



DATE	August 9, 2023
TIME	12:00 pm
LOCATION	CAPK Administrative Office 5005 Business Park North Bakersfield, CA 93309

Program Review & Evaluation Committee Agenda

1. Call to Order

2. Roll Call

Ana Vigil (Chair)
Jimmie Childress

Mia Cifuentes
Gina Martinez

Yolanda Ochoa

3. Public Comments

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

4. Program Presentation

- a. Energy Program Presentation by Wilfredo Cruz, Energy Program Administrator (**p. 3-18**)

5. New Business

- a. June & July 2023 Program Reports – **Action Item (p. 19-62)**

Pritika Ram, Chief Business Development Officer

1. Housing & Supportive Services
 - Coordinated Entry Services (CES)
 - M Street Homeless Navigation Center
 - CalAIM – Homeless Services (N/A)
2. Health & Nutrition Services
 - CalFresh Healthy Living
 - Food Bank
 - Migrant Childcare Alternative Payment (MCAP)
 - Women Infant and Children (WIC)
3. Youth & Community Services
 - East Kern Family Resource Center (EKFRCC)
 - Oasis Family Resource Center
 - Energy, Weatherization & Utility Assistance
 - Friendship House Community Center (FHCC)
 - Shafter Youth Center (SYC)
 - Volunteer Income Tax Assistance (VITA)
4. Operations
 - Maintenance
 - Information Technology
 - Data Services
 - Risk Management
5. Community Development
 - Grant Development
 - CAPK Foundation

- Outreach & Marketing
- 211 Kern Call Center
- Community Schools Partnership Program (CSPP)

- b. June & July 2023 Application Status Report & Funding Profiles – Vanessa Mendoza, Grant Administrator
Action Item (p. 63-73)

1. Application Status Report
2. Funding Profiles
 - i. CalFresh Partner Agreement
 - ii. FY 2023 Housing and Urban Development – Coordinated Entry services
 - iii. Mutual of America Community Partnership Award
 - iv. California Violence Intervention and Prevention – Community Peacekeeper
 - v. California Violence Intervention and Prevention – Outreach Worker
 - vi. Wonderful Community Grant (New Item)
3. Small Funding Profiles (\$50,000 and under)

- c. June & July 2023 Head Start / State Child Development Enrollment Update & Meals Report – **Action Item (p.74-77)** Carol Hendricks, Enrollment and Attendance Manager

6. Committee Member Comments

7. Next Scheduled Meeting

Program Review & Evaluation Committee
12:00 pm
September 13, 2023
5005 Business Park North
Bakersfield, CA 93309

8. 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, August 4, 2023. Sara Elias, Assistant to the Chief Program Officer.



Helping People... Changing Lives.



Weatherization | Utility Bill Assistance
a program of CAPK

Presented by:
Wilfredo Cruz Jr.
Program Administrator

What is the CAPK Energy Program?

CAPK's Energy Program assists income-eligible residents with utility bill payments, free weatherization, and energy education, at no cost to the participants.

UTILITY ASSISTANCE	WEATHERIZATION
<ul style="list-style-type: none">• Heating and Cooling Services (HEAP)• Water and Wastewater	<ul style="list-style-type: none">• Energy Conservation in Homes

Who does the Energy Program serve?

The Energy Program serves low-income households. Our priority demographics are:

- Seniors
- Disabled
- Households with children under 5 years of age
- Households with the lowest income and highest energy burden

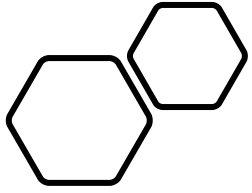


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Energy Program – Our Funding Sources

Our primary funding is the **Low-Income Home Energy Assistance Program (LIHEAP)** which was first established in 1981 and is funded annually through Congressional appropriations. The program assists eligible low-income households with weatherization and energy-related home repairs, utility bill payment assistance, energy crisis assistance and repairing or replacing heating and cooling systems. CAPK also provides weatherization assistance through the **Department of Energy grants (DOE)**, reducing energy costs for low-income households by increasing the energy efficiency of their homes. Due to the COVID-19 pandemic, legislation was passed last year which created the **American Recovery Plan Act (ARPA)**. We are now able to assist our community with their heating and cooling needs to a greater degree. We are also currently in discussions to finalize the **Low-Income Household Water Assistance Program (LIHWAP)**, which will allow us to assist eligible households with their water bill arrearages.





Home Energy Assistance Program (HEAP)

- HEAP provides utility assistance to applicants with their electric, gas, and propane bills
- Eligibility is based on a household's monthly income
- Qualifying applicants receive a one-time yearly rebate - exceptions may apply



Low Income Household Water Assistance Program (LIHWAP)

LIHWAP provides utility assistance to applicants with their water or wastewater bills

Eligibility is based on a household's monthly income

Qualifying applicants receive a one-time account payment, up to \$15,000.

This contract ends December 31, 2023, and will not be renewed.

What exactly is Weatherization?

- ▶ Weatherization:
 - Is a service that is provided to make homes more energy efficient by completing repairs and/or replacing appliances
- ▶ Types of homes that can be weatherized:
 - Single Family, rental or owner occupied
 - Multi-family, rental or owner occupied
 - Mobile homes, rental or owner occupied
- ▶ Homes are limited to the number of times they can be weatherized



Benefits of Weatherization?

- Helps to REDUCE your monthly energy bill with: Pacific Gas and Electric (PG&E), Southern California Gas, Southern, California Edison, Propane
 - LIHEAP's mission statement is "To work with communities by supporting, advocating for, and empowering residents to achieve self-reliance and economic security."
- Good for the environment, as it reduces green house gas emissions
 - DOE's mission statement is to "Ensure America's security and prosperity by addressing its energy, environmental and nuclear challenges..."



Energy Services – 2023 and Beyond

- So far, in 2023, we have fully expended our 2022 LIHEAP and 2022 SLIHEAP contracts.
- Our current open contracts with available funding are:
 - 2021 ARPA
 - 2021 LIHWAP
 - 2023 LIHEAP
 - 2023 ESLIHEAP
 - 2023 SLIHEAP
- We are currently awaiting the arrival of 2022 DOE BIL WAP this month and 2024 LIHEAP will be arriving in November later this year.

Community Outreach Efforts in 2023

- Hey Salty Marketing Campaigns
- Working with internal CAPK Outreach Team for events
- KGET/Telemundo Commercials
- Cuadrilla events - working alongside other CAPK programs
- Continued relationship building with local media outlets
- Participating in outreach events throughout Kern County and partnering with other CAPK programs in the process



- Partnering directly with Cal Water services to assist their low-income and arrearage clients
- Development of marketing materials by internal CAPK team
- Continue to build relationships with key community organizations

Energy Program Accomplishments in 2023

Weatherization

- Achieving record-breaking numbers in 2023:
 - From 2017-2022 average amount of weatherization on a client's home was \$4,828.
 - In 2023, this amount is \$11,364.
 - From 2017-2022 average amount invoiced to CSD monthly was \$80,002.
 - In 2023, this amount is \$204,228
- We've weatherized 123 homes, so far, in 2023. Last year we completed 141 homes.

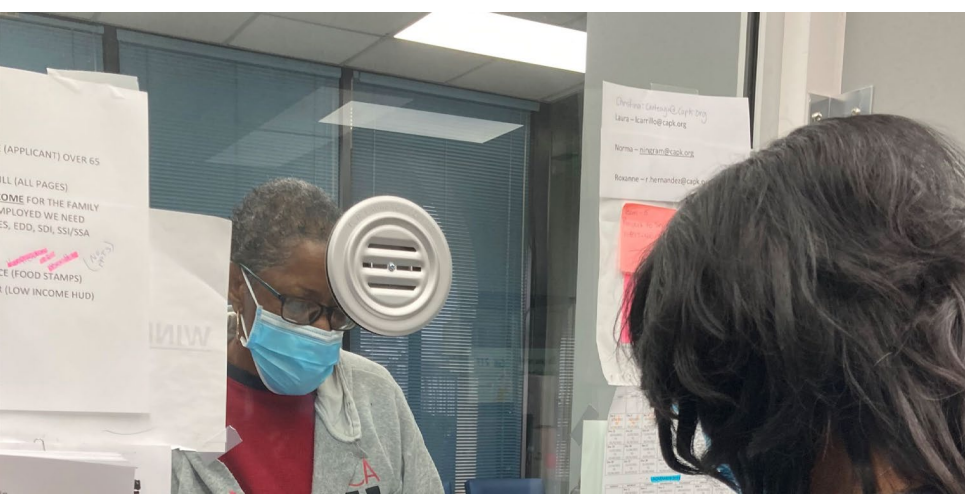
Utility Assistance

- The team is spending down contracts at a record pace.
- In June alone, the paid down \$2.1 million worth of utility fees!
- We've helped close to 7,000 families and individuals so far in 2023 through our various contracts.

How to apply for our services

- ▶ Call 211 to schedule an appointment or request an application to be mailed out.
- ▶ Visit energy.capk.org to download and print the applications
- ▶ Pick up or drop off application at 300 19th Street Bakersfield, CA 93301 between 8:00 am - 4:00 pm





Energy Team at Work!

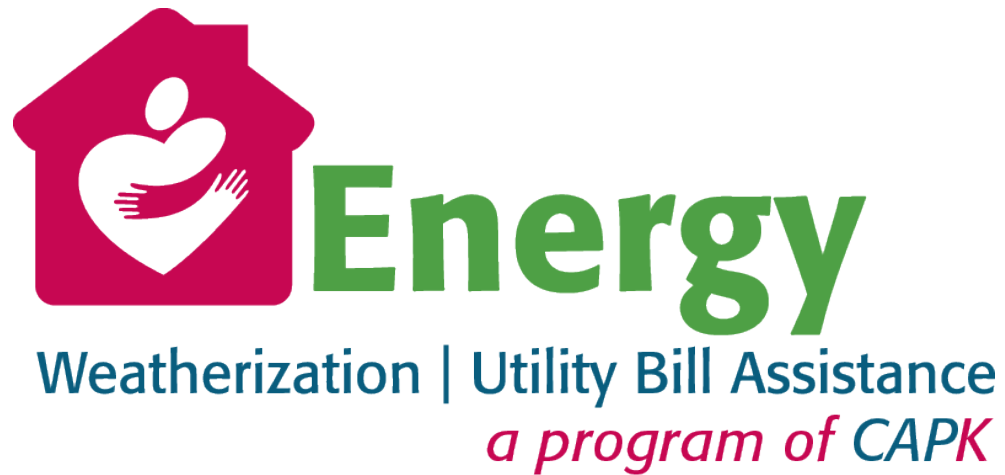
Contact Information



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Questions
or
Comments?



June & July 2023 Program Monthly Reports

PRE Committee August 2023



Housing and Supportive Services

Coordinated Entry Services

M Street Homeless Navigator Center

CalAIM - Homeless Services

**Community Action Partnership of Kern
Monthly Report 2023**

Month	June-23	Program/Work Unit		M Street Navigation Center		
Division/Director	Rebecca Moreno		Program Manager	Laurie Hughey		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
CAPK operates the 147-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals and an array of mental health, medical care and economic resources to unsheltered individuals with pets and partners.						
Shelter Services		Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)		133	774	1,000	160%	77%
Total Clients Served		244	1,376	2,400	122%	57%
Pets (i.e., kennel, emotional support assistance and service pet)		4	38	100	48%	38%
Residents Under 90 days length of stay		85	482	700	146%	69%
Exits to Permanent Housing (FNPI 4b)		7	64	100	84%	64%
Exits-Self		19	102	150	152%	68%
Exits-Involuntary		95	478	700	163%	68%
Case Management Services (SRV 7a)		560	3,684	8,000	84%	46%
Critical Incidents		36	190	250	173%	76%
Shelter Residents Meals (SRV 5ii)		7,298	38,852	60,000	146%	65%
Number of Volunteers <i>(duplicated)</i>		97	803	100	1164%	803%
Volunteers Hours <i>(duplicated)</i>		376	1,829	1,500	301%	122%
Safe Camping		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served (SRV 7b)		63	445	500	151%	89%
Current client census		27	276	300	108%	92%
Meals (SRV 5ii)		2,052	15,763	15,000	164%	105%
Pets		11	91	75	176%	121%
Clients moved to Shelter (SRV 4m)		3	8	50	72%	16%
Exits to Permanent Housing (FNPI 4b)		2	13	40	60%	33%
Exits-Self		7	28	50	168%	56%
Exits-Involuntary		19	79	75	304%	105%
Critical Incidents		1	24	100	12%	24%
Safe Parking		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served		12	50	50	288%	100%
Current client census		12	50	50	288%	100%
Clients moved to Shelter (SRV 4m)		0	0	25	0%	0%
Explanation (Over/Under Goal Progress)						
One critical incident for Safe Camp and three transferred to M Street. Clients in Safe Camp do not want to transfer to M Street due to more structure such as weapons/drug checks and being able to stay in tent all day.						
Program Strategic Goals		Progress Towards Goal				

**Community Action Partnership of Kern
Monthly Report 2023**

1. Number of clients participating in job training program, (i.e. Project Hire-Up, financial Literacy, Recycling Lives, Open Door Network)	One client participated and graduated Project Hire-Up cohort 9, 6 completed the Financial Literacy classes with Chase Bank who is currently under program review and will restart in August 23. 15 clients working in various jobs out in the community, and one client attending CSUB, and one attending UEI.
2. Increase job retention/recruitment at M street by (1) developing job descriptions that accurately reflect job performance and (2) regrading/classification of job descriptions.	The three remaining job descriptions went to HR for review on 6/1/2023.
3. Amend M Street policy & procedure manual, intake packet post Covid.	The M Street packets have been submitted for review, still under corrections from leadership. PA is reviewing the P & P's to make adjustments for current program procedures.
4. Increase the number of clients who transition to permanent housing by 15% from the prior year (2022 - 99) to 114 clients.	seven clients placed into permanent housing this month which brings the total to 64 house for 2023 which is at 84%.

