DATE	June 21, 2023
TIME	12:00 pm
LOCATION	CAPK Administrative Office 5005 Business Park North Bakersfield, CA 93309

Budget & Finance Committee Agenda

1. **Call to Order**

2. **Roll Call**

   Michelle Jara-Rangel (Chair) Nila Hogan
   Denise Boshers

3. **Public Comments**

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

4. **New Business**

   a. Head Start / Early Head Start Budget to Actual Reports for April 31, 2023 – ***Info Item*** — Tracy Webster, Chief Financial Officer
      1. Head Start Budget to Actual for the Period Ended March 31, 2023 ***(p. 2-4)***
      2. Early Head Start budget to Actual for the Period Ended March 31, 2023 ***(p. 5-9)***

   b. Resolution to Approve the Submission of the 2022 Department of Energy Bipartisan Infrastructure Law Weatherization Assistance (DOE BIL WAP) Contract #22P-7010 – ***Action Item (p. 10-12)*** — Wilfredo Cruz, Energy Program Administrator

   c. Strategic Plan Goal 6 Update – ***Info Item (p. 13-21)*** — Tracy Webster, Chief Financial Officer

   d. April 2023 Financial Statements - ***Action Item (p. 22-79)*** — Tracy Webster, Chief Financial Officer

5. **Committee Member Comments**

6. **Next Scheduled Meeting**

   Budget & Finance Committee Meeting
   12:00 pm
   August 16, 2023
   5005 Business Park North
   Bakersfield, CA 93309

7. **Adjournment**

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 pm, June 16, 2023 by Laura Alford, Assistant to the Chief Financial Officer.

o

MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: June 21, 2023

Subject: *Head Start*
Budget to Actual Report for the period ended April 30, 2023 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the fifth-year budget period is March 1, 2023, through February 29, 2024.

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2023, through April 30, 2023. Two months (16.7%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 10% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 24% of the budget.

Non-Federal Share (Head Start and Early Head Start combined)

The non-Federal share is at 10% of the budget.

Community Action Partnership of Kern
Head Start
Budget to Actual Report
Budget Period: March 1, 2023 - February 29, 2024
Report Period: March 1, 2023 - April 30, 2023
Month 02 of 12 (16.7%)

Prepared 06/05/2023

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	9,709,705	810,369	8,899,336	8%	92%
FRINGE BENEFITS	3,926,571	243,046	3,683,525	6%	94%
TRAVEL	-	-	-		
EQUIPMENT	-	-	-		
SUPPLIES	717,567	125,385	592,182	17%	83%
CONTRACTUAL	129,742	8,408	121,334	6%	94%
CONSTRUCTION	-	-	-		
OTHER	2,369,344	447,222	1,922,122	19%	81%
INDIRECT	1,628,603	146,600	1,482,003	9%	91%
TOTAL BASE FUNDING	**18,481,532**	**1,781,030**	**16,700,502**	**10%**	**90%**

TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	41,904	9,310	32,594	22%	78%
SUPPLIES	23,986	5,222	18,764	22%	78%
CONTRACTUAL	22,800	442	22,358	2%	98%
OTHER	72,752	23,126	49,626	32%	68%
INDIRECT	16,144	3,798	12,346	24%	76%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**177,586**	**41,898**	**135,688**	**24%**	**76%**

CARRYOVER					
SUPPLIES	-	-	-		
CONTRACTUAL	-	-	-		
CONSTRUCTION	-	-	-		
OTHER		-	-		
OTHER - CARES	-	-	-		
INDIRECT	-	-	-		
TOTAL CARRYOVER	**-**	**-**	**-**		

GRAND TOTAL HS FEDERAL FUNDS	**18,659,118**	**1,822,928**	**16,836,190**	**10%**	**90%**

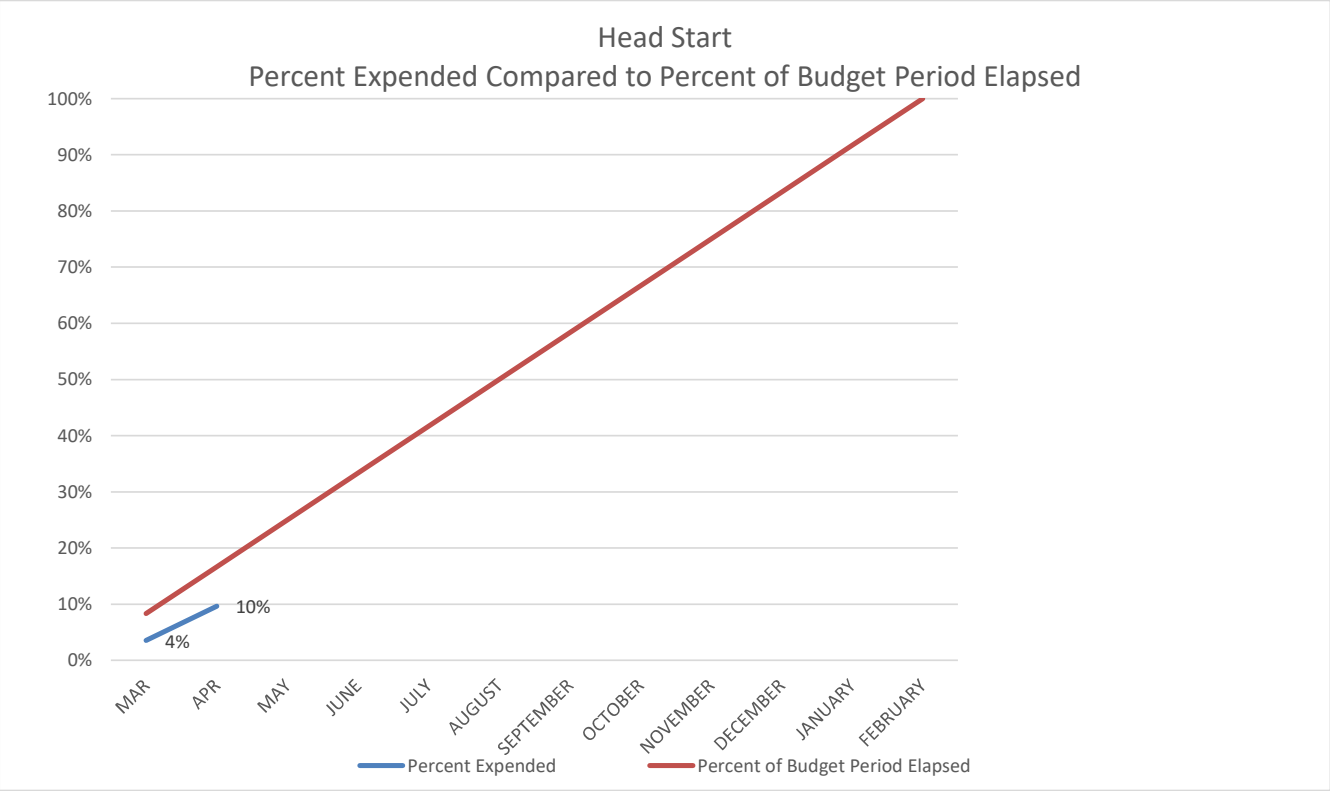
HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,958,398	877,348	1,081,050	45%	55%
CALIF DEPT OF ED	11,131,398	1,901,957	9,229,441	17%	83%
TOTAL NON-FEDERAL	**13,089,796**	**2,779,305**	**10,310,491**	**21%**	**79%**

Budget reflects Notice of Award #09CH011132-05-00
Actual expenditures include posted expenditures and estimated adjustments through 04/30/2023
Administrative Cost for HS and EHS Combined **4.2%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Wells Fargo	34,120	-	-	-	**34,120**	5/1/2023
Lowe's	7,561		-	-	**7,561**	5/15/2023
Smart & Final	556		-		**556**	5/1/2023
Save Mart	1,454				**1,454**	5/2/2023
Chevron & Texaco Business Card	8,540	-	-	-	**8,540**	5/6/2023
Home Depot	18,752		343	-	**19,095**	5/5/2023
	70,982	**0**	**343**	**-**	**71,326**	


Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
4%
10%
MAR
APR
MAY
JUNE
JULY
AUGUST
SEPTEMBER
OCTOBER
NOVEMBER
DECEMBER
JANUARY
FEBRUARY
Percent Expended
Percent of Budget Period Elapsed

MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: June 21, 2023

Subject: *Early Head Start*
Budget to Actual Report for the period ended April 30, 2023 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the fifth-year budget period is March 1, 2023, through February 29, 2024.

The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2023, through April 30, 2023. Two months (16.7%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 11% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 9% of the budget.

Community Action Partnership of Kern
Early Head Start
Budget to Actual Report
Budget Period: March 1, 2023 - February 29, 2024
Report Period: March 1, 2023 - April 30, 2023
Month 02 of 12 (16.7%)

Prepared 06/05/2023

BASE FUNDS	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**
PERSONNEL	9,313,272	871,391	8,441,881	9%	91%
FRINGE BENEFITS	2,737,444	300,840	2,436,604	11%	89%
TRAVEL	-	-	-		
EQUIPMENT	-	-	-		
SUPPLIES	859,126	134,045	725,081	16%	84%
CONTRACTUAL	985,671	130,283	855,388	13%	87%
CONSTRUCTION	-	1,472	(1,472)		
OTHER	2,024,865	278,515	1,746,350	14%	86%
INDIRECT	1,545,327	163,449	1,381,878	11%	89%
TOTAL BASE FUNDING	**17,465,705**	**1,879,994**	**15,585,711**	**11%**	**89%**

TRAINING & TECHNICAL ASSISTANCE

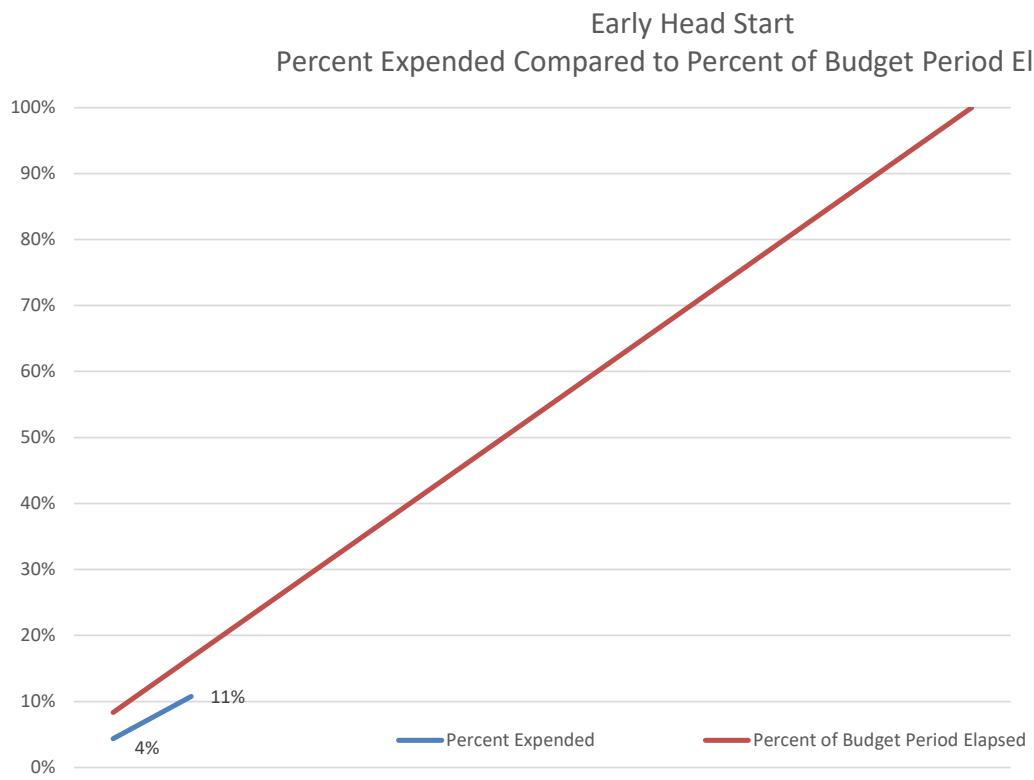
PERSONNEL	-	-	-		
FRINGE BENEFITS	-	-	-		
TRAVEL	44,192	5,806	38,386	13%	87%
SUPPLIES	30,013	2,157	27,856	7%	93%
CONTRACTUAL	26,080	308	25,772	1%	99%
OTHER	212,393	21,180	191,213	10%	90%
INDIRECT	31,268	2,938	28,330	9%	91%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**343,946**	**32,389**	**311,557**	**9%**	**91%**

CARRYOVER

PERSONNEL		-	-		
FRINGE BENEFITS		-	-		
SUPPLIES	-	-	-		
CONTRACTUAL	-	-	-		
CONSTRUCTION	-	-	-		
OTHER	-	-	-		
INDIRECT	-	-	-		
TOTAL CARRYOVER	**-**	**-**	**-**		

GRAND TOTAL EHS FEDERAL FUNDS	**17,809,651**	**1,912,383**	**15,897,268**	**11%**	**89%**

Budget reflects Notice of Award #09CH011132-05-00
Actual expenditures include posted expenditures and estimated adjustments through 04/30/2023


Early Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
11%
4%
Percent Expended
Percent of Budget Period Elapsed

Community Action Partnership of Kern
Head Start and Early Head Start Kern
Year-to-Date Non-Federal Share and In-Kind Repor
Budget Period: March 1, 2023 through February 29, 2024
Report for period ending Apri **30, 2023** (Month 2 of 12)

