



DATE | November 15, 2023  
TIME | 12:00 pm  
LOCATION | CAPK Administrative Office  
5005 Business Park North  
Bakersfield, CA 93309

## Budget & Finance Committee Agenda

### 1. Call to Order

### 2. Roll Call

Michelle Jara-Rangel (Chair)    Nila Hogan  
Denise Boshers                    Lily Pimentel-Stratton

### 3. Public Comments

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

### 4. New Business

- |  |  |
|--|--|
| a. Head Start / Early Head Start Budget to Actual Reports for September 30, 2023 - <b>Info Item</b> <ol style="list-style-type: none"><li>1. Head Start Budget to Actual for the Period Ended September 30, 2023 (<b>p. 2-4</b>)</li><li>2. Early Head Start Budget to Actual for the Period Ended September 30, 2023 (<b>p.5-9</b>)</li></ol> | Tracy Webster, Chief Financial Officer / Louis Rodriguez, Head Start Finance Administrator |
| b. 2024-2025 Continued Funding Application for California Department of Social Services – <b>Action Item (p. 10-11)</b>  | Jerry Meade, Head Start & Early Child Development Assistant Director                       |
| c. 2024-2025 Continued Funding Application for California Department of Education State Preschool (CSPP) – <b>Action Item (p. 12-13)</b>   | Jerry Meade, Head Start & Early Child Development Assistant Director                       |
| d. September 2023 Financial Reports – <b>Info Item (p. 14-77)</b>  | Tracy Webster, Chief Financial Officer   |

### 5. Committee Member Comments

### 6. Next Scheduled Meeting

Budget & Finance Committee Meeting  
12:00 pm  
TBD

### 7. Adjournment

*This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA and online at [www.capk.org](http://www.capk.org) by 5:00 pm, November 9th, 2023, by Glynies Campbell, Administrative Coordinator.*



## MEMORANDUM

To: Budget and Finance Committee  
*Tracy Webster*

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

Date: November 15, 2023

Subject: Head Start Budget to Actual Report for the period ended September 30, 2023 – **Info Item 4a**

---

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

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2023, through September 30, 2023. Seven months (58.3%) of the 12-month budget period have elapsed.

### **Base Funds**

Overall expenditures are at 50% of the budget.

### **Training & Technical Assistance Funds**

Overall expenditures are at 100% of the budget.

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

The non-Federal share is at 63% of the budget.

**Community Action Partnership of Kern**

**Head Start**

**Budget to Actual Report**

Budget Period: March 1, 2023 - February 29, 2024

Report Period: March 1, 2023 - September 30, 2023

Month 07 of 12 (58.3%)

Prepared 11/01/2023

<b>BASE FUNDS</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>REMAINING</b>	<b>% SPENT</b>	<b>% REMAINING</b>
PERSONNEL	10,474,074	4,691,566	5,782,508	45%	55%
FRINGE BENEFITS	4,056,398	1,198,683	2,857,715	30%	70%
TRAVEL	-	-	-		
EQUIPMENT	-	(7,406)	7,406		
SUPPLIES	744,041	625,709	118,332	84%	16%
CONTRACTUAL	131,568	144,339	(12,771)	110%	-10%
CONSTRUCTION	-	-	-		
OTHER	2,707,283	2,452,238	255,045	91%	9%
INDIRECT	1,754,646	848,088	906,558	48%	52%
<b>TOTAL BASE FUNDING</b>	<b>19,868,010</b>	<b>9,953,216</b>	<b>9,914,794</b>	<b>50%</b>	<b>50%</b>

**TRAINING & TECHNICAL ASSISTANCE**

TRAVEL	41,904	31,426	10,478	75%	25%
SUPPLIES	23,986	8,697	15,289	36%	64%
CONTRACTUAL	22,800	13,242	9,558	58%	42%
OTHER	72,752	102,289	(29,537)	141%	-41%
INDIRECT	16,144	21,933	(5,789)	136%	-36%
<b>TOTAL TRAINING &amp; TECHNICAL ASSISTANCE</b>	<b>177,586</b>	<b>177,586</b>	<b>-</b>	<b>100%</b>	<b>0%</b>

**CARRYOVER**

SUPPLIES	-	-	-		
CONTRACTUAL	-	-	-		
CONSTRUCTION	-	-	-		
OTHER	-	-	-		
OTHER - CARES	-	-	-		
INDIRECT	-	-	-		
<b>TOTAL CARRYOVER</b>	<b>-</b>	<b>-</b>	<b>-</b>		

**GRAND TOTAL HS FEDERAL FUNDS**                      **20,045,596**                      **10,130,802**                      **9,914,794**                      **51%**                      **49%**

**HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE**

<b>SOURCE</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>REMAINING</b>	<b>% SPENT</b>	<b>% REMAINING</b>
IN-KIND	1,958,398	1,948,324	10,074	99%	1%
CALIF DEPT OF ED	11,131,398	6,326,382	4,805,016	57%	43%
<b>TOTAL NON-FEDERAL</b>	<b>13,089,796</b>	<b>8,274,706</b>	<b>4,815,090</b>	<b>63%</b>	<b>37%</b>

Budget reflects Notice of Award #09CH011132-05-01

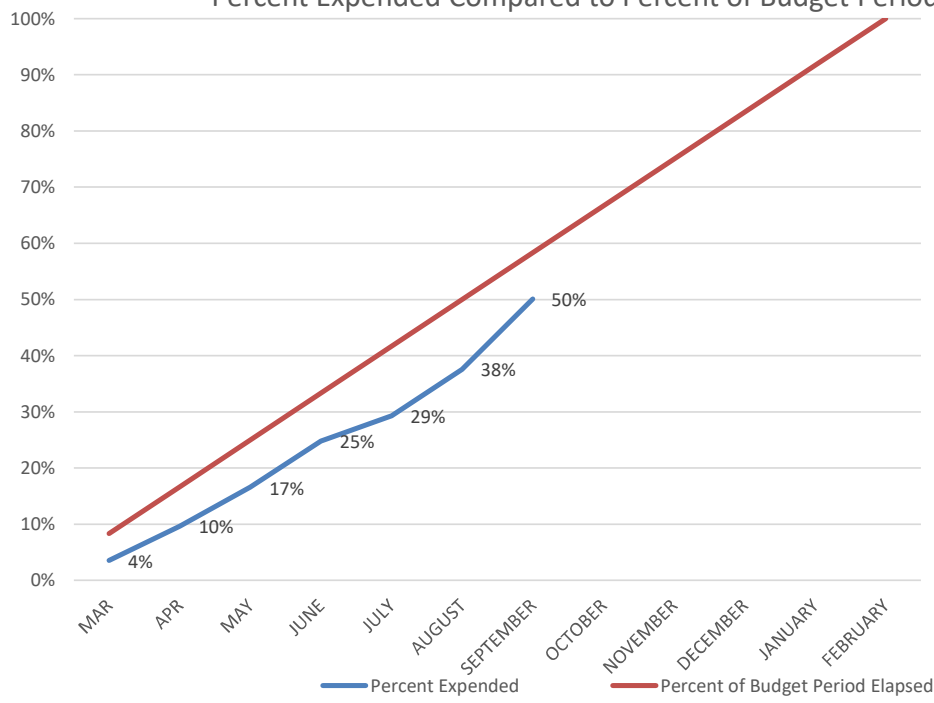
Actual expenditures include posted expenditures and estimated adjustments through 09/30/2023

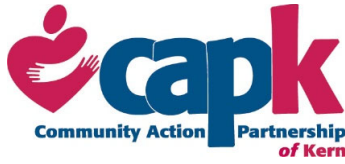
**Administrative Cost for HS and EHS Combined**                      **5.3%**

**Agency-Wide Credit Card Report**

	<b>CURRENT</b>	<b>1 TO 30</b>	<b>31 TO 60</b>	<b>61 TO 90</b>	<b>TOTAL</b>	<b>STATEMENT DATE</b>
<b>Wells Fargo</b>	22,903	-	-	-	<b>22,903</b>	10/1/2023
<b>Lowe's</b>		918	1,611	-	<b>2,528</b>	10/6/2023
<b>Smart &amp; Final</b>	335		-		<b>335</b>	10/1/2023
<b>Save Mart</b>	1,783		-	-	<b>1,783</b>	10/1/2023
<b>Chevron &amp; Texaco Business Card</b>	12,218	-	-	-	<b>12,218</b>	10/6/2023
<b>Home Depot</b>	11,218	1,056			<b>12,274</b>	10/5/2023
	<b>48,456</b>	<b>-</b>	<b>1,611</b>	<b>-</b>	<b>52,041</b>	

### Head Start Percent Expended Compared to Percent of Budget Period Elapsed





## MEMORANDUM

To: Budget and Finance Committee

*Tracy Webster*

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

Date: November 15, 2023

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

---

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

The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2023, through September 30, 2023. Seven months (58.3%) of the 12-month budget period has elapsed.

### **Base Funds**

Overall expenditures are at 49% of the budget.

### **Training & Technical Assistance Funds**

Overall expenditures are at 50% of the budget.

**Community Action Partnership of Kern**  
**Early Head Start**  
**Budget to Actual Report**  
*Budget Period: March 1, 2023 - February 29, 2024*  
**Report Period: March 1, 2023 - September 30, 2023**  
 Month 07 of 12 (58.3%)

Prepared 11/01/2023

<b>BASE FUNDS</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>REMAINING</b>	<b>% SPENT</b>	<b>% REMAINING</b>
PERSONNEL	9,862,428	4,675,577	5,186,851	47%	53%
FRINGE BENEFITS	2,829,887	1,253,752	1,576,135	44%	56%
TRAVEL	-	-	-		
EQUIPMENT	-	-	-		
SUPPLIES	1,205,123	430,648	774,475	36%	64%
CONTRACTUAL	1,057,942	449,468	608,474	42%	58%
CONSTRUCTION	-	-	-		
OTHER	2,171,939	1,565,768	606,171	72%	28%
INDIRECT	1,666,021	798,399	867,622	48%	52%
<b>TOTAL BASE FUNDING</b>	<b>18,793,340</b>	<b>9,173,613</b>	<b>9,619,727</b>	<b>49%</b>	<b>51%</b>

**TRAINING & TECHNICAL ASSISTANCE**

PERSONNEL	-	-	-		
FRINGE BENEFITS	-	-	-		
TRAVEL	44,192	35,712	8,480	81%	19%
SUPPLIES	30,013	17,588	12,425	59%	41%
CONTRACTUAL	26,080	9,008	17,072	35%	65%
OTHER	212,393	96,734	115,659	46%	54%
INDIRECT	31,268	13,743	17,525	44%	56%
<b>TOTAL TRAINING &amp; TECHNICAL ASSISTANCE</b>	<b>343,946</b>	<b>172,785</b>	<b>171,161</b>	<b>50%</b>	<b>50%</b>