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	23
25 - 34	55
35 - 44	54
45 - 54	55
55 - 61	37
62+	20
Total:	244

Race Demographic	Month
American Indian or Alaska Native	11
Asian	2
Black or African American	46
Native Hawaiian or Other Pacific Islander	2
White	171
Multiple races	12
Client Don't know / Refused	
No Answer	
Total:	244

Gender	Month
Female	99
Male	141
Trans Female (MTF or Male to Female)	
Trans Male (FTM or Female to Male)	3.00

Zip Code	Month	Zip Code	Month
93301	64	93240	1
93302	1	90004	1
93304	24	90056	1
93305	21	93250	2
93306	10	93036	1
93307	13	96001	1
93308	21	93555	1
93309	11	93560	1
93311	7	93280	3
93312	1	93283	1
93313	3	93285	1
93314	2	63132	1
85041	1	45177	1
90212	1	79701	1
93516	2		
93206	1		
92234	1		
93215	1		
93706	1		
93728	1		
92345	1		
Not specified	39		
Total		244	

**Community Action Partnership of Kern
Monthly Report 2023**

Gender Non-Conforming (i.e. not exclusively male or female)	1
Client doesn't know	
Client refused	
No Answer	
Total:	244

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	4
25 - 34	16
35 - 44	15
45 - 54	18
55 - 61	6
62+	4
Total:	63

Race Demographic	Month
American Indian or Alaska Native	1
Asian	1
Black or African American	7
Native Hawaiian or Other Pacific Islander	1
White	51
Multiple races	2
Client Don't know / Refused	
No Answer	
Total:	63

Gender	Month
Female	28
Male	34
Trans Female (MTF or Male to Female)	
Trans Male (FTM or Female to Male)	1.00
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	63

Zip Code	Month	Zip Code	Month
93301	11		
93304	2		
93305	10		
93306	2		
93307	6		
93308	9		
93309	4		
92344	1		
93238	1		
93252	1		
93556	1		
93280	1		
58801	1		
75014	1		
Not specified	12		
Total		63	

Program Highlights

**Community Action Partnership of Kern
Monthly Report 2023**

Month	July-23	Program/Work Unit		M Street Navigation Center		
Division/Director	Rebecca Moreno		Program Manager	Laurie Hughey		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
CAPK operates the 147-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals and an array of mental health, medical care and economic resources to unsheltered individuals with pets and partners.						
Shelter Services		Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)		126	900	1,000	151%	90%
Total Clients Served		233	1,609	2,400	117%	67%
Pets (i.e., kennel, emotional support assistance and service pet)		9	47	100	108%	47%
Residents Under 90 days length of stay		70	552	700	120%	79%
Exits to Permanent Housing (FNPI 4b)		6	70	100	72%	70%
Exits-Self		22	124	150	176%	83%
Exits-Involuntary		79	557	700	135%	80%
Case Management Services (SRV 7a)		853	4,537	8,000	128%	57%
Critical Incidents		63	253	250	302%	101%
Shelter Residents Meals (SRV 5ii)		6,942	45,794	60,000	139%	76%
Number of Volunteers (duplicated)		99	902	100	1188%	902%
Volunteers Hours (duplicated)		324	2,152	1,500	259%	143%
Safe Camping		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served (SRV 7b)		43	488	500	103%	98%
Current client census		29	305	300	116%	102%
Meals (SRV 5ii)		1,789	17,552	15,000	143%	117%
Pets		8	99	75	128%	132%
Clients moved to Shelter (SRV 4m)		0	8	50	0%	16%
Exits to Permanent Housing (FNPI 4b)		0	13	40	0%	33%
Exits-Self		2	30	50	48%	60%
Exits-Involuntary		2	81	75	32%	108%
Critical Incidents		1	25	100	12%	25%
Safe Parking		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served		12	62	50	288%	124%
Current client census		12	62	50	288%	124%
Clients moved to Shelter (SRV 4m)		0	0	25	0%	0%
Explanation (Over/Under Goal Progress)						
One critical incident for Safe Camp. Clients in Safe Camp do not want to transfer to M Street due to more structure such as weapons/drug checks and being able to stay in tent all day.						
Program Strategic Goals		Progress Towards Goal				

**Community Action Partnership of Kern
Monthly Report 2023**

1. Number of clients participating in job training program, (i.e. Project Hire-Up, financial Literacy, Recycling Lives, Open Door Network)	17 clients employed in jobs in the community, 1 client graduated from Project Hire-Up next co-hort starts August 17th and 2 clients signed up for the program. 1 client participating in Recycling Lives classes start 8/16/23. 13 clients attended the Cal Fresh Healthy Living class.
2. Increase job retention/recruitment at M street by (1) developing job descriptions that accurately reflect job performance and (2) regrading/classification of job descriptions.	Three remaining job descriptions Transport Driver, Program and Volunteer Coordinator will be presented to the BOD Personnel Committee for approval. August 2, 2023.
3. Amend M Street policy & procedure manual, intake packet post Covid.	The M Street packets have been submitted for review, still under corrections from leadership. PA is reviewing the P & P's to make adjustments for current program procedures.
4. Increase the number of clients who transition to permanent housing by 15% from the prior year (2022 - 99) to 114 clients.	

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	17
25 - 34	50
35 - 44	57
45 - 54	62
55 - 61	28
62+	19
Total:	233

Race Demographic	Month
American Indian or Alaska Native	13
Asian	1
Black or African American	53
Native Hawaiian or Other Pacific Islander	1
White	160
Multiple races	5
Client Don't know / Refused	
No Answer	
Total:	233

Gender	Month
Female	98
Male	133
Trans Female (MTF or Male to Female)	1.00
Trans Male (FTM or Female to Male)	

Zip Code	Month	Zip Code	Month
93301	57	93280	3
93304	30	93285	1
93305	18	63132	1
93306	9	77904	1
93307	12	98371	1
93308	25	85041	1
93309	10	93203	3
93311	7		
93313	2		
93314	2		
92311	1		
90212	1		
93206	1		
92234	1		
93240	1		
90056	1		
90061	1		
93250	2		
96001	1		
93560	2		
93263	1		
Not specified	37		
Total		233	

**Community Action Partnership of Kern
Monthly Report 2023**

Gender Non-Conforming (i.e. not exclusively male or female)	1
Client doesn't know	
Client refused	
No Answer	
Total:	233

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	3
25 - 34	8
35 - 44	12
45 - 54	11
55 - 61	6
62+	3
Total:	43

Race Demographic	Month
American Indian or Alaska Native	1
Asian	0
Black or African American	7
Native Hawaiian or Other Pacific Islander	0
White	33
Multiple races	2
Client Don't know / Refused	
No Answer	
Total:	43

Gender	Month
Female	18
Male	25
Trans Female (MTF or Male to Female)	
Trans Male (FTM or Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	43

Zip Code	Month	Zip Code	Month
93301	7		
93304	2		
93305	6		
93306	2		
93307	3		
93308	5		
93309	5		
92344	1		
93238	1		
93556	1		
75014	1		
Not specified	9		
Total			

Program Highlights



Health and Nutrition Services

Cal-Fresh Health Living Program

Food Bank

Migrant Childcare Alternative Payment

Women, Infant, and Children

**Community Action Partnership of Kern
Monthly Report 2023**

Month	June-23	Program/Work Unit	CalFresh Healthy Living			
Division/Director	Susana Magana		Program Manager	Alan Rodriguez		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
The CalFresh Healthy Living (CFHL) program, Funded by the USDA and administered by CDSS, improves the nutritional health of low-income Kern County residents by providing access to nutrition education, physical activity education, and leadership within community collaboratives that focus on health and nutrition. The program does this by providing Direct Education classes, Indirect Education materials and resources, and Policy Systems and Environmental Changes (PSE's). CFHL has 3 subcontractors that assist in carrying out the goal of educating the student population.						
Supplemental Nutrition Assistance Program-Education(SNAP-Ed) eligible participants, receiving Nutrition Education 10/1/2022-9/30/2023 (FNPI 5a) (SRV 5ff).	Month	YTD	YTD Goal	Month Progress	Annual Progress	
Community Action Partnership of Kern (CAPK) Direct Education provided.	14	293	2,000	2%	15%	
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.	175	2,545	2,000	26%	127%	
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.	112	817	1,000	34%	82%	
Lamont Elementary School District (LESD) Subcontractor Direct Education provided.	0	853	1,000	0%	85%	
Complete the Healthy Food Pantry Assessment Toolkit (HFPAT) to identify potential growth opportunities for 6 different food pantries.	0	2	6	0%	33%	
Cumulative Indirect Education: Indirect education, for SNAP-Ed purposes, is defined as the distribution or display of information and resources which involve no participant interaction with an instructor or multimedia.	2974	12,962	30,000	30%	43%	
Explanation (Over/Under Goal Progress)						
Direct Education Numbers were lower than in prior months due to CFHL attending more indirect education events in the community and planning for next month's classes. Subcontracted school districts' Direct Education numbers were also lower to do their transition to being without children during the summer months. CSUB's HFPAT was rescheduled from June to July for CSUB's Food Pantry; however, with BAIHP planning to open a Food Pantry, conversations have been started to also implement NPP which includes an HFPAT. Indirect education increased steadily as well but was slower due to subcontractor school districts being without children during the summer months.						
Program Strategic Goals		Progress				

**Community Action Partnership of Kern
Monthly Report 2023**

Minimize staff turn-over and become fully staffed.	Currently, CFHL is at 80% capacity. The CFHL team ran 2 Health Educator positions and interviews were held in June. Both job offers were made and accepted by the applicants. 1 applicant will be onboarded in late July and the other in early August.
Partner with community agencies and collaboratives that are SNAP-Ed approved, including other CAPK Programs, to increase the amount of Direct Education, Indirect Education, and PSE's which improve the opportunities for the SNAP-Ed eligible population to have healthy food choices, physical activity, and nutrition information.	In June 2023, CFHL continued Direct Education classes in Rio Mirada Emergency Housing, Stay Focussed Ministries, and BGLAD. A few classes were rescheduled due to low attendance. CFHL Started June 2023 by attending the LOTUS Dia De Accion event which had over 1,000 attendees at the Kern County fairgrounds. In addition, throughout the month CFHL attended events at the Cal City Farmer's Market, F St. Farmers Market, First Presbyterian Church, Wonderful Food Distribution in Lost Hills, the BC Farmers Market event, New Life Center, and numerous Apple Core Project Food distributions. CFHL also began planning to provide nutrition classes for the M St. Navigation clients.
Progress with assessing Food Pantries and the progress in partnering in implementing improvement measures based on the data of the Healthy Food Pantry Assessment Toolkit (HFPAT).	The CSUB Food Pantry will be conducting its HFPAT in July 2023. Originally the HFPAT was going to be conducted in May 2023 but CSUB rescheduled twice. They are excited to identify what areas to strengthen however, challenges in their scheduling has stalled starting the project.
Creative a new Food Pantry Collaborative in Kern County where Pantries can collaborate, plan, and discuss ideas to improve services and strategically plan for encouraging Nutrition based decisions for clients.	Kern County Food Pantry Collaborative (KCFPC) held its second meeting on April 10, 2023, with a total of 18 participants. The collaborative focused on Mission & Goal Strategy, featured presentation on Food Recovery, Recent Pantry Partner Connections as a result of the first KCFPC, Current NPP progress, Agency Partner Conference update and the benefits of the NPP client-choice model, Grant Opportunities and Resources. The following Meeting will be held in August/September 2023 and a CAPK Food Bank Representative will join the collaborative to answer any questions the pantries may have.
Program Highlights	
<p>The CFHL team had the California Department of Public Health (CDPH) Visit on 5/30/2023 to discuss program progress and conduct observations on program activities. The visit was a success and the report was received on June 28th with 0 findings. CFHL Management was also able to make 2 job offers which resulted in 2 acceptances. This will be the first time the CFHL is fully staffed in over 2 years. In addition, CFHL Hosted its 3 quarterly CNAP meeting which brings in stakeholders in the community to discuss food-related topics across all sectors. This collaboration started the relationship with CFHL and BAIHP and ended up starting the conversation for them to open a food pantry, in collaboration with the Food Bank. This new food Pantry is expected to open in July 2023.</p>	