Percent of budget period elapsed: 16.7%

LOCATION	Enroll-ment	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	YTD Totals	Kern/ SJC	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	40	12,892	7,848	0	0	0	0	0	0	0	0	0	0	20,740	Kern	39,812	52%
Alicante	20	10,790	8,255	0	0	0	0	0	0	0	0	0	0	19,045	Kern	19,906	96%
Angela Martinez	60	7,590	7,366	0	0	0	0	0	0	0	0	0	0	14,957	Kern	59,718	25%
Broadway	40	5,844	8,565	0	0	0	0	0	0	0	0	0	0	14,409	Kern	39,812	36%
California City	20	3,962	3,239	0	0	0	0	0	0	0	0	0	0	7,201	Kern	19,906	36%
Cleo Foran	23	5,101	673	0	0	0	0	0	0	0	0	0	0	5,774	Kern	22,892	25%
Delano	76	21,546	20,850	0	0	0	0	0	0	0	0	0	0	42,396	Kern	75,643	56%
East California	52	6,966	7,639	0	0	0	0	0	0	0	0	0	0	14,605	Kern	51,756	28%
Fairfax	39	14,538	14,461	0	0	0	0	0	0	0	0	0	0	28,998	Kern	38,817	75%
Fairview	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Kern	0	#DIV/0!
Harvey L. Hall	140	15,402	13,779	0	0	0	0	0	0	0	0	0	0	29,181	Kern	139,343	21%
Heritage	20	6,419	4,440	0	0	0	0	0	0	0	0	0	0	10,859	Kern	19,906	55%
Home Base	126	13,142	12,196	0	0	0	0	0	0	0	0	0	0	25,339	Kern	62,704	40%
Lamont	20	6,800	7,113	0	0	0	0	0	0	0	0	0	0	13,913	Kern	19,906	70%
Martha J. Morgan	71	17,120	15,518	0	0	0	0	0	0	0	0	0	0	32,638	Kern	70,667	46%
McFarland	20	18,674	14,628	0	0	0	0	0	0	0	0	0	0	33,303	Kern	19,906	167%
Mojave	20	2,344	994	0	0	0	0	0	0	0	0	0	0	3,338	Kern	19,906	17%
Oasis	45	13,262	12,190	0	0	0	0	0	0	0	0	0	0	25,452	Kern	44,789	57%
Pete H. Parra	128	28,157	26,414	0	0	0	0	0	0	0	0	0	0	54,571	Kern	127,399	43%
Planz	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Kern	0	#DIV/0!
Primeros Pasos	76	16,591	29,104	0	0	0	0	0	0	0	0	0	0	45,695	Kern	75,643	60%
Rosamond	60	4,133	4,253	0	0	0	0	0	0	0	0	0	0	8,386	Kern	59,718	14%
San Diego	32	7,739	6,204	0	0	0	0	0	0	0	0	0	0	13,943	Kern	31,850	44%
Seibert	20	2,192	2,333	0	0	0	0	0	0	0	0	0	0	4,525	Kern	19,906	23%
Shafter	20	5,245	3,385	0	0	0	0	0	0	0	0	0	0	8,630	Kern	19,906	43%
Shafter HS/EHS	24	3,739	1,414	0	0	0	0	0	0	0	0	0	0	5,153	Kern	23,887	22%
Sterling	124	17,580	13,147	0	0	0	0	0	0	0	0	0	0	30,727	Kern	123,418	25%
Stockdale Head Start	60																
Sunrise Villa	20	2,987	4,097	0	0	0	0	0	0	0	0	0	0	7,084	Kern	19,906	36%
Taft	60	8,484	9,089	0	0	0	0	0	0	0	0	0	0	17,573	Kern	59,718	29%
Tehachapi	34	1,671	2,593	0	0	0	0	0	0	0	0	0	0	4,264	Kern	33,840	13%
Vineland	20	2,263	2,062	0	0	0	0	0	0	0	0	0	0	4,325	Kern	19,906	22%
Virginia	20	9,620	9,937	0	0	0	0	0	0	0	0	0	0	19,557	Kern	19,906	98%
Wesley	60	21,461	17,020	0	0	0	0	0	0	0	0	0	0	38,481	Kern	59,718	64%
Willow	40	10,607	10,200	0	0	0	0	0	0	0	0	0	0	20,807	Kern	39,812	52%
Administrative Services		0	0	0	0	0	0	0	0	0	0	0	0	0	Kern	0	0%
PC Planning		0	0	0	0	0	0	0	0	0	0	0	0	0	Kern	0	0%
PC By Laws		0	0	0	0	0	0	0	0	0	0	0	0	0			
Governance		451	166	0	0	0	0	0	0	0	0	0	0	617	Kern	15,000	4%
Program Services		13,092	4,791	0	0	0	0	0	0	0	0	0	0	17,882	Kern	74,265	24%
California Street	24	5,829	6,415	0	0	0	0	0	0	0	0	0	0	12,244	SJC	39,646	31%
Chrisman	16	4,794	4,540	0	0	0	0	0	0	0	0	0	0	9,334	SJC	26,431	35%
Gianone	0	0	0	0	0	0	0	0	0	0	0	0	0	0	SJC	0	#DIV/0!
Kennedy	16	1,373	1,965	0	0	0	0	0	0	0	0	0	0	3,338	SJC	26,431	13%
Lodi Home Base	30	7,467	12,543	0	0	0	0	0	0	0	0	0	0	20,011	SJC	24,779	81%
Lodi UCC	30	6,058	6,624	0	0	0	0	0	0	0	0	0	0	12,682	SJC	49,558	26%
Manteca Home Base	11	6,687	5,740	0	0	0	0	0	0	0	0	0	0	12,427	SJC	9,086	137%
Marci Massei	24	1,916	2,680	0	0	0	0	0	0	0	0	0	0	4,596	SJC	39,646	12%
St. Mary's	24	4,268	2,863	0	0	0	0	0	0	0	0	0	0	7,130	SJC	39,646	18%
Stockton Home Base	78	9,353	9,440	0	0	0	0	0	0	0	0	0	0	18,793	SJC	64,425	29%
Tracy Home Base	12	6,099	4,634	0	0	0	0	0	0	0	0	0	0	10,733	SJC	9,912	108%
Walnut	24	3,537	3,040	0	0	0	0	0	0	0	0	0	0	6,578	SJC	39,646	17%
Administrative Services		0	0	0	0	0	0	0	0	0	0	0	0	0	SJC	0	0%
Program Services		0	0	0	0	0	0	0	0	0	0	0	0	0	SJC	0	0%
Policy Council		0	0	0	0	0	0	0	0	0	0	0	0	0	SJC	0	0%
SUBTOTAL IN-KIND	**1,919**	**395,786**	**366,448**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**762,233**	**0**	**1,958,398**	**39%**
															x		
State General Child Care*		273,064	247,405	0	0	0	0	0	0	0	0	0	0	520,469	Kern	3,297,554	16%
State Preschool*		623,046	525,600	0	0	0	0	0	0	0	0	0	0	1,148,646	Kern	6,413,658	18%
State Migrant Child Care*		5,212	7,596	0	0	0	0	0	0	0	0	0	0	12,809	Kern	245,034	5%
SUBTOTAL CA DEPT of ED		**901,323**	**780,601**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**1,681,923**		**9,956,246**	**17%**
															x		
State General Child Care*		96,972	123,061	0	0	0	0	0	0	0	0	0	0	220,034	SJC	1,175,152	**19%**
SUBTOTAL CA DEPT of ED		**96,972**	**123,061**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**220,034**		**1,175,152**	**19%**
GRAND TOTAL		**1,394,081**	**1,270,110**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**2,664,190**		**13,089,796**	**20%**

CCP In-Kind	**115,115**
Total In_kind	**2,779,305**

Community Action Partnership of Kern
Early Head Start Child Care Partnerships
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: March 1, 2023 through February 29, 2024
Report for period ending April 30, 2023 (Month 2 of 12)

Percent of year elapsed: 16.67%

LOCATION	FUNDED ENROLL-MENT	Mar 2023	Apr 2023	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Angela Martinez	24	2,332	685	0	0	0	0	0	0	0	0	0	0	3,017	103,398	3%
Kern Community College District - BC	32	27,579	662	0	0	0	0	0	0	0	0	0	0	28,240	137,864	20%
KCSOS - Blanton	16	33,685	0	0	0	0	0	0	0	0	0	0	0	33,685	68,932	49%
Garden Pathways	11	0	166	0	0	0	0	0	0	0	0	0	0	166	47,391	0%
Taft College	42	49,928	23	0	0	0	0	0	0	0	0	0	0	49,951	180,947	28%
Escuelita Hernandez	16	57	0	0	0	0	0	0	0	0	0	0	0	57	68,932	0%
TBD	11	0	0	0	0	0	0	0	0	0	0	0	0	0	47,391	0%
Program Services		0	0	0	0	0	0	0	0	0	0	0	0	0		
Admin Services		0	0	0	0	0	0	0	0	0	0	0	0	0		
GRAND TOTAL	**152**	**113,580**	**1,535**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**115,115**	**654,854**	**18%**

Budget reflects Notice of Award #09HP000163-03-05

MEMORANDUM

To: Budget and Finance Committee

From: Wilfredo Cruz, Energy Program Administrator

Date: June 21, 2023

Subject: *Agenda Item 4b:* Resolution to Approve the Submission of the 2022 Department of Energy Bipartisan Infrastructure Law Weatherization Assistance (DOE BIL WAP) Contract 22P-7010 – **Action Item**

On June 15, 2023, the California Department of Community Services and Development (CSD) provided the Energy Program with the 2022 DOE BIL WAP contract. The $3,000,000 contract provides funding to assist qualified low-income Kern County residents with Weatherization services. This 5-year contract period is from June 1, 2023 through August 30, 2027.

The contract allows CAPK's Energy Program to assist eligible low-income Kern County households with their heating and colling energy costs, bill payment assistance, energy crisis assistance, weatherization and energy related home repairs at no cost to the participants. This program supports the federal and state efforts to answer the concerns of rising energy prices and to assist low-income households with heating and cooling costs. The work connects to CAPK's mission and Strategic Goal 3, advancing economic empowerment and financial stability for low-income people in the community we serve.

In order to execute this contract, a Board Resolution must be submitted with the contract package.

Recommendation:

Staff recommends that the Board of Directors approve with Resolution, the 2022 DOE BIL WAP contract number 22P-7010 and authorize the Chief Executive Officer to execute the contract and any future amendments.

Attachments:

Resolution # 2023-10
CSD 2022 DOE BIL WAP Contract #22P-7010

RESOLUTION # 2023-10

A Resolution of the Board of Directors
of Community Action Partnership of Kern
Approving the Submission of the 2022 DOE BIL WAP Contract

The Board of Directors of Community Action Partnership of Kern located at 5005 Business Park North, Bakersfield, CA 93309, met on June 28, 2023, in Bakersfield, California at a scheduled Board meeting and resolved as follows:

WHEREAS, Community Action Partnership of Kern (CAPK) is a private, non-profit 501(c)(3) corporation established as a result of the Economic Opportunity Act of 1964, and is the federally designated community action agency serving the low-income, elderly and disadvantaged residents of Kern County; and

WHEREAS, CAPK is charged with the responsibility of continuing the battle to alleviate poverty in Kern County by developing and implementing creative and innovative programs, and has adopted the philosophical position of "Helping People, Changing Lives' in its quest to assist people in need, and families with minimal or no resources; and

WHEREAS, the State of California Department of Community Services and Development has made available DOE BIL WAP funds for 2023 in the amount of $3,000,000; and

WHEREAS, the State of California Department of Community Services and Development has offered a 2022 DOE BIL WAP Contract to the CAPK; and

WHEREAS, the State of California Department of Community Services and Development requires that an authorized signatory be named for the 2022 DOE BIL WAP contract.

NOW, THEREFORE, be it resolved that the CAPK Board of Directors hereby authorizes the Chief Executive Officer to act on behalf of the Board as the Partnership's representative signatory with regard to the submission of the 2022 DOE BIL WAP Contract and any subsequent amendments during the contract period.

APPROVED by a majority vote of the Board of Directors of Community Action Partnership of Kern, this 28th day of June 2023.

Fred Plane, Chair
CAPK Board of Directors

Date

DocuSign Envelope ID: F73C4CA9-1AD4-4891-903F-101C6D4A7395

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT STD. 213 (Rev 03/2019) CSD (Rev 07/2019)	AGREEMENT NUMBER 22P-7010	PURCHASING AUTHORITY NUMBER (if applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below

CONTRACTING AGENCY NAME
Department of Community Services and Development

CONTRACTOR NAME
Community Action Partnership of Kern

2. The term of this Agreement is: June 1, 2023 through June 30, 2027

3. The maximum amount of this Agreement is: Total $3,000,000.00

4. The parties agree to comply with the terms and conditions of the following exhibits that are by this reference made a part of the Agreement:

Preamble
- Article 1 - Scope of Work
- Article 2 - Contract Administration and Procedure
- Article 3 - Contract Changes
- Article 4 - Administrative Policies and Procedures
- Article 5 - Administrative and Program Expenditures Requirement
- Article 6 - Reporting Policies and Procedures
- Article 7 - Program Policies and Procedures
- Article 8 - Program Implementation
- Article 9 - Training, Licensing, and Certifications
- Article 10 - Compliance Policies and Procedures
- Article 11 - Federal and State Policy Provisions
- Article 12 - General Terms and Conditions GTC 04/2017
- Article 13 - Definitions
- Article 14 - Table of Forms and Documents Incorporated by Reference

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO

CONTRACTOR				**California Department of General Services Approval (or exemption, if applicable)**
CONTRACTOR NAME *(If other than an individual, state whether a corporation, partnership, etc.)* **Community Action Partnership of Kern**				
CONTRACTOR BUSINESS ADDRESS, CITY, STATE ZIP 5005 Business Park North, Bakersfield, CA 93309				
PRINTED NAME OF PERSON SIGNING		TITLE		
CONTRACTOR AUTHORIZED SIGNATURE		DATE SIGNED		**I hereby certify that all conditions for exemption have been complied with, and the document is exempt from the Department of General Services approval.**
STATE OF CALIFORNIA				
CONTRACTING AGENCY NAME **Department of Community Services and Development**				
CONTRACTING AGENCY ADDRESS **2389 Gateway Oaks Drive, Suite 100**	CITY **Sacramento**	STATE **CA**	ZIP **95833**	
PRINTED NAME OF PERSON SIGNING **Chris Vail**	TITLE **Chief Financial Officer**			
CONTRACTING AGENCY AUTHORIZED SIGNATURE		DATE SIGNED		

MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, Chief Financial Officer

Date: June 21, 2023

Subject: *Agenda Item 4c: Goal 6 Strategic Plan 2021-2025 Update* – **Info Item**

Strategic Plan Goal 6 states, “Increase fiscal health and stability of the agency to properly align resources to support clients and build capacity staff.”