**CARRYOVER**

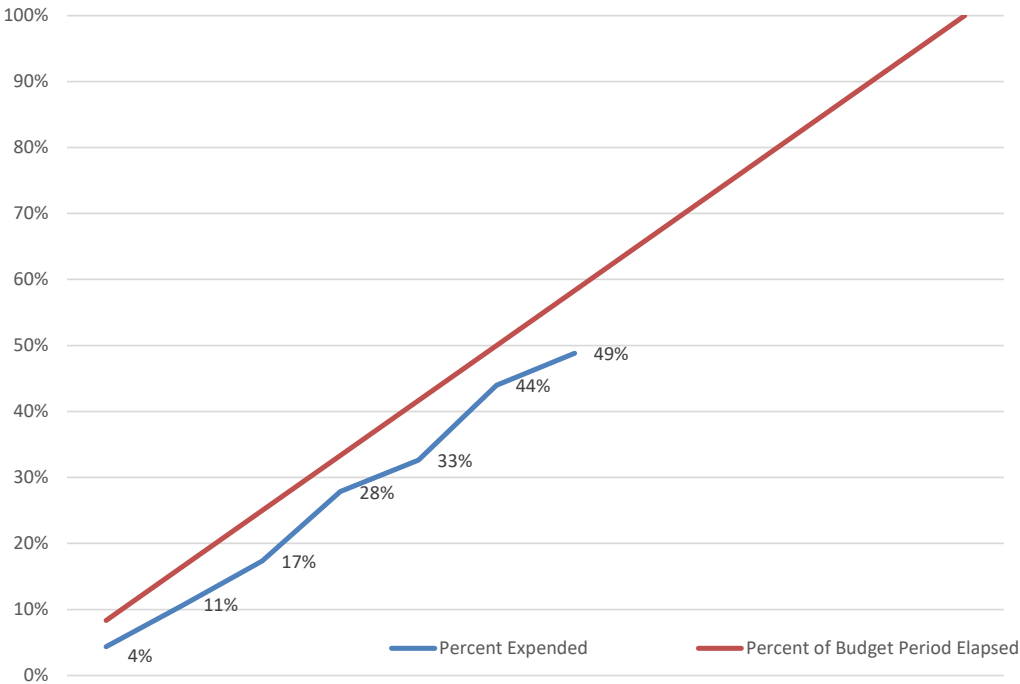
PERSONNEL	-	-	-		
FRINGE BENEFITS	-	-	-		
SUPPLIES	-	-	-		
CONTRACTUAL	-	-	-		
CONSTRUCTION	-	-	-		
OTHER	-	-	-		
INDIRECT	-	-	-		
<b>TOTAL CARRYOVER</b>	<b>-</b>	<b>-</b>	<b>-</b>		

<b>GRAND TOTAL EHS FEDERAL FUNDS</b>	<b>19,137,286</b>	<b>9,346,398</b>	<b>9,790,888</b>	<b>49%</b>	<b>51%</b>
--------------------------------------	-------------------	------------------	------------------	------------	------------

Budget reflects Notice of Award #09CH011132-05-01

Actual expenditures include posted expenditures and estimated adjustments through 09/30/2023

Early Head Start  
Percent Expended Compared to Percent of Budget Period Elapsed



**Community Action Partnership of Kern**  
**Head Start and Early Head Start Kern**  
**Year-to-Date Non-Federal Share and In-Kind Report**  
 Budget Period: March 1, 2023 through February 29, 2024  
 Report for period ending September 30, 2023 (Month 7 of 12)

Percent of budget period elapsed: **58.3%**

LOCATION	Enroll-ment	March	April	May	June	July	Aug	Sep	YTD Totals	Kern/SJC	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	40	12,893	7,852	2,921	0	0	2,785	6,611	33,062	Kern	39,812	83%
Alicante	20	10,979	8,866	11,664	6,824	3,341	6,216	187	48,076	Kern	19,906	242%
Angela Martinez	60	8,111	9,756	13,679	11,828	8,755	9,410	9,036	70,574	Kern	59,718	118%
Broadway	40	5,844	8,572	3,952	0	0	580	4,239	23,187	Kern	39,812	58%
California City	20	3,962	3,239	1,327	0	0	0	193	8,721	Kern	19,906	44%
Cleo Foran	23	6,400	5,152	6,764	7,199	3,143	2,508	2,418	33,584	Kern	22,892	147%
Delano	76	21,579	21,523	10,293	0	0	7,807	15,038	76,239	Kern	75,643	101%
East California	52	6,966	7,633	16,447	10,427	6,476	8,440	8,880	65,269	Kern	51,756	126%
Fairfax	39	14,513	14,443	10,955	0	0	2,204	6,896	49,012	Kern	38,817	126%
Fairview	0	0	0	0	0	0	0	0	0	Kern	0	0%
Harvey L. Hall	140	15,666	14,424	13,787	14,253	11,611	13,291	11,729	94,761	Kern	139,343	68%
Heritage	20	6,419	4,447	2,392	0	0	702	2,819	16,778	Kern	19,906	84%
Home Base	126	13,671	16,943	8,815	7,531	6,051	7,389	2,343	62,742	Kern	62,704	100%
Lamont	20	6,800	7,113	3,715	0	0	3,913	7,017	28,559	Kern	19,906	143%
Martha J. Morgan	71	18,212	18,278	16,383	11,873	7,314	10,296	12,244	94,599	Kern	70,667	134%
McFarland	20	18,674	14,207	11,433	0	0	2,580	8,259	55,153	Kern	19,906	277%
Mojave	20	2,344	954	100	0	0	1,065	66	4,530	Kern	19,906	23%
Oasis	45	14,048	12,103	9,215	0	0	653	7,917	43,936	Kern	44,789	98%
Pete H. Parra	128	28,157	26,760	31,534	19,623	17,175	21,419	9,343	154,012	Kern	127,399	121%
Planz	0	0	0	0	0	0	0	0	0	Kern	0	0%
Primeros Pasos	76	16,591	28,746	32,941	27,910	14,522	18,334	23,701	162,746	Kern	75,643	215%
Rosamond	60	4,136	4,253	1,942	0	0	17	0	10,348	Kern	59,718	17%
San Diego	32	7,732	6,487	4,299	2,778	2,436	3,089	3,020	29,840	Kern	31,850	94%
Seibert	20	2,192	2,325	1,186	0	0	392	2,861	8,955	Kern	19,906	45%
Shafter	20	5,245	3,951	2,855	4,498	592	1,803	3,176	22,121	Kern	19,906	111%
Shafter HS/EHS	24	3,739	1,701	2,203	2,665	3,359	3,980	4,270	21,917	Kern	23,887	92%
Sterling	124	17,586	14,182	16,513	14,750	11,281	9,816	16,583	100,711	Kern	123,418	82%
Stockdale Head Start	60											
Sunrise Villa	20	2,987	4,203	1,784	0	0	656	2,918	12,549	Kern	19,906	63%
Taft	60	8,550	8,852	6,946	0	0	0	2,640	26,989	Kern	59,718	45%
Tehachapi	34	1,671	2,593	77	0	0	0	537	4,879	Kern	33,840	14%
Vineland	20	2,263	2,062	1,834	0	0	0	836	6,995	Kern	19,906	35%
Virginia	20	9,620	10,265	12,432	0	0	4,897	12,432	49,646	Kern	19,906	249%
Wesley	60	21,461	17,008	14,220	0	0	3,523	3,320	59,532	Kern	59,718	100%
Willow	40	10,607	9,946	6,779	0	0	2,919	5,013	35,263	Kern	39,812	89%
Administrative Services		0	0	0	0	0	0	0	0	Kern/SJC	0	0%
PC Planning		0	0	0	0	0	0	0	0	Kern/SJC	0	0%
PC By Laws		0	0	0	0	0	0	0	0			
Governance		451	363	369	0	39	144	23	1,389	Kern	15,000	9%
Program Services		13,559	8,991	6,436	9,702	7,588	5,146	7,283	58,706	Kern/SJC	74,285	79%
California Street	24	5,829	6,641	6,121	4,730	3,443	3,532	7,050	37,346	SJC	39,646	94%
Chrisman	16	4,794	4,540	2,987	946	0	0	0	13,267	SJC	26,431	50%
Gianone	0	0	0	0	0	0	682	494	1,176	SJC	0	0%
Kennedy	16	1,373	2,054	1,184	1,415	2,560	3,215	964	12,764	SJC	26,431	48%
Lodi Home Base	30	8,307	13,348	14,790	10,683	5,160	10,994	1,265	64,548	SJC	24,779	260%
Lodi UCC	30	6,058	6,624	5,855	5,632	5,928	6,682	45	36,824	SJC	49,558	74%
Manteca Home Base	11	7,143	5,740	6,477	3,909	4,286	5,816	1,622	34,993	SJC	9,086	385%
Marci Massei	24	1,924	2,680	2,838	2,834	3,187	3,315	673	17,451	SJC	39,646	44%
St. Mary's	24	4,791	3,369	3,162	6,348	3,404	6,003	7,227	34,305	SJC	39,646	87%
Stockton Home Base	78	9,353	11,386	11,847	12,647	7,203	13,315	8,415	74,165	SJC	64,425	115%
Tracy Home Base	12	6,099	4,634	4,532	3,758	0	0	0	19,023	SJC	9,912	192%
Walnut	24	3,586	3,040	3,039	4,162	5,123	4,572	3,559	27,082	SJC	39,646	68%
<b>SUBTOTAL IN-KIND</b>	<b>1,919</b>	<b>402,886</b>	<b>392,250</b>	<b>351,025</b>	<b>208,925</b>	<b>143,978</b>	<b>214,099</b>	<b>235,161</b>	<b>1,948,324</b>	<b>0</b>	<b>1,958,398</b>	<b>99%</b>
x												
State General Child Care*		273,064	254,458	266,636	260,460	203,319	238,128	216,189	1,712,254	Kern	3,297,554	52%
State Preschool*		623,046	525,600	542,386	315,917	171,560	375,128	454,961	3,008,599	Kern	6,413,658	47%
State Migrant Child Care*		5,212	7,596	7,442	3,941	907	2,551	3,373	31,022	Kern	0	0%
<b>SUBTOTAL CA DEPT of ED</b>		<b>901,323</b>	<b>787,654</b>	<b>816,465</b>	<b>580,318</b>	<b>375,785</b>	<b>615,807</b>	<b>674,523</b>	<b>4,751,875</b>		<b>9,711,212</b>	<b>49%</b>
x												
State General Child Care*		96,972	128,349	139,529	128,466	109,071	159,715	163,431	925,534	SJC	1,175,152	79%
<b>SUBTOTAL CA DEPT of ED</b>		<b>96,972</b>	<b>128,349</b>	<b>139,529</b>	<b>128,466</b>	<b>109,071</b>	<b>159,715</b>	<b>163,431</b>	<b>925,534</b>		<b>1,175,152</b>	<b>79%</b>
<b>GRAND TOTAL</b>		<b>1,401,181</b>	<b>1,308,253</b>	<b>1,307,019</b>	<b>917,709</b>	<b>628,834</b>	<b>989,621</b>	<b>1,073,115</b>	<b>7,625,733</b>		<b>12,844,762</b>	<b>59%</b>
										<b>648,973</b>		
										<b>8,274,706</b>		



Community Action Partnership of Kern  
 Early Head Start Child Care Partnerships  
 Non-Federal Share and In-Kind Year-to-Date Report  
 Budget Period: March 1, 2023 through February 29, 2024  
 Report for period ending September 30, 2023 (Month 7 of 12)

Percent of year elapsed: **58.3%**

LOCATION	FUNDED ENROLLMENT	Mar 2023	Apr 2023	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Angela Martinez	24	2,332	2,225	2,631	2,925	1,738	2,120	339	14,311	103,398	14%
Kern Community College District - BC	32	27,579	13,672	20,450	23,702	22,049	23,849	24,011	155,312	137,864	113%
KCSOS - Blanton	16	33,685	6,355	8,469	37,414	13,482	29,774	108,940	238,119	68,932	345%
Garden Pathways	11	0	166	0	0	0	0	0	166	47,391	0%
Taft College	42	49,928	44,682	45,507	38,442	18,116	23,296	21,039	241,010	180,947	133%
Escuelita Hernandez	16	57	0	0	0	0	0	0	57	68,932	0%
TBD	11	0	0	0	0	0	0	0	0	47,391	0%
Program Services		0	0	0	0	0	0	0	0		
Admin Services		0	0	0	0	0	0	0	0		
<b>GRAND TOTAL</b>	<b>152</b>	<b>113,580</b>	<b>67,100</b>	<b>77,056</b>	<b>102,484</b>	<b>55,385</b>	<b>79,039</b>	<b>153,990</b>	<b>648,973</b>	<b>654,854</b>	<b>99%</b>

Budget reflects Notice of Award #09CH011132-05-01



## MEMORANDUM

**To:** Budget and Finance

**From:** Laura Porta, MCAP Administrator

Jerry Meade, Assistant Director ~ Program

**Date:** November 15, 2023

**Subject:** Agenda Item 4b: Request to Approve Submission of the Fiscal Year 2024-2025 Continued Funding Application for California Department of Social Services (CDSS) Programs (CMAP, CMIG, CMSS, CCTR) – **Action Item**

---

The California Department of Social Services (CDSS) requires submission of a refunding application for the CDSS state contracts. Funds will be used to continue the Migrant Alternative Payment, Migrant Child Care/Specialized Services, and General Child Care services. The funding period would be July 2024 through June 2025 supporting following programs:

- Migrant Alternative Payment (CMAP): \$29,276,514
- Migrant Child Care (CMIG): \$291,443
- Migrant Specialized Services (CMSS): \$40,079
- General Child Care (CCTR): \$3,930,503

These programs support CAPK's efforts to improve communities by promoting educational opportunities that enrich the lives of children and their families.