**Community Action Partnership of Kern
Monthly Report 2023**

Month	July-23	Program/Work Unit	CalFresh Healthy Living			
Division/Director	Susana Magana		Program Manager	Alan Rodriguez		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
The CalFresh Healthy Living (CFHL) program, Funded by the USDA and administered by CDSS, improves the nutritional health of low-income Kern County residents by providing access to nutrition education, physical activity education, and leadership within community collaboratives that focus on health and nutrition. The program does this by providing Direct Education classes, Indirect Education materials and resources, and Policy Systems and Environmental Changes (PSE's). CFHL has 3 subcontractors that assist in carrying out the goal of educating the student population.						
Supplemental Nutrition Assistance Program-Education(SNAP-Ed) eligible participants, receiving Nutrition Education 10/1/2022-9/30/2023 (FNPI 5a) (SRV 5ff).	Month	YTD	YTD Goal	Month Progress	Annual Progress	
Community Action Partnership of Kern (CAPK) Direct Education provided.	288	581	2,000	43%	29%	
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.	24	2,569	2,000	4%	128%	
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.	0	817	1,000	0%	82%	
Lamont Elementary School District (LESD) Subcontractor Direct Education provided.	0	853	1,000	0%	85%	
Complete the Healthy Food Pantry Assessment Toolkit (HFPAT) to identify potential growth opportunities for 6 different food pantries.	1	3	6	50%	50%	
Cumulative Indirect Education: Indirect education, for SNAP-Ed purposes, is defined as the distribution or display of information and resources which involve no participant interaction with an instructor or multimedia.	2164	15,126	30,000	22%	50%	
Explanation (Over/Under Goal Progress)						
Direct Education Numbers were lower than in prior months due to CFHL attending more indirect education events in the community and planning for next month's classes. Subcontracted school districts' Direct Education numbers were also lower their students summer break. Students will be returning in August 2023. CSUB's HFPAT was rescheduled again for their Food Pantry. Since this is the 3 time they rescheduled the CFHL will be focusing their efforts elsewhere for now. This resulted in Bakersfield College starting their NPP Process. In addition, with BAIHP planning to open a Food Pantry, conversations have been started to also implement NPP which includes an HFPAT. Indirect education increased steadily as well but was slower due to subcontractor school districts being without children during the summer months.						
Program Strategic Goals		Progress				

**Community Action Partnership of Kern
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Minimize staff turn-over and become fully staffed.	Currently, CFHL is at 90% capacity. 1 staff member was onboarded in late July and another will be coming on board in early August. This will be the first time CFHL is fully staffed in the last 2 years.
Partner with community agencies and collaboratives that are SNAP-Ed approved, including other CAPK Programs, to increase the amount of Direct Education, Indirect Education, and PSE's which improve the opportunities for the SNAP-Ed eligible population to have healthy food choices, physical activity, and nutrition information.	In July 2023, CFHL continued Direct Education classes in M St. Navigation center, BGLAD, Pacific Health Education Cognitive Health Center, Stay Focussed Ministries, and Arvin/Lamont's public Libraries. CFHL Started July 2023 by attending Food distributions in Delano, Catholic Charities, numerous Apple Core Project Food distributions, Cal City Farmers Market and F St. farmers Market, and the New Life church food pantry.
Progress with assessing Food Pantries and the progress in partnering in implementing improvement measures based on the data of the Healthy Food Pantry Assessment Toolkit (HFPAT).	The CSUB Food Pantry rescheduled a third time. CFHL program will be focussing efforts on other Food pantries to implement NPP and conduct HFPAT's. CFHL was able to conduct one HFPAT at Bakerfield College in July 2023.
Create a new Food Pantry Collaborative in Kern County where Pantries can collaborate, plan, and discuss ideas to improve services and strategically plan for encouraging Nutrition based decisions for clients.	Kern County Food Pantry Collaborative (KCFPC) held its second meeting on April 10, 2023, with a total of 18 participants. The collaborative focused on Mission & Goal Strategy, featured presentation on Food Recovery, Recent Pantry Partner Connections as a result of the first KCFPC, Current NPP progress, Agency Partner Conference update and the benefits of the NPP client-choice model, Grant Opportunities and Resources. The following Meeting will be held in August 28 2023 and a CAPK Food Bank Representative will join the collaborative to answer any questions the pantries may have.
Program Highlights	
In the month of July CFHL partners with Pacific Health Education Cognitive Center (PHECC), a mental & behavioral health center focussed on adults and that prides themselves of being a place where mental health is the focus and a "safe" place for those suffering from mental disorders. PHECC has classrooms, a kitchen, a pantry, anda "store" where adutls can learn basic life skills. CFHL partnerd with PHECC to provide nutrition education classes and provide food demonstrations to show clients healthy food can be delicious, and to stretch their dollars the most they can. Classes were scheduled 4 times a week and the possibility conversations to coodrinatate other projects, such as HFPAT's, are in progress.	

**Community Action Partnership of Kern
Monthly Report 2023**

Month	June-23	Program/Work Unit		Food Bank		
Division/Director	Health & Nutrition, Susana Magana		Program Manager	Kelly Lowery		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
The Food Bank provides food assistance to low-income families and individuals through a network of more than 150 agency partner distribution sites across Kern County.						
TEFAP		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		65,307	314,312	500,000	157%	63%
Pounds Distributed		692,907	4,292,439	9,500,000	88%	45%
Pantry Program		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		52,877	322,187	500,000	127%	64%
Pounds Distributed		235,317	1,479,693	3,000,000	94%	49%
Fresh Rescue		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		18,525	103,822	150,000	148%	69%
Pounds Distributed		177,843	996,689	2,000,000	107%	50%
CSFP		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		4,857	28,771	57,600	101%	50%
Pounds Distributed		155,424	920,672	1,843,200	101%	50%
Free Farmers Markets		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		8,808	56,893	150,000	70%	38%
Pounds Distributed		90,349	429,344	1,000,000	108%	43%
Brighter Bites		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		5,440	27,538	80,000	82%	34%
Pounds Distributed		24,676	136,913	300,000	99%	46%
Snack Attack		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		392	1,406	2,000	235%	70%
Pounds Distributed		1,566	5,623	10,000	188%	56%
Community Events & Other		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		1,749	7,152	20,000	105%	36%
Pounds Distributed		209,919	858,213	1,000,000	252%	86%
Totals		Month	YTD	Annual Goal	Month Progress	Annual Progress
Total Individuals Served		157,955	867,354	1,459,600	130%	59%
Total Pounds Distributed (SRV 5jj)		1,588,001	9,119,586	22,000,000	87%	41%
Volunteers (SRV 6f)		Month	YTD	Annual Goal	Month Progress	Annual Progress
Volunteers who received job skill training (e.g., paid partnership though service providers, duplicated)		45	183	250	216%	73%
Other Volunteers (i.e., general public, duplicated)		167	856	1,500	134%	57%

**Community Action Partnership of Kern
Monthly Report 2023**

Explanation (Over/Under Goal Progress)	
At the halfway point for the year, we are on track with all programs except the Farmers Market program. At the beginning of the year we set a goal based on the expansion being completed in April. Due to the delay in construction and subsequent lack of cold storage, we have had to delay expanding the program.	
2023 Program Strategic Goals	Progress Towards 2023 Strategic Goals
Cultivate strong relationships with organizations working on food insecurity including the food policy council.	Joined two community meetings with various organizations regarding the movement of the food policy council.
Re-configure the pantry program from on-site shopping to online ordering.	Retained the online shopping model for bulk items while creating an in person area accessible without appointment for the misc, fresh, frozen and bread.
Create additional access points in the county by adding new pantries as well as providing night and weekend pantry access.	We added 5 pantries this month. Our total pantry partner count is: 136.
Develop a classification system for measuring, tracking and increasing the nutrition level of the food distributed.	Classification of food in nutritional categories will begin in Q4 after the completion of the expansion project.
Develop a direct to client home delivery program for emergency food assistance.	Development of this program is set to begin in Q4 after the completion of the expansion project.
Program Highlights	
On June 7th the CAPK Food Bank was able to participate with other organizations in a resource fair to provide support for employees of the BITWISE company who were laid off due to the company declaring bankruptcy.	

**Community Action Partnership of Kern
Monthly Report 2023**

Month	July-23	Program/Work Unit	Food Bank			
Division/Director	Health & Nutrition, Susana Magana	Program Manager	Kelly Lowery			
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
The Food Bank provides food assistance to low-income families and individuals through a network of more than 150 agency partner distribution sites across Kern County.						
TEFAP		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		35,034	349,346	500,000	84%	70%
Pounds Distributed		921,065	5,213,504	9,500,000	116%	55%
Pantry Program		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		58,531	380,718	500,000	140%	76%
Pounds Distributed		325,965	1,805,658	3,000,000	130%	60%
Fresh Rescue		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		24,004	127,826	150,000	192%	85%
Pounds Distributed		230,437	1,227,126	2,000,000	138%	61%
CSFP		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		5,001	33,772	57,600	104%	59%
Pounds Distributed		160,032	1,080,704	1,843,200	104%	59%
Free Farmers Markets		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		9,492	66,385	150,000	76%	44%
Pounds Distributed		80,998	510,342	1,000,000	97%	51%
Brighter Bites		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		0	27,538	80,000	0%	34%
Pounds Distributed		0	136,913	300,000	0%	46%
Snack Attack		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		340	1,745	2,000	204%	87%
Pounds Distributed		1,358	6,981	10,000	163%	70%
Community Events & Other		Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served		1,595	8,746	20,000	96%	44%
Pounds Distributed		191,366	1,049,579	1,000,000	230%	105%
Totals		Month	YTD	Annual Goal	Month Progress	Annual Progress
Total Individuals Served		133,996	1,001,350	1,459,600	110%	69%
Total Pounds Distributed (SRV 5jj)		1,719,855	10,839,441	22,000,000	94%	49%
Volunteers (SRV 6f)		Month	YTD	Annual Goal	Month Progress	Annual Progress
Volunteers who received job skill training (e.g., paid partnership though service providers, duplicated)			183	250	0%	73%
Other Volunteers (i.e., general public, duplicated)			856	1,500	0%	57%

**Community Action Partnership of Kern
Monthly Report 2023**

Explanation (Over/Under Goal Progress)	
July saw a measureable increase in food distributed through our Pantry Program. This is most likely due to the increased access created by the hybrid online/in-person model with no appointment necessary that we pivoted to in June. Brighter Bites did not operate in July due to school being out. This program will resume in August.	
2023 Program Strategic Goals	Progress Towards 2023 Strategic Goals
Cultivate strong relationships with organizations working on food insecurity including the food policy council.	No meetings were held in July. Will attend the next food policy council meeting.
Re-configure the pantry program from on-site shopping to online ordering.	Goal reached.
Create additional access points in the county by adding new pantries as well as providing night and weekend pantry access.	We added 4 pantries this month. Our total pantry partner count is 140. We started the year with 119 pantry partner agencies.
Develop a classification system for measuring, tracking and increasing the nutrition level of the food distributed.	Classification of food in nutritional categories will begin in Q4 after the completion of the expansion project.
Develop a direct to client home delivery program for emergency food assistance.	Development of this program is set to begin in Q4 after the completion of the expansion project.
Program Highlights	
In July we added Ridgecrest as our seventh Free Farmers Market monthly distribution. Our goal is to be at 10 before the end of 2023. We are looking at adding distributions in Taft, Lake Isabella and Arvin.	

**Community Action Partnership of Kern
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Month	June-23	Program/Work Unit	Women Infants & Children (WIC) Nutrition			
Division/Director	Susana Magana		Program Manager	Lorna Speight		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
The Women Infants & Children (WIC) program provides education, breastfeeding support and food vouchers for families with infants, children up to age 5, and women who are pregnant, postpartum or breast feeding. CAPK WIC operates in 15 sites throughout Kern County, 4 locations in San Bernardino County, and through one mobile WIC clinic to reach hard-to-serve populations.						
Services	Month	YTD	Goal	Month Progress	Annual Progress	
Caseload (SRV 5g)	14,087		14,610	96%		
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)	18	153	268	81%	57%	
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)	881		900	98%		
Outreach	Month	YTD	Goal	Month	Annual	
Online Enrollment	174	1,076	1,500	139%	72%	
WIC Presentations and Outreach Events	11	55	72	183%	76%	
Publication in newspaper, television, and/or social media postings (English and Spanish)	23	143	260	106%	55%	
Regional Breast Liaison (RBL)	Month	YTD	Goal	Month Progress	Annual Progress	
Meet with key community stakeholders (i.e., medical managed care, hospital staff, lactation support, health care providers, other WIC agencies) in Region 24 to increase breastfeeding awareness and referrals to the WIC program, as well as share WIC digital materials and utilization.	10	60	120	100%	50%	
Explanation (Over/Under Goal Progress)						
Outreach events are higher than originally projected as projections were made during covid and more community events are currently being attended since the public health emergency has ended.						
Program Strategic Goals		Progress Towards Goal				
Develop strategies to increase wic retention and re-engagement with current participants		We continue to focus on re-engaging with participants have missed their recertification appointment in order to keep our participation up. Our outreach coordinator also has been attending more outreach events as well as posting on social media.				

