DATE	September 10, 2025
TIME	12:00 pm
LOCATION	CAPK Administrative Office Board Room 1300 18th Street, 3rd Floor Bakersfield, CA 93301

Program Review & Evaluation Committee Agenda

1. **Call to Order**

2. **Roll Call**

   Gina Martinez (Chair)   Lee'o Whisenant
   Gema Perez

3. **Public Comments**

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

4. **Program Presentation**
   a. Migrant Childcare Alternative Payment Program (MCAP) by Laura Porta, Program Administrator ***(p.3-10)***

5. **New Business**
   a. August 2025 Program Reports – ***Action Item (p.11-48)***   Pritika Ram, Chief Business Development Officer
      1. Housing & Supportive Services
         - Coordinated Entry Services (CES)
         - M Street Homeless Navigation Center
         - CalAIM – Homeless Services
         - Adult Re-entry Program
      2. Veterans & Supportive Services
      3. Health & Nutrition Services
         - CalFresh Healthy Living
         - Food Bank
         - Migrant Childcare Alternative Payment (MCAP)
         - Women Infant and Children (WIC)
      4. Youth & Community Services
         - East Kern Family Resource Center (EKFRC)
         - Oasis Family Resource Center
         - Energy, Weatherization & Utility Assistance
         - Friendship House Community Center (FHCC)
         - Volunteer Income Tax Assistance (VITA)
      5. Operations
         - Maintenance
         - Information Technology
         - Data Services

- Risk Management

6. Community Development
   - Grant Development
   - CAPK Foundation
   - Outreach & Marketing
   - 211 Kern Call Center

b. August 2025 - Application Status Report & Funding Profiles – ***Action Item (p.49-57)*** — Karen Vazquez, Senior Grant Analyst
   a. Application Status Report
      i. CA Department of Public Health – CA Tobacco Prevention Program
      ii. CA Department of Community Service and Development – 2025 California Earned Income Tax Credit (CalEITC) Education and Outreach
      iii. Kern County Administrative Office – Oildale Outreach Services Program
   b. Small Funding Profiles ($50,000 and under)

c. August 2025 Head Start/State Child Development Division/Program Monthly Activity Report – ***Action Item (p.58-59)*** — Carol Hendricks, Enrollment and Attendance Manager