The Goal 6 team has been meeting regularly to discuss the key items of Goal 6 and record progress on the described activities and indicators. The Goal 6 team continues to discuss in depth the goals and sub-goals. Furthermore, the team has outlined the action required to achieve 100% satisfaction of the goals.

Key accomplishments for Goal 6 are:

- The Finance Department continues to generate indirect funds from existing programming and develops baseline and projected targets by program. We have grown unrestricted funding capacity and have not had to pull from our line of credit since July 2020.

- Collaborate with Foundation to develop fundraising plans, informed by most pressing program/operational funding needs through case for support and fundraising tools.

- The CAPK Foundation’s Director has developed fundraising plans, is actively cultivating donors, prospecting, stewardship for long term support and working on Board development.

- The Finance Department is continuing the integration of a new software system. We have had some challenges, and we are working with a vendor for solutions. We are tentatively set to roll out by the end of the summer 2023.

Attachment:
Goal 6 Action Plan

TRACY WEBSTER: ACTION PLAN - MY VIEW
As of: May 22, 2023

STRATEGIC PLAN 2021-2025

PRIORITY	ITEMS	WHO	START DATE/ END DATE	EOY TARGET, MEASURE	% COMPLETE/ ACTUAL	STATUS
OBJECTIVES I LEAD						
	6.1 Ensure adequate staffing for successful implementation and fiscal decision making.	Tracy Webster	10/01/21 12/31/25	Percent Complete	50%	On Target As of 02/27/23
	6.2 Grow unrestricted funding capacity.	Tracy Webster	10/01/21 12/31/25	Percent Complete	100%	Achieved As of 05/22/23
	6.3 Enhance agency administrative and operational infrastructure.	Tracy Webster	10/01/21 12/31/25	Percent Complete	67%	On Target As of 02/27/23
MY ITEMS						
	6.2.2 Work with the CAPK Foundation to broaden the fundraising scope to support internal programs and cultivate new partnerships.	Tracy Webster	10/01/21 12/31/23	100% Percent Complete	100%	Achieved As of 05/22/23
	6.2.2.1 Collaborate with Foundation to develop fundraising plans, informed by most pressing program/operational funding needs through case for support and fundraising tools.	Tracy Webster	10/01/21 12/31/23	100% Percent Complete	100%	Achieved As of 05/22/23
	6.2.2.2 Developing a relationship development plan, including donor cultivation, prospecting, and stewardship for long-term support.	Tracy Webster	10/01/21 12/31/23	100% Percent Complete	70%	On Target As of 05/22/23

TRACY WEBSTER: ACTION PLAN - CASCADE VIEW

PRIORITY ITEMS	WHO	START DATE/ END DATE	EOY TARGET, MEASURE	% COMPLETE/ ACTUAL	STATUS
6 Fiscal Health and Stability					
6.1 Ensure adequate staffing for successful implementation and fiscal decision making.	Tracy Webster	10/01/21 12/31/25	Percent Complete	50%	On Target As of 02/27/23
6.1.1 Advance implementation of position control to align staff hiring with strategic needs and financial resources of the organization and ensure effective workforce management.		10/01/21 12/31/25	Percent Complete	70%	On Target As of 05/22/23
6.1.2 Enhance functionality and implementation of a human capital management platform to support workforce planning and management.		01/01/23 12/31/23	100% Percent Complete	50%	On Target As of 05/22/23
6.2 Grow unrestricted funding capacity.	Tracy Webster	10/01/21 12/31/25	Percent Complete	100%	Achieved As of 05/22/23
6.2.2 Work with the CAPK Foundation to broaden the fundraising scope to support internal programs and cultivate new partnerships.	Tracy Webster	10/01/21 12/31/23	100% Percent Complete	100%	Achieved As of 05/22/23
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6.2.2.2 Developing a relationship development plan, including donor cultivation, prospecting, and stewardship for long-term support.	Tracy Webster	10/01/21 12/31/23	100% Percent Complete	70%	On Target As of 05/22/23
6.3 Enhance agency administrative and operational infrastructure.	Tracy Webster	10/01/21 12/31/25	Percent Complete	67%	On Target As of 02/27/23
6.3.1 Create an alignment of a deferred maintenance program among the finance and operations department.		01/01/23 12/31/23	100% Percent Complete	30%	On Target As of 05/22/23
6.3.1.1 Publish deferred maintenance plan reflecting CAPK sites and schedule of maintenance.		01/01/23 12/31/23	100% Percent Complete	20%	Off Target As of 05/22/23
6.3.2 To support Goal 5, expand the information and technology department to support current and future needs.		01/01/23 12/31/23	100% Percent Complete	70%	On Target As of 05/22/23
6.3.2.1 Contract IT needs assessment and develop an implementation plan in alignment with the agency budget.		01/01/23 12/31/23	100% Percent Complete	100%	Achieved As of 02/27/23

6.3.3 Explore accounting software with the ability to collaborate using a business management solution with automated workflows, compliance, and audit trails.	01/01/23 12/31/23	100% Percent Complete	100%	Achieved As of 02/27/23
6.3.3.1 Evaluate accounting software and select software that meets the agency's current and future needs.	01/01/23 12/31/23	100% Percent Complete	100%	Achieved As of 02/27/23

TRACY WEBSTER: ACTION PLAN - ITEMS I'M CONTRIBUTING TO

PRIORITY	ITEMS	WHO	START DATE/ END DATE	EOY TARGET, MEASURE	% COMPLETE/ ACTUAL	STATUS
	6.1.1 Advance implementation of position control to align staff hiring with strategic needs and financial resources of the organization and ensure effective workforce management.		10/01/21 12/31/25	Percent Complete	70%	On Target As of 05/22/23

TRACY WEBSTER: ACTION PLAN - MY VIEW
As of: May 22, 2023

STRATEGIC PLAN 2021-2025

PRIORITY	ITEMS	WHO	START DATE/ END DATE	EOY TARGET, MEASURE	% COMPLETE/ ACTUAL	STATUS
OBJECTIVES I LEAD						
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TRACY WEBSTER: ACTION PLAN - CASCADE VIEW

PRIORITY ITEMS	WHO	START DATE/ END DATE	EOY TARGET, MEASURE	% COMPLETE/ ACTUAL	STATUS
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6.3.3 Explore accounting software with the ability to collaborate using a business management solution with automated workflows, compliance, and audit trails.	01/01/23 12/31/23	100% Percent Complete	100%	Achieved As of 02/27/23
6.3.3.1 Evaluate accounting software and select software that meets the agency's current and future needs.	01/01/23 12/31/23	100% Percent Complete	100%	Achieved As of 02/27/23

TRACY WEBSTER: ACTION PLAN - ITEMS I'M CONTRIBUTING TO

PRIORITY	ITEMS	WHO	START DATE/ END DATE	EOY TARGET, MEASURE	% COMPLETE/ ACTUAL	STATUS
	6.1.1 Advance implementation of position control to align staff hiring with strategic needs and financial resources of the organization and ensure effective workforce management.		10/01/21 12/31/25	Percent Complete	70%	On Target As of 05/22/23

BUDGET AND FINANCE COMMITTEE

JUNE 21, 2023

FINANCIAL REPORT

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COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2023 THROUGH FEBRUARY 28, 2024

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
UNRESTRICTED						
GENERAL FUND			NOT APPLICABLE	03/01/23 - 02/28/24	501	NOT APPLICABLE
DISCRETIONARY FUND			NOT APPLICABLE	03/01/23 - 02/28/24	502	NOT APPLICABLE
FOOD BANK			NOT APPLICABLE	03/01/23 - 02/28/24	504	SHARED MAINTENANCE, MEMBERSHIP FEES, DONATIONS, ETC.
FOOD BANK EXPANSION			NOT APPLICABLE	03/01/23 - 02/28/24	505	DONATIONS
ENERGY			NOT APPLICABLE	03/01/23 - 02/28/24	524	NOT APPLICABLE
SHAFTER YOUTH CENTER			NOT APPLICABLE	03/01/23 - 02/28/24	527	DONATIONS, RENTAL INCOME
FRIENDSHIP HOUSE			NOT APPLICABLE	03/01/23 - 02/28/24	531	DONATIONS, RENTAL INCOME
EAST KERN FAMILY RESOURCE CENTER			NOT APPLICABLE	03/01/23 - 02/28/24	533	DONATIONS
OASIS FAMILY RESOURCE CENTER			NOT APPLICABLE	03/01/23 - 02/28/24	534	DONATIONS
211			NOT APPLICABLE	03/01/23 - 02/28/24	536	FEE FOR SERVICE
M STREET NAVIGATION CENTER			NOT APPLICABLE	03/01/23 - 02/28/24	541	DONATIONS
TAX ASSISTANCE			NOT APPLICABLE	03/01/23 - 02/28/24	545	DONATIONS
FUND RAISING			NOT APPLICABLE	03/01/23 - 02/28/24	595	DONATIONS
RESTRICTED						
EARLY HEAD START/HEAD START	29,150,876	93.600	09CH011132-05	03/01/23 - 02/28/24	108/109	U S DEPT OF HEALTH & HUMAN SERVICES
EARLY HEAD START SAN JOAQUIN	7,317,893	93.600	09CH011132-05	03/01/23 - 02/28/24	117	U S DEPT OF HEALTH & HUMAN SERVICES
HUD - COORDINATED ENTRY SYSTEM	236,838	14.267	CA1799L9D042103	08/01/22 - 07/31/23	160	U S DEPT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
VITA	244,868	21.009	23VITAA0166	10/01/22 - 09/30/23	149	U S DEPT OF THE TREASURY - INTERNAL REVENUE SERVICE
CSBG (COMMUNITY SERVICES BLOCK GRANT)	1,756,701	93.569	23F - 4015	01/01/23 - 12/31/23	103	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
LIHEAP (LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	9,438,248 7,083,340	93.568 93.568	22B - 4012 23B - 5013	11/01/21 - 06/30/23 11/01/22 - 06/30/24	122-31 122-32	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
SLIHEAP (SUPPLEMENTAL LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	208,133	93.568	22Q-4561	09/01/22 - 06/30/23	122-42	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
ESLIHEAP (EMERGENCY SUPPLEMENTAL LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM	5,432,583	93.568	22J-5716	04/1523 - 05/31/25	122-43	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT

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COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2023 THROUGH FEBRUARY 28, 2024

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
LIHEAP (LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM) ARPA	9,870,655	93.568	21V-5561	08/01/21 - 03/31/23	122-41	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
ESLIHEAP (EMERGENCY SUPPLEMENTAL LOW-INCOME ENERGY ASSISTANCE PROGRAM)	5,432,583	93.568	23J-5716	04/15/23 - 05/31/25	122-42	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
LIHWAP (LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM)	537,098	93.499	21Z-9556	04/01/22 - 08/31/23	124	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
GENERAL CENTER CHILD CARE	677,192	93.575	CCTR - 2058	07/01/22 - 06/30/23	253	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
GENERAL CENTER CHILD CARE	275,855	93.596	CCTR - 2058	07/01/22 - 06/30/23	253	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
MIGRANT ALTERNATIVE PAYMENT	5,643,428	93.575	CMAP - 2000	07/01/22 - 06/30/23	261	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
MIGRANT CHILD CARE	2,088	93.575	CMIG - 2004	07/01/22 - 06/30/23	250	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
NEOPB CAL FRESH HEALTHY LIVING	1,816,697	10.561	19-10324 A01	10/01/22 - 09/30/23	145	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA DEPT OF PUBLIC HEALTH, NUTRITION EDUCATION AND OBESITY PREVENTION BRANCH
211 HOSPITAL PREPAREDNESS PROGRAM - EMERGENCY RESPONSE & SURGE CA	10,000	93.074	659 - 2017	PENDING	186	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF HEALTH SERVICES, COUNTY OF KERN, DEPT OF PUBLIC HEALTH
EFAP (EMERGENCY FOOD ASSISTANCE PROGRAM)	388,468	10.568/.569	15 - MOU - 00118	10/01/22 - 09/30/23	105/111	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
EFAP REACH AND RESILIENCY	96,159	10.568	15 - MOU - 00118	06/13/22 - 06/30/24	105-103	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
SNFMP (SENIOR FARMERS MARKET NUTRITION PROGRAM)	17,000	10.576		7/1/2020 - TBD	113	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
EF&S Phase 39	50,638	97.024		4/1/2022 - 5/31/2023	114	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
EF&S ARPA	156,509	97.024		7/1/2022 - 3/31/2023	114-094	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
LOCAL FOOD PURCHASE ASSISTANCE PROGRAM (LFPA)	815,097	10.182		PENDING	131	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES

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COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2023 THROUGH FEBRUARY 28, 2024