**Community Action Partnership of Kern
Monthly Report 2023**

Month	July-23	Program/Work Unit	Women Infants & Children (WIC) Nutrition			
Division/Director	Susana Magana		Program Manager	Lorna Speight		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
The Women Infants & Children (WIC) program provides education, breastfeeding support and food vouchers for families with infants, children up to age 5, and women who are pregnant, postpartum or breast feeding. CAPK WIC operates in 15 sites throughout Kern County, 4 locations in San Bernardino County, and through one mobile WIC clinic to reach hard-to-serve populations.						
Services	Month	YTD	Goal	Month Progress	Annual Progress	
Caseload (SRV 5g)	13,958		14,610	96%		
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)	23	176	268	103%	66%	
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)	956		900	106%		
Outreach	Month	YTD	Goal	Month	Annual	
Online Enrollment	125	1,201	1,500	100%	80%	
WIC Presentations and Outreach Events	10	65	72	167%	90%	
Publication in newspaper, television, and/or social media postings (English and Spanish)	26	169	260	120%	65%	
Regional Breast Liaison (RBL)	Month	YTD	Goal	Month Progress	Annual Progress	
Meet with key community stakeholders (i.e., medical managed care, hospital staff, lactation support, health care providers, other WIC agencies) in Region 24 to increase breastfeeding awareness and referrals to the WIC program, as well as share WIC digital materials and utilization.	8	68	120	80%	57%	
Explanation (Over/Under Goal Progress)						
RBL visits with community stakeholders was slightly below the target set as the RBL was involved in planning and preparation for WIC breastfeeding events for World Breastfeeding Month in August. Outreach events are higher than originally projected as projections were made during covid and more community events are currently being attended since the public health emergency has ended.						
Program Strategic Goals		Progress Towards Goal				
Develop strategies to increase wic retention and re-engagement with current participants		We continue to focus on re-engaging with participants have missed their recertification appointment in order to keep our participation up. Our outreach coordinator also has been attending more outreach events as well as posting on social media.				



Youth and Community Services

East Kern Family Resource Center

Oasis Family Resource Center

Energy, Weatherization, and Utility Assistance

Friendship House Community Center

Shafter Youth Center

Volunteer Income Tax Assistance

Community Action Partnership of Kern
Monthly Report 2023

Month	June-23	Program/Work Unit	Oasis Family Resource Center		
Division/Director	Fred Hernandez	Program Manager	Eric Le Barbe		
Reporting Period	January 1, 2023 - December 31, 2023				
Program Description					
The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience					
First 5 Kern (Unduplicated Services)	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Parents Receiving Case Management Services (SRV 7a)	1	10	30	40%	33%
Children Receiving Case Management Services (SRV 7a)	1	10	30	40%	33%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	0	7	10	0%	70%
Children Educational Home Base Activities (FNPI 2b)	0	7	15	0%	47%
Children Summer Bridge Activities (FNPI 2b)	8	8	10	960%	80%
Family Support Services for non-clients with children 5 and under	10	88			
First 5 Total	20	130	95	63%	137%
Walk-In Community Services (Duplicated & Non First 5 Kern Clients)	Month	YTD			
Food/Household Items (SRV 7c)	100	491			
Household Items (SRV 7c)	97	584			
Baby Supplies	88	428			
Referrals/Administrative Services (SRV 7c)	44	349			
Court Mandated Correspondence	3	37			
Emergency Clothing (SRV 7n)	7	84			
Copies	14	99			
Educational Supplies	37	92			
Transportation Assistance (SRV 7d)	16	103			
COVID-19 Supplies (SRV 5oo)	2	65			
Total Community Services	408	2332			
Explanation (Over/Under Goal Progress)					
The First 5 Kern numbers may appear to be low in June but the Oasis FRC has already met or exceeded all the F5K fiscal year 2022-2023 goals as reporting is from July 2022 to June 2023.					
Program Strategic Goals		Progress Towards Goal			
1. Offer Court Mandated Nurturing Parenting Class every other quarter.		The class will be offered in August again. Several parents are already pre-registered.			

Community Action Partnership of Kern
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2. Apply for three funding opportunities that would help extend range of services outside First 5 clients for under served families (Parenting, Children 6-18, seniors, and homeless individuals).	The Oasis FRC received \$2500 from the Huggy Heart Valley Strong campaign in June. The Oasis FRC was selected as a recipient of car seats from Baby 2 Baby to be received in the fall. The Oasis FRC received an additional \$800 in donations to support their July baby shower, \$300 from the Elks Lodge and \$500 from State Farm Insurance.
3. Participate in community outreach activities to promote CAPK & Oasis FRC services and seek donations from local business partners (in-kind and monetary).	The Oasis FRC participated in the Safe Haven Kids League of California community event in California City on June 10th. The Oasis FRC also participated in the Ridgecrest Resource Fair on June 23rd.

Program Highlights

The Oasis Family Resource Center provided community services for a total of 203 inquiries in the month of June 2023. In our June Summer Bridge program, we had guest readers from the Ridgecrest library and the LA Children Burn Foundation. We also took the children on two field trips to the China Lake Museum and the Maturango museum. These activities will be repeated in the July Summer Bridge program with another group of children. The KCNC Leadership Team project distributed books to children at the Oasis FRC.

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Month	July-23	Program/Work Unit	Oasis Family Resource Center		
Division/Director	Fred Hernandez	Program Manager	Eric Le Barbe		
Reporting Period	January 1, 2023 - December 31, 2023				
Program Description					
The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience					
First 5 Kern (Unduplicated Services)	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Parents Receiving Case Management Services (SRV 7a)	22	32	30	880%	107%
Children Receiving Case Management Services (SRV 7a)	21	31	30	840%	103%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	0	7	10	0%	70%
Children Educational Home Base Activities (FNPI 2b)	14	21	15	1120%	140%
Children Summer Bridge Activities (FNPI 2b)	11	19	10	1320%	190%
Family Support Services for non-clients with children 5 and under	46	134			
First 5 Total	114	244	95	360%	257%
Walk-In Community Services (Duplicated & Non First 5 Kern Clients)	Month	YTD			
Food/Household Items (SRV 7c)	109	600			
Household Items (SRV 7c)	108	692			
Baby Supplies	79	507			
Referrals/Administrative Services (SRV 7c)	48	397			
Court Mandated Correspondence	0	37			
Emergency Clothing (SRV 7n)	6	90			
Copies	21	120			
Educational Supplies	71	163			
Transportation Assistance (SRV 7d)	23	126			
COVID-19 Supplies (SRV 5oo)	0	65			
Total Community Services	465	2797			
Explanation (Over/Under Goal Progress)					
July is the first month of the F5K fiscal year hence a great increase in case management services and home base activities as parents/children continuing receiving services in the new fiscal year get rolled over in July. The Summer Bridge goal for the new fiscal year has already been exceeded and another session within this new fiscal year will be offered again in June 2024.					
Program Strategic Goals		Progress Towards Goal			
1. Offer Court Mandated Nurturing Parenting Class every other quarter.		The class will be offered in August again. Several parents are already pre-registered.			

Community Action Partnership of Kern
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2. Apply for three funding opportunities that would help extend range of services outside First 5 clients for under served families (Parenting, Children 6-18, seniors, and homeless individuals).	The Oasis FRC received \$580 from the June Give Big Kern Campaign.
3. Participate in community outreach activities to promote CAPK & Oasis FRC services and seek donations from local business partners (in-kind and monetary).	The Oasis FRC received in kind donations from the community to supplement the F5K Baby Shower. The Oasis FRC also received 72 backpacks with school supplies from Race Communication.

Program Highlights

The Oasis Family Resource Center provided community services for a total of 219 inquiries in the month of July 2023. Similarly to June, in our July Summer Bridge program, we had guest readers from the Ridgecrest library and the LA Children Burn Foundation. We also took the July Summer Bridge children on two field trips to the China Lake Museum and the Maturango museum. On July 15, the Oasis FRC hosted a baby shower for 18 moms.

**Community Action Partnership of Kern
Monthly Report 2023**

Month	June-23	Program/Work Unit		Energy & Utility Assistance		
Division/Director	Fred Hernandez		Program Administrator	Wilfredo Cruz Jr.		
	January 1, 2023 - December 31, 2023					
Program Description						
The Energy Program assists income-eligible Kern County residents with utility bill payment, free weatherization, and energy education at no cost to the participant. Weatherization services include weather stripping; repair or replacement of windows and doors, heating/ cooling appliances, stoves, refrigerators, and more.						
Low-income Home Energy Program (LIHEAP) 2022 Ends December 2023	Month	YTD	Goal	Month Progress	Annual Progress	
Households Served - Utilities Assistance		42		0%	100%	
Utility Payments		63,947		0%	100%	
Households Served - Weatherization		64	64	0%	100%	
American Rescue Plan Act (ARPA) 2021 Ends September 2023	Month	YTD	Goal	Month Progress	Annual Progress	
Households Served - Utilities Assistance	418	2,871	2,000	63%	144%	
Utility Payments	\$ 638,614	\$ 3,431,924	\$ 2,565,058	75%	134%	
Low-Income Household Water Assistance Program (LIHWAP) 2021 Ends December 2023	Month	YTD	Goal	Month Progress	Annual Progress	
Households Served - Utilities Assistance	159	639	2,000	24%	32%	
Utility Payments	\$ 93,232.39	\$433,351	\$1,972,332	14%	22%	
Low-income Home Energy Program (LIHEAP) 2023 Ends June 2024	Month	YTD	Goal			
Households Served - Utilities Assistance	609	1,707	1,900	96%	90%	
Utility Payments	\$ 945,339	2,391,876	\$ 2,587,322	110%	92%	
Households Served - Weatherization	19	40	106	54%	38%	
Supplemental Low-Income Home Energy Assistance Program (SLIHEAP) 2023 Ends May 2024	Month	YTD	Goal	Month Progress	Annual Progress	
Households Served - Utilities Assistance	50	50	125	120%	40%	
Utility Payments	\$ 71,680.14	\$71,680	\$217,540	99%	33%	
Emergency Supplemental Low-Income Energy Assistance Program (ESLIHEAP) 2023 Ends May 2025	Month	YTD	Goal			
Households Served - Utilities Assistance	385	385	1,800	64%	21%	
Utility Payments	\$ 385	351,125	\$ 799,736	0%	44%	
Households Served - Weatherization	0	0	0	N/A	N/A	
Totals	Month	YTD	Goal	Month Progress	Annual Progress	
Total Households Served - Utility Assistance (FNPI 4z, SRV 4i, SRV 7b)	1,621	5,716	7,825	62%	73%	
Total Utility Payments	\$ 1,749,251	6,433,627	\$ 8,141,988	64%	79%	
Total Households Weatherized (FNPI4h, FNPI 4z, SRV 4q, SRV 7b, & SRV 4t)	19	104	170	34%	61%	
Explanation (Over/Under Goal Progress)						
1) 2021 ARPA - we have moved additional funds to UA over the last 6 months (\$1,106,000) to help assist more clients, hence the big difference between our YTD and goal						
2) 2022 LIHEAP was fully expended this month and will not be on future PRE reports						
3) 2023 ESLIHEAP - we do not expect to complete any weatherization under this contract in 2023 - could change next year						
Program Strategic Goals		Progress Towards Goal				

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1) Fully implementing online client self-application for Utility Assistance	TBD
2) Become fully staffed and trained in Weatherization and Utility Assistance	TBD
3) Fully expend 2022 LIHEAP and 2021 ARPA contracts by end of contract dates	TBD
Program Highlights	

**Community Action Partnership of Kern
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Month	July-23	Program/Work Unit		Energy & Utility Assistance	
Division/Director	Fred Hernandez		Program Administrator	Wilfredo Cruz Jr.	
	January 1, 2023 - December 31, 2023				
Program Description					
The Energy Program assists income-eligible Kern County residents with utility bill payment, free weatherization, and energy education at no cost to the participant. Weatherization services include weather stripping; repair or replacement of windows and doors, heating/ cooling appliances, stoves, refrigerators, and more.					
Low-income Home Energy Program (LIHEAP) 2022 Ends December 2023	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		42		0%	100%
Utility Payments		63,947		0%	100%
Households Served - Weatherization		64	64	0%	100%
American Rescue Plan Act (ARPA) 2021 Ends September 2023	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	15	2,886	2,000	2%	144%
Utility Payments	\$ 23,224	\$ 3,455,148	\$ 2,565,058	3%	135%
Low-Income Household Water Assistance Program (LIHWAP) 2021 Ends December 2023	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	171	810	2,000	26%	41%
Utility Payments	\$ 121,451.00	\$554,802	\$1,972,332	18%	28%
Low-income Home Energy Program (LIHEAP) 2023 Ends June 2024	Month	YTD	Goal		
Households Served - Utilities Assistance	701	2,408	1,900	111%	127%
Utility Payments	\$ 1,088,534	3,480,410	\$ 2,587,322	126%	135%
Households Served - Weatherization	19	59	106	54%	56%
Supplemental Low-Income Home Energy Assistance Program (SLIHEAP) 2023 Ends May 2024	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	41	91	145	85%	63%
Utility Payments	\$ 71,680.00	143,360	\$217,540	99%	66%
Emergency Supplemental Low-Income Energy Assistance Program (ESLIHEAP) 2023 Ends May 2025	Month	YTD	Goal		
Households Served - Utilities Assistance	363	748	1,800	61%	42%
Utility Payments	\$ 281,877	633,002	\$ 799,736	106%	79%
Households Served - Weatherization	0	0	0	N/A	N/A
Totals	Month	YTD	Goal	Month Progress	Annual Progress
Total Households Served - Utility Assistance (FNPI 4z, SRV 4i, SRV 7b)	1,291	7,007	5,900	66%	119%
Total Utility Payments	\$ 1,586,766	8,020,393	\$ 7,124,712	67%	113%
Total Households Weatherized (FNPI4h, FNPI 4z, SRV 4q, SRV 7b, & SRV 4t)	19	123	170	34%	72%
Explanation (Over/Under Goal Progress)					
1) 2021 ARPA - we have moved additional funds to UA over the last 6 months (\$1,106,000) to help assist more clients, hence the big difference between our YTD and goal					
2) 2022 LIHEAP was fully expended this month and will not be on future PRE reports					
3) 2023 ESLIHEAP - we do not expect to complete any weatherization under this contract in 2023 - could change next year					
Program Strategic Goals		Progress Towards Goal			