Submission of this application is due by December 1, 2023. The electronic submission does require the Chief Executive Officer to authorize the application content and must receive approval from the Board of Directors to execute the contract. Additionally, the resolution must identify the designee within CAPK that will be the uploading of documentation on behalf of CAPK. The resolution indicates Jerry Meade, Assistant Director ~ Program as the designee to submit the electronic application once approved by the CEO.

### **Recommendation**

Staff recommends the Budget and Finance Committee approve the resolution and submission for Fiscal Year 2024-2025 Continued Funding Application for California Department of Social Services programs and authorize the Chief Executive Officer to execute the contract and assign a designee to submit the application upon his approval.

**Attachment:**  
*Resolution*



## RESOLUTION #2023-20

### A Resolution of the Board of Directors of Community Action Partnership of Kern Approving the Submission of the 2024-25 California Department of Social Services Funding Application

The Board of Directors of Community Action Partnership of Kern, met on November 29, 2023 at a regularly scheduled meeting, at the CAPK Head Start Professional Development Resource Lab located at 1807 Feliz Dr., Bakersfield, CA 93307 and resolved as follows:

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

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

**WHEREAS**, program is requesting to submit the California Department of Social Services continued funding application for Migrant Alternative Payment (CMAP), Migrant Child Care (CMIG), Migrant Specialized Services (CMSS), and General Child Care (CCTR), for funding from July 1, 2024 through June 30, 2025; and

**WHEREAS**, the Head Start and State Child Development Division is requesting a maximum funding amount of \$29,276,514 for CMAP; \$291,443 for CMIG; \$40,079 for CMSS; and \$3,930,503 for CCTR in annual funding; and

**WHEREAS**, the California Department of Social Services requires that an authorized signatory be named for the refunding application and contract, as well as an authorized representative be named for submitting the application electronically; and

**NOW, THEREFORE**, be it resolved that CAPK Board of Directors hereby authorizes Jeremy T. Tobias, Chief Executive Officer to act on behalf of the Board as CAPK's representative signatory with regard to the CDSS Continued Funding Application and CDSS contract, and assign Jerry Meade, Assistant Director to submit the application electronically.

**APPROVED** by a majority vote of the Directors of Community Action Partnership of Kern, this 29<sup>th</sup> day of November 2023.

---

Fred Plane, Chair  
CAPK Board of Directors

---

Date



## MEMORANDUM

**To:** Budget and Finance

**From:** Jerry Meade, Assistant Director ~ Program

**Date:** November 15, 2023

**Subject:** Agenda Item 4c: Request to Approve Submission of the Fiscal Year 2024-2025 Continued Funding Application for California Department of Education State Preschool (CSPP) – **Action Item**

---

The California Department of Education (CDE) requires submission of a refunding application for the CDE state contract. Funds will be used to continue the Full Day/Full Year Child Care services program blended with Head Start Classrooms. The funding period would be July 1, 2024 through June 30, 2025. The maximum reimbursement amount of \$7,087,664 will support CAPK's efforts to improve communities by promoting educational opportunities that enrich the lives of children and their families.

Submission of this application is due by December 1, 2023. The electronic submission does require the Chief Executive Officer to authorize the application content and must receive approval from the Board of Directors to execute the contract. Additionally, the resolution must identify the designee within CAPK that will be the uploading of documentation on behalf of CAPK. The resolution indicates Jerry Meade, Assistant Director ~ Program as the designee to submit the electronic application once approved by the CEO.

### **Recommendation**

Staff recommends the Budget and Finance Committee approve with resolution the submission of the Fiscal Year 2024-2025 Continued Funding Application for California Department of Education and authorize the Chief Executive Officer to execute the contract and assign a designee to submit the application upon his approval.

**Attachment:**

*Resolution #2023-21*



## RESOLUTION #2023-21

### **A Resolution of the Board of Directors of Community Action Partnership of Kern Approving the Submission of the 2024-25 California Department of Education Funding Application**

The Board of Directors of Community Action Partnership of Kern, met on November 29, 2023 at a regularly scheduled meeting, at the CAPK Head Start Professional Development Resource Lab located at 1807 Feliz Dr., Bakersfield, CA 93307 and resolved as follows:

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

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

**WHEREAS**, program is requesting to submit the California Department of Education continued funding application for State Preschool (CSPP), for funding from July 1, 2024 through June 30, 2025; and

**WHEREAS**, the Head Start and State Child Development Division is requesting a maximum funding amount of \$7,087,664 for State Preschool (CSPP) in annual funding; and

**WHEREAS**, the California Department of Education requires that an authorized signatory be named for the refunding application and contract, as well as an authorized representative be named for submitting the application electronically; and

**NOW, THEREFORE**, be it resolved that CAPK Board of Directors hereby authorizes Jeremy T. Tobias, Chief Executive Officer to act on behalf of the Board as CAPK's representative signatory with regard to the CDE Continued Funding Application and CDE contract, and assign Jerry Meade, Assistant Director to submit the application electronically.

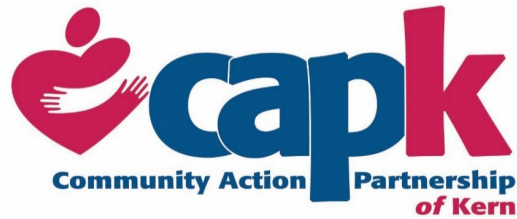
**APPROVED** by a majority vote of the Directors of Community Action Partnership of Kern, this 29<sup>th</sup> day of November 2023.

---

Fred Plane, Chair  
CAPK Board of Directors

---

Date



## **BUDGET AND FINANCE COMMITTEE**

**NOVEMBER 15, 2023**

### **FINANCIAL REPORT**

#### **TABLE OF CONTENTS**

<b><u>SECTION</u></b>	<b><u>Pages (s)</u></b>
<b>A.</b> Schedule of Programs for the period March 1, 2023 through February 28, 2024	A1 - A6
<b>B.</b> Functional Classification by Fund	B1 - B3
<b>C.</b> Line of Credit Summary	C1
<b>D.</b> - Cash Summary as of September 30, 2023	D1
- Bank Reconciliations	D2 - D8
<b>E.</b> Wells Fargo Visa Summary and Statements	E1 - E25
<b>F.</b> Central Kitchen Budget to Actual September 30, 2023	F1
<b>G.</b> State Department of Education Contract - Earned Revenue	G1 - G2
<b>H.</b> Finance Division Monthly Report	H1
<b>I.</b> Financial Statements as of February 28, 2023	I1
<b>J.</b> Financial Statements as of September 30, 2023	J1
<b>K.</b> Agency-wide Budget to Actual as of September 30, 2023	K1 - K7
<b>L.</b> Indirect Fund Budget To Actual as of September 30, 2023	L1

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

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

A1

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

A2

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



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

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

A3

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

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

A4

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

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

A5

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

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

A6

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

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

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

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

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

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

COMMUNITY ACTION PARTNERSHIP OF KERN  
**LINE OF CREDIT ADVANCES AND REPAYMENTS**  
 FISCAL YEAR 2023/24

Date	Advance Amount	Repayment Amount	No. of Days Borrowed	Interest Expense	Interest Rate
03/31/23	n/a				
04/30/23	n/a				
05/31/23	n/a				
06/30/23	n/a				
07/31/23	n/a				
08/31/23	n/a				
09/30/23	n/a				

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

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

Period	No. of Days in Period	Commitment Fee	Interest Rate
12/31/22 - 3/31/23	90 days	\$ 642.01	8.69%
04/01/23 - 6/30/23	90 days	\$ 221.18	8.90%
07/01/23 - 9/30/23	90 days	\$ 718.75	8.90%
10/01/23 - 12/31/23	90 days		

