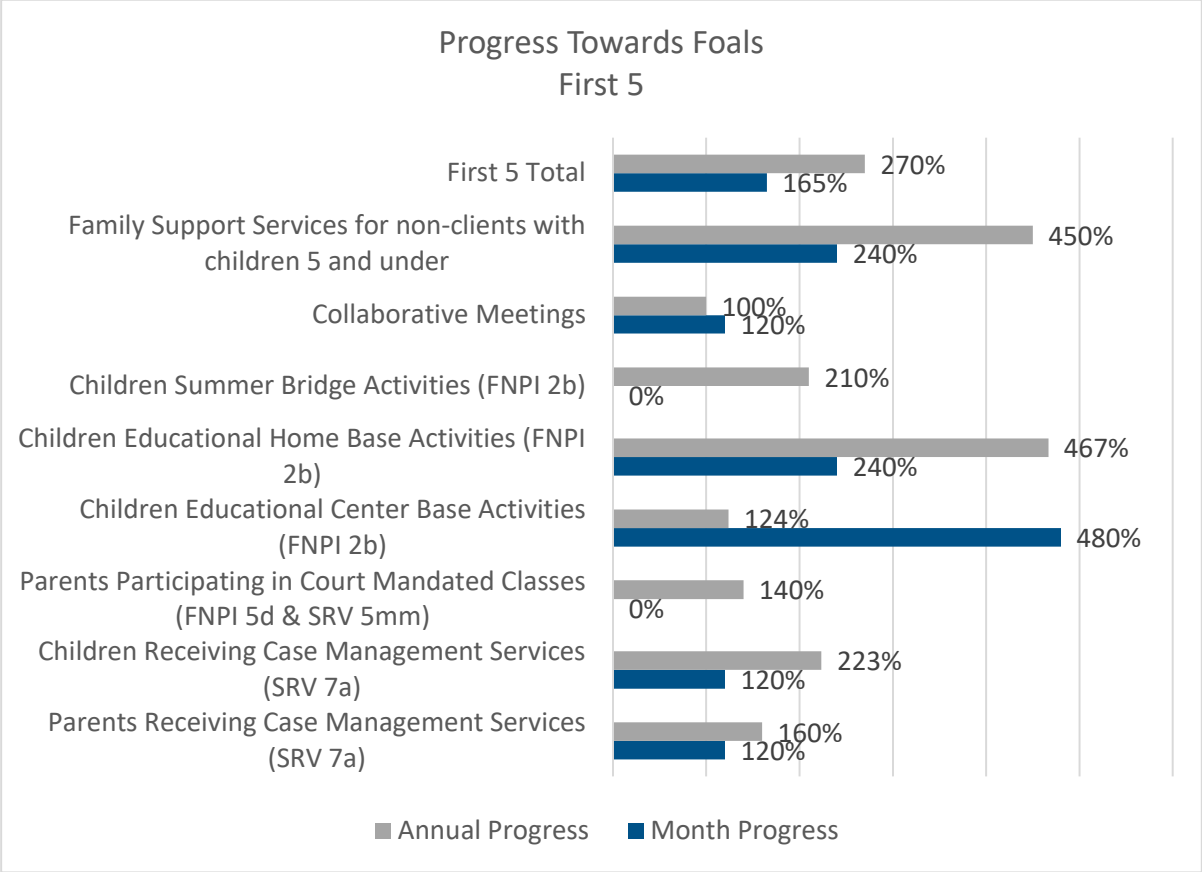
First 5	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	3	48	30	120%	160%
Children Receiving Case Management Services (SRV 7a)	3	67	30	120%	223%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	0	14	10	0%	140%
Children Educational Center Base Activities (FNPI 2b)	10	31	25	480%	124%
Children Educational Home Base Activities (FNPI 2b)	3	70	15	240%	467%
Children Summer Bridge Activities (FNPI 2b)	0	21	10	0%	210%
Collaborative Meetings	1	10	10	120%	100%
Family Support Services for non-clients with children 5 and under	10	225	50	240%	450%
First 5 Total	**30**	**486**	**180**	**165%**	270%

Walk-In Services (Non-Clients)	Month	YTD
Food/Household Items	73	368
Referrals/Administrative Services	326	1455

Explanation (Over/Under Goal Progress)

Community Action Partnership of Kern
Monthly Report 2021

Program Strategic Goals	Progress Towards Goal
1. Create client data base.	In Progress
2. Improve office internet connectivity.	Done.
3. Expand the influence of the East Kern Collaborative.	In Progress



Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	Oasis Family Resource Center
Division/Director	Youth & Community Services Fred Hernandez	**Program Manager**	Eric Le Barbe
Reporting Period	January 1, 2021 - December 31, 2021		

Program Description

The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgcrest and surrounding communities. They focus on providing case management and educational support to families to build reseiliancy.

First 5	Month	YTD	Goal (6 Mo)	Month Progress	Progress (6 Mo)
Parents Receiving Case Management Services (SRV 7a)	4	7	30	80%	23%
Children Receiving Case Management Services (SRV 7a)	7	11	30	140%	37%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	4	4	10	240%	40%
Children Educational Center Base Activities (FNPI 2b)	0	0	25	0%	0%
Children Educational Home Base Activities (FNPI 2b)	0	0	15	0%	0%
Children Summer Bridge Activities (FNPI 2b)	0	12	10	0%	120%
Collaborative Meetings	1	6	8	75%	75%
Family Support Services for non-clients with children 5 and under	2	5	50	24%	10%
First 5 Total	**18**	**45**	**178**	61%	25%

Walk-In Services (Non-Clients)	Month	YTD
Food/Household Items	14	18
Referrals/Administrative Services	12	21

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1. Create client data base.	Completed
2. Begin providing case management services.	In progress
3. Implement and educational Homebase and Summer Program for children ages 0 - 5.	Completed

Community Action Partnership of Kern
Monthly Report 2021

Month	August	Program/Work Unit	Energy & Utility Assistance
Division/Director	Youth & Community Services Fred Hernandez	Program Manager	Wilfredo Cruz, Loretta Andrews, Ruben Minor
	January 1, 2021 - December 31, 2021		

Program Description

The Energy Program assists income-eligible Kern County residents with utility bill payment, free weatherization, and energy education at no cost to the participant. Weatherization services include weather stripping; repair or replacement of windows and doors, heating/ cooling appliances, stoves, refrigerators, and more.