**Community Action Partnership of Kern
Monthly Report 2023**

1) Fully implementing online client self-application for Utility Assistance	Currently in process of testing self-application system <input type="checkbox"/>
2) Become fully staffed and trained in Weatherization and Utility Assistance	Fully staffed in both UA and WX
3) Fully expend 2022 LIHEAP and 2021 ARPA contracts by end of contract dates	2022 LIHEAP is fully expended 2021 ARPA in process and should be completed by 9/23 <input type="checkbox"/>
Program Highlights	
Will discuss during PRE montly presentation	

**Community Action Partnership of Kern
Monthly Report 2023**

Month	June-23	Program/Work Unit		Friendship House Community Center (FHCC)		
Division/Director	Fred Hernandez		Program Manager	Lois Hannible		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
Located in Southeast Bakersfield, the program serves children, adults, and families through after-school, summer and mentor programs, nutrition education, sports, access to social services, and more.						
Youth Programs	Current Enrolled	Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p) Reporting ends June 30, 2023	42	4	44	100	42%	44%
Summer Program (Max Capacity due to COVID) (SRV 2m)	58	58	58	35	166%	166%
After School/Learning Pods Enroll (FNPI 2c.2., FNPI 2c.3, SRV 2p)	N/A		16	50		32%
Medi-Cal Outreach		Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Social media emails and impressions		1464840	9,176,784	7,000,000	21%	131%
Canvassing phone calls and flyers		673	6,611	10,000	7%	66%
Explanation (Over/Under Goal Progress)						
The FHCC Summer Program started on June 5, 2023. There are currently 58 youth enrolled in the program. Additional youth will be enrolled into the program as participants drop.The last day of the summer program will be August 4th. The Medi-Cal extensive outreach campaign continues, which includes numerous billboard and GET bus ads.						
Program Strategic Goals		Progress				
Plan and facilitate Friendship House (FHCC) Advisory Board fundraising event to benefit the Friendship House .		The Passport to Success fundraising event for the Friendship House is scheduled for October 5, 2023. Sponsorship opportunities are available.				
Recruit and secure staffing for the Friendship House.		There are currently no vacant positions at the Friendship House.				
Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.		The FHCC Program Manager worked with the CAPK grant team to submit a grant application to the City of Bakersfield for the CalVIP Outreach Worker & Community Peacekeepers grant opprtunities.				
Program Highlights						
Thanks to the generosity of our funders, the CA. Coastal Commission and the Friendship House Advisory Board, this month summer program youth were treated to field trips to Hearst Castle, and a beach clean-up at San Simeon Beach. For all of our youth, it was their first time visiting Hearst Castle, and for some their first time visiting the beach.						

**Community Action Partnership of Kern
Monthly Report 2023**

Month	July-23	Program/Work Unit		Friendship House Community Center (FHCC)		
Division/Director	Fred Hernandez		Program Manager	Lois Hannible		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
Located in Southeast Bakersfield, the program serves children, adults, and families through after-school, summer and mentor programs, nutrition education, sports, access to social services, and more.						
Youth Programs	Current Enrolled	Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p) Reporting ends June 30, 2023	44	0	44	100	44%	44%
Summer Program (Max Capacity due to COVID) (SRV 2m)	43	10	68	35	123%	194%
After School/Learning Pods Enroll (FNPI 2c.2., FNPI 2c.3, SRV 2p)	N/A		16	50		32%
Medi-Cal Outreach		Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Social media emails and impressions			9,176,784	7,000,000	0%	131%
Canvasing phone calls and flyers		522	7,133	10,000	5%	71%
Explanation (Over/Under Goal Progress)						
There were 10 youth participants added to the summer program in July of 2023, filling vacated summer program slots. The summer program currently has 43 youth enrolled. The last day of the summer program is August 4th. The extensive Medi-Cal program continues, with numerous billboard and GET Bus ads.						
Program Strategic Goals		Progress				
Plan and facilitate Friendship House (FHCC) Advisory Board fundraising event to benefit the Friendship House .		The Passport to Success fundraising event for the Friendship House (FHCC) is scheduled for October 5, 2023. Sponsorship opportunities are available.				
Recruit and secure staffing for the Friendship House.		There are no vacant positions at the Friendship House.				
Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.		The CAPK Friendship House is being awarded the CalVIP Outreach Worker grant with the Clty of Bakersfield.				
Program Highlights						
Thanks to the generosity of our funders Kern Health Systems and the CA. Coastal Commission, this month Friendship House Summer Program participants went on field trips to the CALM Zoo and to the CA. Science Center.						

**Community Action Partnership of Kern
Monthly Report 2023**

Month	June-23	Program/Work Unit			Shafter Youth Center (SYC)		
Division/Director	Fred Hernandez			Program Manager	Angelica Nelson		
Reporting Period	January 1, 2022 - December 31, 2023						
Program Description							
The Shafter Youth Center (SYC) serves children, adults, and families through youth after-school, summer and pre-employment programs, parenting classes, nutrition education, sports, access to social services, and more.							
Youth Programs		Current Enrolled (duplicated)	Month (unduplicated)	YTD (unduplicated)	Goal	Month Progress	Annual Progress
Summer Program starting in June (Max Capacity due to COVID) (SRV 2m) June/July		43	33	33	40	990%	83%
After School Program Enroll (FNPI 2c &SRV 2I) (hours of operation: 2-5pm; 1230p - 5pm for minimum day)		0	0	25	35	0%	71%
Community Programs			Month				
Fitness Boot Camp, Zumba and Adult Basketball			3 groups				
Outreach Activities			Month	YTD	Goal	Month Progress	Annual Progress
Outreach Events (presentations/informational updates)			1	9	6	200%	150%
Community Events (i.e., diaper, food, PPE distributions)			0	3	6	0%	50%
Explanation (Over/Under Goal Progress)							
Program Strategic Goals			Progress				
1. Increase youth program registration as COVID restrictions ease up while maintaining a safe environment.			Enrollment is gaining momentum since the program recovers from the COVID pandemic. Summer Program doubled in size based on the two previous summers				
2. Increase attainment of program funding to provide larger variety of program offerings.			More funding opportunities have been available to the program				
3. Increase community engagement, including volunteers, social media, program participation.			Volunteers are starting to register and come in to help serve the program				

**Community Action Partnership of Kern
Monthly Report 2023**

Month	July-23	Program/Work Unit			Shafter Youth Center (SYC)		
Division/Director	Fred Hernandez			Program Manager	Angelica Nelson		
Reporting Period	January 1, 2022 - December 31, 2023						
Program Description							
The Shafter Youth Center (SYC) serves children, adults, and families through youth after-school, summer and pre-employment programs, parenting classes, nutrition education, sports, access to social services, and more.							
Youth Programs		Current Enrolled (duplicated)	Month (unduplicated)	YTD (unduplicated)	Goal	Month Progress	Annual Progress
Summer Program starting in June (Max Capacity due to COVID) (SRV 2m) June/July		44	10	43	40	300%	108%
After School Program Enroll (FNPI 2c &SRV 2I) (hours of operation: 2-5pm; 1230p - 5pm for minimum day)		0	0	25	35	0%	71%
Community Programs			Month				
Dignity Health Mental Health Project, Youth Basketball, Energy Program (Utility Assistance), Fitness Boot Camp and Girl Scouts			0				
Outreach Activities			Month	YTD	Goal	Month Progress	Annual Progress
Outreach Events (presentations/informational updates)			0	9	6	0%	150%
Community Events (i.e., diaper, food, PPE distributions)			0	3	6	0%	50%
Due to staffing, SYC took a break from community programs during the month of July. Activities will resume in August							
Program Strategic Goals			Progress				
1. Increase youth program registration as COVID restrictions ease up while maintaining a safe environment.			Enrollment is gaining momentum since the program recovers from the COVID pandemic. Summer Program doubled in size based on the two previous summers				
2. Increase attainment of program funding to provide larger variety of program offerings.			More funding opportunities have been available, and the program has applied.				
3. Increase community engagement, including volunteers, social media, program participation.			Volunteers are showing interest in invest their time in the program again				

**Community Action Partnership of Kern
Monthly Report 2023**

Month	June-23	Program/Work Unit	Volunteer Income Tax Assistance (VITA)			
Division/Director	Fred Hernandez		Program Manager	Jacqueline Guerra		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
VITA offers no-cost tax preparation and e-filing for low and moderate-income individuals and families. VITA also assists eligible clients to take advantage of the Earned Income Tax Credit (EITC), increasing their tax return and boosting the local economy. All VITA services are provided by IRS-certified staff and volunteers.						
Completed Tax Returns (SRV 3o) 10/01/2022 to 09/30/2023		Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal		111	6,028	6,000	22%	100%
State		139	4,548	6,000	28%	76%
Refunds and Credits (SRV 3o) 10/01/2022 to 09/30/2023		Month	YTD			
Federal Refunds		\$71,058	\$3,152,041			
State Refunds		\$29,253	\$1,096,903			
Federal EITC (income limit \$57,414/household)		\$53,021	\$1,995,748			
CalEITC (income limit \$30,000/household)		\$21,007	\$456,428			
Total Refunds and Credits		\$174,339	\$6,701,120			
Individual Taxpayer Identification Number (ITIN) (SRV 3o) 10/01/2022 to 09/30/2023		Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Applications (New/Renewal)		14	143	150	117%	95%
Explanation (Over/Under Goal Progress)						
VITA is still working with taxpayers to get up to date on missed tax years and recover any stimulus refunds that may have been missed in prior years.						
Program Strategic Goals			Progress Towards Goal			
Continue to build relationships in rural communities in order to reach more clients			Attending outreach events and reminding the public that VITA is open year round and able to assist in taxpayer issues. VITA kept its busiest mobile sites open through June. These sites include Wasco, McFarland and Taft.			
Program Highlights						
June is the last month for the CalEITC grant's period of performance. We have fully spent down \$838,056 and are awaiting an amendment for the upcoming grant period of performance.						

**Community Action Partnership of Kern
Monthly Report 2023**

Month	July-23	Program/Work Unit	Volunteer Income Tax Assistance (VITA)		
Division/Director	Fred Hernandez		Program Manager	Jacqueline Guerra	
Reporting Period	January 1, 2023 - December 31, 2023				
Program Description					
VITA offers no-cost tax preparation and e-filing for low and moderate-income individuals and families. VITA also assists eligible clients to take advantage of the Earned Income Tax Credit (EITC), increasing their tax return and boosting the local economy. All VITA services are provided by IRS-certified staff and volunteers.					
Completed Tax Returns (SRV 3o) 10/01/2022 to 09/30/2023	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal	104	6,132	6,000	21%	102%
State	105	4,653	6,000	21%	78%
Refunds and Credits (SRV 3o) 10/01/2022 to 09/30/2023	Month	YTD			
Federal Refunds	\$99,062	\$3,251,103			
State Refunds	\$25,628	\$1,122,531			
Federal EITC (income limit \$57,414/household)	\$32,024	\$2,027,772			
CalEITC (income limit \$30,000/household)	\$8,587	\$465,015			
Total Refunds and Credits	\$165,301	\$6,866,421			
Individual Taxpayer Identification Number (ITIN) (SRV 3o) 10/01/2022 to 09/30/2023	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Applications (New/Renewal)	12	155	150	93%	103%
Explanation (Over/Under Goal Progress)					
VITA is still working with individuals to assist in tax filing, audit notices from the FTB and IRS.					
Program Strategic Goals			Progress Towards Goal		
Continue to build relationships in rural communities in order to reach more clients.			CAPK VITA is working with partners to attend back to school fairs for students and provide parents flyers regarding the VITA program and credits they may be eligible for.		
Program Highlights					
CAPK VITA received the amendment #3 to the CalEITC grant during the month of July. We have been awarded the exact same amount of last years funding: \$838,056. In order to reach more people, CAPK will partner with United Way of Kern and CSET of Tulare since the grant covers both counties. VITA staff attended tax training and are working together to structure a training module for the upcoming season's volunteers.					