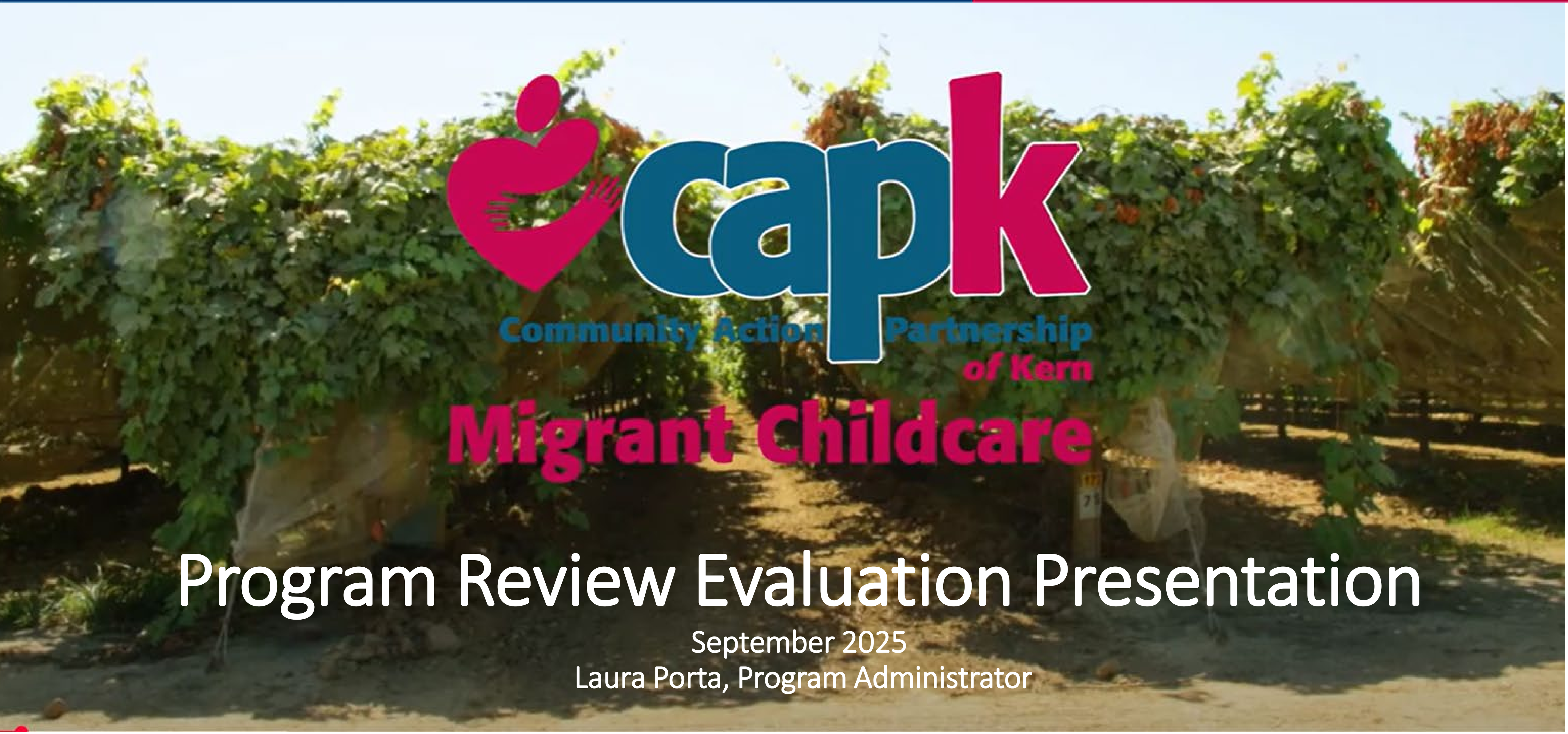
6. <u>Committee Member Comments</u>

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

Program Review & Evaluation Committee
12:00 pm
September 10, 2025
CAPK Administrative Office, Board Room
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

8. <u>Adjournment</u>

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 1300 18th Street, 3rd Floor Bakersfield, CA and online at www.capk.org by 12:00 pm, September 5, 2025. Annelisa Corona, Community Development Supervisor.