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
SAFE CAMPING - COUNTY OF KERN	1,212,423	21.027		7/1/2022 - 6/30/2023	142-000	U S DEPT OF TREASURY CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (CSLFRF) FROM AMERICAN RESCUE PLAN, COUNTY OF KERN
CSFP (COMMODITY SUPPLEMENTAL FOOD PROGRAM)	437,459	10.565	MOU-20-6003	10/01/22 - 09/30/23	147	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CHILD AND ADULT CARE FOOD PROGRAM (CACFP) - KERN & SAN JOAQUIN	BASED ON MEALS SERVED	10.558	15 - 1248 - OJ	10/01/22 - 09/30/23	112/139	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF EDUCATION
WIC (WOMEN, INFANTS & CHILDREN)	4,277,247	10.557	22 - 10236	10/01/22 - 09/30/23	115	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF PUBLIC HEALTH
ASTHO VACCINE EQUITY PROJECT	575,000	93.185	00-FE-3400-01-00	05/01/22 - 06/30/23	151	US DEPARTMENT OF HEALTH AND HUMAN SERVICES / CENTERS OF DISEASE CONTROL AND PREVENTION, ASSOCIATION OF STATE AND TERRITORIAL HEALTH OFFICIALS (ASTHO)
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) AKA CALFRESH PRO	107,627	10.561	22 - CF - SUB - KERN	10/01/22 - 09/30/23	164	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, INFO LINE OF SAN DIEGO dba 211 SAN DIEGO
HUD COMMUNTY PROJECT FUNDING - FOOD BANK EXPANSION	3,000,000	14.251	B-22-CP-CA-0119	11/01/22 - 08/31/30	168	DEPARTMENT OF URBANK HOUSING AND DEVELOPMENT
QUALITY RATING AND IMPROVEMENT SYSTEM (QRIS) - SAN JOAQUIN	20,000	84.412	N/A	07/01/22 - 06/30/23	117-005	U.S. DEPT OF EDUCATION - STATE OF CALIFORNIA, DEPT OF EDUCATION - FIRST 5 CALIFORNIA, COUNTY OF SAN JOAQUIN, FIRST 5 SAN JOAQUIN, RACE TO THE TOP
BCSD CA SCHOOL COMMUNITY PARTNERSHIP	500,000	N/A		08/03/2022 - 06/30/2027	205	STATE OF CALIFORNIA, DEPT OF EDUCATION, BAKERSFIELD CITY SCHOOL DISTRICT (BCSD)
CITY OF BAKERSFIELD - FHCC SPORTS FIELD	1,000,000	N/A	2023 - 073	07/01/2022 - 07/30/2026	231	STATE OF CALIFORNIA, DEPT OF PARKS AND RECREATION, CITY OF BAKERSFIELD
CITY OF BAKERSFIELD CALVIP	578,731	N/A	2022-199	9/21/22-12/31/25	247	STATE OF CALIFORNIA, CORRECTIONS PLANNING AND GRANTS PROGRAMS, OFFICE OF GRANT AND LOCAL RESOURCES, CITY OF BAKERSFIELD
SAN JOAQUIN COE GENERAL CHILD CARE (CCTR)	1,571,900	PO23-01122	N/A	07/01/22 - 06/30/23	248	STATE OF CALIFORNIA, DEPT OF EDUCATION - SAN JOAQUIN COUNTY OFFICE OF EDUCATION, EARLY CHILDHOOD EDUCATION
CSPP QRIS BLOCK GRANT	17,990		N/A	07/01/22 - 06/30/23	258-005	STATE OF CALIFORNIA, DEPT OF EDUCATION - KERN COUNTY SUPERINTENDENT OF SCHOOLS, KERN EARLY STARS
MIGRANT ALTERNATIVE PAYMENT	23,809,862		CMAP - 2000	07/01/22 - 06/30/23	261	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
GENERAL CENTER CHILD CARE	3,043,423		CCTR - 2058	07/01/22 - 06/30/23	253	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES

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COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2023 THROUGH FEBRUARY 28, 2024

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
CALIFORNIA STATE PRESCHOOL PROGRAM	7,153,992		CSPP - 2120	07/01/22 - 06/30/23	258	STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT CHILD CARE	291,239		CMIG - 2004	07/01/22 - 06/30/23	250	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
MIGRANT SPECIALIZED SERVICES	40,079		CMSS - 2004	07/01/22 - 06/30/23	252	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CAL EITC FREE TAX PREPARATION ASSISTANCE GRANT	1,466,598		21T-1015	12/01/21 - 06/30/23	234	STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
HOME VISIT INITIATIVE (COUNTY OF KERN)	4,874,043		010 - 2023	07/01/22 - 06/30/23	270	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY OF KERN
POSITIVE YOUTH DEVELOPMENT SERVICES (COUNTY OF KERN)	70,000		509-2019	07/01/22 - 06/30/23	271	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY OF KERN
POSITIVE YOUTH DEVELOPMENT SERVICES (COUNTY OF KERN) - MEDI-CAL	311,248		012 - 2023	07/01/22 - 06/30/23	274	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY OF KERN
COUNTY OF KERN LOW BARRIER HOMELESS SHELTER OPERATIONAL	2,108,229		017-2020	07/01/20-06/30/21	275-000	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, COUNTY OF KERN
BAKERSFIELD KERN REGIONAL HOMELESS COLLABORATIVE HOMELESS HOUSING ASSISTANCE AND PREVENTION (HHAP)	78,000		N/A	10/01/20 - 09/30/23	276	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, BAKERSFIELD REGIONAL HOMELESS COLLABORATIVE
FOOD BANK CAPACITY PROGRAM - FOOD BANK EXPANSION	4,859,606		SGRT-22-0012	07/01/21 - 06/30/26	215-100	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
TAX CHECK - OFF (FOOD BANK)	13,749		15 MOU - 00118	07/01/22 - 06/30/23	216-000	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSISTANCE (FOOD BANK) CAL FOOD	242,527		15 MOU - 00118	07/01/22 - 06/30/23	216-087	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSOSTANCE CAL FOOD ONE-TIME FUNDS	3,669,360		N/A	07/01/22 - 06/30/23	216-102	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
BOARD OF STATE AND COMMUNITY CORRECTIONS WARM HAND-OFF	750,000		BSCC 1012-22	10/01/22 - 04/30/26	277	STATE OF CALIFORNIA, BOARD OF STATE AND COMMUNITY CORRECTIONS
DIFFERENTIAL RESPONSE SERVICES	240,727		N/A	07/01/22 - 06/30/23	280	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, COUNTY OF KERN, SUPERINTENDENT OF SCHOOLS, CHILD AND FAMILY SERVICES AGENCY, NETWORK FOR CHILDREN

A4

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2023 THROUGH FEBRUARY 28, 2024

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
FIRST 5 KERN - HELPLINE 211	90,558 93,282		2020.2.05	07/01/22 - 06/30/23 07/01/23 - 06/30/24	288	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	144,951 147,799		2020.2.06	07/01/22 - 06/30/23 07/01/23 - 06/30/24	281	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN - HELP ME GROW	249,281 256,718		2020.1.06	07/01/22 - 06/30/23 07/01/23 - 06/30/24	284	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN - RIDGECREST FAMILY RESOURCE CENTER	169,156 173,165		2020.2.18	07/01/22 - 06/30/23	286	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
SIERRA FOUNDATION - ASTHMA MITIGATION	500,000		N/A	08/01/20 - 05/15/23	290	STATE OF CALIFORNIA, DEPARTMENT OF HEALTH CARE SVCS. SIERRA FOUNDATION
UNITED WAY STANISLAUS - CES	402,525			07/01/22 - 03/31/23	292	STATE OF CALIFORNIA, HOUSING HOMELESS ASSISTANCE AND PREVENTION, UNITED WAY OF STANISLAUS COUNTY
COUNTY OF KERN HELPLINE 211	45,000		604-2022	07/01/22 - 06/30/23	389	COUNTY OF KERN
READY KERN	1,126		N/A	07/01/22 - 06/30/23	366	COUNTY OF KERN, FIRE DEPT - OFFICE OF EMERGENCY SERV
SHAFTER YOUTH CENTER - COASTAL CLEAN-UP	4,000		N/A	05/28/22 - 08/31/23	527-261	CALIFORNIA COASTAL COMMISSION, WHALE TAIL FUND GRANT
FRIENDSHIP HOUSE - COASTAL CLEAN-UP	4,000		N/A	05/28/22 - 08/31/23	531-261	CALIFORNIA COASTAL COMMISSION, WHALE TAIL FUND
FRIENDSHIP HOUSE - ALBERTSONS STEM	4,868				531-266	ALBERTSONS COMPANIES FOUNDATION
211 LA County	10,000 15,000		N/A	11/01/22 - 06/30/23 07/01/23 - 06/30/24	536-230	CALIFORNIA 211 PROVIDERS NETWORK
211 KINGS COUNTY	22,868		N/A	07/01/22 - 06/30/23	536-231	KINGS UNITED WAY
211 TULARE COUNTY	63,017		N/A	07/01/22 - 06/30/23	536-232	UNITED WAY OF TULARE COUNTY
211 STANISLAUS COUNTY	93,600		N/A	07/01/22 - 06/30/23	536-234	UNITED WAY OF STANISLAUS COUNTY
211 FRESNO AND MADERA COUNTIES	96,737		N/A	01/01/23 - 12/31/23	536-235	UNITED WAY OF FRESNO AND MADERA COUNTIES
211 MERCED & MARIPOSA	25,910		N/A	07/1/22 - 06/30/23	536-235	UNITED WAY OF MERCED & MARIPOSA COUNTIES
FEEDING AMERICA SERVICE INSIGHTS	100,000		N/A	01/01/23 - TBD	423	FEEDING AMERICA SERVICE INSIGHTS

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COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2023 THROUGH FEBRUARY 28, 2024

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
FOOD BANK FREE FARMERS MARKET - WASCO	150,000		N/A	12/01/22 - 11/30/23	467	THE WONDERFUL COMPANY FOUNDATION
FARMWORKERS INITIATIVE	25,000		N/A	01/01/18 - TBD	456	BANK OF THE WEST
KERN FAMILY HEALTH SYSTEMS CAL AIM	PER VISIT			07/01/22 - TBD	550	KERN FAMILY HEALTH SYSTEMS

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PREPARED 4/28/2023
SCHPRGM

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND
FISCAL YEAR 2023/24

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
103	Community Services Block Grant (CSBG)	X	X		X		X
501	General Fund				X		X
800	GAAP Fund						X
910	Community Development Pool				X		
915	Operations Pool			X	X		X
920	Facilities Pool						X
925	Health & Nutrition Pool	X	X		X		
999	Indirect Fund						X
502	Discretionary Fund					X	
595	Fund Raising					X	
108	Early Head Start	X					
109	Head Start	X					
117	Early Head Start San Joaquin	X					
117-005	EHS San Joaquin QRIS	X					
248	San Joaquin COE General Child Care (CCTR)	X					
250	Migrant Child Care	X					
252	Migrant Specialized	X					
253	General Child Care	X					
253-005	CCTR - QRIS	X					
258	California State Preschool (CSPP)	X					
258-005	CSPP QRIS	X					
260	Child Care Facilities	X					
261	Migrant Alternative Payment	X					
262/265	Child Development Reserve	X					
270	Home Visit Initiative	X					
112	Child Care Food Program (CACFP)		X				
115	Women, Infants & Children		X				
145	NEOPB Cal Fresh		X				
139	CACFP - San Joaquin		X				
	Food Bank		X				
105	Emergency Food Assistance		X				
111	USDA Commodities		X				
114	Emergency Food & Shelter		X				
135	County of Kern CARES Food Delivery Program		X				
147	Commodity Supplemental Food Program		X				
175-032	CSBG Discretionary - Ridgecrest		X				
215	Food Bank Capacity Project		X				
216-000	Food Bank Tax Check-Off		X				
216-087	State Emergency Food Assistance		X				
413	Resnick Foundation		X				
422	Feeding America Senior Hunger		X				
423	Feeding America Service Insights		X				
475	Wonderful Company Food Bank Expansion		X				
485	Southern California Gas Company (Solar)		X				
461	CAFB Food Access for Farmworkers Initiative		X				
467	Wonderful Company Foundation		X				
504	Food Bank		X				
505	Food Bank - Expansion		X				

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND
FISCAL YEAR 2023/24

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
	Energy						
122	Low Income Home Energy Assistance			X			
123	Dept of Energy Weatherization			X			
124	Low Income Home Water Assistance			X			
241	LIWP Solar PV Pilot			X			
245	LIWP Single Family			X			
484	DAP (Disgorgement Assistance Program)			X			
494	PG&E			X			
524	Energy			X			
	VITA (Volunteer Income Tax Assistance)						
149	Internal Revenue Service - VITA				X		
234	CalEITC				X		
	East Kern Family Resource Center						
171	Economic Empowerment				X		
280	Differential Response				X		
281	First 5 East Kern Family Resource				X		
286	First 5 Oasis Family Resource Center				X		
454	Dignity Health East Kern Health Link				X		
501-005	EKFRC: KHS Emergency Closet				X		
533	East Kern Family Resource Center				X		
534	Oasis Family Resource Center				X		
	Youth Services						
120	Information & Education				X		
271	Positive Youth Development Svcs				X		
274	Positive Youth Development Svcs-Medi-Cal				X		
448	Wells Fargo Foundation				X		
527	Shafter Youth Center				X		
527-068	SYC - Robotics/STEM				X		
527-260	SYC - KHS Make Bakersfield				X		
531	Friendship House Community Center				X		
531-068	FHCC - Robotics/STEM				X		
531-070	FHCC - Aggression Replacement Training				X		
531-260	FHCC - KHS Museum on the Move				X		
	Homeless Services						
141	ESG CARES Act Homeless Services				X		
142	County of Kern LBNC - Safe Camping				X		
160	HUD Coordinated Entry System				X		
275	County of Kern LBNC				X		
276	BKRHC HHAP				X		
278	City of Bakersfield HHAP				X		
292	United Way Stanislaus CES				X		
550	CalAIM Homeless Prevention Services				X		

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND
FISCAL YEAR 2023/24

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
	2-1-1						
164	Cal Fresh				X		
186	2-1-1 Hospital Preparedness Program				X		
284	First 5 Kern Help Me Grow				X		
288	First 5 Kern 2-1-1				X		
366	ReadyKern				X		
389	County of Kern 2-1-1				X		
428	2-1-1 United Way				X		
428-240	United Way - Coordinate Entry System				X		
429	Southern CA Gas CRM Development Program				X		
430	Goodwill Industries - CA COVID-19 Call Ctr				X		
431	United Way - COVID-19 Comm Resp & Relief				X		
536-231	2-1-1: Kings County				X		
536-232	2-1-1: Tulare County				X		
536-233	2-1-1: Merced County				X		
536-234	2-1-1: Stanislaus County				X		
536-260	2-1-1: KHS Homeless Collaborative				X		
	Other						
151	ASTHO Vaccine Equity				X		
205	BCSD Community School Partnership Program				X		

COMMUNITY ACTION PARTNERSHIP OF KERN

LINE OF CREDIT ADVANCES AND REPAYMENTS

FISCAL YEAR 2023/24

Date	Advance Amount	Repayment Amount	No. of Days Borrowed	Interest Expense	Interest Rate
03/31/23	n/a				
04/30/23	n/a				

Note 1: Line of Credit agreement was entered into with Wells Fargo Bank as of January 15, 2023 for $1.5 million during January , February, July, August 2023 and will decrease to $350,000 during March - June 2023, Sept - Dec 2023. This agreement will terminate on January 15, 2024. A varied amount decrease to better manage the cash flow need during peak months.