Operations

Data Services

Facilities & Maintenance

Information Technology

Risk Management

**Community Action Partnership of Kern
Monthly Report 2023**

Month	June-23	Program/Work Unit		Operations Division	
Division/Director, Assistant Director	Emilio Wagner Director of Operations, Maria Contreras Assistant Director		Program Managers	Douglas Dill, Ryan Dozier, Luisa Rosa Silva, Laurie Sproule	
Reporting Period	January 1, 2023 - December 31, 2023				
Division Description					
Facility repair and maintenance, information technology, risk insurance, and facility planning.					
Data Services					
Activity	Requested	In-Progress	Processed	Processed YTD	
Dynamic 365 Fixes	0	0	0	2	
Dynamic 365 Enhancements	0	0	0	0	
Projects					
Universal Intake		Develop intake for programs that don't have an electronic process.	60%	60%	
Contract Management System		Track and manage contracts within the Agency	90%	90%	
In-kind Management		Application is used to track the total number of in-kind hours with built in automation. This application will eliminate the current paper process.	70%	70%	
CalAIM - KHS		New grant form Kern Health Systems for the CALAIM funding. IS part is to generate flat files used to data upload and verifying SFTP is working correctly.	85%	85%	
Referral Management Enhancements		1. Build the 3 referral contact attempt. 2. Build the process to close out Approval Emails 3. FRC process needs to bridge their Inquiry Process to Referral System (*This is a wish item, FRC do double work) 4. Add mentor program and medical program as new delivery frameworks and incorporate them into the workflows	100%	100%	
FRC Platform Updates		Many enhancements and process updates to how the FRC capture data from walk in clients and their grant obligations.	100%	100%	
Feeding America Service Insights Project		Effort to digitize the intake process for our Food Bank and partner sites.	20%	20%	

**Community Action Partnership of Kern
Monthly Report 2023**

Facilities				
Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	239	350	236	1763
Construction Projects				
Head Start Expansion		Harvey Hall, Pete Parra,	99%	
Food Bank Expansion		Access Road & Site Utilities	83%	
Major Maintenance Projects				
Oasis Renovation			55%	
Angela Martinez			15%	
Stockdale HS			70%	
Friendship House Lighting/Pour-in-place		Sportsfield Lighting Playground Poured-in-place	20%	
Playgrounds		Sterling, Angela Martinez, Pete Parra EHS	65%	
Information & Technology				
Activity	Requested	In-Progress	Processed	Processed YTD
Help Desk Work Orders	281	124	251	1635
Information & Technology Projects				
Description		% Completed		Comments
SJC WIFI Replacement		80		
SJC Firewall Replacement		100		
Head Start Expansion		60		
Risk Management				
Workers Compensation Claims		Reported		Reported YTD
For Report Only		9		41
First Aid		0		8
Medical		0		6
Modified Duty		0		5
Lost Time		1		1
Under Invest / Non-Ind / Students / Parents / Volunteers / Clients		0		5
Property		0		7
Vehicle Incident / Grand Theft Auto		0		5
Motor Vehicle Accident		0		8
Work Place Violence / ODs / Death		0		2
Total		10		88
Program Strategic Goals		Progress Towards Goal		
Develop a facility deferred maintenance program.		Initiated planning discussion for new work order system. The system will be designed to capture all deferred maintenance of facilities, incorporate associated budgets, and schedule remediation.		
Develop and implement a Data Governance		TBD		
Enhance customer experience —measured		TBD		

**Community Action Partnership of Kern
Monthly Report 2023**

Month	July-23	Program/Work Unit	Operations Division	
Division/Director, Assistant Director	Emilio Wagner Director of Operations, Maria Contreras Assistant Director	Program Managers	Douglas Dill, Luisa Rosa Silva, Ryan Dozier, Laurie Sproule	
Reporting Period	January 1, 2023 - December 31, 2023			
Division Description				
Facility repair and maintenance, information technology, risk insurance, and facility planning.				
Data Services				
Activity	Requested	In-Progress	Processed	Processed YTD
Dynamic 365 Fixes	1	0	1	3
Dynamic 365 Enhancements	1	0	1	1
Projects				
Universal Intake		Develop intake for programs that don't have an electronic process.	60%	60%
Contract Management System		Track and manage contracts within the Agency	90%	90%
In-kind Management		Application is used to track the total number of in-kind hours with built in automation. This application will eliminate the current paper process.	80%	80%
CalAIM - KHS		New grant form Kern Health Systems for the CALAIM funding. IS part is to generate flat files used to data upload and verifying SFTP is working correctly.	85%	85%
Feeding America Service Insights Project		Effort to digitize the intake process for our Food Bank and partner sites.	25%	25%
Facilities				
Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	301	221	198	1961
Construction Projects				
Head Start Expansion		Harvey Hall, Pete Parra,	99%	
Food Bank Expansion		Access Road & Site Utilities	83%	
Major Maintenance Projects				
Oasis Renovation			65%	
Angela Martinez			15%	
Stockdale HS			85%	
Friendship House Lighting/Pour-in-place			30%	
Playgrounds		Sterling, Angela Martinez, Pete Parra EHS	80%	

**Community Action Partnership of Kern
Monthly Report 2023**

Information & Technology				
Activity	Requested	In-Progress	Processed	Processed YTD
Help Desk Work Orders				1763
Information & Technology Projects				
Description		% Completed	Comments	
SJC WIFI Replacement		80		
SJC Firewall Replacement		100		
Head Start Expansion		60		
Risk Management				
Workers Compensation Claims	Reported		Reported YTD	
For Report Only	5		47	
First Aid	1		9	
Medical	2		11	
Modified Duty	0		5	
Lost Time	0		1	
Under Invest / Non-Ind / Students / Parents / Volunteers / Clients	0		5	
Property	3		8	
Vehicle Incident / Grand Theft Auto	3		8	
Motor Vehicle Accident	0		8	
Work Place Violence / ODs / Death	1		3	
Total	15		105	
Program Strategic Goals		Progress Towards Goal		
Develop a facility deferred maintenance program.		Initiated planning discussion for new work order system. The system will be designed to capture all deferred maintenance of facilities, incorporate associated budgets, and schedule remediation.		
Develop and implement a Data Governance		TBD		
Enhance customer experience —measured		TBD		



Community Development

Grant Development

CAPK Foundation

Outreach & Marketing

2-1-1 Kern Call Center

Community Schools Partnership Program (CSPP)

**Community Action Partnership of Kern
Monthly Report 2023**

Month	June-23	Program/Division		2-1-1 Call Center Program		
Division/Director	Pritika Ram		Program Manager	Sabrina Jones-Roberts		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
The 2-1-1 Kern is a 24/7 information and referral service that provides local residents with comprehensive information and links to community health and human services at no cost. The 2-1-1 Kern has a database of 1,500 social service agencies that are available to the public through the 2-1-1 Kern Online Resource Directory at www.211KernCounty.org. The program has over 15 years of experience in providing and linking community members to vital services, and currently serves multiple communities in the Central Valley including Kings, Tulare, Stanislaus, Fresno, and Madera through the United Way partnerships.						
Most Requested Services	Homeless Diversion Programs		Utility Service Payment		Food Pantries	
Top 3 Unmet Needs	Food Stamps		Homeless Shelter		Rent Payment Assistance	
Information and Referral Services Calls Handled		Month	YTD	Annual Goal	Month Progress	Annual Progress
Kern County (SRV 7c)		7,378	31,321	90,000	98%	35%
Kings County (SRV 7c)		217	1,523	4,000	65%	38%
Tulare County (SRV 7c)		835	5,090	18,000	56%	28%
Stanislaus County (SRV 7c)		807	5,046	19,200	50%	26%
Fresno & Madera		1,935	12,787	20,000	116%	64%
Merced & Mariposa (effective March 2022)		86	569	500	206%	114%
Total I&R Calls Handled		11,258	56,336	151,700	89%	37%
Staffing vs. Call Volume				Current Staff	Staff Needed Per Call	Staff Over/ Short
2-1-1 staff designated for calls handled across all counties contracts with the expectation of 42 calls per staff for an 8-hour shift.				11	28.8	(17.78)
Grant Funded Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 7b & SRV 7c)		10	45	300	40%	15%
Medi-Cal Application (SRV 7b & SRV 7c)		8	24	100	96%	24%
First 5 Help Me Grow (HMG) Ages & Stages New Children Screened (SRV 5c, SRV 7b & SRV 7c)		18	174	300	72%	58%
2-1-1 Website Visitors		Month	YTD	Annual Goal	Month Progress	Annual Progress
Duplicated Visitors (i.e., accessing 2-1-1 e-services and database resources)		25,473	125,807	225,000	136%	56%
Other Calls		Month	YTD	Annual Goal	Month Progress	Annual Progress
LIHEAP (SRV 7b & SRV 7c)		6,004	31,802	45,000	160%	71%
Mental Health (SRV 7c)		351	2,115	3,700	114%	57%
Health and Human Service Referrals		11,168	46,741	110,000	122%	42%
Total Other Services		17,523	80,658	158,700	132%	51%

**Community Action Partnership of Kern
Monthly Report 2023**

Explanation (Over/Under Goal Progress)	
2-1-1 consistently aims to meet or exceed monthly and annual goals for all counties. The program has experienced high call volumes in recent months attributed to callers request for tax preparation services and appointment needs. Although Kern, Kings, Tulare, and Stanislaus are under the annual goal, the call handling service continues to be a necessity for those counties.	
Program Strategic Goals	Progress Towards Goal
1. Recruitment and Retention of staff <input type="checkbox"/>	2-1-1 is actively recruiting for 3 Information & Referral Specialists with the assistance of a Staffing Agency. The program has onboarded 1 Individual on 6/5/2023 as a permanent employee and another Individual on 6/28/23 as a temporary employee from the staffing agency. The program continues to offer database support, schedule accommodations, basic technical assistance and opportunities to recognize special occasions for existing employees to align with its overall objective of staff retention.
2. Contract Retention	2-1-1 continues to maintain communication between its partners and contract grantors with an objective to discuss progress and meet objectives, deliverables, and goals. The program is consistently working on meeting the reporting expectations of all funding sources and maintaining a trusting relationship to strengthen the opportunity for existing contracts to be retained.
Program Highlights	
2-1-1 implemented changes with Titles and Job Descriptions for primary call handling to promote growth and professional development. The changes were approve in May 2023 and took effect June 2023. The program held its monthly meeting with its United Way Partners to discuss progress in call handling and recruitment efforts.	

**Community Action Partnership of Kern
Monthly Report 2023**

Month	June-23	Program/Work Unit	Community School Partnership Program		
Division/Director	Pritika Ram	Program Manager	Que'Mesha Banner		
Reporting Period	January 1, 2023 - December 31, 2023				
Program Description					
The Community School Partnership Program provides direct wrap around case management to school families for students who are enrolled within Bakersfield City School District's Community Schools. The program links student families to community-based services addressing food insecurities, housing stability, or other related basic services. The program is modeled after the Four Pillars of a successful Community School designed to mitigate academic and social impacts of emergencies affecting its local communities and improve school responsiveness to student and family needs.					
Additional Requested Services	VITA	Parenting Classes	N/A		
Referral Type/ Total	M.T.S.S Total (0)	F.A.C.E Total (3)	OTHER Total (1)		
Services	Month	YTD	Annual Goal	Month Progress	Annual Progress
Families referred to Program (SRV 7c)	4	170	920	5%	18%
Total Families referred internally for Employment Resources (2-1-1)	2	23	153	16%	15%
Total Families referred internally for Food and Nutrition (2-1-1 or CalFresh)	1	42	153	8%	27%
Total Families referred internally for Housing (CES)	1	33	153	8%	22%
Total Families referred internally for Childcare (Head Start)	1	38	153	8%	25%
Total Families referred internally for Utility Assistance (Energy)	2	66	153	16%	43%
Total Families referred internally for Weatherization (Energy)	0	16	153	0%	10%
Families Receiving Case Management Services (SRV 7a)	2	108	460	5%	23%
Explanation (Over/Under Goal Progress)					
<p>The 2022-2023 school year has come to an end and all four community schools are on summer break. Students were dismissed for the first week of June (6/5/23 - 6/9/23) prior to summer school. Summer school was scheduled from 6/12/23 – 6/30/23. The Multi-tiered System of Support (MTSS) meetings were not conducted during summer break, which is a crucial source of program referrals. Stella Hills and MLK Elementary had a substitute Family and Community Engagement (FACE) Liaison during the three weeks of summer school. McKinley and Emerson's permanent FACE Liaisons were active during summer school, but there was minimal parent involvement. Upon completion of summer school, all FACE Liaisons will be unavailable and offsite as each campus will be closed until August 2, 2023. This could result in a reduced number of families being referred to the program during summer months.</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>					
Program Strategic Goals		Progress Towards Goal			

**Community Action Partnership of Kern
Monthly Report 2023**

1) Program referrals	Case Managers (CM) are now tracking the number of referrals from each referral source. CM's continued to work with their assigned FACE Liaisons during summer school while campuses were still open to obtain potential referrals. CM's also engaged with parents that came into their resource centers or pick up/ drop off areas to distribute flyers and inform them of continued services.
2) Case management	CM's continued to manage their existing caseloads by following up on service referrals and to see if any new services were needed. CM's also emailed flyers to parents and sent memos through the schools parent square app as a reminder that services were available during and after summer school.
Program Highlights	
Initiated the application process to become an Agency Pantry Partner with CAPK Food Bank. This consisted of our program taking a tour at the Food Bank. The Agency Relations Supervisor from the Food Bank also toured each community school's parent center to identify the space available to store emergency food boxes that will be distributed to student-families in need. The final step would be for all Case Managers to obtain a food handler's certificate, which is in process of being arranged by the food bank.	