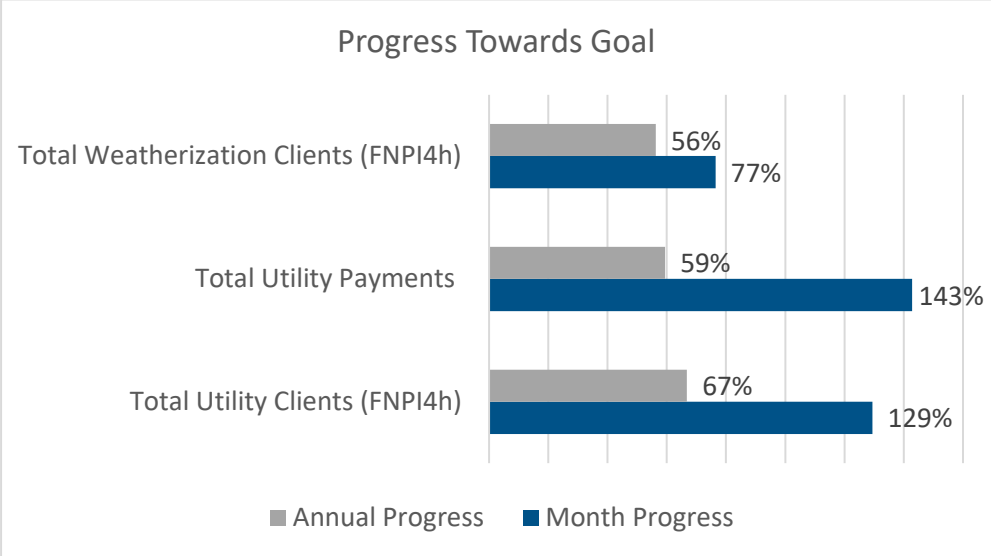
Low-income Home Energy Program (LIHEAP) 2021 Ends June 30, 2022	Month	YTD	Goal	Month Progress	Annual Progress
Clients Served Utilities Assistance	652	1,790	3,845	203%	47%
Utility Payments	$461,516	1,335,583	$2,999,043	185%	45%
Clients Served Weatherization	8	55	150	64%	37%
Low-income Home Energy Program (LIHEAP) 2020 Ends December 31,	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Clients Served Utilities Assistance	3	2,088	2,476	1%	84%
Utility Payments	$993	$1,545,107	$1,545,423	1%	100%
Clients Served Weatherization	0	1	74	0%	1%
Discorgement Assistance Program (DAP) Ends December 31, 2021	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Clients Served Utilities Assistance	40	251	260	185%	97%
Utility Payments	36,978	$182,134	$182,000	244%	100%
Clients Served Weatherization	4	27	29	166%	93%
CARES ACT Ends September 30, 2021	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Clients Served Utilities Assistance	0	2,090	2,077	0%	101%
Utility Payments	$0	$916,192	$916,186	0%	100%
Department Of Energy (DOE) Weatherization	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Clients Served Weatherization	0	0	10	0%	0%
Totals	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Total Utility Clients (FNPI4h)	**692**	**4,131**	**6,182**	129%	67%
Total Utility Payments	**$498,494**	**$ 2,433,909**	**$ 4,097,229**	143%	59%
Total Weatherization Clients (FNPI4h)	**12**	**148**	**263**	77%	56%

Community Action Partnership of Kern
Monthly Report 2021

Explanation (Over/Under Goal Progress)
1. LIHEAP 2020/Utility Assistance - We did not meet our production goal because the average utility payment exceeded the estimated payment due to the Pandemic; however, we have encumbered all of our utility assistance funding for this program year. 2. DAP 2020/Utility Assistance - We did not meet our production goal because the average utility payment exceed the estimated payment due to the Pandemic; however, we have encumbered all of our utility assistance funding for this program year. 3. LIHEAP 2020 Reminder - all pending jobs in LIHEAP 2020 were moved to LIHEAP 2021 4. LIHEAP 2021 Reminder - LIHEAP 2021 contact runs through June 2022

Month	August	Program/Work Unit	Energy & Utility Assistance

Program Strategic Goals	Progress Towards Goal
1. Expedite assistance to client by increasing efficiency in paperwork (Weatherization).	No updates at this time.
2. Implement a digital inventory system.	No updates at this time.
3. Improve our outreach methods.	We are currently working with our Executive Division on a comprehensive marketing campaign to include radio, TV, billboards, flyers, and brochures.



Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	Friendship House Community Center (FHCC)
Division/Director	Youth & Community Services Fred Hernandez	**Program Manager**	Lois Hannible
Reporting Period	January 1, 2021 - December 31, 2021		

Program Description

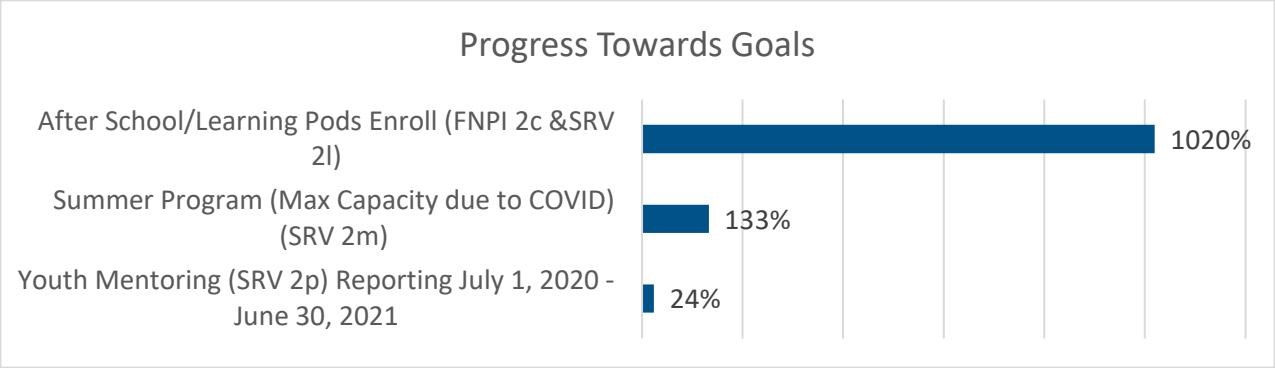
Located in Southeast Bakersfield, the program serves children, adults, and families through youth after-school, summer and pre-employment programs, parenting classes, nutrition education, sports, access to social services, and more.

Youth Programs	Current Enrolled	Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (SRV 2p) Reporting July 1, 2020 - June 30, 2021	31	2	79	100	24%	79%
Summer Program (Max Capacity due to COVID) (SRV 2m)	25	2	31	18	133%	172%
After School/Learning Pods Enroll (FNPI 2c &SRV 2l)	17	17	40	20	1020%	200%
Medi-Cal Outreach		**Month (Added)**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Social media emails and impressions		67	2414	3,000	27%	80%
Canvasing phone calls and flyers		5540	25772	15,000	443%	172%

Explanation (Over/Under Goal Progress)

Since the pandemic, there has been a high need for youth services, which is why the After-Schhol/Learning Pods progress goal is increased. Also, due to COVID, booth based outrech for the Medi-Cal Health Navigator program has not been possible. Therefore, flyer distributions and phone calls has increased, which seems to be the best outreach method at this time. The Mentor Program enrolled two new students in August, and is actively recruiting for additional participants.

Program Strategic Goals	Progress
1. Develop and implement an education and tutoring program.	The FHCC tutoring program has been implemented.
2. Strengthen technical infrastructure to increase tech based services for youths such as STEM and distance learning.	Completed
3. Create Advisory Board Recruitment Plan.	A recruitment plan is being developed.


Progress Towards Goals
After School/Learning Pods Enroll (FNPI 2c &SRV 2l)
1020%
Summer Program (Max Capacity due to COVID) (SRV 2m)
133%
Youth Mentoring (SRV 2p) Reporting July 1, 2020 - June 30, 2021
24%

Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	Volunteer Income Tax Assistance (VITA)
Division/Director	Youth & Community Services Fred Hernandez	**Program Manager**	Jacqueline Guerra
Reporting Period	January 1, 2021 - December 31, 2021		

Program Description

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

Completed Returns	Month	YTD	Goal	Month Progress	Annual Progress
Federal		4,655	6,000	0%	78%
State		4,251	6,000	0%	71%
Total Returns (State included with Federal) (SRV 3o)	**0**	**4,655**	**6,000**	0%	78%

Refunds and Credits	Month	YTD	Goal	Month Progress	Annual Progress
Federal Refunds		$5,776,494	$3,500,500	0%	165%
State Refunds		$862,353	$730,000	0%	118%
Federal EITC (SRV 3o)		$2,164,707	$2,300,000	0%	94%
CalEITC (SRV 3o)		$363,443	$350,000	0%	104%
Total Refunds and Credits	**$0**	**$9,166,997**	**$6,880,500**	0%	133%

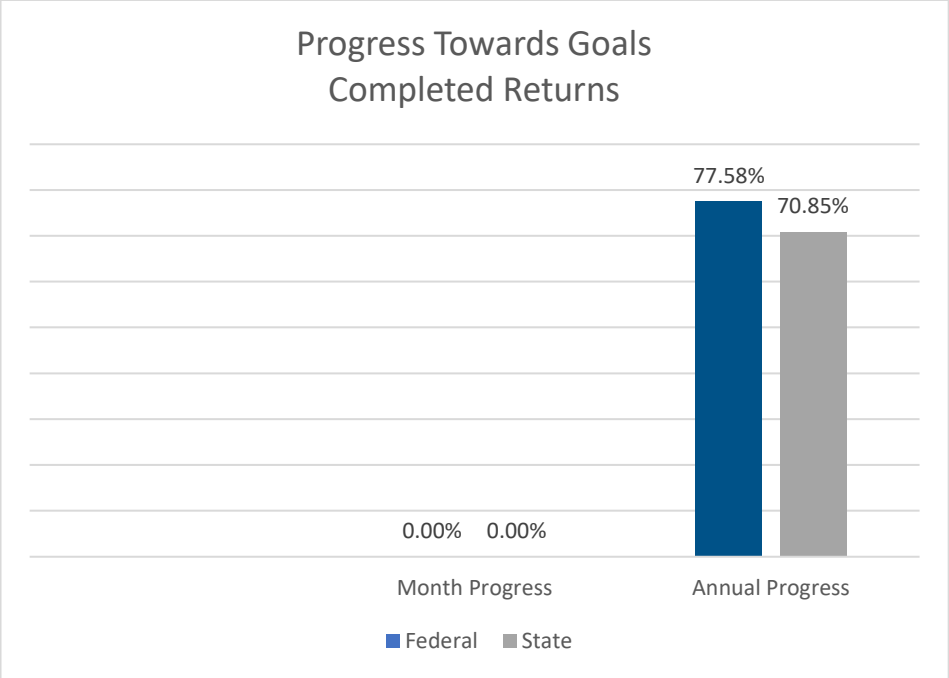
Individual Taxpayer Identification Number (ITIN)	Month	YTD	Goal	Month Progress	Annual Progress
Applications		62	25	0%	248%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1. Develop and implement site expansion plan.	
2. Build community awareness of VITA services.	
3. Develop and implement volunteer retainment plan.	

Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	Volunteer Income Tax Assistance (VITA)



Operations

Business Services

Maintenance

Information Technology

Risk Management

Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	Operations: Business Services, Maintenance, Information Technology, Risk Management
Division/Director	Operations/Emilio Wagner/Todd Payne Assistant Director	**Program Managers**	Dan Ripoli, Douglas Dill, Kerri Davis, Laurie Sproule
Reporting Period	January 1, 2021 - December 31, 2021		

Division Description

Facility repair and maintenance, procurement, information technology, risk insurance, vehicle registration, contracts, facility leases and facility planning.

Business Services

Activity	Requested	In Progress	Processed	Processed YTD	Average Response Time	Response Time Target
Purchase Orders			220	1329	TBD	TBD
Contracts	6	25	7	87	TBD	TBD
Leases	5	22	0	13	TBD	TBD
Requests for Proposals	1	3	0	6	TBD	TBD

Maintenance & Operations

Activity	Received	In Progress	Processed	Processed YTD	Average Response Time	Response Time Target
Facility Work Orders	308	99	209	1699	TBD	TBD

Information & Technology

Activity	Received	In Progress	Processed	Processed YTD	Average Response Time	Response Time Target
Help Desk Work Orders	366	102	268	2244	TBD	TBD

Risk Management

Workers Comp Claims	Reported	Reported YTD
First Aid (Reported only)	3	33
First Aid	2	21
Medical Treatment	0	2
Modified Duty	1	3
Lost Time	0	0
Non-Industrial (not work related)	2	3
Under Investigation	0	0
Confirmed Work Related COVID	0	28

Other	Reported	Reported YTD
General Liability	0	2
Property Incidents	2	19
Vehicle Incidents	0	10
Litigated	0	3

Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/Work Unit**	Operations

RFPs	**Contracts**
Mental Health Consultant -SJEHS	Bakersfield Glass Amendment I (Energy $25,000)
Insurance Broker RFP -Agency	Michael K Brown Amendment II
Registered Dietician -Head Start	Tel Tec Agency wide Agreement renewal
	Kern Asphalt
	FUND Consulting
	SSD Alarm
Risk Projects	WIPFLI Change Order No. 2
Final Rev Draft Fleet Vehicle Policy	Abate Construction Inc. (Friendship House)
Final Draft ATD Exposure Plan	Premiere Services
Final Draft PPE Manual	Vital Signs (HS)
Final Draft Wildfire Smoke Mgmt	Vital Signs (Admin)
Final Draft Workplace Violence	Adelante Strategies
Final Draft Bloodborne Pathogens	Independent Living Center of Kern County
Draft of GPS Policy	Children at Play Network
See below	Delores Neira
IT Projects	Tranwest Security Services, Inc. (Amendment)
AT&T Switch Ethernet installation	Delk Pest Control
Head Start Networking upgrades	Allied Universal Amendment I
Server Upgrades	Abate Construction Inc. (FB)
	PLC System Services
	M&S Security Amen II (HS Jewett)
Leases	

Risk Projects
Final Draft COVID-19 Prevention Protocols for Ridesharing in CAPK Vehicles
Final Draft COVID-19 Prevention Protocols for Ridesharing in CAPK Homeless Transport
Updated Charter for Operational Risk Management Advisory Committee
Final Draft Rev 2021 Fire Extinguisher Program
Final Draft Opioid Overdose Response and Naloxone Administration Procedures
Final Draft Elecrical Safety Program
Complete renewal applications for W/C and

Administration

Grant Development

CAPK Foundation

Outreach & Marketing

Community Action Partnership of Kern
Monthly Report 2021

Month	August	**Program/ Work Unit**	Grant Development, CAPK Foundation, and Outreach
Division/Director	Executive/Pritika Ram	**Program Manager**	N/A
Reporting Period	January 1, 2021 - December 31, 2021		

Program Description

Grant research on funding resources and opportunities, proposal preparation, and special projects. Media and public relations, agency and program promotional materials, advocacy, social media and website management, special events and fundraising, English-Spanish translations.

Outreach Social Media	Month	YTD	Annual Goal	Month Progress	Annual Progress
Website User Sessions	18,098	152,759	180,000	121%	85%
Facebook Impressions - number of times users see content	42,959	374,959	900,000	57%	42%
Other Social Media Impressions	9,726	85,855	220,000	53%	39%

Outreach Advocacy	Outreach Special Projects
CalCAPA Hearing with Sen. Hurtado	Coordinated Facebook Live with 2-1-1 for PG&E
Supported CEO in preparation for Joint	grant.
Sen/Assembly Committee Hearing on CSBG.	Drafted flyer for Utility Assistance outreach
Organized Congressman David Valadao visit	Developed Vaccination Promotions advertising
to CAPK Food Bank.	plan for KGET
Organized Valadao staff visit to Angela	Developed monthly onboarding training on grants
Martinez HS Center, 300 M Street Programs	outreach and CSBG/Roma for new CAPK staff
and Friendship House Community Center.	Developed messaging on return of office masks
	Developed CalWater shoe donation effort
	Coordinate return of Feed the Need at Fair in Sept.