LINE OF CREDIT COMMITMENT FEE (Based on the daily unused amount of the line of credit calculated quarterly)

Period	No. of Days in Period	Commitment Fee	Interest Rate
12/31/22 - 3/31/23	90 days	$ 642.01	8.69%
04/01/23 - 6/30/23	90 days		
07/01/23 - 9/30/23	90 days		
10/01/23 - 12/31/23	90 days		

Note 3: The interest expense and commitment fee are automatically deducted from CAPK's operating bank account at Wells Fargo Bank.

COMMUNITY ACTION PARTNERSHIP OF KERN
OPERATING CASH SUMMARY AS OF APRIL 30, 2023

PROGRAM (FUND)	CASH BALANCE
CHILD AND ADULT CARE FOOD PROGRAM	(185,428.76)
HEAD START/EARLY HEAD START	1,231,008.73
SUBTOTAL	**1,045,579.97**
GENERAL CHILD CARE	(293,528.70)
MIGRANT A/P	1,361,659.66
Child Development Reserve Fund No. 1	2,839.00
Child Development Reserve Fund No. 2	61,416.00
MIGRANT CHILD CARE	76,113.22
MIGRANT SPECIALIZED SERVICES	(2,505.00)
SAN JOAQUIN COE GENERAL CHILD CARE	(192,486.17)
STATE PRESCHOOL	2,327,280.78
SUBTOTAL	**3,340,788.79**
COMMODITY SUPPLEMENTAL FOOD PROGRAM	(130,371.36)
EF&S	(52,258.60)
EFAP	(204,995.43)
HUD CPF Food Bank Expansion	(1,757,128.50)
FEEDING AMERICA SENIOR HUNGER	0.87
FEEDING AMERICA SERVICE INSIGHTS	75,752.52
FOOD BANK	(284,146.77)
FOOD BANK EXPANSION	(2,251.81)
FOOD BANK CAPACITY PROGRAM	1,180,628.52
FOOD BANK - STATE	(830,263.20)
WONDERFUL FOOD BANK EXPANSION	2,130,144.62
WONDERFUL FOUNDATION	93,996.34
SUBTOTAL	**219,107.20**
ENERGY	(192,363.86)
DOE WAP	0.00
LIHEAP	(969,494.04)
LIWHAP	(18,404.52)
PG&E	6,065.59
DAP (Disgorgement Assistance Program)	0.00
TRANSFER NEGATIVE BALANCE	1,174,196.83
SUBTOTAL	**0.00**
CENTRAL VALLEY SMALL BUSINESS DEVELOPMENT	0.00
SUBTOTAL	**0.00**
211	407,634.58
BCSD CA COMMUNITY SCHOOL PARTNERSHIP (CCSPP)	(37,350.78)
BKRHC HOMELESS HOUSING ASSISTANCE & PREVENTION	(35,542.13)
CALAIM HOMELESS PREVENTION SERVICES	213,226.60
CAL FRESH	(11,901.37)
CALEITC	(207,168.07)
CAPK FOUNDATION	(17,822.03)
COST POOLS	(2,982.16)
COUNTY OF KERN LOW BARRIER HOMELESS CENTER	(320,799.89)
CSBG	183,631.76
CSBG - DISCRETIONARY	(23,557.12)
DIFFERENTIAL RESPONSE	(32,679.14)
DIGNITY HEALTH	1,048.70
DISCRETIONARY FUND	3,481,015.70
EAST KERN FAMILY RESOURCE CENTER	18,686.56
HOMELESS SAFE CAMPING - CSLRFR (ARPA)	(115,083.07)
ESG COORDINATED ENTRY SERVICE - COVID19	(403.82)
ASTHO VACCINE EQUITY	59,569.88
CITY OF BAKERSFIELD CAL VIP	(13,628.27)
FIRST 5 KERN 211	(12,854.73)
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	(36,642.04)
FIRST 5 HELP ME GROW	(15,216.83)
FIRST 5 RIDGECREST FAMILY RESOURCE CENTER	(52,231.54)
FRIENDSHIP HOUSE	8,039.68
FUNDRAISING	275,059.44
GENERAL FUND	582,582.08
GOODWILL IND-CA State 211 COVID-19 Call Cntr Response	(14,709.17)
HOME VISIT INITIATIVE (CO OF KERN)	(129,846.18)
HOUSING FOR THE HARVEST STATE	3.02
HUD-COORDINATED ENTRY SYSTEM	(15,779.39)
COUNTY OF KERN - 211	(953.26)
INDIRECT FUND	465,271.37
IRS - VITA	(14,639.95)
TAX ASSISTANCE	26,669.01
M ST NAVIGATION CENTER	39,805.51
NEOPB CAL FRESH HEALTHY LIVING	(404,265.64)
POSITIVE YOUTH DEV SVC	(5,978.55)
POSITIVE YOUTH M	(50,268.03)
SHAFTER YOUTH CENTER	66,699.22
OASIS FAMILY RESOURCE CENTER	11,251.43
SIERRA FOUNDATION - ASTHMA MITIGATION	61,488.41
UNITED WAY 211	981.55
UW STANISLAUS CES	(6,714.95)
WELLS FARGO FOUNDATION	66,981.80
WIC	(464,508.48)
LESS: ENERGY NEGATIVE BALANCE	(1,174,196.83)
ADD: LINE OF CREDIT	0.00
SUBTOTAL	**2,751,922.88**
TOTAL OPERATING CASH	7,357,398.84

COMMUNITY ACTION PARTNERSHIP OF KERN (CAPK)

WELLS FARGO BANK ACCOUNTS

1. Operating Account: Used to make all CAPK disbursements and for deposits of all cash receipts unless there are requirements to deposit cash to a restricted bank account.

2. Head Start Accrued Vacation: This is an interest bearing restricted bank account that holds cash reserved for the payment of accrued vacation for Head Start and Early Head Start employees.

3. CSD Advances Account: This is an interest bearing restricted bank account for CSBG and Energy grants. Advances on the Community Services Block Grant (CSBG), Department of Energy – Weatherization Assistance Program (DOE WAP) and Low Income Home Energy Assistance Program (LIHEAP) grants are required to be deposited to a restricted bank account until there is an immediate need for the cash. Once the immediate need is determined, the cash is transferred to the Operating Account to make disbursements.

4. On-Line Donations Account: This is an interest bearing restricted bank account that is designated for internet donations to CAPK. The deposits are subsequently transferred to the Operating Account.

5. Child Development Reserve #1: This is an interest bearing restricted bank account that is required by the California Department of Education for center-based contracts, such as General Child Care (CCTR), State Preschool (CSPP) and State Migrant (CMIG) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.

6. Child Development Reserve #2: This is an interest bearing restricted bank account that is required by the California Department of Education for alternative payment contracts, such as Migrant Childcare Alternative Payment (CMAP) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.

Note: All CAPK bank accounts are with Wells Fargo Bank.

COMMUNITY ACTION PARTNERSHIP OF KERN
5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR THE MONTH ENDED
April 30, 2023

WELLS FARGO BANK, N.A.
P. O. BOX 63020
SAN FRANCISCO, CA 94163

OPERATING ACCOUNT
ACCOUNT NO: XXXXX-X2976

BANK BALANCE AT 04/30/23		8,043,817.03
LESS: OUTSTANDING CHECKS	683,609.35	
ADJUSTED BANK BALANCE AT 04/30/23		7,360,207.68
GENERAL LEDGER BALANCE AT 03/31/23		13,590,169.87
ADD: DEPOSITS	1,538,824.73	
US TREAS DRAWDOWNS	819,526.17	
FUNDS FROM OTHER GRANTS	1,388,968.77	
TRANSFERS FROM RESTRICTED ACCOUNTS	150,000.00	
ADP /HEALTH EQUITY REFUND	-	
REIMBURSEMENT OF ALTERED PAYEE	-	
LESS: CHECKS	3,591,785.24	
ADP PAYROLL 4/07/23	1,611,213.26	
ADP PAYROLL 4/21/23	1,612,491.69	
EFTS FOR HRA/HSA/ STD/403B	244,810.38	
REC LOAN PRINCIPAL/INT EXPENSES	23,790.70	
TRANSFERS FROM RESTRICTED ACCOUNTS	-	
CREDIT CARD	27,075.67	
BANK FEES	-	
ACH VOUCHERS	3,016,114.92	
GENERAL LEDGER BALANCE AT 04/30/23		7,360,207.68
	DIFFERENCE:	(0.00)

PREPARED BY: Naomi Ibarra TITLE: Accountant DATE: 05/04/2023

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: May 4, 2023

COMMUNITY ACTION PARTNERSHIP OF KERN
HEADSTART ACCRUED VACATION*
5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2023

WELLS FARGO BANK, N.A.
P. O. BOX 63020
SAN FRANCISCO, CA 94163

ACCOUNT NO.: XXXXX-X6256

BANK BALANCE ENDING:	**04/30/23**		**993,700.74**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**04/30/23**		**993,700.74**

BALANCE PER G/L	**03/31/23**		**992,949.63**
ADD: DEPOSITS		0.00	
INTEREST		751.11	
ROUNDING ERROR		0.00	
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
BANK ACCOUNT TRANSFER TO GENERAL FUND		0.00	
BALANCE PER G/L	**04/30/23**		**993,700.74**

DIFFERENCE: 0.00

** This account changed name in March 2011 from "Discretionary Fund" to "Head Start Accrued Vacation".*

PREPARED BY: Naomi Ibarra TITLE: Accountant DATE: 05/04/23

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: May 4, 2023

COMMUNITY ACTION PARTNERSHIP OF KERN
CSD ADVANCES ACCOUNT**
5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2023

WELLS FARGO BANK, N.A.
P. O. BOX 63020
SAN FRANCISCO, CA 94163

ACCOUNT NO.: XXXXX-X1095

BANK BALANCE ENDING:	**04/30/23**		**687,279.13**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**04/30/23**		**687,279.13**

BALANCE PER G/L	**03/31/23**		**836,665.15**
ADD: DEPOSITS		0.00	
INTEREST		613.98	
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
WIRE TRANSFER		0.00	
BANK ACCOUNT TRANSFER TO GENERAL FUND		150,000.00	
BALANCE PER G/L	**04/30/23**		**687,279.13**

** December 2009 name changed from Food Bank to DOE ARRA.*
*** January 2018 name changed from DOE ARRA to CSD Advances.*

DIFFERENCE: 0.00

PREPARED BY: Naomi Ibarra TITLE: Accountant DATE: 05/12/23

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: May 12, 2023

COMMUNITY ACTION PARTNERSHIP OF KERN
ON-LINE DONATIONS ACCOUNT
5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2023

WELLS FARGO BANK, N.A.
P. O. BOX 6302(
SAN FRANCISCO, CA 94163

ACCOUNT NO.: XXXXX-X1921

BANK BALANCE ENDING:	**04/30/23**		**59,424.28**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE	**04/30/23**		**59,424.28**

BALANCE PER GENERAL LEDGER	**03/31/23**		**58,978.97**
ADD:	DEPOSITS (Credit Card Donations & Shared Fee)	0.00	
	ONLINE DONATIONS	442.90	
	PAYPAL DEPOSIT	0.00	
	INTEREST	44.77	
LESS:	APPLIED MERCHANT DEBITS	0.00	
	CLIENT ANALYSIS SERVICE CHARGE	17.45	
	BANKCARD FEES	24.91	
	CASH CONCENTRATION FEE	0.00	
	FUND TRANSFER TO GENERAL FUND	0.00	
		0.00	
BALANCE PER GENERAL LEDGER:	**04/30/23**		**59,424.28**

** October 2009 name changed from WIC Account to CSBG ARRA Account and is now interest-bearing.*
*** August 2010 name changed from CSBG ARRA Account to HOPE Program Account.*
**** January 2018 name changed from HOPE Program Account to On-line Donations Account.*

Difference: **0.00**

PREPARED BY: Naomi Ibarra TITLE: Accountant DATE: 05/10/23

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: May 11, 2023

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD DEVELOPMENT RESERVE #1
5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2023