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



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

PROGRAM (FUND)	CASH BALANCE
CHILD AND ADULT CARE FOOD PROGRAM	(205,308.69)
HEAD START/EARLY HEAD START	950,859.95
<b>SUBTOTAL</b>	<b>745,551.26</b>
GENERAL CHILD CARE	(223,534.67)
MIGRANT A/P	(1,495,466.72)
Child Development Reserve Fund No. 1	183,697.57
Child Development Reserve Fund No. 2	(7,962.35)
MIGRANT CHILD CARE	149,096.21
MIGRANT SPECIALIZED SERVICES	6,825.76
SAN JOAQUIN COE GENERAL CHILD CARE	54,591.23
STATE PRESCHOOL	4,331,889.71
<b>SUBTOTAL</b>	<b>2,999,136.74</b>
COMMODITY SUPPLEMENTAL FOOD PROGRAM	(102,045.96)
EF&S	17,891.00
EFAP	(240,135.81)
HUD CPF Food Bank Expansion	(163,214.37)
FEEDING AMERICA SERVICE INSIGHTS	46,595.96
FOOD BANK	(399,550.31)
FOOD BANK EXPANSION	(14,927.18)
FOOD BANK CAPACITY PROGRAM	198,190.78
FOOD BANK - STATE	(1,273,435.75)
SOUTHERN CA GAS COMPANY	95,256.90
WONDERFUL FOOD BANK EXPANSION	1,416,519.14
WONDERFUL FOUNDATION	133,142.83
<b>SUBTOTAL</b>	<b>(285,712.77)</b>
ENERGY	(133,470.73)
DOE WAP	0.00
LIHEAP	(1,960,202.48)
LIWHAP	(83,104.68)
PG&E	6,065.59
TRANSFER NEGATIVE BALANCE	2,170,712.30
<b>SUBTOTAL</b>	<b>0.00</b>
CENTRAL VALLEY SMALL BUSINESS DEVELOPMENT	0.00
<b>SUBTOTAL</b>	<b>0.00</b>
211	492,192.68
BCSD CA COMMUNITY SCHOOL PARTNERSHIP (CCSPP)	(87,172.33)
KCCD CERF REGIONAL CONVENOR	(40,760.80)
BKRHC HOMELESS HOUSING ASSISTANCE & PREVENTION	(29,234.22)
CALAIM HOMELESS PREVENTION SERVICES	116,013.17
CAL FRESH	(24,559.24)
CALEITC	(31,075.93)
CAPK FOUNDATION	(20,989.49)
COST POOLS	715,327.54
COUNTY OF KERN LOW BARRIER HOMELESS CENTER	(456,166.79)
CSBG	169,617.32
CSBG - DISCRETIONARY	0.00
DIFFERENTIAL RESPONSE	(1,656.52)
DIGNITY HEALTH	1,048.70
DISCRETIONARY FUND	1,501,679.80
EAST KERN FAMILY RESOURCE CENTER	25,428.52
HOMELESS SAFE CAMPING - CSLRFR (ARPA)	(188,131.51)
ESG COORDINATED ENTRY SERVICE - COVID19	(1,841.96)
ASTHO VACCINE EQUITY	(46,522.66)
CITY OF BAKERSFIELD CAL VIP	(15,285.10)
FIRST 5 KERN 211	(19,704.20)
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	(24,475.75)
FIRST 5 HELP ME GROW	(37,225.79)
FIRST 5 RIDGECREST FAMILY RESOURCE CENTER	(39,210.14)
FRIENDSHIP HOUSE	3,854.20
City of Bakersfield - FHCC Sports Field	0.00
FUNDRAISING	275,059.44
GENERAL FUND	(216.42)
GOODWILL IND-CA State 211 COVID-19 Call Cntr Response	0.01
HOME VISIT INITIATIVE (CO OF KERN)	(286,316.49)
HUD-COORDINATED ENTRY SYSTEM	(43,141.84)
Kaiser	89,819.42
INDIRECT FUND	1,976,129.90
IRS - VITA	(32,856.23)
TAX ASSISTANCE	12,689.42
M ST NAVIGATION CENTER	32,140.82
NEOPB CAL FRESH HEALTHY LIVING	(230,842.09)
POSITIVE YOUTH DEV SVC	(10,437.13)
POSITIVE YOUTH M	(40,448.60)
SHAFTER YOUTH CENTER	56,426.31
OASIS FAMILY RESOURCE CENTER	7,167.32
SIERRA FOUNDATION - ASTHMA MITIGATION	(39,703.72)
UNITED WAY 211	981.55
UW STANISLAUS CES	(55.00)
WELLS FARGO FOUNDATION	46,933.12
WIC	(571,055.44)
LESS: ENERGY NEGATIVE BALANCE	(2,170,712.30)
ADD: LINE OF CREDIT	0.00
<b>SUBTOTAL</b>	<b>1,032,711.55</b>
<b>TOTAL OPERATING CASH</b>	<b>4,491,686.78</b>

## **COMMUNITY ACTION PARTNERSHIP OF KERN (CAPK)**

### **WELLS FARGO BANK ACCOUNTS**

1. Operating Account: Used to make all CAPK disbursements and for deposits of all cash receipts unless there are requirements to deposit cash to a restricted bank account.
2. Head Start Accrued Vacation: This is an interest bearing restricted bank account that holds cash reserved for the payment of accrued vacation for Head Start and Early Head Start employees.
3. CSD Advances Account: This is an interest bearing restricted bank account for CSBG and Energy grants. Advances on the Community Services Block Grant (CSBG), Department of Energy – Weatherization Assistance Program (DOE WAP) and Low Income Home Energy Assistance Program (LIHEAP) grants are required to be deposited to a restricted bank account until there is an immediate need for the cash. Once the immediate need is determined, the cash is transferred to the Operating Account to make disbursements.
4. On-Line Donations Account: This is an interest bearing restricted bank account that is designated for internet donations to CAPK. The deposits are subsequently transferred to the Operating Account.
5. Child Development Reserve #1: This is an interest bearing restricted bank account that is required by the California Department of Education for center-based contracts, such as General Child Care (CCTR), State Preschool (CSPP) and State Migrant (CMIG) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.
6. Child Development Reserve #2: This is an interest bearing restricted bank account that is required by the California Department of Education for alternative payment contracts, such as Migrant Childcare Alternative Payment (CMAP) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.

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

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

**BANK RECONCILIATION FOR THE MONTH ENDED  
September 30, 2023**

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

**OPERATING ACCOUNT  
ACCOUNT NO: XXXXX-X2976**

<b>BANK BALANCE AT</b>	<b>09/30/23</b>		5,341,755.25
LESS: OUTSTANDING CHECKS		987,105.11	
<b>ADJUSTED BANK BALANCE AT</b>	<b>09/30/23</b>		4,354,650.14
<b>GENERAL LEDGER BALANCE AT</b>	<b>08/31/23</b>		8,305,024.99
ADD: DEPOSITS		3,102,833.30	
US TREAS DRAWDOWNS		3,931,206.38	
FUNDS FROM OTHER GRANTS		1,955,448.95	
TRANSFERS FROM RESTRICTED ACCOUNTS		2,289.42	
ADP /HEALTH EQUITY REFUND		2,395.71	
REIMBURSEMENT OF ALTERED PAYEE		3,761.22	
LESS: CHECKS		3,636,437.12	
ADP PAYROLL 9/08/23		1,709,110.56	
ADP PAYROLL 9/22/23		1,723,089.04	
EFTS FOR HRA/HSA/ STD/403B		101,568.65	
REC LOAN PRINCIPAL/INT EXPENSES		23,790.70	
TRANSFERS FROM RESTRICTED ACCOUNTS		-	
CREDIT CARD		76,778.69	
BANK FEES		-	
ACH VOUCHERS		5,677,535.07	
<b>GENERAL LEDGER BALANCE AT</b>	<b>09/30/23</b>		4,354,650.14
DIFFERENCE:			(0.00)

PREPARED BY: Naomi Ibarra TITLE: Accountant DATE: 10/10/2023  
 APPROVED BY: *Nancy Webster* TITLE: Chief Financial Officer DATE: 10/10/2023

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

BANK RECONCILIATION FOR MONTH ENDING  
**September 30, 2023**

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


ACCOUNT NO.: XXXXX-X6256

<b>BANK BALANCE ENDING:</b>	<b>09/30/23</b>	<b>953,818.45</b>
DEPOSITS IN TRANSIT		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
<b>ADJUSTED BANK BALANCE:</b>	<b>09/30/23</b>	<b>953,818.45</b>

<b>BALANCE PER G/L</b>	<b>08/31/23</b>	<b>955,260.90</b>
ADD:		
DEPOSITS		0.00
INTEREST		846.97
ROUNDING ERROR		0.00
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00
LESS:		
CHECKS		0.00
CLIENT ANALYSIS SERVICE CHARGE		0.00
BANK ACCOUNT TRANSFER TO GENERAL FUND		2,289.42
<b>BALANCE PER G/L</b>	<b>09/30/23</b>	<b>953,818.45</b>

DIFFERENCE: 0.00

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

PREPARED BY: Naomi Ibarra TITLE: Accountant DATE: 10/11/23  
 APPROVED BY:  TITLE: Chief Financial Officer DATE: 10/11/2023

**COMMUNITY ACTION PARTNERSHIP OF KERN  
CSD ADVANCES ACCOUNT\*\***

5005 BUSINESS PARK NORTH  
BAKERSFIELD, CA 93309-1651

BANK RECONCILIATION FOR MONTH ENDING  
**September 30, 2023**

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

ACCOUNT NO.: XXXXX-X1095

<b>BANK BALANCE ENDING:</b>	<b>09/30/23</b>	<b>16,790.59</b>
DEPOSITS IN TRANSIT		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
<b>ADJUSTED BANK BALANCE:</b>	<b>09/30/23</b>	<b>16,790.59</b>

---

<b>BALANCE PER G/L</b>	<b>08/31/23</b>	<b>16,775.69</b>
ADD:		
DEPOSITS		0.00
INTEREST		14.90
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00
LESS:		
CHECKS		0.00
CLIENT ANALYSIS SERVICE CHARGE		0.00
WIRE TRANSFER		0.00
BANK ACCOUNT TRANSFER TO GENERAL FUND		0.00
<b>BALANCE PER G/L</b>	<b>09/30/23</b>	<b>16,790.59</b>

---

\* December 2009 name changed from Food Bank to DOE ARRA. DIFFERENCE: 0.00

\*\* January 2018 name changed from DOE ARRA to CSD Advances.

---

PREPARED BY: Naomi Ibarra

TITLE: Accountant

DATE: 10/11/23

APPROVED BY: 

TITLE: Chief Financial Officer

DATE: 10/11/2023

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

BANK RECONCILIATION FOR MONTH ENDING  
**September 30, 2023**

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

ACCOUNT NO.: XXXXX-X1921

<b>BANK BALANCE ENDING:</b>	<b>09/30/23</b>	<b>21,131.96</b>
DEPOSITS IN TRANSIT		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
<b>ADJUSTED BANK BALANCE</b>	<b>09/30/23</b>	<b>21,131.96</b>

<b>BALANCE PER GENERAL LEDGER</b>	<b>08/31/23</b>	<b>21,130.66</b>
ADD:		
DEPOSITS (Credit Card Donations & Shared Fee)		0.00
ONLINE DONATIONS		0.00
PAYPAL DEPOSIT		0.00
INTEREST		18.75
LESS:		
APPLIED MERCHANT DEBITS		0.00
CLIENT ANALYSIS SERVICE CHARGE		17.45
BANKCARD FEES		0.00
CASH CONCENTRATION FEE		0.00
FUND TRANSFER TO GENERAL FUND		0.00
		0.00
<b>BALANCE PER GENERAL LEDGER:</b>	<b>09/30/23</b>	<b>21,131.96</b>

\* October 2009 name changed from WIC Account to CSBG ARRA Account and is now interest-bearing.

Difference: 0.00

\*\* August 2010 name changed from CSBG ARRA Account to HOPE Program Account.

\*\*\* January 2018 name changed from HOPE Program Account to On-line Donations Account.

PREPARED BY: Naomi Ibarra

TITLE: Accountant

DATE: 10/11/23

APPROVED BY: 

TITLE: Chief Financial Officer

DATE: 10/11/2023

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

BANK RECONCILIATION FOR MONTH ENDING  
**September 30, 2023**

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

ACCOUNT NO.: XXXXX-X6264

<b>BANK BALANCE ENDING:</b>	<b>09/30/23</b>	<b>7,559.09</b>
DEPOSITS IN TRANSIT		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
<b>ADJUSTED BANK BALANCE:</b>	<b>09/30/23</b>	<b>7,559.09</b>

---

---

<b>BALANCE PER G/L</b>	<b>08/31/23</b>	<b>7,552.38</b>
ADD:		
DEPOSITS		0.00
INTEREST		6.71
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00
LESS:		
CHECKS		0.00
CLIENT ANALYSIS SERVICE CHARGE		0.00
BANK ACCOUNT TRANSFER TO GENERAL FUND		0.00

<b>BALANCE PER G/L</b>	<b>09/30/23</b>	<b>7,559.09</b>
------------------------	-----------------	-----------------

---

---

DIFFERENCE: 0.00

---

---

PREPARED BY: <u>N. IBARRA</u>	TITLE: <u>Accountant</u>	DATE: <u>10/11/23</u>
APPROVED BY: <u><i>Macy Webster</i></u>	TITLE: <u>Chief Financial Officer</u>	DATE: <u>10/11/2023</u>

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

BANK RECONCILIATION FOR MONTH ENDING  
**September 30, 2023**

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

ACCOUNT NO.: XXXXX-X2049

<b>BANK BALANCE ENDING:</b>	<b>09/30/23</b>	<b>97,076.21</b>
DEPOSITS IN TRANSIT		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
<b>ADJUSTED BANK BALANCE:</b>	<b>09/30/23</b>	<b>97,076.21</b>