**Application Status Report
June and July 2023**

Name	Description	Funder	Amount Requested	Amount Awarded	Status
Rapid Response - Street Outreach (Unsheltered Placement)	CAPK creates a menu option under 211 that connects the caller to a live-CES Homeless Navigator and will reduce or eliminate the need to call 211 for CES services.	County of Kern	\$ -	\$ -	Abandoned
The Doyle Foundation	This application was abandoned due to insufficient time to receive Board approval and meeting minutes prior to the application due date.	The Doyle Foundation	\$ -	\$ -	Abandoned
Community Economic Development Planning Grants HHS-2023-ACF-OCS-EE-0056	The CED program seeks to address barriers to economic self-sufficiency in communities with low incomes by awarding funds to Community Development Corporations (CDC)s to implement community economic development projects that create business development and job opportunities.	US Administration for Children and Families	\$ 150,000.00	\$ -	Abandoned
Fiscal Year (FY) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants	Coordinated Entry System base funding.	U.S. Department of Housing and Urban Development (HUD)	\$ 236,838.00	\$ 236,838.00	Awarded
DOE Vehicle Technologies Office Grant	CAPK is written in for \$5,000 per year for 3 years to conduct outreach to Justice 40 communities to inform them about the availability of our grant funded EV Charging Infrastructure training.Subcontractor under KCCD	U.S. Department of Energy	\$ 15,000.00	\$ 15,000.00	Awarded
CARES Food Assistance Program	In partnership with Building Healthy Communities, CAPK's Food Bank will distribute fresh produce and protein to designated County communities until 12/2023.	County of Kern	\$ 832,300.00	\$ 832,300.00	Awarded
CalVIP RFP Outreach Worker	FHCC will house 2 outreach workers to conduct street outreach to develop relationships with community members in efforts to reduce violence in the community.	City of Bakersfield	\$ 425,215.07	*	Awarded
AB 836 Clean Air Centers Pilot Program	The Clean Air Centers Pilot Program was established by Assembly Bill 836, which provided funding to create Wildfire Smoke Clean Air Centers for Vulnerable Populations and establish a network of publicly accessible facilities with high-efficiency air filtration systems for valley residents who may not otherwise have access to clean air during wildfire events.	San Joaquin Valley Air Pollution Control District	\$ 4,000.00	\$6,408.23	Awarded
TEFAP Reach and Resiliency - Round 2	Funds requested to increase storage capacity of refrigeration and non-refrigerated foods at 10-20 pantry sites through Kern County	California Department of Social Services	\$ 229,526.00	\$ 229,526.00	Awarded
California Teleconnect Fund Application Approval	211 Service Provider re-certification (non-monetary)	California Public Utilities Commission	\$ -	\$ -	Awarded-Closed
Waterman Foundation Rotary Club of Bakersfield	The application must be sponsored by a member of Bakersfield Downtown Rotary Club	Bakesfield Rotary-Waterman Foundation	\$ 16,425.00	\$ -	Denied
CalVIP RFP Community Peacekeeper	FHCC will house 1 Community Peacekeeper to mentor and provide case management to at-risk individuals who are dealing with or have faced gun violence.	City of Bakersfield	\$ 150,000.00	\$ -	Denied

**Application Status Report
June and July 2023**

Event Sponsorship	This funding opportunity will assist in purchasing promotional incentives for the CalFresh Healthy Living Program for their upcoming Farmer's Market event in August.	Best Buy Foundation	\$ 6,000.00	\$ -	Denied
Healthy Refrigeration Grant	CDFA will fund energy-efficient and climate-friendly refrigeration and freezer equipment in corner stores, small businesses, and food donation programs in low-income or low food access areas throughout the state. New units are to stock California-grown fresh produce, nuts, eggs, meat, dairy, minimally processed, and culturally appropriate foods. The purpose of the program is to improve access to healthy foods in underserved communities, while promoting CA-grown agriculture.	California Department of Food and Agriculture	\$ 76,336.98	\$ -	Pending
Medi-Cal Redetermination	Supporting enrollment for Medi-cal redetermination beneficiaries	Kaiser Permanente	\$ 90,000.00	\$ -	Pending
Community Partnership Award	The National Community Action Partnership would like to bring to your attention an exciting opportunity being offered by one of our endorsed vendors, Mutual of America. Each year, the Mutual of America Foundation sponsors a national competition in which hundreds of organizations demonstrate the value of their partnership to the communities they serve, their ability to be replicated by others and their capacity to stimulate new approaches to addressing significant social issues. In total, six organizations will be honored with a Community Partnership Award.	Mutual of America Foundation	\$ 100,000.00	\$ -	Pending
FFY 2025-27 Cal-Fresh Outreach Partner Contract	CalFresh is for people with low-income who meet federal income eligibility rules and want to add to their budget to put healthy and nutritious food on the table. As part of the three-year grant period, we are intending to the following deliverables: a. CalFresh Pre-Screens: 1,700 b. CalFresh Applications Submitted: 350 c. CalFresh Applications Approved: 200. We anticipate a 3% increase in subsequent years. Note: recipients of SSI/SSP benefits are eligible for CalFresh. This is a reoccurring competitive grant for the 211 program.	2-1-1 San Diego	\$ 197,945.00	\$ -	Pending
Alaskan Airlines Foundation Grants	Focus area is programs that inspire, empower, mentor, engage and equip young people to connect to career opportunities. CAPK is applying for FHCC STEM programming. Project will include robotics learning kits	Alaskan Airlines Foundation	\$ 10,780.00	\$ -	Pending
Stater Bros Charities Grants	Taking applications from nonprofits making a positive impact in our Southern California communities with a focus on hunger relief, children's well-being, education, health, veterans and active service members, and pet well-being.	Stater Bros. Charities	\$ 2,500.00	\$ -	Pending

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	State	CAPK Program	211 Call Center
Funding Agency	2-1-1 San Diego/Imperial	Project Name	CalFresh Application Assistance
CFDA		Target Population	CalFresh Eligible Clients
Reapplication (Y/N)	Yes	Number to be served	350
Estimated Request	\$197,945	Division Director	Pritika Ram
Award Period	FFY 2025 - 2027	Program Manager	Sabrina Jones-Roberts
Project Goal (One sentence goal statement)			
CalFresh is for people with low-income who meet federal income eligibility rules and want to add to their budget to put healthy and nutritious food on the table. As part of the three-year grant period, we are intending to the following deliverables: a. CalFresh Pre-Screens: 1,700 b. CalFresh Applications Submitted: 350 c. CalFresh Applications Approved: 200. We anticipate a 3% increase in subsequent years. Note: recipients of SSI/SSP benefits are eligible for CalFresh. This is a reoccurring competitive grant for the 211 program.			
Project Description (Brief one paragraph description)			
The Cal-Fresh program is under the umbrella of the 2-1-1 Call Center program, operated by CAPK. When 211 communicates with callers, a demographic question is posed to determine if the caller receives CalFresh benefits. Callers who report they do not receive benefits are offered a CalFresh referral. Callers who are interested in completing an application independently are offered a link to BenefitsCal and callers requesting assistance over the phone are transferred to the Program Specialist or a follow-up is assigned. The Program Specialist will communicate with the client and complete the application utilizing BenefitsCal. Once the application is submitted to the Kern County Department of Human Services, an Eligibility Technician (DHS) will review and process the application to determine eligibility and follow-up to the applicant.			
Estimated Budget Summary			
The Cal-Fresh application assistance program reimburses approximately 33.33% of the expenses as part of the federal-share with a state-match (66.667%). The following is the breakdown of the covered amounts and outstanding amounts are shared among other 211 contracts, as applicable. Budget Allocation: FFY 2025:\$64,046 FFY 2026:\$65,967 FFY 2027: \$67,932, totaling \$197,945, with 90% of the funding allocated for staffing (i.e., salaries and benefits) and 10% indirect.			

Approvals:

1. Division Director	Date
<div style="display: flex; align-items: center;"> <div style="flex: 1;">Pritika Ram</div> <div style="font-size: 0.8em; margin-left: 10px;"> Digitally signed by Pritika Ram Date: 2023.07.21 10:33:35 -07'00' </div> </div>	
2. Chief Business Development Officer	Date
<div style="display: flex; align-items: center;"> <div style="flex: 1;"></div> <div style="flex: 1; text-align: right;">Jul 25, 2023</div> </div>	
3. Chief Program Officer	Date

<div style="display: flex; align-items: center;"> <div style="flex: 1;"></div> <div style="flex: 1; text-align: right;">Jul 25, 2023</div> </div>	Date
4. Chief Financial Officer	Date
<div style="display: flex; align-items: center;"> <div style="flex: 1;"></div> <div style="flex: 1; text-align: right;">Jul 25, 2023</div> </div>	Date
5. Chief Executive Officer	Date

Date Presented / Approved:

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

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Federal	CAPK Program	Coordinated Entry System
Funding Agency	Housing and Urban Development (HUD)	Project Name	Coordinated Entry System
CFDA	-	Target Population	Homeless and At-risk of Homeless
Reapplication (Y/N)	Yes	Number to be served	11,000 - 13,000 households yearly
Estimated Request	\$236,838	Division Director	Rebecca Moreno
Award Period	FY 2023	Program Manager	Joseph
Project Goal (One sentence goal statement)			
Housing and Urban Development (HUD) Fiscal Year 2023 Continuum of Care (CoC) Program Coordinated Entry System (CES) Grant Number CA1799L9D041901 - Renewal. Homeless related call handling and case management in partnership with the CoC and entry in the homeless management information system (HMIS).			
Project Description (Brief one paragraph description)			
The US Department of Housing and Urban Development (HUD) requires that Continuums of Care (CoC) establish and operate a coordinated entry (CE) process-and that recipients of CoC Program and Emergency Solutions Grants (ESG) program funding within the CoC's must use that CE process. On average, the CES team processes 1,100 to 1,300 calls monthly for individuals experiencing homelessness. Coordinated Entry Services (CES) is the system to assist communities in ending homelessness by providing a clear and systematic pattern for helping individuals to quickly access the most appropriate services available through standardized access, a standardized assessment process, and a coordinated referral (match) process for individuals to preventions, housing, and/or other related services.			
Estimated Budget Summary			
The FY 2023-24 HUD-CES application supports CES general operations through the following budget allocation totaling \$236,838, with 90% (\$213,155) of the funding allocated for staffing (i.e., salaries and benefits) and 10% (\$23,683) indirect.			

Approvals:

<div style="margin-bottom: 10px;"> <div style="display: flex; justify-content: space-between;"> Rebecca Moreno (Jul 24, 2023 16:44 PDT) Jul 24, 2023 </div> </div> <div style="margin-bottom: 10px;"> 1. Division Director </div> <div style="margin-bottom: 10px;"> <div style="display: flex; justify-content: space-between;"> <div> <div style="display: flex; justify-content: space-between;"> Digitally signed by Pritika Ram Date: 2023.07.21 10:33:35 -07'00' Pritika Ram </div> </div> <div> Date </div> </div> </div> <div style="margin-bottom: 10px;"> 2. Chief Business Development Officer </div> <div style="margin-bottom: 10px;"> <div style="display: flex; justify-content: space-between;"> <div>CPO</div> <div>Jul 24, 2023</div> </div> </div> <div> 3. Chief Program Officer </div> <div> Date </div>	<div style="margin-bottom: 10px;"> <div style="display: flex; justify-content: space-between;"> Jul 25, 2023 </div> </div> <div style="margin-bottom: 10px;"> 4. Chief Financial Officer </div> <div style="margin-bottom: 10px;"> <div style="display: flex; justify-content: space-between;"> <div> </div> <div> Date </div> </div> </div> <div style="margin-bottom: 10px;"> 5. Chief Executive Officer </div> <div> <div style="display: flex; justify-content: space-between;"> <div></div> <div>Jul 25, 2023</div> </div> </div> <div> Date </div>
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Date Presented / Approved:

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

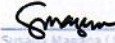
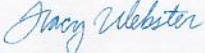

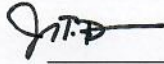

Signature: 

Email: lgill@capk.org

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Private	CAPK Program	Food Bank
Funding Agency	Mutual of America	Project Name	Mutual of America Community Partnership Award
CFDA	N/A	Target Population	Kern County Residents
Reapplication (Y/N)	Yes. Annual award.	Number to be served	TBD
Estimated Request	\$50,000-\$100,000	Division Director	Susana Magana
Award Period	August 2023 – July 2024	Program Manager	Kelly Lowery
Project Goal (One sentence goal statement)			
Application for the Mutual of America Community Partnership Award in hopes the CAPK Food Bank and its partnerships would be honored with this prestigious award.			
Project Description (Brief one paragraph description)			
<p>The Mutual of America Community Partnership Award recognizes outstanding nonprofit organizations in the United States that have shown exemplary leadership by facilitating partnerships with public, private or social sector leaders who are working together as equal partners, not as donors and recipients, to build a cohesive community that serves as a model for collaborating with others for the greater good. Program partnerships must be in place for a year or longer to apply. This is a recognition award of up to \$100,000 in unrestricted funds and includes a documentary created about your program.</p> <p>CAPK Food Bank has had notable partnerships with other organization's food pantry sites. With a strong history of these Food Bank partnerships in mind, CAPK has applied for this Mutual of America Community Partnership award.</p>			
Estimated Budget Summary			
If awarded, the Food Bank would have unrestricted use of award funds.			