Program Review Evaluation Presentation

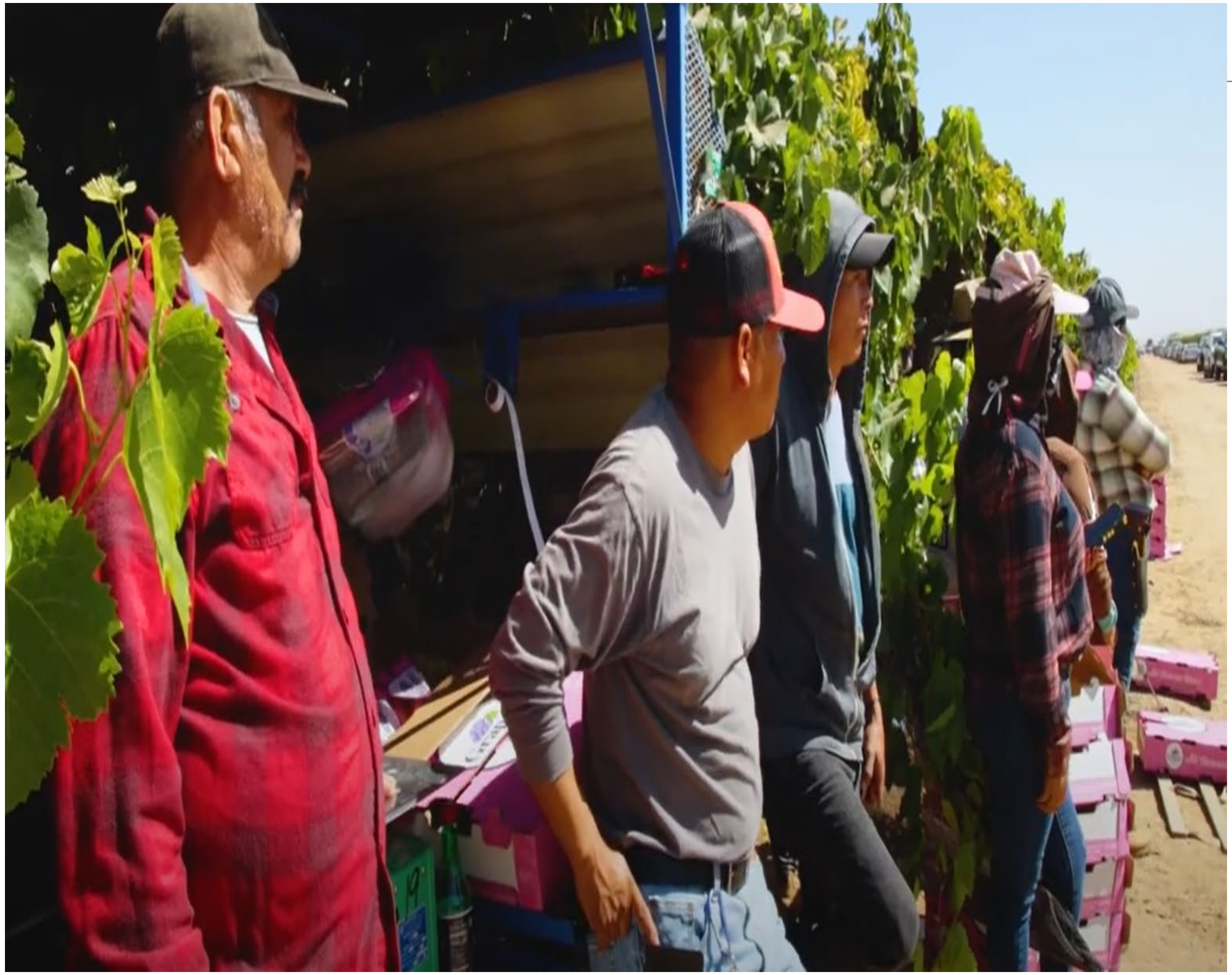
September 2025

Laura Porta, Program Administrator

The mission of the Migrant Childcare Program (MCAP) is to help provide the children of migrant agriculturally working families a safe, nurturing, and educationally growing environment.