Grants In Progress/Research	Projects
see grants listing	Small Business Development
Donor Engagement re Food Bank Capital Expansion	Strategic Plan 2021-2025
	Training and Onboarding Series
	CRM buildout under Volunteer Management and Interagency Referral Management
	Site Tours with the City of Bakersfield

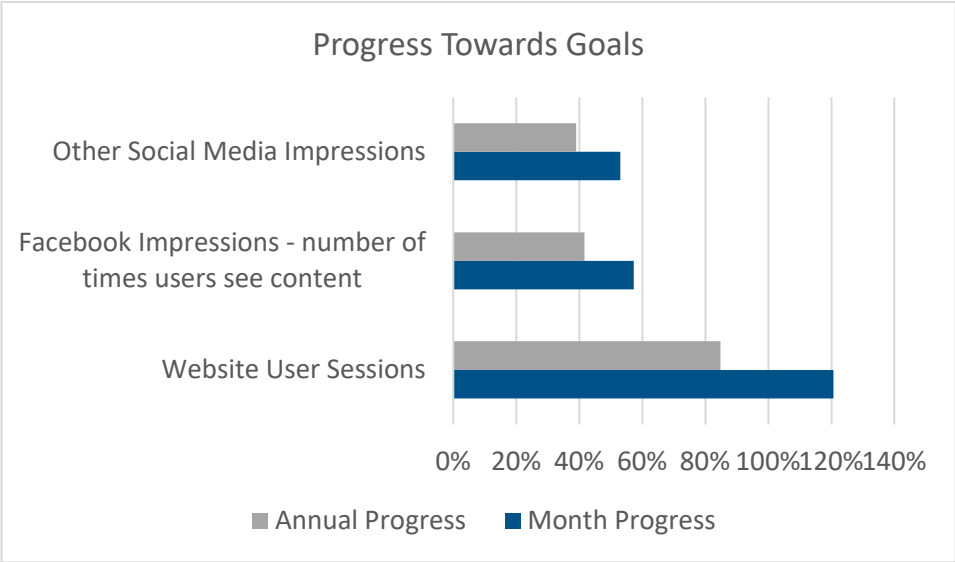
CSBG	ROMA
2021 Performance and Service Indicators	Developing Standardized Training

Foundation

Director of Development Recruitment	
Capital Campaign Workgroups (Community Engagement and Fundraising)	

Community Action Partnership of Kern
Monthly Report 2021

Explanation (Over/Under Goal Progress)	
Program Strategic Goals	**Progress Towards Goal**
Customer Relationship Management Projects, including Volunteer Management and Referral Management	Staff anticipate these projects will be completed by November 2021
Strategic Plan 2021-2025	Final Review Digitize the Plan using a cloud-base dashboard



Name	Description	Funder	Date Submitted	Amount Requested	Status
2021 Homeless Housing, Assistance and Prevention Program (HHAP 2)	Youth Outreach/Emergency Shelter/Case Management	Bakersfield Kern Regional Homeless Collaborative	8/31/2021	$ 638,725	Pending
2021 Homeless Housing, Assistance and Prevention Program (HHAP 2)	Coordinated Entry System (CES) Point of Entry and Intake Support (Non-Competitive)	Bakersfield Kern Regional Homeless Collaborative	8/31/2021	$ 325,782	Pending
2021 Homeless Housing, Assistance and Prevention Program (HHAP 2)	Case Management for Permanent Supportive Housing Solutions	Bakersfield Kern Regional Homeless Collaborative	8/31/2021	$ 710,335	Pending

Community Action Partnership of Kern
Multiple Funding Requests

August 2021

Funding Information			
Funding Type	Corporation	**CAPK Program**	M Street
Funding Agency	Target	**Project Name**	M Street Hire Up Program
CFDA		**Target Population**	M Street residents
Request	$2,500	**Division Director**	Traco Matthews
Award Period	2021-2022	**Program Manager**	Laurie Hughey
Description	With funding from Target, M Street will be able to provide classroom incentives, support residents in job searches, and guidance in obtaining employment.		

Funding Information			
Funding Type	Private	**CAPK Program**	Oasis Family Resource Center
Funding Agency	WACOM Thrift Store	**Project Name**	
CFDA		**Target Population**	Ridgecrest Community
Estimated Request	$1,000 ($500 every 6 months)	**Division Director**	Freddy Hernandez
Award Period	2021-2022	**Program Manager**	Eric Le Barbe
Description	Through the proposed funding, will take the stress off families and provide emergency services to remain together. Some of the emergency items include formula, diapers, and educational toys for infants and toddlers; for children it includes food and clothing; and for guardians and parents gas cards will be purchased to remove the barrier of unreliable transportation in the area.		

Funding Information			
Funding Type	Foundation	**CAPK Program**	Food Bank
Funding Agency	Wonderful Company	**Project Name**	Delano Free Farmers Market
CFDA		**Target Population**	Delano Community
Estimated Request	$50,000	**Division Director**	Traco Matthews
Award Period	2021-2022	**Program Manager**	Carrie Farwell
Description	With funding from Wonderful, Community Action Partnership of Kern (CAPK) will be able to provide free farmers markets in the underserved community of Delano. These free farmers markets will offer a range of nutritional food at no cost to the community that is plagued by severe food insecurity. By addressing the barrier of food insecurity, the high rates of hunger, obesity, and health related issues will also benefit individuals and families living in this area.		

Funding Information			
Funding Type	Foundation	**CAPK Program**	Food Bank
Funding Agency	Wonderful Company	**Project Name**	Shafter Free Farmers Market
CFDA		**Target Population**	Shafter Community
Estimated Request	$50,000	**Division Director**	Traco Matthews
Award Period	2021-2022	**Program Manager**	Carrie Farwell
Description	With funding from Wonderful, Community Action Partnership of Kern (CAPK) will be able to provide free farmers markets in the underserved community of Shafter. These free farmers markets will offer a range of nutritional food at no cost to the community that is plagued by severe food insecurity. By addressing the barrier of food insecurity, the high rates of hunger, obesity, and health related issues will also benefit individuals and families living in this area.		