---

---

<b>BALANCE PER G/L</b>	<b>08/31/23</b>	<b>96,990.07</b>
ADD:		
DEPOSITS		0.00
INTEREST		86.14
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00
LESS:		
CHECKS		0.00
CLIENT ANALYSIS SERVICE CHARGE		0.00
BANK ACCOUNT TRANSFER TO GENERAL FUND		0.00

<b>BALANCE PER G/L</b>	<b>09/30/23</b>	<b>97,076.21</b>
------------------------	-----------------	------------------

---

---

DIFFERENCE: 0.00

---

---

PREPARED BY: Naomi Ibarra TITLE: Accountant DATE: 10/11/23  
APPROVED BY: *Nancy Webster* TITLE: Chief Financial Officer DATE: 10/11/2023



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

Cardholder	Position	Amount Charged
CAPK	Accounts Payable	\$ -
Catherine Anspach	Foundation Director of Development	1,041.85
Gloria Barbero	Administrator - EHS San Joaquin	363.98
Yolanda Gonzales	Director of Head Start/State Child Development Programs	6,662.75
Freddy Hernandez	Director of Youth and Community Services	832.25
Louis Gill	Chief Program Officer	1,941.85
Lisa McGranahan	Director of Human Resources	546.65
Jerry Meade	Assistant Director of Head Start/State Child Development Programs	1,488.52
Pritika Ram	Chief Business Development Officer	2,015.90
Jeremy Tobias	Chief Executive Officer	1,708.10
Emilio Wagner	Director of Operations	3,559.57
Tracy Webster	Chief Financial Officer	1,670.34
Rebecca Moreno	Director of Housing Support Services	(22.40)
Susana Magana	Director of Nutrition Services	1,093.19
	Total	\$ 22,902.55



Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Capk Ap	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-7017	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
------------	-----------	---------------	--------------	----------	---------	--------

Transaction Count: 0

**Total: 0.00**

---

**Employee Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

---

**Authorized Approver Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Catherine Anspach	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-1647	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 8/31/2023	9/1/2023	Sq *greater Bakersfield C Bakersfield, CA				20.00
Greater Bakersfield Chamber of Commerce Mixer Event- 2 Tickets. One for Lara Popkin, one for Catherine Anspach.						
<hr/>						
2 9/7/2023	9/8/2023	Urbane Cafe Olo.Com, CA				72.85
CAPK Foundation Spring Event Planning Meeting- Food for the attendees. Meeting details attached.						
<hr/>						
3 9/11/2023	9/12/2023	Paypal San Jose, CT				366.54
Two tickets for the Grimmway Edible School Garden Fundraising Event (Toast & Taste). One ticket for Ariana Joven (Vice Chair of Foundation), One ticket for Lara Popkin (Assistant to the director).						
<hr/>						
4 9/19/2023	9/20/2023	Homegoods #0518 Bakersfield, CA				49.25
Assorted raffle items for a foundation basket. The basket will be part of the raffle for the Friendship House Mixer on 10/5.						
<hr/>						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
5 9/19/2023	9/20/2023	Dollar Tree Bakersfield, CA		_____	_____	20.40
Assorted raffle items for a foundation basket. The basket will be part of the raffle for the Friendship House Mixer on 10/5.						
6 9/25/2023	9/27/2023	Moo Creamery Bakersfield, CA		_____	_____	48.89
Lunch meeting with a community partner- Catherine Anspach (Director of Development) & Amy Jones from the Bakersfield Museum of Art. Meeting details attached.						
7 9/26/2023	9/27/2023	Food-Ex Bakersfield, CA		_____	_____	308.70
Lunch for Foundation Board Meeting. Agenda & List of attendees is attached.						
8 9/26/2023	9/27/2023	Smiths Bakeries Inc Bakersfield, CA		_____	_____	44.82
Cookies/dessert for CAPK Foundation Board of Directors Meeting. Agenda and attendees list are attached.						
9 9/28/2023	9/29/2023	Eb The Masquerade 801-413-7200, CA		_____	_____	110.40
Two Tickets to The Masquerade Event. 10% of all sales go towards benefitting M Street. Tickets for a staff member at M Street (Keith Jackson) to attend the event on behalf of CAPK. Flyer attached.						

Transaction Count: 9

**Total: 1,041.85**

\_\_\_\_\_  
Employee Signature Date

\_\_\_\_\_  
Authorized Approver Signature Date



Reporting Period : 9/1/2023 - 9/30/2023

**Statement Summary**

Name	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
Gloria Barbero XXXX-XXXX-XXXX-7058	9/1/2023	A-B-Cpr & First Aid Abcpr.Com, CA				65.00
Childcare Preventative Healthcare Online Training for site supervisor Avery Cox Gianone center.						
<hr/>						
	9/17/2023	Smore.Com Www.Smore.Com, PA				178.99
Annual renewal software subscription for newsletters.						
<hr/>						
	9/23/2023	Canva* I03917-40798829 Httpscanva.Co, DE				119.99
Annual renewal software subscription for flyers and presentations.						
<hr/>						

Transaction Count: 3  
**Total: 363.98**

**Employee Signature** \_\_\_\_\_ **Date** \_\_\_\_\_ **Authorized Approver Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Yolanda Gonzales	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-7009	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 8/31/2023	9/4/2023	Hyatt Regency Sacramento Sacramento, CA				260.28
Lodging for HSCA Board of Directors Meeting in Sacramento on 8/31/23 for Elsa Navarrete						
2 8/31/2023	9/4/2023	Hyatt Regency Sacramento Sacramento, CA				285.28
Lodging & Parking for HSCA Board of Directors Meeting in Sacramento 8/31/23 for Yolanda Gonzales						
3 9/7/2023	9/7/2023	American Air Fort Worth, TX				228.50
Flight for R9HSA 2023 Family Engagement & Cultural Effectiveness Conf. In Honolulu HA 1023-102823 Sylvia Ortega						
4 9/7/2023	9/7/2023	American Air Fort Worth, TX				855.01
Flight for R9HSA 2023 Family Engagement & cultural Effectiveness Conf. Honolulu, Hawaii on 1023-102823 - Yolanda Gonzales						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
5 9/7/2023	9/8/2023	United 800-932-2732, TX				506.18
Return flight for R9HSA 2023 Family Engagement & Cultural Effectiveness Conf. Honolulu, Hawaii 1023-102823 - Sylvia Ortega						
6 9/17/2023	9/25/2023	Courtyard By Marriott Arlington, TX				1,136.80
Lodging for Yolanda Gonzales for NHSA Fall Leadership Institute Crystal City, VA 09/18-0921/23						
7 9/17/2023	9/25/2023	Courtyard By Marriott Arlington, TX				1,136.80
Lodging for NHSA Fall Leadership Institute Crystal City, VA 9/18-9/21/23 - Sylvia Ortega						
8 9/22/2023	9/25/2023	Smore.Com Www.Smore.Com, PA				1,299.00
Renewal membership for CAPK Education 7 Support Services						
9 9/27/2023	9/28/2023	American Air Fort Worth, TX				540.00
Flight for R9HSA 2023 Family Engagement & Cultural Effectiveness Conf. Honolulu, Hawaii 10/23-10/28/23 - Elsa Navarrete						
10 9/28/2023	9/29/2023	Cps Hr Consulting 916-2633600, CA				54.85
Registration for CDSS Community Care Licensing Child Care Center Applications Orientation - Norma Hernandez						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
11 9/28/2023	9/29/2023	Cps Hr Consulting 916-2633600, CA				54.85
Registration for CDSS Community Care Licensing Child Care Center Applications Orientation - Maria Huizar						
<hr/>						
12 9/28/2023	9/29/2023	Cps Hr Consulting 916-2633600, CA				4.85
Reg for CDSS Community Care Licensing Operations and Record Keeping - Norma Hernandez						
<hr/>						
13 9/28/2023	9/29/2023	Cps Hr Consulting 916-2633600, CA				4.85
Reg for CDSS Community Care Licensing Operations and Record Keeping - Maria Huizar						
<hr/>						
14 9/28/2023	9/29/2023	Hawaiian Ai Honolulu, HI				165.50
Airfare- Hawaii Ai flight for 2023 Family Engagement & Cultural Effective Conf. Honolulu, Hawaii 10/22-10/28/23- Elsa Navarrete						
<hr/>						
15 9/29/2023	9/29/2023	A-B-Cpr & First Aid Abcpr.Com, CA				65.00
Reg for A-B CPR preventative Health 8 Hr class for Maria Huizar.						
<hr/>						
16 9/29/2023	9/29/2023	A-B-Cpr & First Aid Abcpr.Com, CA				65.00
Reg for A & B CPR Preventative Health 8 Hour class for Norma Hernandez						
<hr/>						



---

Transaction Count: 16

**Total: 6,662.75**

---

**Employee Signature**

**Date**

---

**Authorized Approver Signature**

**Date**



Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Freddy Hernandez	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-8850	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 8/31/2023	9/1/2023	Www.Calcapa.Org Www.Calcapa.O, CA				-521.17
Registration (Cancelled-fully refunded) for Freddy Hernandez paid to attend the 2023 CalCAPA Annual Conference in San Francisco, CA Nov 7-9, 2023						
2 9/1/2023	9/4/2023	Jalisco Meat Market McFar 661-4748434, CA				520.00
Event Training Lunch						
3 9/1/2023	9/4/2023	Smart And Final 326 Bakersfield, CA				50.02
Drinks for the energy training 9/1/23						
4 9/9/2023	9/11/2023	Westin (Westin Hotels) 412-2813700, PA				588.24
Lodging for Jacquelyn Guerra to attend the VITACon'23 Conference in Pittsburgh, PA Sept 2023						
5 9/13/2023	9/14/2023	Smart And Final 326 Bakersfield, CA				38.38
Supplies for staff attending the Wasco LIHWAP event						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
6 9/13/2023	9/14/2023	Sq *el Camino Bakery Bakersfield, CA				100.00
Mexican Desserts for Passport to Success Event						
<hr/>						
7 9/24/2023	9/25/2023	Adt Security Www.Adt.Com, FL				56.78
East Kern security alarm charge						
<hr/>						
						Transaction Count: 7
						<b>Total: 832.25</b>

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Approver Signature

\_\_\_\_\_  
Date



Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Louis Gill	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-6829	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 9/5/2023	9/7/2023	Westin (Westin Hotels) 412-2813700, PA				516.00
Lodging for Julia Romero to attend the VITACon'23 Conference in Pittsburgh, PA Sept 2023						
2 9/5/2023	9/7/2023	Westin (Westin Hotels) 412-2813700, PA				516.00
Lodging for Andrea Chavez to attend the VITACon'23 Conference in Pittsburgh, PA Sept 2023						
3 9/9/2023	9/11/2023	Westin (Westin Hotels) 412-2813700, PA				72.24
Lodging for Julia Romero to attend the VITACon'23 Conference in Pittsburgh, PA Sept 2023						
4 9/9/2023	9/11/2023	Westin (Westin Hotels) 412-2813700, PA				72.24
Lodging for Andrea Chavez to attend the VITACon'23 Conference in Pittsburgh, PA Sept 2023						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
5 9/12/2023	9/14/2023	Flame And Skewers 2 Bakersfield, CA				203.09
Lunch for the PRE Meeting September 13, 2023 (Cancelled pending credit)						
<hr/>						
6 9/12/2023	9/14/2023	Tst* West Coast Sourdough Bakersfield, CA				149.78
Lunch for the PRE Meeting September 13, 2023						
<hr/>						
7 9/19/2023	9/20/2023	Uber Trip Help.Uber.Com, CA				31.15
Transportation for Louis Gill attended CalCAPA/Region IX Community Action Convening Meeting - September 19-21, 2023						
<hr/>						
8 9/20/2023	9/20/2023	Uber Trip Help.Uber.Com, CA				29.94
Transportation for Louis Gill attended CalCAPA/Region IX Community Action Convening Meeting - September 19-21, 2023						
<hr/>						
9 9/21/2023	9/25/2023	Mirage - Hotel & Casino Las Vegas, NV				280.05
Lodging for Louis Gill attended CalCAPA/Region IX Community Action Convening Meeting - September 19-21, 2023						
<hr/>						
10 9/21/2023	9/25/2023	Hendersontaxi Las Vegas, NV				41.36
Transportation for Louis Gill attended CalCAPA/Region IX Community Action Convening Meeting - September 19-21, 2023						
<hr/>						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
11 9/22/2023	9/25/2023	Rps Bakersfield Bakersfield, CA				30.00
Parking for Louis Gill attended CalCAPA/Region IX Community Action Convening Meeting - September 19-21, 2023						