WELLS FARGO BANK, N.A.
P. O. BOX 63020
SAN FRANCISCO, CA 94163

ACCOUNT NO.: XXXXX-X6264

BANK BALANCE ENDING:	**04/30/23**		**4,687.58**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**04/30/23**		**4,687.58**
BALANCE PER G/L	**03/31/23**		**4,684.03**
ADD: DEPOSITS		0.00	
INTEREST		3.55	
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
BANK ACCOUNT TRANSFER TO GENERAL FUND		0.00	
BALANCE PER G/L	**04/30/23**		**4,687.58**
		DIFFERENCE:	0.00

PREPARED BY: N. IBARRA TITLE: Accountant DATE: 05/04/23

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: May 4, 2023

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD DEVELOPMENT RESERVE #2
5005 BUSINESS PARK NORTH
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2023

WELLS FARGO BANK, N.A.
P. O. BOX 63020
SAN FRANCISCO, CA 94163

ACCOUNT NO.: XXXXX-X2049

BANK BALANCE ENDING:	**04/30/23**		**35,243.89**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**04/30/23**		**35,243.89**

BALANCE PER G/L	**03/31/23**		**35,217.25**
ADD: DEPOSITS		0.00	
INTEREST		26.64	
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
BANK ACCOUNT TRANSFER TO GENERAL FUND		0.00	
BALANCE PER G/L	**04/30/23**		**35,243.89**

DIFFERENCE: 0.00

PREPARED BY: Naomi Ibarra TITLE: Accountant DATE: 05/10/23

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: May 11, 2023

COMMUNITY ACTION PARTNERSHIP OF KERN
WELLS FARGO VISA SUMMARY
STATEMENTS DATED April 1, 2023 - April 30, 2023

Cardholder	Position	Amount Charged
CAPK	Accounts Payable	$ -
Catherine Anspach	Foundation Director of Development	66.91
Gloria Barbero	Administrator - EHS San Joaquin	-
Yolanda Gonzales	Director of Head Start/State Child Development Programs	14.99
Freddy Hernandez	Director of Youth and Community Services	9,988.99
Louis Gill	Chief Program Officer	6,577.88
Lisa McGranahan	Director of Human Resources	156.20
Jerry Meade	Assistant Director of Head Start/State Child Development Programs	-
Pritika Ram	Chief Business Development Officer	5,986.82
Jeremy Tobias	Chief Executive Officer	3,220.57
Emilio Wagner	Director of Operations	1,837.53
Tracy Webster	Chief Financial Officer	1,378.03
Rebecca Moreno	Director of Housing Support Services	2,862.00
Susana Magana	Director of Nutrition Services	2,029.67
	Total	$ 34,119.59

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Capk Ap	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-7017	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount

Transaction Count: 0

Total: 0.00

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Catherine Anspach	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-1647	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1	4/14/2023	4/17/2023	Eureka Bakersfield 424-2694705, CA				66.91

Lunch meeting with Board Vice Chair, A. Joven, to discuss Board Developments

Transaction Count: 1

Total: 66.91

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Gloria Barbero	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-7058	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount

Transaction Count: 0

Total: 0.00

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Yolanda Gonzales	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-7009	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1	3/30/2023	4/3/2023	American Ai 800-433-7300, TX				-14.01

Credit Voucher American Ai

Travel-- AA flight refund-- NHSA Annual Conference, Phoenix- Yolanda G. 108@17%=$2.38/109@68%=$9.53/117@15%=$2.10

2	4/21/2023	4/24/2023	Paypal 402-935-7733, VA				29.00

Purchase Paypal

Registration for Pyramid Model Registration- Maria Diaz- 270@100=$29.00

Transaction Count: 2

Total: 14.99

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Freddy Hernandez	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-8850	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1	3/30/2023	4/3/2023	Wipfli Llp Madison, WI				2,125.00
	Registration for Lois Hannible to attend the WIPFLI Stronger to Serve Conference in Las Vegas.						
2	3/30/2023	4/3/2023	Caesars Place Adv Rsvn 8662094732, NV				201.82
	Hotel for Lois Hannible to attend the WIPFLI Stronger to Serve Conference in Las Vegas.						
3	3/30/2023	4/3/2023	Wipfli Llp Madison, WI				1,600.00
	Registration for Jacquelyn Guerra to attend the WIPFLI Stronger to Serve Conference in Las Vegas.						
4	3/30/2023	4/3/2023	Caesars Place Adv Rsvn 8662094732, NV				201.82
	Registration for Jacquelyn Guerra to attend the WIPFLI Stronger to Serve Conference in Las Vegas.						

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
5	4/2/2023	4/3/2023	Dd Doordash Theflameb 855-973-1040, CA				57.82
	Lunch for VITA volunteers.						
6	4/4/2023	4/5/2023	Dd Doordash Pandaexpr 855-973-1040, CA				64.54
	Lunch for VITA volunteers.						
7	4/4/2023	4/6/2023	Wipfli Llp Madison, WI				2,125.00
	Registration for Wilfredo Cruz to attend the WIPFLI Stronger to Serve Conference in Las Vegas.						
8	4/4/2023	4/6/2023	Wipfli Llp Madison, WI				2,125.00
	Registration for Jennifer Asuncion to attend the WIPFLI Stronger to Serve conference in Las Vegas.						
9	4/4/2023	4/6/2023	Caesars Place Adv Rsvn 8662094732, NV				201.82
	Hotel for Jennifer Asuncion to attend the WIPFLI Stronger to Serve conference in Las Vegas.						
10	4/5/2023	4/7/2023	Mgm Grand - Adv Dep 8552755733, NV				108.84
	Hotel for Andrea Chavez to attend the Latino Tax Fest in Las Vegas.						

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
11	4/5/2023	4/7/2023	Mgm Grand - Adv Dep 8552755733, NV				108.84
	Hotel for Jayshree Madeka to attend the Latino Tax Fest in Las Vegas.						
12	4/6/2023	4/7/2023	Dd Doordash Frescomex 855-973-1040, CA				54.04
	Lunch for VITA volunteers.						
13	4/6/2023	4/10/2023	Latino Tax Professionals 866-936-2587, CA				549.00
	Registration for Jayshree Madeka to attend the Latino Tax Fest in Las Vegas.						
14	4/7/2023	4/10/2023	Dd Doordash Tacoslavi 855-973-1040, CA				33.08
	Lunch for VITA volunteers.						
15	4/9/2023	4/10/2023	Dd Doordash Littlecae 855-973-1040, CA				108.25
	Lunch for VITA volunteers.						
16	4/16/2023	4/17/2023	Dd Doordash Elpollolo 855-973-1040, CA				73.59
	Lunch for VITA volunteers.						

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
17	4/17/2023	4/18/2023	Eb Kern County Aces C 801-413-7200, CA				85.56
	Registration for Lois Hannible, Jessica Reyes Gonzalez, and Nhuxuan (Stacy) Lai to attend the Adverse Childhood Experiences conference at the Marriott Bakersfield.						
18	4/18/2023	4/19/2023	Sq *community Connection Gosq.Com, CA				30.00
	Registration for Ada Harpster to attend an Infant Toddler Seminar.						
19	4/18/2023	4/20/2023	Mountain Mikes Pizza Stor 661-8692300, CA				77.93
	Lunch for VITA Volunteers on 4/1/23						
20	4/19/2023	4/20/2023	Eb Kern County Aces C 801-413-7200, CA				57.04
	Registration Fees for Eric Le Barbe and Ada Harpster to attend the Kern County ACE's Conference on 5/17/23. 2 registration fees at $28.52 each = $57.04 total.						

Transaction Count: 20

Total: 9,988.99

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Louis Gill	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-6829	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1	4/6/2023	4/10/2023	Wipfli Llp Madison, WI				925.00
	Registration for Louis Gill to attend the WIPFLI OMB Guidance training (virtually).						
2	4/11/2023	4/12/2023	Event* Meeting Solutio Www.Cvent.Com, VA				675.00
	Registration for Jennifer Asuncion to attend the NEUAC Conference in San Diego.						
3	4/11/2023	4/13/2023	Wipfli Llp Madison, WI				2,125.00
	Registration for Abran Gonzalez to attend the Wipfli Stronger to Serve conference in Las Vegas.						
4	4/11/2023	4/14/2023	Latino Tax Professionals 866-936-2587, CA				549.00
	Registration for Andrea Chavez to attend the Latino Tax Fest in Las Vegas.						
5	4/19/2023	4/21/2023	The Citizen Marriott Sacramento, CA				588.94
	Hotel Fee for Freddy Hernandez (plus parking fees for 2 nights) for the CalCAPA Legislative Day from 4/17/23 - 4/19/23.						

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
6	4/19/2023	4/21/2023	The Citizen Marriott Sacramento, CA				508.94
	Hotel Fee for Louis Gill to attend CalCAPA Legislative Day in Sacramento from 4/17/23 - 4/19/23.						
7	4/25/2023	4/26/2023	Eb Community Violence 801-413-7200, CA				1,206.00
	Registration Fees for 3 employees (Lois Hannible, Jessica Reyes Gonzalez, & Nhuxuan Lai) to attend Community Violence Intervention Conference in LA on 6/26 & 6/27.						

Transaction Count: 7

Total: 6,577.88

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Lisa McGranahan	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-9914	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1	4/4/2023	4/5/2023	Sq *too Fat Sandwiches Gosq.Com, CA				141.20
	Lunch for Personnel Committee Meeting 04/05/2023						
2	4/10/2023	4/12/2023	Biometrics4all Inc 714-568-9888, CA				15.00
	Relay Fees for running New Hire Fingerprints Invoice Period 03/01/2023-3/31/2023 Invoice Date 04/01/2023						

Transaction Count: 2

Total: 156.20

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Jerry Meade	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-8086	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount

Transaction Count: 0

Total: 0.00

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Pritika Ram	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-7074	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1	4/1/2023	4/3/2023	Stk*shutterstock 866-6633954, NY				29.00
	Monthly Subscription Fee for Stock Photos						
2	4/9/2023	4/10/2023	Facebk 2xtt7pkem2 650-5434800, CA				100.00
	Facebook Ad: Let us Know what needs to be done / Join us on April 11 & April 13						
3	4/10/2023	4/11/2023	Eb Cceda 2023 Policy 8014137200, CA				-268.61
	Refund from CCEDA 2023 Policy & Finding Conference Registration for Pritika Ram.						
4	4/11/2023	4/12/2023	Mrs Fields Gifts 801-736-5600, UT				59.85
	Thank you cookie basket to staff at Esperanza Villa Tiny Homes. CAPK staff toured facility on 4/7/23.						
5	4/11/2023	4/12/2023	Ezcatersubway 800-488-1803, MA				431.28
	California City Community Engagement Meeting. Agenda and sign-in sheet attached.						

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
6	4/11/2023	4/12/2023	Mrs Fields Gifts 801-736-5600, UT				59.85
	Thank you cookie basket to staff at Serenity Homes Family Tiny Homes. CAPK staff toured facility on 4/7/23.						
7	4/11/2023	4/13/2023	Starbucks Store 13362 Delano, CA				40.00
	Coffee for Delano Community Alliance Meeting on 4/11/23. Agenda & sign-in sheet attached.						
8	4/11/2023	4/13/2023	Caesars Place Adv Rsvn 8662094732, NV				201.82
	Hotel deposit for Savannah Maldonado for Wipfli Conference in Las Vegas in July 2023						
9	4/13/2023	4/14/2023	Ezcatersubway 800-488-1803, MA				431.28
	Lunch for Shafter Community Engagement Meeting on April 13, 2023. Agenda and sign-in sheet are attached.						
10	4/13/2023	4/17/2023	Wipfli Llp Madison, WI				1,600.00
	Wipfli Conference Registration for Savannah Maldonado. Conference is in Las Vegas in July, 2023.						
11	4/14/2023	4/17/2023	Wipfli Llp Madison, WI				1,600.00
	Wipfli Conference Registration for Catherine Anspach (her credit card had a $1,000 limit). Wipfli Conference is in Las Vegas in July, 2023.						

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
12	4/17/2023	4/19/2023	Office Depot #952 800-463-3768, CA				25.32
	Power Cord needed urgently for Community Development for IT to set up computer for new person. (See attached notes)						
13	4/19/2023	4/20/2023	Grant Station Com 877-784-7268, MN				131.25
	Registration fee for virtual training sessions for Bradley (Ryan) Fergon.						
14	4/19/2023	4/21/2023	The Citizen Marriott Sacramento, CA				508.94
	Hotel fee for Savannah Maldonado for Legislative Day in Sacramento April 17-19, 2023.						
15	4/20/2023	4/21/2023	Facebk Zydqhpkem2 650-5434800, CA				88.14
	Facebook Ad. Join us Thursday, April 13th & Save the Date.						
16	4/27/2023	4/28/2023	Sq *bad Axe Prints Gosq.Com, MI				948.70
	Applied Leadership Graduation Stoles for CAPK graduates. Vendor does not accept payment by check (see attached notes).						