Community Action Partnership of Kern
Multiple Funding Requests

August 2021

Funding Information			
Funding Type	Foundation	**CAPK Program**	Food Bank
Funding Agency	Wonderful Company	**Project Name**	Shafter Free Farmers Market
CFDA		**Target Population**	Shafter Community
Estimated Request	$50,000	**Division Director**	Traco Matthews
Award Period	2021-2022	**Program Manager**	Carrie Farwell
Description	With funding from Wonderful, Community Action Partnership of Kern (CAPK) will be able to provide free farmers markets in the underserved community of Wasco. These free farmers markets will offer a range of nutritional food at no cost to the community that is plagued by severe food insecurity. By addressing the barrier of food insecurity, the high rates of hunger, obesity, and health related issues will also benefit individuals and families living in this area.		

Date Presented/Approved

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

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	**Month/Year:** August 2021
Program/Work Unit: Head Start/Early Head Start	**Program Manager/Supervisor:** Ginger Mendez/Robert Espinosa
Services: Head Start and Early Head Start childhood education for low-moderate income children ages 0-5 in center-based, part-day or full-day environments and home-based options.	

Program	Funded Enrollment	Reportable Enrollment	Percentage	Enrollment Breakdown	Disabilities	Over Income
Head Start Kern *Part Year Program began 8/16/2021	**1317**	**570**	**43%**		**2%**	**10%**
Early Head Start Kern • EHS Center Based • EHS Home Based • EHS Home Based-Interim	**446** 243 123 80	**279**	**63%**	 188/243 81/123 10/80	**6%**	**10%**
Early Head Start San Joaquin	**313**	**216**	**69%**		**3%**	**10%**
Early Head Start Partnership • Angela Martinez • Bakersfield College • Blanton • Garden Pathways • Taft College • Escuelita Hernandez • Seeking Partner	**152** 24 32 16 11 42 16 11	**79**	**52%**	 10 /24 16 /32 12/16 8/11 29/42 4/16 0/11	**17%** **42%** **50%** **75%** **73%** **69%** **25%** **0%**	**10%**

HIGHLIGHTS:

Head Start:

Recruitment efforts include:

- All staff engaging in recruitment efforts.
- Recruitment flyers in our lobbies, available for staff and the public.
- Recruitment flyers sent in bulk to each center to be readily available for disbursement
- All centers have two new banners.
- Updated banners are being created through our Outreach department to incorporate social media connection, including a QR code.
- Administration and site staff are actively using social media to reach out to targeted populations.
- Collaboration with our Outreach department to focus on ERSEA, including photos of children, stories from families and staff on our social media platforms.
- Collaboration with Education's social media outreach to parents to include our recruitment flyer.
- Collaboration with Governance; adding recruitment as a standing agenda item for parent meetings.
- Ongoing grassroots efforts are being conducted to reach families, as well as word of mouth efforts to promote the services provided.

- Collaboration with Community Connection for Child Care to update our enrollment opportunities for each center monthly.
- Analysis of ERSEA data to identify pockets of under-identified eligible children.
- Staff participated in the "Head Start Forward" training series to create national collaboration in recruitment efforts and strategies to build to full enrollment by January 2022.

Early Head Start Partnership Enrollment Updates:

Slot Reallocation: Approval pending from Office of Head Start.

Escuelita Hernandez: Permit has been received and expected ate for completion is 10/7/21.

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	158	**204**

Division Staffing			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
646	99	21	106

HIGHLIGHTS:

3 onboarded in the month of August.

Interviews were conducted for multiple positions and offers have been made to 25 passed applicants to begin the pre-employment process in Human Resource.

Compliance

The Office of Head Start (OHS) Program Information Reports (PIR) were submitted to OHS on August 31, 2021, for all four grants. PIR is a requirement for OHS and is the principal source of basic information about the operating characteristics of Head Start programs and the services they provide. This report provides comprehensive data on the services, staff, children, and families served by Head Start and Early Head Start programs. The data drawn from PIR reports will help identify trends statewide and nationally.

Staff collect and monitor PIR data throughout the year; however, in July and August, this data undergoes final management review and analysis prior to submission.

Central Kitchen August 2021				
Meals & Snacks	**Total # Prepared**	**Breakfast**	**Lunch**	**Snack**
Center Totals	**51,549**	18,797	16,909	15,843

HIGHLIGHTS:

Food Service Manager position is vacant and currently seeking candidates.

CACFP						
July 2021						
Total Meals Delivered			**Meals Allocated**		**# of Meals Served**	**% of Meals Served**
Central Kitchen 40,957	Vendor Meals 10,740	Total Meals 51,697	CACFP/USDA 22,860	HS/EHS 28,837	57,053	55%

MEMORANDUM

To: Program Review and Evaluation Committee

From: Rebecca Moreno, CES Program Supervisor

Date: September 15, 2021

Subject: *Agenda Item 5d:* Proposal Submission: Request for Proposal for United Way Stanislaus Coordinated Entry System- **Info Item**

The United Way of Stanislaus and the Department of Human Services for Stanislaus County approached the CAPK Coordinated Entry System (CES) with a Request for Proposal. They are seeking assistance with providing services including staffing, software/call center technology, and all related infrastructure to successfully assist their Coordinated Entry System in relieving bottlenecks in their current process flow and inquired about expanding operations to their service area. After reviewing the request for proposal, discussion with leadership, and the CAPK Coordinated Entry System staff, the agency has responded to the RFP with a formal submission. Currently, our 2-1-1 Kern Call Center provides back-office support to the United Way of Stanislaus.

Based on our successful operation of the Kern County Coordinated Entry System, in partnership with the Kern CoC Bakersfield-Kern Regional Homeless Collaborative and local homeless service providers, it is reasonable to expand our CES network to an existing partner and service area. For reference, Stanislaus County reported for their 2019 Point in Time Count 1,923 persons experiencing homelessness. Kern County reported 1,330 persons experiencing homelessness for that same year.