Transaction Count: 11

**Total: 1,941.85**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Approver Signature

\_\_\_\_\_  
Date



Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Lisa McGranahan	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-9914	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 9/7/2023	9/8/2023	Urbane Cafe Bakersfiel Bakersfield, CA				227.40
Urban Café-Personal Committee Meeting						
<hr/>						
2 9/10/2023	9/12/2023	Biometrics4all Inc 714-568-9888, CA				20.25
Relay Fees for running New Hire Fingerprints Invoice Period 08/01/2023-8/30/2023 Invoice Date 09/01/2023						
<hr/>						
3 9/13/2023	9/14/2023	Trainingg Llc Httpswww.Trai, CA				299.00
HR Training						
<hr/>						

Transaction Count: 3  
**Total: 546.65**

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Authorized Approver Signature \_\_\_\_\_ Date \_\_\_\_\_



Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Jerry Meade	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-8086	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 9/16/2023	9/18/2023	Tst* The Padre Hotel Bakersfield, CA		_____	_____	1,374.80
Early Head Start Child Care Partnership Meet and Greet Networking and Luncheon.						
<hr/>						
2 9/22/2023	9/25/2023	Trifoia Elearning Www.Trifoia.C, OR		_____	_____	29.00
Anti-Bias Pyramid Training for HVP New Hire.						
<hr/>						
3 9/22/2023	9/25/2023			_____	_____	0.84
Purchase of Yearly QR Code Subscription for Online HS application foreign transaction fee.						
<hr/>						
4 9/22/2023	9/25/2023	Qr-Code-Generator.Com Bielefeld, NOR		_____	_____	83.88
Purchase of Yearly QR Code Subscription for Online HS application						
<hr/>						

Transaction Count: 4  
**Total: 1,488.52**

\_\_\_\_\_  
**Employee Signature** **Date**

\_\_\_\_\_  
**Authorized Approver Signature** **Date**





Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Pritika Ram	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-7074	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 9/1/2023	9/4/2023	Stk*shutterstock 866-6633954, NY				29.00
Monthly Subscription for Stock Photos						
<hr/>						
2 9/4/2023	9/4/2023	Facebk D3xgqx7wa2 650-5434800, CA				75.00
Facebook Ad						
<hr/>						
3 9/7/2023	9/8/2023	Facebk Hcf99rbwa2 650-5434800, CA				75.00
Facebook Ad						
<hr/>						
4 9/11/2023	9/12/2023	Facebk Xn9zetpwa2 650-5434800, CA				75.00
Facebook Ad						
<hr/>						
5 9/15/2023	9/18/2023	Facebk 9q5lktpwa2 650-5434800, CA				75.00
Facebook Ad						
<hr/>						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
6 9/15/2023	9/18/2023	Mirage Advance Deposit 7022244347, NV				280.05
Hotel Deposit Fee for Savannah Maldonado. CalCAPA Region IX Convening						
<hr/>						
7 9/15/2023	9/18/2023	Tst* The Padre Hotel Bakersfield, CA				135.59
Lunch Business Meeting to discuss BCSD Community Schools Partnership Program (Year 2). Attendees: P. Ram, S. Jones-Roberts, and K. Kimbrough from BCSD						
<hr/>						
8 9/20/2023	9/21/2023	Facebk Zqx6gu7em2 650-5434800, CA				65.85
Facebook Ad						
<hr/>						
9 9/21/2023	9/21/2023	Ideastage.Com 480-588-4140, AZ				914.13
Recognition Awards for Food Bank Ribbon Cutting Ceremony (for large sponsors/donors)						
<hr/>						
10 9/21/2023	9/22/2023	Cke*new Vintage Bar & Gri Bakersfield, CA				79.96
Foundation Business Lunch Meeting regarding Clinica Sierra Vista support. Attendees: P. Ram, C. Anspach from CAPK and S Perez & A. Prado from Clinica Sierra Vista.						
<hr/>						
11 9/23/2023	9/25/2023	Facebk Ubm3xr3xa2 650-5434800, CA				125.00
Facebook Ad						
<hr/>						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
12 9/28/2023	9/29/2023	Facebk Tl3n5rtwa2 650-5434800, CA				16.23
Facebook Ad						
<hr/>						
13 9/28/2023	9/29/2023	Facebk Dh65xrbwa2 650-5434800, CA				70.09
Facebook Ad						
<hr/>						

Transaction Count: 13

**Total: 2,015.90**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Approver Signature

\_\_\_\_\_  
Date



Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Jeremy Tobias	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-7066	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 9/1/2023	9/4/2023	Shell Oil 57445309107 Bakersfield, CA				83.90
Gasoline for CEO's Agency Vehicle						
<hr/>						
2 9/7/2023	9/7/2023	Hotel*hotelbooking 800-455-9877, WA				-1,647.58
Credit for canceled room in Las Vegas for CalCAPA Convening Conference						
<hr/>						
3 9/7/2023	9/8/2023	Hilton Hotels 808-9494321, HI				376.29
Hotel Deposit Fee for J. Tobias at the Hilton Hawaiian Village Waikiki Beach Resort for Region IX Conference						
<hr/>						
4 9/7/2023	9/11/2023	Mirage - Hotel & Casino 7028913840, NV				520.41
Hotel fee for Jeremy Tobias - CalCAPA Convening Conference in Las Vegas						
<hr/>						
5 9/18/2023	9/19/2023	Sq *too Fat Sandwiches Gosq.Com, CA				135.03
Pre-Order for lunch for Budget & Finance Committee Meeting on 9/20/23						
<hr/>						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
6 9/19/2023	9/21/2023	Virgin Valley Cab Las Vegas, NV				41.36
Taxi Fee from Airport to Hotel in Las Vegas - CalCAPA Convening Conference						
<hr/>						
7 9/22/2023	9/25/2023	Curb Lv Taxi New Ca Queens, NY				39.71
Taxi Fee from Hotel to Airport in Las Vegas - CalCAPA Convening Conference						
<hr/>						
8 9/22/2023	9/25/2023	Mirage - Hotel & Casino 7028913840, NV				866.24
Remaining Balance Due for hotel fee in Las Vegas - CalCAPA Convening. Jeremy upgraded room and will reimburse agency upon liquidation in the amount of \$914.99						
<hr/>						
9 9/22/2023	9/25/2023	Exxon Stockdale Mkt #2 Bakersfield, CA				89.25
Gasoline for CEO's Agency Vehicle						
<hr/>						
10 9/22/2023	9/25/2023	Rps Bakersfield Bakersfield, CA				40.00
Parking Fee at Bakersfield Airport - CalCAPA Convening Conference in Las Vegas						
<hr/>						
11 9/23/2023	9/25/2023	McW#1006-Coffee 866-2543229, CA				29.99
Monthly Car Wash Fee for CEO's Agency Vehicle.						
<hr/>						





Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Emilio Wagner	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-7041	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 9/8/2023	9/11/2023	Microsoft#g028665175 Msbill.Info, WA		_____	_____	1,295.93
Azure Virtual Machine for ChildPlus Head Start						
<hr/>						
2 9/11/2023	9/12/2023	Uber Trip Help.Uber.Com, CA		_____	_____	8.58
Uber tip for transportation from airport to hotel to in Denver, CO. Staff included: Emilio Wagner, Ryan Dozier						
<hr/>						
3 9/11/2023	9/12/2023	Uber Trip Help.Uber.Com, CA		_____	_____	42.44
Transportation from airport to hotel to in Denver, CO. Staff included: Emilio Wagner, Ryan Dozier						
<hr/>						
4 9/13/2023	9/14/2023	Uber Trip Help.Uber.Com, CA		_____	_____	16.88
Uber Tip for transportation from hotel to airport in Denver, CO. Staff included: Emilio Wagner, Ryan Dozier, Karen Vazquez & Ryan Fergon						
<hr/>						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
5 9/13/2023	9/14/2023	Uber Trip Help.Uber.Com, CA		_____	_____	84.40
Transportation from hotel to airport in Denver, CO. Staff included: Emilio Wagner, Ryan Dozier, Karen Vazquez & Ryan Fergon						
<hr/>						
6 9/13/2023	9/15/2023	The Curtis Denver, CO		_____	_____	553.28
Hotel Fee for Ryan Dozier - NCAP Data Convening in Denver, CO						
<hr/>						
7 9/13/2023	9/15/2023	The Curtis Denver, CO		_____	_____	582.22
Hotel Fee for Emilio Wagner - NCAP Data Convening in Denver, CO						
<hr/>						
8 9/19/2023	9/20/2023	WI *mindbody Inc 805-250-8506, CA		_____	_____	461.98
Purchase WI *mindbody Inc						
<hr/>						
9 9/19/2023	9/22/2023	Courtyard By Marriott Stockton, CA		_____	_____	256.93
Purchase Courtyard By Marriott						
<hr/>						
10 9/19/2023	9/22/2023	Courtyard By Marriott Stockton, CA		_____	_____	256.93
Purchase Courtyard By Marriott						
<hr/>						



---

Transaction Count: 10

**Total: 3,559.57**

---

**Employee Signature**

**Date**

---

**Authorized Approver Signature**

**Date**



Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Tracy Webster	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-6993	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 9/14/2023	9/18/2023	Advanced Mini Stora 916-481-2600, CA		_____	_____	188.00
Initial Payment for Mini Storage request from Gloria Barbero - Early Head Start						
<hr/>						
2 9/26/2023	9/27/2023	Spectrum 855-707-7328, MO		_____	_____	219.96
Paid past due balance to keep service on for WIC account to avoid disconnection.						
<hr/>						
3 9/26/2023	9/27/2023	Feldesman Tucker Liefer F 202-4668960, DC		_____	_____	100.00
FTL Webinar OMG Proposed Uniform Guidance Changes Training for Tracy Webster.						
<hr/>						
4 9/26/2023	9/27/2023	Feldesman Tucker Liefer F 202-4668960, DC		_____	_____	100.00
FTL Webinar OMG Proposed Uniform Guidance Changes Training for Gabby Alexander.						
<hr/>						
5 9/26/2023	9/27/2023	Sq *corks & Strokes Gosq.Com, CA		_____	_____	162.38
Deposit for December 21st Team Building Event for Finance Department.						
<hr/>						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
6 9/27/2023	9/29/2023	Wipfli Llp Madison, WI				900.00
Registration for Roberto Ynez to attend the online Wipfli OMB Training.						