Transaction Count: 16

Total: 5,986.82

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Jeremy Tobias	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-7066	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1	4/7/2023	4/10/2023	National Community Action 202-8422092, DC				200.00
	Registration fee for Board Member Michelle Jara-Rangel to attend virtual workshop "History of the War on Poverty & CAP"						
2	4/11/2023	4/13/2023	Arco #42226 Bakersfield, CA				70.93
	Gasoline for CEO's Agency Vehicle.						
3	4/12/2023	4/13/2023	American Air Fort Worth, TX				298.20
	Airline Ticket for Board Member Yolanda Ochoa to attend the NHSA Conference in Phoenix in May, 2023.						
4	4/12/2023	4/13/2023	Jersey Mikes Online Orde 732-223-4044, NJ				74.95
	Lunch for PRE Committee Meeting on April 12, 2023						
5	4/17/2023	4/18/2023	Chevron 0305034 Firebaugh, CA				72.93
	Gasoline for CEO's Agency Vehicle						

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
6	4/19/2023	4/21/2023	The Citizen Marriott Sacramento, CA				568.94
	Hotel fee for Jeremy Tobias to attend CalCAPA Legislative Day events & CalCAPA Board Meeting in Sacramento, 4-17 to 4-19 2023						
7	4/20/2023	4/24/2023	Shell Oil 57445309107 Bakersfield, CA				83.85
	Gasoline for CEO's Agency Vehicle						
8	4/23/2023	4/25/2023	McW#1006-Coffee Bakersfield, CA				29.99
	Monthly Car Wash Fee for CEO's Agency Vehicle.						
9	4/24/2023	4/25/2023	Caplaw.Org Caplaw.Org, MA				665.00
	Registration Fee for Board Member Michelle Jara-Rangel to attend CAPLAW Conference in Austin, TX in June, 2023						
10	4/25/2023	4/26/2023	American Air Fort Worth, TX				675.80
	Airline Ticket for Michelle Jara-Rangel to attend CAPLAW Conference in Austin, TX in June, 2023.						
11	4/26/2023	4/27/2023	Food-Ex Bakersfield, CA				479.98
	Lunch for Board of Directors Meeting on April 26, 2023						

Transaction Count: 11

Total: 3,220.57

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Emilio Wagner	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-7041	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1	4/11/2023	4/12/2023	Microsoft#g021945747 Msbill.Info, WA				1,375.55
	Microsoft Azure - Software Support HS						
2	4/20/2023	4/21/2023	Mindbody 805-5462000, CA				461.98
	Mindbody- Premiere Basic April 2023						

Transaction Count: 2

Total: 1,837.53

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Tracy Webster	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-6993	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1	4/4/2023	4/6/2023	Wipfli Llp Madison, WI				925.00
	OMB'S Uniform Guidance for Martin Goni						
2	4/14/2023	4/17/2023	Urbane Cafe Bakersfiel Bakersfield, CA				127.17
	Lunch for Budget and Finance Committee Meeting						
3	4/21/2023	4/21/2023	Panera Bread #601790 O 661-395-9300, CA				125.86
	Catering for Audit and Pension Committee Meeting						
4	4/21/2023	4/24/2023	National Community Action 202-8422092, DC				200.00
	Registration for Louis Gill for The History of the War on Poverty and Community Action conference						

Transaction Count: 4

Total: 1,378.03

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Rebecca Moreno	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-4956	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1	4/12/2023	4/12/2023	Wpy*bitfocus 855-999-3729, CA				899.00
	Registration for Joseph Aguilar to attend the Clarity Connect conference in Las Vegas.						
2	4/12/2023	4/12/2023	Wpy*bitfocus 855-999-3729, CA				899.00
	Registration for Rebecca Moreno to attend the Clarity Connect conference in Las Vegas.						
3	4/17/2023	4/19/2023	Travelodge Bakersfield, CA				1,064.00
	Hotel fee for M Street Navigation Center Client to quarantine.						

Transaction Count: 3

Total: 2,862.00

Employee Signature **Date**

Authorized Approver Signature **Date**

WELLS FARGO

Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Susana Magana	**Company**	Community Action Partnership O
Account #	XXXX-XXXX-XXXX-6693	**Currency**	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1	4/11/2023	4/12/2023	Cvs/Pharmacy #09878 Bakersfield, CA				131.96
	Purchase of special formula for Central Kitchen.						
2	4/11/2023	4/12/2023	Lassens Natural Foods-Bk Bakersfield, CA				179.12
	Special diet food for Central Kitchen.						
3	4/11/2023	4/12/2023	Target 00027151 Bakersfield, CA				131.96
	Purchase of special formula for Central Kitchen.						
4	4/11/2023	4/13/2023	Albertsons #3172 Bakersfield, CA				145.95
	Purchase of special formula for Central Kitchen.						
5	4/11/2023	4/13/2023	Vons #1969 Bakersfield, CA				163.95
	Postage stamps for MCAP.						

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
6	4/11/2023	4/13/2023	Albertsons #3172 Bakersfield, CA				123.96
	Purchase of special formula for Central Kitchen.						
7	4/20/2023	4/24/2023	United 800-932-2732, TX				619.40
	Airline Ticket for Kelly Lowery to return to Bakersfield from New Orleans. Original return flight was canceled.						
8	4/21/2023	4/24/2023	Vons #1969 Bakersfield, CA				59.88
	Special Diet Milk for Central Kitchen.						
9	4/21/2023	4/24/2023	Lassens Natural Foods-Bk Bakersfield, CA				149.85
	Special Diet Food for Central Kitchen.						
10	4/25/2023	4/26/2023	Sp Ener-G Httpsenerg.My, WA				323.64
	Special Diet food online purchase.						

Transaction Count: 10

Total: 2,029.67

Employee Signature **Date**

Authorized Approver Signature **Date**

COMMUNITY ACTION PARTNERSHIP OF KERN
CENTRAL KITCHEN - BUDGET TO ACTUAL
FOR THE PERIOD MARCH 1, 2023 TO FEBRUARY 28, 2024 (2 OF 12 MONTHS OR 16.66%)

Line Item	2023/24 Budget	3/1/23 - 2/28/24 Actual	% Expended	Available Budget
USDA Revenue (Note A)	2,098,319	248,129	11.8%	1,850,190
Head Start Subsidy	1,213,057	144,736	11.9%	1,068,321
Total Revenue	3,311,376	392,865	11.9%	2,918,511
Expenditures (Note B)				
Salaries	843,039	87,227	10.3%	755,812
Benefits	258,634	29,632	11.5%	229,002
Vehicle Gasoline, Repair/Maintenance	47,000	(1,209)	-2.6%	48,209
Space Costs	121,700	14,192	11.7%	107,508
Supplies - Office & Food Service	106,000	26,952	25.4%	79,048
Equipment Repair/Maintenance & Lease	35,300	8,334	23.6%	26,966
Communication	13,000	2,945	22.7%	10,055
Risk Insurance	12,700	2,142	16.9%	10,558
Printing	1,000	97	9.7%	903
Hiring & Employee Costs	100	-	0.0%	100
First Aid	500	-	0.0%	500
Raw Food/Vended Meals	1,552,853	172,472	11.1%	1,380,381
Sub Total	2,991,826	342,786	11.5%	2,649,040
Adult Meals Prepared	128,794	28,495	22.1%	100,299
Indirect	190,756	21,584	11.3%	169,172
Total Expenditures	3,311,376	392,865	11.9%	2,918,511

	Prior Period	April 2023	Cumulative
Total Meals Prepared and Vended (Note C)	72,469	58,338	130,807
Total Meals Claimed	47,835	37,066	84,901
Difference	24,634	21,272	45,906

Percentage Claimed to Prepared/Vended		63.5%	64.9%

Note A: Source of USDA revenue is monthly report submitted to California Department of Education by Head Start/State Child Development Program Division. Revenue is reimbursement for meals claimed.
Note B: Expenditures are for meals prepared, including vended meals.
Note C: Total number of meals delivered to the centers and homebase excluding adult prepared and adult meals vended. The total represents the number of meals available to be served to center and homebase children.

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION CONTRACT - MIGRANT ALTERNATIVE PAYMENT
FOR THE PERIOD 7/1/22 - 6/30/23 (9 OF 12 MONTHS = 75.0%)

Contract CMAP-1000	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	June 2023	Total	%	% Earned to MRA
Provider Payments	$ 613,374	$ 813,746	$ 954,574	$ 1,241,372	$ 1,990,336	$ 1,702,027	$ 1,657,255	$ 1,581,140	$ 1,835,421	$ 2,091,284	$ -	$ -	$ 14,480,530		
Add: Family Fees	-	-	-	-	-	-	-	-	-	-	-	-	$ -		
Net Provider Payments	$ 613,374	$ 813,746	$ 954,574	$ 1,241,372	$ 1,990,336	$ 1,702,027	$ 1,657,255	$ 1,581,140	$ 1,835,421	$ 2,091,284	$ -	$ -	$ 14,480,530	80.79%	
Maximum Reimburseable Amount (MRA) for Provider Payments													**23,857,165**		**60.70%**
Administration & Support Services Revenue															
Provider Payments	$ 613,374	$ 813,746	$ 954,574	$ 1,241,372	$ 1,990,336	$ 1,702,027	$ 1,657,255	$ 1,581,140	$ 1,835,421	$ 2,091,284	$ -	$ -	$ 14,480,530		
Reimbursement Rate	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%		
Revenue Earned	$ 163,049	$ 216,312	$ 253,748	$ 329,985	$ 529,077	$ 452,438	$ 440,536	$ 420,303	$ 487,897	$ 555,911	$ -	$ -	$ 3,849,258		
Program Administration/Support Services Costs	101,870	115,425	139,282	139,997	144,668	246,553	168,847	286,178	305,038	200,052	-	-	1,847,910	10.31%	
Indirect (10% x MTDC) Costs	70,328	91,774	108,017	136,944	212,318	193,576	181,372	185,406	187,465	227,397	-	-	1,594,595	8.90%	
Transfer Indirect to CSBG	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total Operating Costs	$ 172,199	$ 207,199	$ 247,298	$ 276,941	$ 356,986	$ 440,128	$ 350,218	$ 471,584	$ 492,503	$ 427,448	$ -	$ -	3,442,505	19.21%	
Revenue Earned Over/(Under) Costs	$ (9,150)	$ 9,113	$ 6,450	$ 53,044	$ 172,091	$ 12,310	$ 90,318	$ (51,280)	$ (4,606)	$ 128,463	$ -	$ -	406,753		
TOTAL COSTS - NET OF FAMILY FEES	$ 785,573	$ 1,020,945	$ 1,201,872	$ 1,518,313	$ 2,347,322	$ 2,142,155	$ 2,007,473	$ 2,052,724	$ 2,327,925	$ 2,518,733	$ -	$ -	17,923,035	100.00%	

Note 1: Administration and Support Services revenue is earned based on the amount of provider payments incurred. Example:

Provider payments	14,480,530
Reimbursement Rate (19% / 81%)	x 26.5823%
Revenue Earned	3,849,258

Note 2: The maximum reimburseable amount per the 2022/23 State contract is as follows:

Provider Payments	23,857,165	81.00%
Administration	4,712,526	16.00%
Support Services	883,599	3.00%
Maximum Reimbursable Amount (MRA)	29,453,290	100.00%

Note 3: Increase to contract was received December 2022 in the amount of $2,031,428.

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION 2022/23 CONTRACTS - EARNED REVENUE
FOR THE PERIOD 7/1/22 - 6/30/23 (10 OF 12 MONTHS = 83.3%)

	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL	% Earned to MRA
GENERAL CHILD CARE (CCTR-2058)														
Adjusted Days of Enrollment - Certified	3,439	4,970	4,923	5,761	5,374	5,384	5,468	5,498	7,042	6,380	-	-	54,239	
Reimbursement Rate per Child per Day	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	
Revenue Earned	$ 177,255	$ 256,191	$ 253,771	$ 296,976	$ 277,019	$ 266,711	$ 270,902	$ 272,391	$ 348,861	$ 316,079	$ -	$ -	$ 2,736,158	**74.39%**
Maximum Reimburseable Amount (MRA)													**$3,678,194**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	99.61%	98.89%	98.84%	98.84%	98.27%	97.74%	97.83%	98.61%	97.31%	98.51%				**97.83%**
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%				100.00%
CALIFORNIA STATE PRESCHOOL (CSPP-2120)														
Adjusted Days of Enrollment - Certified	3,296	6,416	8,191	9,575	8,903	8,030	9,456	9,063	11,273	9,510			83,713	
Reimbursement Rate per Child per Day	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X $55.27	
Revenue Earned	$ 182,181	$ 354,638	$ 452,716	$ 529,198	$ 492,046	$ 443,829	$ 522,656	$ 500,892	$ 623,046	$ 525,600	$ -	$ -	$ 4,626,801	**64.67%**
Maximum Reimburseable Amount (MRA)													**$7,153,992**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	98.41%	98.26%	98.67%	97.89%	96.47%	97.39%	96.11%	96.93%	96.89%	95.83%				**96.68%**
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%				100.00%
MIGRANT CHILD CARE (CMIG-2004)														
Adjusted Days of Enrollment - Certified	94	123	130	158	136	133	149	146	101	147			1,319	
Reimbursement Rate per Child per Day	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	
Revenue Earned	$ 4,865	$ 6,338	$ 6,703	$ 8,169	$ 7,002	$ 6,881	$ 7,703	$ 7,512	$ 5,212	$ 7,596	$ -	$ -	$ 67,981	**23.18%**
Maximum Reimburseable Amount (MRA)													**$293,327**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	100.00%	100.00%	100.00%	100.00%	96.83%	98.39%	96.24%	98.41%	91.67%	97.79%				**98.17%**
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	96.67%	100.00%				100.00%

Note 1: Source of adjusted days of enrollment for certified children is the monthly attendance report prepared by the Fiscal Dept. of the Head Start/State Child Development Division.

Note 2: Source of reimbursement rate per child per day and maximum reimburseable amount is per the 2022/23 State contracts.