2019 Stanislaus County Point-In-Time Count				
Sheltered			Unsheltered	Total
Emergency	Transitional	Safe Haven		
662	173	0	1,068	1,923

The number of persons reported for Stanislaus is similar to Kern County's reported data, however, we anticipate with the successful award, we will experience an increase in call volume with shorter wait times for services and improvement in process flow. The proposal includes additional 2-1-1 Information and Referral Specialist, along with new team of CES to handle the expansion contract. The amount proposed for a one-year period is $450,000.00, and if awarded, the contract duration is up to three years.

Overall, the opportunity to expand to a new county through a trusted partner like the United Way, will allow CAPK to apply our quality of service through the CES program to better serve the community in Stanislaus. Staff will provide an update on the outcome in the coming weeks. The expected notice of award is scheduled for early September 2021.

MEMORANDUM

To: Program Review and Evaluation Committee

From: Pritika Ram, Director of Administration

Date: September 15, 2021

Subject: *Agenda Item 5e:* City of Bakersfield Transformative Climate Communities (TCC) Call for Projects – **Info Item**

The City of Bakersfield is working on several ways to revitalize its downtown and surrounding neighborhoods. In 2018, the City adopted a vision plan (http://makingdowntownbakersfield-4939d-cob.opendata.arcgis.com/), that included community-led goals and projects for downtown revitalization with a focus on walkability improvements, developing under-utilized or vacant properties, bike and transit improvements, enhanced sustainability, livability and a sense of place, and of course secure funding for implementation.

An opportunity for funding to accomplish some of the vision plan goals is through the Transformative Climate Communities (TCC) Program (http://sgc.ca.gov/programs/tcc/). The City received a TCC planning grant and recently completed community engagement phase. They have started review of projects and planning efforts in preparation for the next round of TCC Implementation funds in 2021-2022. The first part of the TCC Planning grant was to receive projects that impact the target areas, which include portions of Downtown, Old Town Kern, Oleander, Sunset, and Lakeview communities. However, there is flexibility in the identified service area. The Bakersfield Transformative Climate Communities (TCC) Plan is part of California Climate Investments, a statewide initiative that puts billions of Cap-and-Trade dollars to work reducing greenhouse gas emissions, strengthening the economy, and improving public health and the environment – particularly in disadvantaged communities. There is a focus on transformation including Housing, Mobility, workforce, and job creation.

In late August 2021, CAPK submitted conceptional ideas, which do not require details (i.e., contracts, detailed budget, renderings – engineer plans, identified partners, etc.). The projects submitted were the following:

- Southeast Bakersfield area – Food Bank and Friendship House Community Center
  - Sidewalk improvement, lighting, urban greening
  - Transportation
- 19th Street location
  - Workforce development training program around the Energy program (i.e., weatherization training)
- New Office space for the Community Development Financial Institutions (CDFI)/ Community Development Corporations (CDC) programs
- Affordable Housing Development
- Food Hub, including the relocation of the central kitchen
- We also were asked to be part of project led by ShePower/MLK Community through Arleana Waller. The proposal for a Food Co-op.
  - "Salt and Pepper Farm Food (SPFF) Co-op will build a commUNITY profitable cooperatively owned and operated Farm, Commissary Kitchen, and Grocery Market that brings residents together to build a stronger, healthier, and more sustainable commUNITY in Southeast Bakersfield, CA. SPFF Co-op will include a variety of multi seasonal vegetables, fruit and nut trees, herbs, and other urban greenery to enhance the environment.

The next step is for the City is to review the projects and hold a community-based meeting to help prioritize community projects for the TCC Plan in mid-September, followed by a second round of review in October, then a submission to the State in December 2021.

MEMORANDUM

To: Program Review & Evaluation Committee

From: Yolanda Gonzales, Director of Head Start/State Child Development

Date: September 15, 2021

Subject: *Agenda Item 5f:* Fresno County Head Start and Ealy Head Start Application for Funding Update – **Info Item**

On November 18, 2020, the Head Start and State Child Development obtained Board approval for the submission of the application for funding of Head Start and Early Head Start Fresno HHS-2021-ACF-OHS-CH-R09-1860 for the 2021-2026 budget periods. The Fresno Economic Opportunities Commission contract was placed under open competition under the Designation Renewal System (DRS).

The intent of the application was to support the local community by restoring the delivery of local Head Start services. CAPK submitted a detailed and comprehensive application on December 30, 2020 requesting $41,700,206 to submit a program delivery option with centers and home-based services across the county.

At the June 30, 2021, Board of Directors Meeting, Jeremy shared that Fresno Economic Opportunities Commission announced they were awarded their full Head Start contract. At that point, CAPK had not heard anything official about the award of the contract from Region IX. Board members, Fred Plane and Marian Panos were thanked for assisting with the application and submittal.

On July 22, 2021, Head Start and State Child Development received a response from Administration and Families (ACF) informing us that our organization was not selected for funding. The OHS Grant Review Final Panel Summary Report was enclosed. ACF thanked the program for our effort that went into the preparation of the application. Congratulations to Fresno EOC for obtaining their grant back

Attachments:
ACF Grant Application CH21037148 Letter
Applicant Final Panel Summary Report

ADMINISTRATION FOR CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | **eclkc.ohs.acf.hhs.gov**

July 22, 2021

Yolanda Gonzales, Director of Head Start and State Child Dev.
Community Action Partnership of Kern
5005 Business Park North
Bakersfield, California 93309

RE:	Announcement Number:	HHS-2021-ACF-OHS-CH-R09-1860
	Announcement Title:	Head Start/Early Head Start Grantee -- Communities in the state of California
	Grant Application:	CH21037148

Dear Mrs. Yolanda Gonzales:

Thank you for submitting an application in response to the Administration for Children and Families, Office of Head Start (OHS) Head Start/Early Head Start Grantee -- Communities in the state of California funding opportunity announcement (FOA).