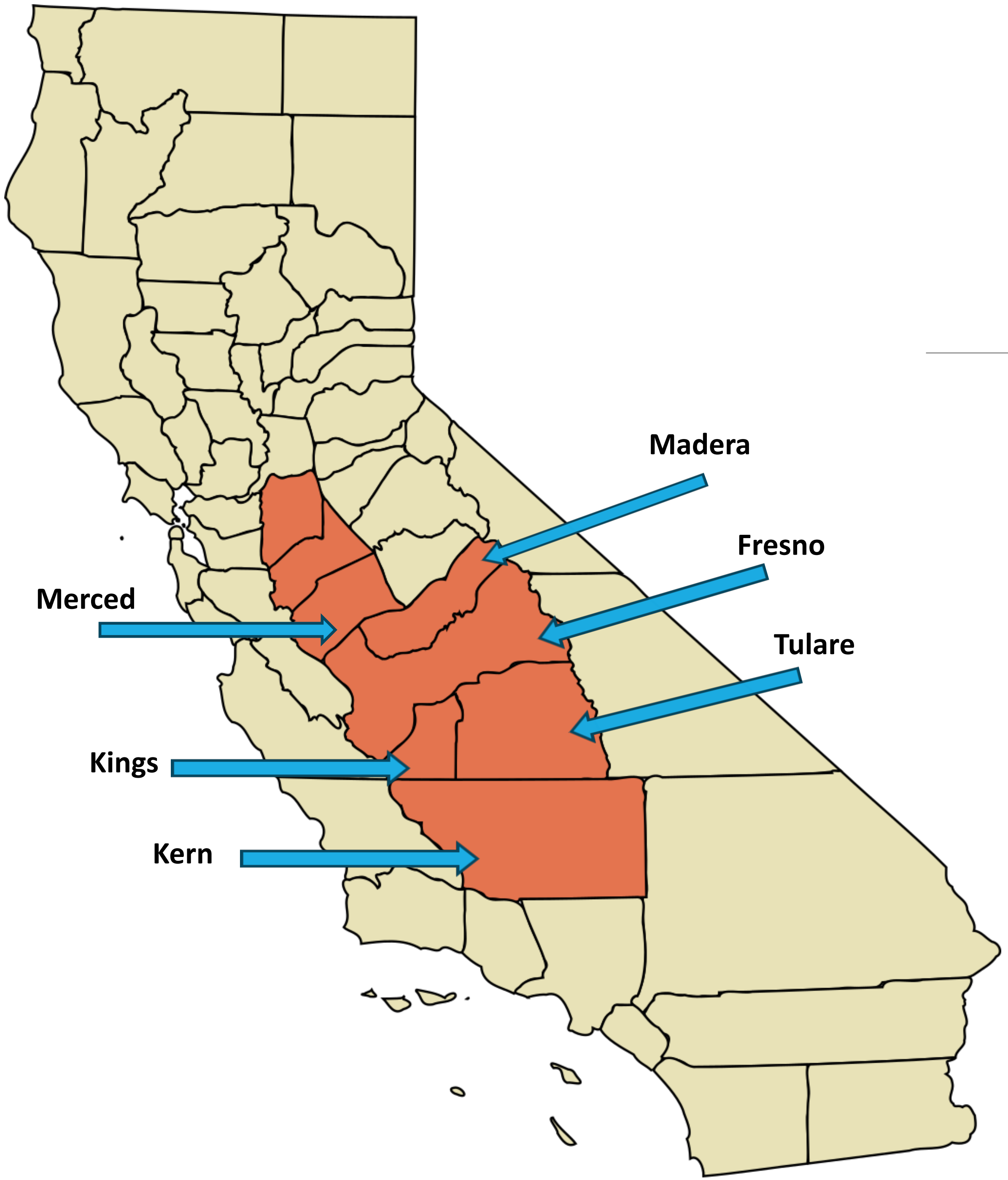
Our program is under the direction of The California Department of Social Services and **CAPK** holds the only CMAP Contract in California.

We Serve The Migrant Agricultural Working Community!



50% OF THEIR TOTAL INCOME COMES FROM AGRICULTURE

- ❑Field Work
- ❑Packing Homes
- ❑Fishing
- ❑Dairy Workers
- ❑Bee Keeping
- ❑And all other agriculture related work



California Counties

Family Enrollment & Migration

As families migrate in search of work, our program ensures continuity of childcare services by providing the necessary support in their new county of residence. Children from birth to 12 years of age are eligible to receive services, and children with special needs may continue receiving support through 21 years of age.

The Migrant Childcare Program

We operate as an Alternative Payment Program by offering a subsidy for eligible families