Approvals:

 Susana Magana (Jul 25, 2023 09:43 PDT) _____ 1. Division Director	Jul 25, 2023 Date	 _____ 4. Chief Financial Officer	Jul 25, 2023 Date
 Pratika Ram _____ 2. Chief Business Development Officer	Jul 25, 2023 Date	 _____ 5. Chief Executive Officer	Jul 25, 2023 Date
 _____ 3. Chief Program Officer	Jul 25, 2023 Date		

Date Presented / Approved:

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

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Local government	CAPK Program	FHCC
Funding Agency	City of Bakersfield	Project Name	RFP Community Peacekeeper
CFDA	N/A	Target Population	at risk individuals
Reapplication (Y/N)	N	Number to be served	50
Estimated Request	\$150,000	Division Director	Freddy Hernandez
Award Period	October 2023- October 2024	Program Manager	Lois Hannible
Project Goal (One sentence goal statement)			
The Community Peacekeeper will assist at-risk individuals involved with violence receive wraparound services.			
Project Description (Brief one paragraph description)			
The FHCC will house 1 Community Peacekeeper who will provide clients with internal and external referrals. Clients will go through an evidence-based 14-session life skills curriculum by Healthy, Wealthy, and Wise, designated to help at-risk individuals develop life skills that will guide them a stable, safe, pathway. The referrals and evidence-based lessons will reduce participants' involvement with gangs/guns that will promote safe areas in Bakersfield and reduce crime rates.			
Estimated Budget Summary			
\$150,000 is the submitted funding request to fulfill the duties of a Community Peacekeeper. \$129,013.90 will be utilized for personnel costs, trainings, mileage, and equipment costs. \$4,500 will cover client-focused services and incentives and \$16,486.10 for program management and data collection.			

Approvals:

Freddy Hernandez

Freddy Hernandez (Jul 5, 2023 09:03 PDT)

Jul 5, 2023

1. Division Director

Date

Nancy Webster

Jul 7, 2023

4. Chief Financial Officer

Date

Pratika Ram

Jul 5, 2023

2. Chief Business Development Officer

Date

J.T.D.

Jul 7, 2023

5. Chief Executive Officer

Date

[Signature]

Jul 7, 2023

3. Chief Program Officer

Date

Date Presented / Approved:

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

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Local government	CAPK Program	FHCC
Funding Agency	City Of Bakersfield	Project Name	Cal VIP Outreach Workers
CFDA	N/A	Target Population	at-risk individuals
Reapplication (Y/N)	N	Number to be served	32
Estimated Request	\$425, 215.07	Division Director	Freddy Hernandez
Award Period	Oct 2023- June 2025	Program Manager	Lois Hannible
Project Goal (One sentence goal statement)			
The project goal for this proposal is to conduct targeted outreach in communities with higher crime rates to reduce violence involvement and provide referral services in these communities.			
Project Description (Brief one paragraph description)			
FHCC will house 2 Outreach Workers who will conduct outreach in communities, provide referrals, connect with local schools, and participate in partnership meetings to strategize violence reduction measures. Each outreach worker will engage with 16 individuals throughout the project term and will work closely with individuals by implementing risk reducing factors to complete by the end of the project term.			
Estimated Budget Summary			
\$425, 215.07 was requested from the funder to fulfill project tasks. \$328,704.75 allocated to the salaries and benefits of 2 outreach workers for two years and \$7,074 allocated to mileage reimbursements. Program costs will be covered with \$89,436.32 in program management, training, and client-focused incentives.			

Approvals:

Freddy Hernandez
Freddy Hernandez (Jul 5, 2023 09:04 PDT)

Jul 5, 2023

Nancy Webster

Jul 7, 2023

1. Division Director

Date

4. Chief Financial Officer

Date

Pritika Ram

Jul 5, 2023

JITP

Jul 7, 2023

2. Chief Business Development Officer

Date

5. Chief Executive Officer

Date

[Signature]

Jul 7, 2023

3. Chief Program Officer

Date

Date Presented / Approved:

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

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Private	CAPK Program	Food Bank
Funding Agency	Wonderful	Project Name	CAPK Farmers Markets
CFDA	N/A	Target Population	All
Reapplication (Y/N)	Y	Number to be served	70,200
Estimated Request	\$150,000	Division Director	Susana Magana
Award Period	September 2023-September 2024	Program Manager	Kelly Lowery
Project Goal (One sentence goal statement)			
To reduce health and food insecurity disparities by increasing access to affordable fruits and vegetables in Shafter, Wasco, and Delano.			
Project Description (Brief one paragraph description)			
The CAPK Food Bank will provide a free farmers market experience to the communities of Shafter, Wasco, and Delano from September 2023- September 2024. These farmers markets will encourage community members to eat healthier foods with fresh fruits and vegetables, and provides a cost-relief in areas where low-income and food insecurities are present.			
Estimated Budget Summary			
Each town will receive \$50,000 for the award period totaling to \$150,000 to combat food insecurity with free fresh produce.			

Approvals:

Susana Magana (Aug 1, 2023 14:17 PDT) 08/01/2023

1. Division Director _____ Date _____

2. Chief Business Development Officer Date

08/01/2023

3. Chief Program Officer _____ Date _____

08/01/2023

4. Chief Financial Officer _____ Date _____

08/02/2023

5. Chief Executive Officer	Date
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Date Presented / Approved:

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

Community Action Partnership of Kern
Small Funding Request (\$50,000 or less per year)
June and July 2023

Funding Type	Private	CAPK Program	Food Bank
Funding Agency	PG&E	Project Name	Charitable Donation
CFDA	n/a	Target Population	Food Bank recipients
Request	\$28,200	Division Director	Susan Magana
Award Period	1 year	Program Manager	Kelly Lowery
Description	CAPK has applied for a \$28,200 charitable contribution from PG&E to the CAPK Foundation to support CAPK Food Bank general operations. This charitable donation falls under PG&E's "Economic and Community Vitality" focus area.		

Funding Type	Private	CAPK Program	FHCC
Funding Agency	Alaskan Airlines Foundation	Project Name	STEM Initiative
CFDA	n/a	Target Population	Children and young adults
Request	\$10,780	Division Director	Freddy Hernandez
Award Period	1 year	Program Manager	Lois Hannible
Description	CAPK has applied for a \$10,780 grant with Alaskan Airlines Foundation. Alaskan Airlines Foundation grants focus on programs that help children and young adults explore career paths and develop soft skills. FHCC is asking for funds to help develop an afterschool robotics STEM program. The program would include a field trip to the California Science Museum and the Kern High School District Career and Technical Center.		

**Community Action Partnership of Kern
Small Funding Request (\$50,000 or less per year)
June and July 2023**

Funding Type	Private	CAPK Program	CalFresh Healthy Living
Funding Agency	Best Buy	Project Name	CalFresh at Farmer Markets
CFDA	N/A	Target Population	Low-income individuals and families
Request	\$6,000	Division Director	Susana Magana
Award Period	August 2023-August 2024	Program Manager	Alan Rodriguez
Description	This grant will fund outreach incentives for the CalFresh Healthy Living program to utilize during outreach events to invite community members to learn more about CalFresh Healthy Living and the services the program offers.		

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

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

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	Month/Year: June 2023
Program/Work Unit: Head Start/Early Head Start	Program Manager/Administrator: Carol Hendricks/Robert Espinosa
Services: Head Start and Early Head Start childhood education for low-moderate income children ages 0-5 in center-based, part-day or full-day environments and home-based options.	

Program	Funded Enrollment	Reportable Enrollment	Percentage	Disabilities	Over Income 131%+ up to 10% 101—130% Up to 35%
Head Start • 7 Classrooms Fully Closed	528 135	364	69%	7%	4% 6%
Early Head Start • 13 Classrooms Fully Closed/ 2 Classrooms Partially Closed	829 112	634	76%	24%	8% 6%

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	200	240

Division Staffing = 701			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
584	117	25	35

HIGHLIGHTS: 5 staff were onboarded and had 13 resignations. 4 days of interviews were conducted for 4 open requisitions.

Program Update & Compliance
<p>Kern:</p> <ul style="list-style-type: none"> Application clinics in Bakersfield and East Kern. Job fair in Bakersfield. Bitwise Employee Resource Fair for children and staff recruitment. Bakersfield City School District Recruitment event. <p>SJC:</p> <ul style="list-style-type: none"> Recruitment Summit at Teacher's College in partnership with San Joaquin County Office of Education. Applicants had the opportunity to interview, get fingerprinted, and receive TB skin tests, and immunizations. CAPK information was provided to 64 individuals, received 36 applications, and interviewed 17 applicants. Hired three staff, one Family Service Worker, and 2 Assistant Teachers. 2023-2024 Pre-service training that included Loose Parts and Mental Health at the workplace training.

- Delta College presentation regarding college enrollment for English as Second Language and Early Childhood Education courses.
- Children and Youth Day Recruitment event.

Partnership:

- The Taft College center library held a dedication in honor of former center director, Leslie Dragoo, who earned California's woman of the year award in 1993 and was known as a dedicated educator who had a love of early literacy.
- Taft College center opened a new breastfeeding room on-site for nursing parents and students.
- Bakersfield College held a Male Involvement event on July 14th which consisted of art and craft activities at the center.

Program:

- California State Preschool Program (CSPP) contractors must identify and report data on children that are dual language learners. To meet this requirement, the Preschool Language Information System (PLIS) was established to collect this data in the form of PLIS reports. This quarterly report is due July 20, 2023. Staff have been reviewing reports and data to ensure accurate and timely submission of the PLIS.

Central Kitchen June 2023				
Meals & Snacks	Total # Prepared	Breakfast	Lunch	Snack
Center Totals	34,633	11,740	11,740	11,153

HIGHLIGHTS: The Central Kitchen should be fully staffed with cooks and drivers by August.

CACFP						
May 2023						
Total Meals Delivered			Meals Allocated		# of Meals Served	% of Meals Served
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS		
55,697	9,192	64,889	24,714	44,153	38,582	72%

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	Month/Year: July 2023
Program/Work Unit: Head Start/Early Head Start	Program Manager/Administrator: Carol Hendricks/Robert Espinosa
Services: Head Start and Early Head Start childhood education for low-moderate income children ages 0-5 in center-based, part-day or full-day environments and home-based options.	

Program	Funded Enrollment	Reportable Enrollment	Percentage	Disabilities	Over Income 131%+ up to 10% 101—130% Up to 35%
Head Start • 7 Classrooms Fully Closed	528 135	221	42%	1%	2% 1%
Early Head Start • 14 Classrooms Fully Closed/ 2 Classrooms Partially Closed	829 128	556	67%	11%	8% 6%

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	171	240

Division Staffing = 701			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
587	114	18	26

HIGHLIGHTS: 10 staff were onboarded, and there were 14 resignations. There were five days of interviews conducted for five open requisitions.

Program Update & Compliance
<p>Kern:</p> <ul style="list-style-type: none"> Recruitment event at the 2nd Annual Bright Futures Big Careers Back to School Drive-Thru Event. Recruitment event at the 2023 Summer Fair at Truth Tabernacle Church. In-house Application clinics. East Kern Job Fair <p>SJC:</p> <ul style="list-style-type: none"> Dental Clinic at California St. Center- 16 children received services. Dental Clinic at Lathrop Center- Four children received services. Recruitment event at the Annual department of Child Support Community Block Party. The July food experience activity was “Vanilla Milk Shake.” Children enjoyed a fresh and low-in-sugar summer treat. The family engagement activity for the month was “All About Me” an activity to

- be completed by the families to promote self-identity, a sense of belonging and
- for staff to learn more about the children and their families.
- Pre-service training.

Partnership:

- Partnership Family Advocates attended the 32nd Annual United Way conference.
- Partnership staff attended the Stay Focused Christmas in July Backpack giveaway for recruitment.

Program:

- The program successfully submitted the Preschool Language Information System (PLIS) quarterly report on July 20, 2023. This CSPP (California State Preschool Program) report collects data on dual language learners including multilingual learners, language characteristics of preschool programs and language composition of staff.

Central Kitchen July 2023				
Meals & Snacks	Total # Prepared	Breakfast	Lunch	Snack
Center Totals	31,398	10,466	10,466	10,466

HIGHLIGHTS: Anthony Chavez is the new Food Service Administrator and Tom Adame is the new Food Service Manager. We welcome them both to CAPK.

CACFP						
June 2023						
Total Meals Delivered			Meals Allocated		# of Meals Served	% of Meals Served
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS		
34,633	8,544	43,177	19,528	23,649	19,680	64%