A panel of non-federal experts who have broad experience in the subject areas covered by the announcement carefully reviewed the applications received for this competition. The grant reviewers evaluated your application against the published evaluation in *Section V.1. Criteria* of the FOA and their assessments were part of the basis for the final decision.

Based on your application's response to *Section IV.2. Content and Form of Application Submission, The Project Description*, as well as the additional review and funding considerations included in *Section V. 2. Review and Selection Process* of the FOA, I regret to inform you that your organization was not selected for funding. The OHS Grant Review Final Panel Summary Report is enclosed for your review.

I appreciate the effort that went into the preparation of your application and for expressing an interest in becoming the Head Start and/or Early Head Start Grantee in California.

Sincerely,

Shawna Pinckney

Shawna Pinckney
Director, Division of Grants
Office of Head Start

Enclosure: OHS Grant Review Final Panel Summary Report

Applicant Final Panel Summary Report

Score: 110.33

Application Number: CH21037148
Application Name: Community Action Partnership of Kern
State: CA City: Bakersfield

Criteria Name (Max Score)

1. Demonstration of Need: Location, Population, and Service Delivery Options (20 Points)
2. Achieving Early Learning and Development Outcomes to Promote School Readiness for Children (30 Points)
3. Past Performance (20 Points)
4. Staffing and Supporting a Strong Early Learning Workforce (20 Points)
5. Planning and Implementation (15 Points)
6. Organizational Capacity and Governance (25 Points)
7. Budget and Budget Justification (20 Points)

TOTAL: 150

Scoring Criteria

Criterion 1: Demonstration of Need: Location, Population, and Service Delivery Options

Strength:

Page: -

The composition of the applicant's response is very good and above average. The application presents clear, documented and reasonably complete evidence in response to all requirements of the Section IV.2. of the FOA. It includes clear connection to the criterion with minimal irrelevant material. The application contained more strengths for this criterion than weaknesses.

Weakness:

Criterion 2: Achieving Early Learning and Development Outcomes to Promote School Readiness for Children

Strength:

Page: -

The composition of the applicant's response is very good and above average. The application presents clear, documented and reasonably complete evidence in response to all requirements of the Section IV.2. of the FOA. It includes clear connection to the criterion with minimal irrelevant material. The application contained more strengths for this criterion than weaknesses.

Weakness:

Criterion 3: Past Performance

Strength:

Page: -

The composition of the applicant's response is very good and above average. The application presents clear, documented and reasonably complete evidence in response to all requirements of the Section IV.2. of the FOA. It includes clear connection to the criterion with minimal irrelevant material. The application contained more strengths for this criterion than weaknesses.

Weakness:

Criterion 4: Staffing and Supporting a Strong Early Learning Workforce

Strength:

Page: -

The composition of the applicant's response is very good and above average. The application presents clear, documented and reasonably complete evidence in response to all requirements of the Section IV.2. of the FOA. It includes clear connection to the criterion with minimal irrelevant material. The application contained more strengths for this criterion than weaknesses.

Weakness:

Criterion 5: Planning and Implementation

Strength:

Page: -

The applicant's response is organized, competently composed, and somewhat responsive to the requirements noted in Section IV.2. of the FOA. While some critical information is present, some key information may be missing. Application narratives are approaching satisfactory, but the Panel Team has identified some inconsistencies in content depth, justification, and documented evidence.

Weakness:

Criterion 6: Organizational Capacity and Governance

Strength:

Page: -

The applicant's response is organized, competently composed, and somewhat responsive to the requirements noted in Section IV.2. of the FOA. While some critical information is present, some key information may be missing. Application narratives are approaching satisfactory, but the Panel Team has identified some inconsistencies in content depth, justification, and documented evidence.

Weakness:

Criterion 7: Budget and Budget Justification

Strength:

Page: -

The composition of the applicant's response is very good and above average. The application presents clear, documented and reasonably complete evidence in response to all requirements of the Section IV.2. of the FOA. It includes clear connection to the criterion with minimal irrelevant material. The application contained more strengths for this criterion than weaknesses.

Weakness:

MEMORANDUM

To: Program Review and Evaluation Committee

From: Pritika Ram, Director of Administration

Date: September 15, 2021

Subject: *Agenda Item 6a:* Follow-Up Items from the August 11, 2021, Meeting – **Info Item**

At the August 11, 2021, Program Review & Evaluation Committee meeting, committee members requested information on the following topics:

1. Friendship Advisory Council board member vacancy (Friendship House Community Center/Youth & Community Services Division)

   Lois Hannible, Friendship House Community Center Program Manager, reported the following:

   The board vacancy is currently listed on the CAPK website and staff are working alongside the outreach team to market the position to a larger group of interested parties. This includes creating a brief overview on the history of the Friendship House, roles and responsibility of an Advisory Council board member, and fundraising expectations. We currently have five (5) members and would like to increase the council to nine (9) over the course of 15 months.

2. Status update on the Mental Health Consultant for San Joaquin Early Head Start (Head Start/Child Development Division)

   Jerry Meade, Head Start Assistant Director, reported the following:

   The San Joaquin County (SJC) Program staff are in the process of negotiating a Mental Health Contract following CAPK's procurement procedures that started in February 2021. In the latest meeting to negotiate terms, the selected consultant requested to use interns for child/parent consultations. As per Head Start Program Performance Standards, consultation must be with a qualified Mental Health Professional. The selected consultant is not amenable to the terms required. SJC Personnel have begun discussions with another consultant to develop terms that are mutually beneficial. In the interim, SJC children and families will receive services virtually through the contracted mental health consultant for Kern County.