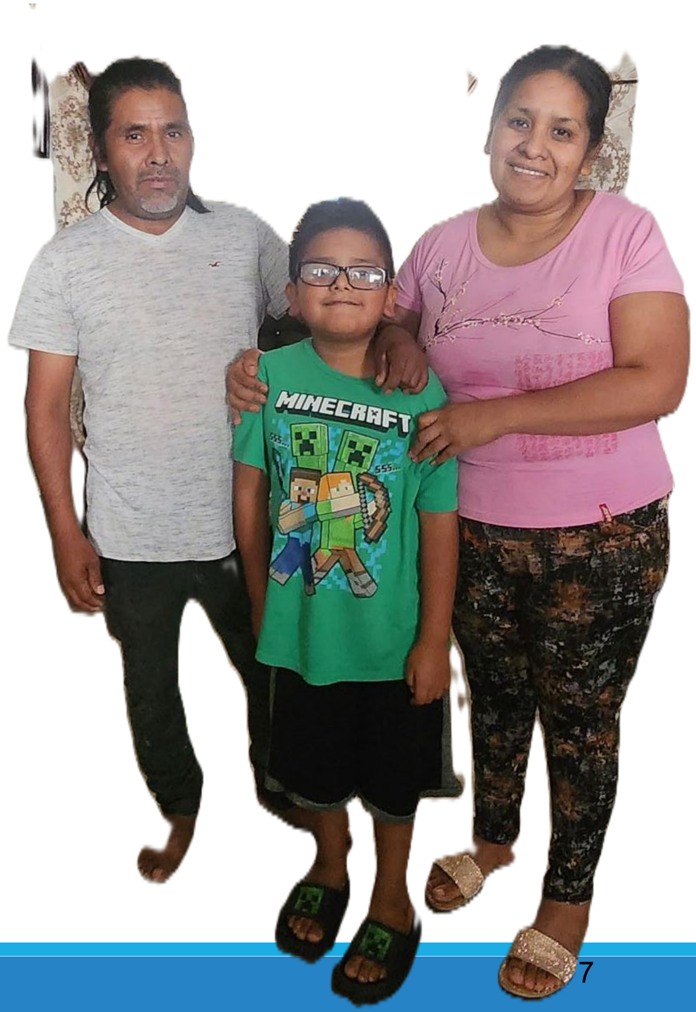
Family Eligibility

Family Shops for the best childcare option for their family

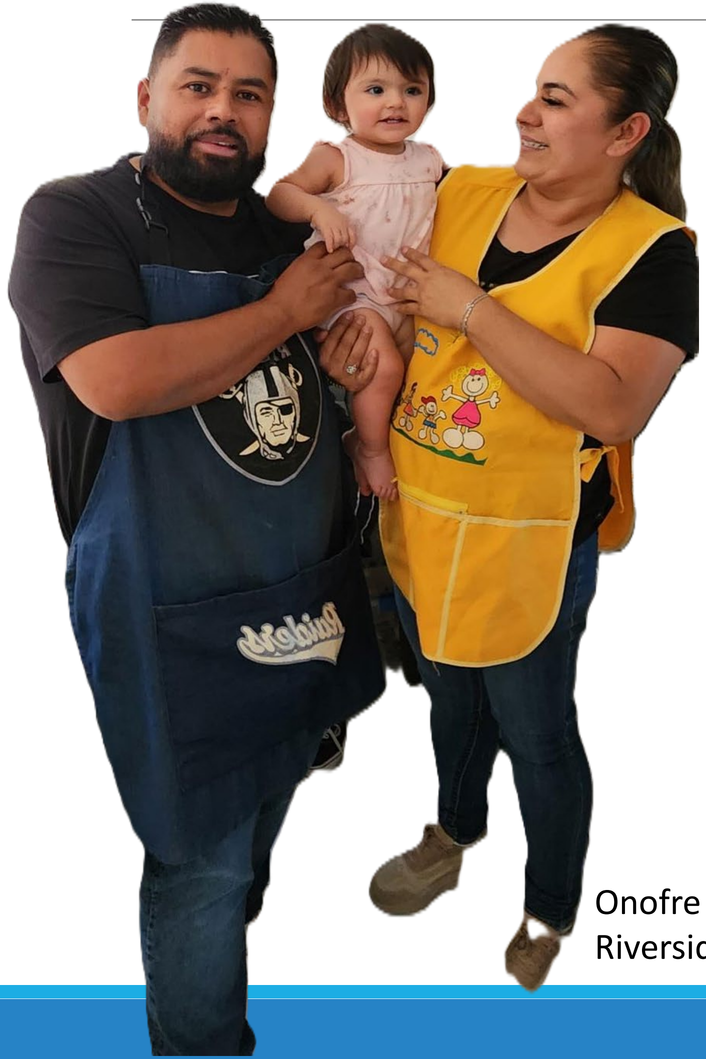
Family Selects a Childcare Provider in their Community

Service Authorization for 24 months

MCAP Issues Payment for services provided



Families select the childcare setting that best fits their Family's need.



Onofre & Maria Zamora
Riverside, County.