Note 3: CSPP Contract was amended from $4,544,694 to $7,153,992

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION 2022/23 CONTRACTS - EARNED REVENUE
SAN JOAQUIN COUNTY OFFICE OF EDUCATION
FOR THE PERIOD 7/1/22 - 6/30/23 (10 OF 12 MONTHS = 83.3%)

	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL	% Earned to MRA
GENERAL CHILD CARE (CCTR-1242)														
Adjusted Days of Enrollment - Certified	687	919	860	995	918	1,188	1,366	1,453	2,025	2,570			12,981	
Reimbursement Rate per Child per Day	X $46.03	X $46.03	X $46.03	X $46.03	X $46.03	X $46.03	X $46.03	X $46.03	X $46.03	X $46.03	X $46.03	X $46.03	X $46.03	
Revenue Earned	$ 31,629	$ 42,283	$ 39,571	$ 45,804	$ 42,254	$ 54,680	$ 62,899	$ 66,865	$ 93,226	$ 118,307	$ -	$ -	$ 597,516	**38.01%**
Maximum Reimburseable Amount (MRA)													**$1,571,900**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	100.00%	100.00%	100.00%	100.00%	97.54%	99.05%	96.92%	98.06%	96.48%	97.58%				**98.13%**
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%				100.00%

Note 1: Source of adjusted days of enrollment for certified children is the monthly attendance report prepared by the Fiscal Dept. of the Head Start/State Child Development Division.

Note 2: Source of reimbursement rate per child per day and maximum reimburseable amount is per the 2022/23 Cooperative Agreement with the San Joaquin County Office of Education

Division/CFO: Tracy Webster, CFO
Month/Year: April-2023
Program/Work Unit: Not Applicable
Director of Finance: Gabrielle Alexander

Services: Overall financial and accounting functions of the organization

Activities	April-2023		Year to Date 03/1/23 - 04/30/23	
Description	**Number**	**Amount**		**Amount**
Bank Deposits	10	1,543,818	29	28,578,014
Wire Deposits	9	1,388,969	23	29,139,230
Head Start/IRS Drawdowns	7	819,526	11	36,866,513
Vendor Checks Issued	1826	6,558,482	3,390	63,877,374
Payroll Disbursed				32,880,275
Grant Reports Prepared	30		63	
ASTHO Vaccine Equity				
CalFresh Outreach				
CalFresh Healthy Living				
CALEITC				
CAL Food				
City of Bakersfield Homeless Housing & Prevention				
City of Bakersfield CDBG Food Bank Expansion				
Commodity Supplemental Food Prog				
County of Kern CDBG Food Bank Expansion				
CMAP Fiscal Report & Caseload				
CSBG Discretionary				
CSBG 2022				
Differential Response				
EFAP				
ESG CARES Act Homeless				
Food Bank Farmers Market				
First 5 Kern – Help Me Grow				
Head Start Expansion SF-425				
Head Start San Joaquin SF-425				
Homeless LBNC				
Homeless Safe Camping				
Home Visit Program				
Homeless Housing Assistance & Prevention				
HUD				
LIHEAP 2021				
LIHEAP 2022				
LIHEAP ARPA				
Postive Youth				
Postive Youth Medi-Cal				
San Joaquin COE General Child Care				
VITA				
UW STANISLAUS CES				
WIC				

Business Services

Activity	Requested	In-Progress	Processed		Processed YTD
Purchase Orders	409	0	409		818
Contracts	40	0	40		80
Leases	7	0	7		14
Requests for Proposals	1	0	1		2

Business Services Projects

Description		% Completed		Comments
Energy Subcontractor		100		Issued on April 26
Design Build Sports Field Lighting FHCC		100		Completed

Total Division Staffing 29 positions + 0 Vacancies

CFO	Accounting Technician (5)	Procurement Manager
Director of Finance	Accounting Specialist (2)	Business Contracts Specalist
Finance Administrator	AP Supervisor (1)	Business Technician (2)
Payroll/HRIS Manager	Fiscal Technician (2)	
Accounting Administrator	Payroll Specialists (3)	
Accounting Administrator - Energy	Payroll Supervisor (1)	
Accountant (2)	Administrative Assistant to CFO	
Accountant II (2)		

Community Action of Partnership of Kern
Agency Total

STATEMENT OF POSITION (UNAUDITED)
AS OF FEBRUARY 28, 2023

ASSETS	
Cash in Bank	12,446,745
Cash - Vacation Reserve	1,050,719
Petty Cash	-
Accounts Receivable	2,275,586
Travel Advance	200
Prepaid Expense	999,684
Inventory	1,083,946
Net Fixed Assets - Unrestricted	703,156
Net Fixed Assets - Restricted	22,228,403
Total Assets	40,788,439
LIABILITES AND NET ASSETS	
Accounts Payable	7,537,974
Accrued Expenses	2,980,360
Accrued Vacation	1,743,490
Line of Credit	-
Note Payable	704,130
Advance Payable	5,080,966
Deferred Revenue	-
Total Liabilites	18,046,919
Total Net Assets	22,741,520
Total Liabilities and Net Assets	40,788,439

STATEMENT OF OPERATIONS (UNAUDITED)
FOR THE PERIOD MARCH 1, 2022 TO FEBRUARY 28, 2023

REVENUE	
Grant Revenue	100,611,872
Donations	451,662
Other Revenue	8,292,072
In-Kind	261,800
Total Revenue	109,617,407
EXPENDITURES	
Salaries	40,298,475
Benefits	11,019,546
Travel	769,170
Space Costs	15,981,801
Supplies	3,104,378
Consultant/Contract Services	5,764,708
Other Costs	4,547,090
Program Costs	18,772,446
Capital Expenditures	-
Indirect	8,089,263
In-Kind	261,800
Total Expenditures	108,608,677
Net Change in Assets	1,008,730
Net Assets, beginning	21,732,790
Net Assets, ending	22,741,520

Community Action of Partnership of Kern
Agency Total

STATEMENT OF POSITION (UNAUDITED)
AS OF APRIL 30, 2023

ASSETS	
Cash in Bank	8,142,306
Cash - Vacation Reserve	992,950
Petty Cash	-
Accounts Receivable	522,263
Travel Advance	2,427
Prepaid Expense	1,070,364
Inventory	1,099,010
Net Fixed Assets - Unrestricted	660,204
Net Fixed Assets - Restricted	22,004,030
Total Assets	34,493,555
LIABILITES AND NET ASSETS	
Accounts Payable	4,508,046
Accrued Expenses	554,955
Accrued Vacation	997,588
Line of Credit	-
Note Payable	661,178
Advance Payable	5,080,966
Deferred Revenue	-
Total Liabilites	11,802,732
Total Net Assets	22,690,822
Total Liabilities and Net Assets	34,493,554

STATEMENT OF OPERATIONS (UNAUDITED)
FOR THE PERIOD MARCH 1, 2023 TO APRIL 30, 2023

REVENUE	
Grant Revenue	14,441,058
Donations	70,535
Other Revenue	1,403,227
In-Kind	1,759,526
Total Revenue	17,674,346
EXPENDITURES	
Salaries	4,591,092
Benefits	1,629,952
Travel	116,086
Space Costs	1,100,624
Supplies	460,551
Consultant/Contract Services	939,535
Other Costs	740,817
Program Costs	4,791,691
Capital Expenditures	324,704
Indirect	1,270,466
In-Kind	1,759,526
Total Expenditures	17,725,044
Net Change in Assets	(50,697)
Net Assets, beginning	22,741,520
Net Assets, ending	22,690,822

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-23 TO 04-30-23 (16.7%)

	AGENCY TOTAL			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	44,051,888	4,531,070	39,520,818	10%
BENEFITS	14,158,980	1,514,485	12,644,495	11%
TRAVEL	860,927	105,857	755,070	12%
SPACE COST	5,119,714	1,056,332	4,063,382	21%
SUPPLIES	2,275,029	419,342	1,855,687	18%
EQUIPMENT	410,420	495,842	(85,422)	121%
CONSULTANT/CONTRACT SERVICES	3,053,138	691,506	2,361,632	23%
OTHER COSTS	2,757,892	628,092	2,129,800	23%
PROGRAM COSTS	26,485,434	4,728,130	21,757,304	18%
INDIRECT	9,589,595	1,304,468	8,285,127	14%
TOTAL	108,763,017	15,475,124	93,287,893	14%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-23 TO 04-30-23 (16.7%)

	EDUCATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	31,698,221	3,472,940	28,225,281	11%
BENEFITS	10,482,845	1,149,398	9,333,447	11%
TRAVEL	606,386	69,550	536,836	11%
SPACE COST	2,923,727	(174,028)	3,097,755	-6%
SUPPLIES	1,779,693	300,720	1,478,973	17%
EQUIPMENT	396,870	153,567	243,303	39%
CONSULTANT/CONTRACT SERVICES	1,306,125	144,288	1,161,837	11%
OTHER COSTS	1,162,562	237,021	925,541	20%
PROGRAM COSTS	22,106,428	3,986,851	18,119,577	18%
INDIRECT	7,214,192	966,210	6,247,982	13%
TOTAL	79,677,049	10,306,516	69,370,533	13%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-23 TO 04-30-23 (16.7%)

	NUTRITION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	4,689,341	419,937	4,269,404	9%
BENEFITS	1,454,798	140,155	1,314,643	10%
TRAVEL	110,349	21,954	88,395	20%
SPACE COST	765,375	778,358	(12,983)	102%
SUPPLIES	125,671	42,580	83,091	34%
EQUIPMENT	-	171,137	(171,137)	Not budgeted
CONSULTANT/CONTRACT SERVICES	648,910	63,162	585,748	10%
OTHER COSTS	409,174	104,143	305,031	25%
PROGRAM COSTS	3,068,971	574,547	2,494,424	19%
INDIRECT	918,707	129,843	788,864	14%
TOTAL	12,191,296	2,445,816	9,745,480	20%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-23 TO 04-30-23 (16.7%)

	ENERGY CONSERVATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	2,279,389	203,729	2,075,660	9%
BENEFITS	683,820	79,282	604,538	12%
TRAVEL	50,000	5,670	44,330	11%
SPACE COST	237,186	34,635	202,551	15%
SUPPLIES	109,499	31,712	77,787	29%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	229,213	213,263	15,950	93%
OTHER COSTS	654,000	166,501	487,499	25%
PROGRAM COSTS	481,231	57,657	423,574	12%
INDIRECT	472,412	77,397	395,015	16%
TOTAL	5,196,750	869,845	4,326,905	17%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-23 TO 04-30-23 (16.7%)

	COMMUNITY SERVICES			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	4,219,812	336,271	3,883,541	8%
BENEFITS	1,226,969	110,109	1,116,860	9%
TRAVEL	55,702	7,147	48,555	13%
SPACE COST	953,189	403,064	550,125	42%
SUPPLIES	232,451	38,016	194,435	16%
EQUIPMENT	13,550	171,137	(157,587)	1263%
CONSULTANT/CONTRACT SERVICES	830,833	270,636	560,197	33%
OTHER COSTS	380,166	106,879	273,287	28%
PROGRAM COSTS	825,804	62,600	763,204	8%
INDIRECT	779,220	110,535	668,685	14%
TOTAL	9,517,696	1,616,395	7,901,301	17%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-23 TO 04-30-23 (16.7%)

	CSBG			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	1,007,969	85,583	922,386	8%
BENEFITS	261,830	33,006	228,824	13%
TRAVEL	13,740	1,537	12,203	11%
SPACE COST	234,537	14,303	220,234	6%
SUPPLIES	18,915	4,564	14,351	24%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	7,750	63	7,687	1%
OTHER COSTS	42,380	5,294	37,086	12%
PROGRAM COSTS	3,000	-	3,000	0%
INDIRECT	166,580	13,729	152,851	8%
TOTAL	1,756,701	158,078	1,598,623	9%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-23 TO 04-30-23 (16.7%)

	DISCRETIONARY & FUND RAISING			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	157,156	12,610	144,546	8%
BENEFITS	48,718	2,536	46,182	5%
TRAVEL	24,750	-	24,750	0%
SPACE COST	5,700	-	5,700	0%
SUPPLIES	8,800	1,751	7,050	20%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	30,307	95	30,212	0%
OTHER COSTS	109,610	8,254	101,356	8%
PROGRAM COSTS	-	46,475	(46,475)	Not budgeted
INDIRECT	38,484	6,754	31,730	18%
TOTAL	423,525	78,475	345,050	19%

COMMUNITY ACTION PARTNERSHIP OF KERN
INDIRECT FUND - FY 2023/24
BUDGET TO ACTUAL - 03/01/23 TO 4/30/23 (2 OF 12 MONTHS = 16.7%)

	Budget	Actual	% Earned/ Expended	Available Balance
Revenue	**$ 9,589,595**	**$ 1,304,468**	**13.6%**	**$ 8,285,127**
Expenditures				
Salaries	4,599,831	492,176	10.7%	4,107,655
Benefits @ 23.6% actual	1,190,237	147,851	12.4%	1,042,386
Total Personnel Costs	5,790,068	640,027	11.1%	5,150,041
Operating Costs				
Travel	88,000	6,316	7.2%	81,684
Space Costs	386,450	21,126	5.5%	365,324
Supplies	262,650	37,006	14.1%	225,644
Consultant/Contract	1,049,000	187,032	17.8%	861,968
Other Operating Costs	780,300	121,514	15.6%	658,786
Total Operating Costs	2,566,400	372,994	14.5%	2,193,406
Total Expenditures	**$ 8,356,468**	**$ 1,013,021**	**12.1%**	**$ 7,343,447**
Excess (Deficit) Indirect Revenue	**$ 1,233,127**	**$ 291,447**		

RECAP BY SUPPORT DIVISION	Budget	Actual	% Expended	Available Balance
HR	$ 1,302,127	$ 166,270	12.8%	$ 1,135,857
Operations	2,700,165	352,492	13.1%	2,347,673
Executive	500,950	123,357	24.6%	377,593
Program Administration	-	202	Not budgeted	(202)
Finance	2,523,658	315,619	12.5%	2,208,039
Community Development	1,329,568	55,081	4.1%	1,274,487
	$ 8,356,468	$ 1,013,021	12.1%	$ 7,343,447

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