Transaction Count: 6

**Total: 1,670.34**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Approver Signature

\_\_\_\_\_  
Date



Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Rebecca Moreno	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-4956	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 8/28/2023	9/4/2023	Travelodge 661-3250772, CA				-22.40
Lodging for client at M ST Navigation Center (CREDIT)						

Transaction Count: 1  
**Total: -22.40**

\_\_\_\_\_  
**Employee Signature** **Date**

\_\_\_\_\_  
**Authorized Approver Signature** **Date**



Reporting Period : 9/1/2023 - 9/29/2023

**Statement Summary**

<b>Name</b>	Susana Magana	<b>Company</b>	Community Action Partnership O
<b>Account #</b>	XXXX-XXXX-XXXX-6693	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	9/1/2023 - 9/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Receipt	Amount
1 8/31/2023	9/4/2023	The Home Depot 1064 Bakersfield, CA				344.24
		MCAP Office supplies				
2 9/7/2023	9/8/2023	Lassens Natural Foods-Bk Bakersfield, CA				131.56
		Special Diet-Foods				
3 9/11/2023	9/12/2023	Lassens Natural Foods-Bk Bakersfield, CA				8.58
		Special Diet-Foods				
4 9/21/2023	9/22/2023	Lassens Natural Foods-Bk Bakersfield, CA				58.91
		Special Diet-Foods				
5 9/22/2023	9/25/2023	Zoom.Us 888-799-9666 Www.Zoom.Us, CA				549.90
		Zoom Pro and Webinar Capability for the CalFresh Program				

---

Transaction Count: 5

**Total: 1,093.19**

---

**Employee Signature**

**Date**

---

**Authorized Approver Signature**

**Date**

**COMMUNITY ACTION PARTNERSHIP OF KERN  
CENTRAL KITCHEN - BUDGET TO ACTUAL  
FOR THE PERIOD MARCH 1, 2023 TO FEBRUARY 28, 2024 (7 OF 12 MONTHS OR 58.33%)**

Line Item	2023/24 Budget	3/1/23 - 2/28/24 Actual	% Expended	Available Budget
USDA Revenue (Note A)	1,632,027	668,219	40.9%	963,808
Head Start Subsidy	<u>1,120,549</u>	<u>763,849</u>	68.2%	<u>356,700</u>
Total Revenue	<u><u>2,752,576</u></u>	<u><u>1,432,068</u></u>	52.0%	<u><u>1,320,508</u></u>
Expenditures (Note B)				
Salaries	880,250	425,054	48.3%	455,196
Benefits	253,487	121,748	48.0%	131,739
Vehicle Gasoline, Repair/Maintenance	45,000	24,277	53.9%	20,723
Space Costs	121,700	86,962	71.5%	34,738
Supplies - Office & Food Service	106,000	83,278	78.6%	22,722
Equipment Repair/Maintenance & Lease	25,000	10,492	42.0%	14,508
Communication	13,000	8,884	68.3%	4,116
Risk Insurance	12,700	7,499	59.0%	5,201
Printing	1,000	638	63.8%	362
Hiring & Employee Costs	1,200	1,061	88.4%	139
First Aid	500	-	0.0%	500
Raw Food/Vended Meals	<u>1,015,580</u>	<u>505,188</u>	49.7%	<u>510,392</u>
Sub Total	2,475,417	1,275,081	51.5%	1,200,336
Adult Meals Prepared	128,794	84,007	65.2%	44,787
Indirect	<u>148,365</u>	<u>72,981</u>	49.2%	<u>75,384</u>
Total Expenditures	<u><u>2,752,576</u></u>	<u><u>1,432,068</u></u>	52.0%	<u><u>1,320,508</u></u>

	Prior Period	SEPTEMBER 2023	Cumulative
Total Meals Prepared and Vended (Note C)	314,440	54,967	369,407
Total Meals Claimed	<u>187,450</u>	<u>37,965</u>	<u>225,415</u>
Difference	126,990	17,002	143,992

Percentage Claimed to Prepared/Vended	69.1%	61.0%
---------------------------------------	-------	-------

Note A: Source of USDA revenue is monthly report submitted to California Department of Social Services by Head Start/State Child Development Program Division. Revenue is reimbursement for meals claimed.

Note B: Expenditures are for meals prepared, including vended meals.

Note C: Total number of meals delivered to the centers and homebase excluding adult prepared and adult meals vended. The total represents the number of meals available to be served to center and homebase children.

**COMMUNITY ACTION PARTNERSHIP OF KERN  
STATE DEPARTMENT OF EDUCATION CONTRACT - MIGRANT ALTERNATIVE PAYMENT  
FOR THE PERIOD 7/1/23 - 6/30/24 (3 OF 12 MONTHS = 25.0%)**

Contract CMAP-1000	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	Total	%	% Earned to MRA
Provider Payments	\$ 2,756,974	\$ 2,856,311	\$ 2,138,529										\$ 7,751,814		
Add: Family Fees													\$ -		
Net Provider Payments	\$ 2,756,974	\$ 2,856,311	\$ 2,138,529	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,751,814	83.81%	
Maximum Reimbursable Amount (MRA) for Provider Payments													<b>23,640,785</b>		<b>32.79%</b>
<b>Administration &amp; Support Services Revenue</b>															
Provider Payments	\$ 2,756,974	\$ 2,856,311	\$ 2,138,529	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,751,814		
Reimbursement Rate	x 23.8390%	x 23.8390%	x 23.8390%	x 23.8390%	x 23.8390%	x 23.8390%	x 23.8390%	x 23.8390%	x 23.8390%	x 23.8390%	x 23.8390%	x 23.8390%	x 23.8390%	x 23.8390%	
Revenue Earned	\$ 657,235	\$ 680,916	\$ 509,804	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,847,956		
Program Administration/Support Services Costs	176,592	201,926	282,546										661,064	7.15%	
Indirect (10% x MTDC) Costs	291,826	304,188	240,532										836,546	9.04%	
Transfer Indirect to CSBG															
Total Operating Costs	\$ 468,418	\$ 506,114	\$ 523,078	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,497,610	16.19%	
Revenue Earned Over/(Under) Costs	\$ 188,817	\$ 174,802	\$ (13,274)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	350,345		
TOTAL COSTS - NET OF FAMILY FEES	\$ 3,225,392	\$ 3,362,425	\$ 2,661,607	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9,249,424	100.00%	

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

Provider payments	7,751,814
Reimbursement Rate (19.25% / 80.75%)	x 23.8390%
Revenue Earned	<u>1,847,955</u>

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

Provider Payments	23,640,785	80.75%
Administration	4,757,434	16.25%
Support Services	878,295	<u>3.00%</u>
Maximum Reimbursable Amount (MRA)	<u>29,276,514</u>	<u>100.00%</u>

Note 3: Increase to contract was received August 2023 in the amount of \$55,652.



**COMMUNITY ACTION PARTNERSHIP OF KERN**  
**STATE DEPARTMENT OF EDUCATION 2023/24 CONTRACTS - EARNED REVENUE**  
**FOR THE PERIOD 7/1/23 - 6/30/24 (3 OF 12 MONTHS = 25.0%)**

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	TOTAL	% Earned to MRA
<b>GENERAL CHILD CARE (CCTR-3063)</b>														
Adjusted Days of Enrollment - Certified	5,189	6,077	5,517	-	-	-	-	-	-	-	-	-	16,782	
Reimbursement Rate per Child per Day	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55
Revenue Earned	\$ 267,471	\$ 313,264	\$ 284,402	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 865,137	<b>22.01%</b>
Maximum Reimbursable Amount (MRA)													<b>\$3,930,503</b>	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)	99.38%	99.76%	99.82%											<b>99.66%</b>
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%											100.00%
<b>CALIFORNIA STATE PRESCHOOL (CSPP-2120)</b>														
Adjusted Days of Enrollment - Certified	3,104	6,787	8,232	-	-	-	-	-	-	-	-	-	18,123	
Reimbursement Rate per Child per Day	X \$55.27	X \$55.27	X \$55.27	X \$55.27	X \$55.27	X \$55.27	X \$55.27	X \$55.27	X \$55.27	X \$55.27	X \$55.27	X \$55.27	X \$55.27	X \$55.27
Revenue Earned	\$ 171,560	\$ 375,128	\$ 454,961	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,001,649	<b>14.13%</b>
Maximum Reimbursable Amount (MRA)													<b>\$7,087,664</b>	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)	99.42%	98.76%	98.62%											<b>98.80%</b>
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%											100.00%
<b>MIGRANT CHILD CARE (CMIG-2004)</b>														
Adjusted Days of Enrollment - Certified	18	50	65	-	-	-	-	-	-	-	-	-	133	
Reimbursement Rate per Child per Day	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55	X \$51.55
Revenue Earned	\$ 907	\$ 2,552	\$ 3,374	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,833	<b>2.35%</b>
Maximum Reimbursable Amount (MRA)													<b>\$291,239</b>	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)	100.00%	100.00%	92.75%											<b>96.24%</b>
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	97.75%											100.00%

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

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

COMMUNITY ACTION PARTNERSHIP OF KERN  
STATE DEPARTMENT OF EDUCATION 2023/24 CONTRACTS - EARNED REVENUE  
SAN JOAQUIN COUNTY OFFICE OF EDUCATION  
FOR THE PERIOD 7/1/23 - 6/30/24 (3 OF 12 MONTHS = 25.0%)

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	TOTAL	% Earned to MRA
<b>GENERAL CHILD CARE (CCTR-1242)</b>														
Adjusted Days of Enrollment - Certified	2,278	3,336	3,413	-	-	-	-	-	-	-	-	-	9,027	
Reimbursement Rate per Child per Day	X \$48.84	X \$48.84	X \$48.84	X \$48.84	X \$48.84	X \$48.84	X \$48.84	X \$48.84	X \$48.84	X \$48.84	X \$48.84	X \$48.84	X \$48.84	
Revenue Earned	\$ 111,258	\$ 162,917	\$ 166,708	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 440,883	17.94%
Maximum Reimbursable Amount (MRA)													\$2,458,117	
<b>Flex Factor</b>														
Attendance Percentage (Attendance/Enrollment)	99.41%	99.36%	100.00%											99.61%
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%											100.00%

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

Note 2: Source of reimbursement rate per child per day and maximum reimbursable amount is per the 2023/24 Cooperative Agreement with the San Joaquin County Office of Education

Division/CFO: Tracy Webster, CFO  
 Program/Work Unit: Not Applicable

Month/Year: September-2023  
 Director of Finance: Gabrielle Alexander

Services: Overall financial and accounting functions of the organization

Activities	September 2023		Year to Date		
	Description	Number	Amount	03/1/23 - 09/30/23	Amount
Bank Deposits		19	3,102,621	98	16,268,223
Wire Deposits		8	1,957,738	72	14,982,742
Head Start/IRS Drawdowns		8	3,931,206	35	17,692,545
Vendor Checks Issued		1452	7,506,592	13,513	56,772,809
Payroll Disbursed			3,432,200		12,530,233
Grant Reports Prepared		30		159	
ASTHO Vaccine Equity					
CalFresh Outreach					
CalFresh Healthy Living					
CALEITC					
CAL Food					
City of Bakersfield Homeless Housing & Prevention					
City of Bakersfield CDBG Food Bank Expansion					
Commodity Supplemental Food Prog					
County of Kern CDBG Food Bank Expansion					
CMAP Fiscal Report & Caseload					
CSBG Discretionary					
CSBG 2022					
Differential Response					
EFAP					
ESG CARES Act Homeless					
Food Bank Farmers Market					
First 5 Kern – Help Me Grow					
Head Start Expansion SF-425					
Head Start San Joaquin SF-425					
Homeless LBNC					
Homeless Safe Camping					
Home Visit Program					
Homeless Housing Assistance & Prevention					
HUD					
LIHEAP 2021					
LIHEAP 2022					
LIHEAP ARPA					
Postive Youth					
Postive Youth Medi-Cal					
San Joaquin COE General Child Care					
VITA					
UW STANISLAUS CES					
WIC					

Business Services					
Activity	Requested	In-Progress	Processed		Processed YTD
Purchase Orders	399	0	399		1384
Contracts	39	0	39		128
Leases	1	0	1		14
Requests for Proposals	3	0	1		3

Business Services Projects					
Description			% Completed		Comments

**Total Division Staffing** 29 positions + 1 Vacancies

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

# Community Action of Partnership of Kern Agency Total

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

### ASSETS

Cash in Bank	12,449,539
Cash - Vacation Reserve	1,050,719
Petty Cash	-
Accounts Receivable	11,950,544
Travel Advance	200
Prepaid Expense	999,684
Inventory	1,090,744
Net Fixed Assets - Unrestricted	703,156
Net Fixed Assets - Restricted	<u>30,074,237</u>

**Total Assets** 58,318,823

### LIABILITES AND NET ASSETS

Accounts Payable	7,537,974
Accrued Expenses	3,430,196
Accrued Vacation	1,743,490
Line of Credit	-
Note Payable	704,130
Advance Payable	2,784,923
Deferred Revenue	<u>5,710,865</u>

**Total Liabilites** 21,911,578

**Total Net Assets** 36,407,245

**Total Liabilities and Net Assets** 58,318,823

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

### REVENUE

Grant Revenue	106,882,227
Donations	47,277,632
Other Revenue	756,165
In-Kind	<u>163,275</u>

**Total Revenue** 155,079,300

### EXPENDITURES

Salaries	36,431,542
Benefits	10,091,397
Travel	698,622
Space Costs	8,330,212
Supplies	2,886,851
Consultant/Contract Services	4,363,893
Other Costs	3,848,807
Program Costs	65,591,598
Capital Expenditures	-
Indirect	7,998,647
In-Kind	<u>163,275</u>

**Total Expenditures** 140,404,844

**Net Change in Assets** 14,674,456

**Net Assets, beginning** 21,732,790

**Net Assets, ending** 36,407,245

# Community Action of Partnership of Kern Agency Total

## STATEMENT OF POSITION (UNAUDITED) AS OF SEPTEMBER 30, 2023

### ASSETS

Cash in Bank	4,633,672
Cash - Vacation Reserve	953,818
Petty Cash	-
Accounts Receivable	10,595,358
Travel Advance	4,724
Prepaid Expense	792,418
Inventory	1,174,833
Net Fixed Assets - Unrestricted	551,277
Net Fixed Assets - Restricted	<u>29,812,303</u>

**Total Assets** 48,518,403

### LIABILITES AND NET ASSETS

Accounts Payable	3,679,963
Accrued Expenses	2,138,741
Accrued Vacation	1,050,129
Line of Credit	-
Note Payable	552,251
Advance Payable	3,116,464
Deferred Revenue	<u>3,589,379</u>

**Total Liabilites** 14,126,927

**Total Net Assets** 34,391,476

**Total Liabilities and Net Assets** 48,518,404

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

### REVENUE

Grant Revenue	67,675,272
Donations	184,701
Other Revenue	6,113,096
In-Kind	<u>7,379,867</u>

**Total Revenue** 81,352,936

### EXPENDITURES

Salaries	24,137,741
Benefits	6,364,139
Travel	460,959
Space Costs	9,042,422
Supplies	1,750,017
Consultant/Contract Services	3,342,796
Other Costs	3,071,166
Program Costs	21,105,771
Capital Expenditures	949,767
Indirect	5,764,060
In-Kind	<u>7,379,867</u>

**Total Expenditures** 83,368,705

**Net Change in Assets** (2,015,769)

**Net Assets, beginning** 36,407,245

**Net Assets, ending** 34,391,476

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-23 TO 09-30-23 (58.3%)

	AGENCY TOTAL			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	46,717,452	17,423,205	29,294,247	37%
BENEFITS	14,052,314	4,871,379	9,180,935	35%
TRAVEL	943,184	356,018	587,166	38%
SPACE COST	16,765,266	5,880,672	10,884,594	35%
SUPPLIES	3,090,339	1,330,674	1,759,665	43%
EQUIPMENT	1,806,455	2,520,497	(714,042)	140%
CONSULTANT/CONTRACT SERVICES	3,767,972	2,540,732	1,227,240	67%
OTHER COSTS	2,800,371	2,378,551	421,820	85%
PROGRAM COSTS	27,462,618	18,703,825	8,758,793	68%
INDIRECT	10,107,416	5,016,407	5,091,009	50%
TOTAL	127,513,387	61,021,961	66,491,426	48%

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-23 TO 09-30-23 (58.3%)

	EDUCATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	34,805,356	12,729,986	22,075,370	37%
BENEFITS	10,516,956	3,659,295	6,857,661	35%
TRAVEL	668,717	206,598	462,119	31%
SPACE COST	5,544,279	2,277,691	3,266,588	41%
SUPPLIES	2,449,189	809,974	1,639,215	33%
EQUIPMENT	810,970	256,826	554,144	32%
CONSULTANT/CONTRACT SERVICES	1,309,179	596,874	712,305	46%
OTHER COSTS	1,162,562	902,132	260,430	78%
PROGRAM COSTS	23,131,098	16,876,568	6,254,530	73%
INDIRECT	7,696,110	3,800,952	3,895,158	49%
TOTAL	88,094,416	42,116,898	45,977,518	48%

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-23 TO 09-30-23 (58.3%)

	NUTRITION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	4,791,680	1,729,911	3,061,769	36%
BENEFITS	1,486,523	452,063	1,034,460	30%
TRAVEL	110,349	75,891	34,458	69%
SPACE COST	6,795,477	2,209,411	4,586,066	33%
SUPPLIES	125,671	203,222	(77,551)	162%
EQUIPMENT	850,740	1,067,845	(217,105)	126%
CONSULTANT/CONTRACT SERVICES	648,910	313,189	335,721	48%
OTHER COSTS	409,174	355,524	53,650	87%
PROGRAM COSTS	3,068,971	1,397,060	1,671,911	46%
INDIRECT	932,114	412,302	519,812	44%
TOTAL	19,219,609	8,216,419	11,003,190	43%



COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-23 TO 09-30-23 (58.3%)

	ENERGY CONSERVATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	1,762,090	1,001,047	761,043	57%
BENEFITS	542,182	257,889	284,293	48%
TRAVEL	43,376	23,543	19,833	54%
SPACE COST	206,031	108,899	97,132	53%
SUPPLIES	243,983	181,904	62,079	75%
EQUIPMENT	81,328	107,306	(25,978)	132%
CONSULTANT/CONTRACT SERVICES	921,708	926,604	(4,896)	101%
OTHER COSTS	694,479	688,355	6,124	99%
PROGRAM COSTS	433,745	204,505	229,240	47%
INDIRECT	492,892	333,610	159,282	68%
TOTAL	5,421,814	3,833,662	1,588,152	71%

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-23 TO 09-30-23 (58.3%)

	COMMUNITY SERVICES			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	4,219,812	1,307,280	2,912,532	31%
BENEFITS	1,226,969	345,810	881,159	28%
TRAVEL	55,702	28,436	27,266	51%
SPACE COST	953,189	1,015,287	(62,098)	107%
SUPPLIES	232,451	115,498	116,953	50%
EQUIPMENT	58,550	1,088,520	(1,029,970)	1859%
CONSULTANT/CONTRACT SERVICES	830,833	656,931	173,902	79%
OTHER COSTS	380,166	381,221	(1,055)	100%
PROGRAM COSTS	825,804	214,777	611,027	26%
INDIRECT	779,220	368,346	410,874	47%
TOTAL	9,562,696	5,522,106	4,040,590	58%

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-23 TO 09-30-23 (58.3%)

	CSBG			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	981,358	582,610	398,748	59%
BENEFITS	230,966	143,937	87,029	62%
TRAVEL	40,290	19,275	21,015	48%
SPACE COST	260,590	69,384	191,206	27%
SUPPLIES	30,245	12,526	17,719	41%
EQUIPMENT	4,867	-	4,867	0%
CONSULTANT/CONTRACT SERVICES	27,035	3,919	23,116	14%
OTHER COSTS	44,380	33,730	10,650	76%
PROGRAM COSTS	3,000	852	2,148	28%
INDIRECT	168,596	85,556	83,040	51%
TOTAL	1,791,327	951,790	839,537	53%

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-23 TO 09-30-23 (58.3%)

	DISCRETIONARY & FUND RAISING			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	157,156	72,371	84,785	46%
BENEFITS	48,718	12,385	36,333	25%
TRAVEL	24,750	2,274	22,476	9%
SPACE COST	3,005,700	200,000	2,805,700	7%
SUPPLIES	8,800	7,550	1,250	86%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	30,307	43,215	(12,908)	143%
OTHER COSTS	109,610	17,588	92,022	16%
PROGRAM COSTS	-	10,063	(10,063)	No budget
INDIRECT	38,484	15,641	22,843	41%
TOTAL	3,423,525	381,087	3,042,439	11%

**COMMUNITY ACTION PARTNERSHIP OF KERN**  
**INDIRECT FUND - FY 2023/24**  
**BUDGET TO ACTUAL - 03/01/23 TO 9/30/23 (6 OF 12 MONTHS = 50.0%)**

	Budget	Actual	% Earned/ Expended	Available Balance
<b>Revenue</b>	<b>\$ 9,969,927</b>	<b>\$ 5,016,407</b>	<b>50.3%</b>	<b>\$ 4,953,520</b>
Expenditures				
Salaries	4,623,933	2,446,139	52.9%	2,177,794
Benefits @ 23.6% actual	<u>1,197,709</u>	<u>585,658</u>	<u>48.9%</u>	<u>612,051</u>
Total Personnel Costs	5,821,642	3,031,797	52.1%	2,789,845
Operating Costs				
Travel	88,000	57,583	65.4%	30,417
Space Costs	215,950	112,116	51.9%	103,834
Supplies	264,650	140,263	53.0%	124,387
Consultant/Contract	1,049,000	682,257	65.0%	366,743
Other Operating Costs	<u>950,800</u>	<u>438,800</u>	<u>46.2%</u>	<u>512,000</u>
Total Operating Costs	2,568,400	1,431,019	55.7%	1,137,381
<b>Total Expenditures</b>	<b><u>\$ 8,390,042</u></b>	<b><u>\$ 4,462,816</u></b>	<b><u>53.2%</u></b>	<b><u>\$ 3,927,226</u></b>
<b>Excess (Deficit) Indirect Revenue</b>	<b><u>\$ 1,579,885</u></b>	<b><u>\$ 553,591</u></b>		

RECAP BY SUPPORT DIVISION	Budget	Actual	% Expended	Available Balance
HR	\$ 1,302,127	\$ 743,534	57.1%	\$ 558,593
Operations	2,700,165	1,296,847	48.0%	1,403,318
Executive	534,524	438,117	82.0%	96,407
Program Administration	-	341	Not budgeted	(341)
Finance	2,523,658	1,570,764	62.2%	952,894
Community Development	<u>1,329,568</u>	<u>413,213</u>	<u>31.1%</u>	<u>916,355</u>
	<b><u>\$ 8,390,042</u></b>	<b><u>\$ 4,462,816</u></b>	<b><u>53.2%</u></b>	<b><u>\$ 3,927,226</u></b>

Prepared Date: 10/27/23