- ❑Licensed Childcare Center
- ❑Licensed Childcare Home
- ❑In-home Care
- ❑License Exempt
  - ❑Relative
  - ❑Trust Line

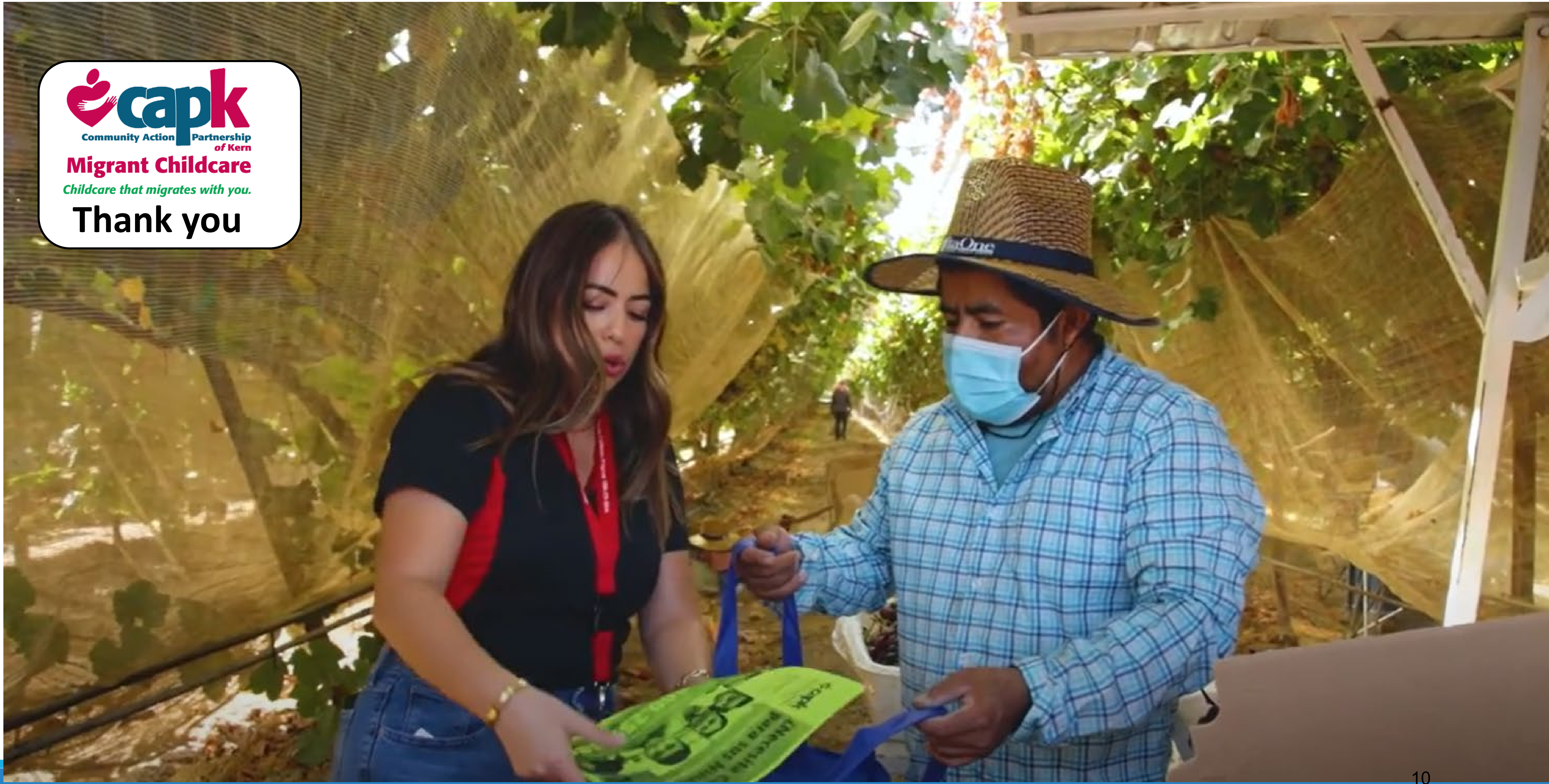
Community Action Partnership of Kern
Migrant Childcare
Childcare that migrates with you.

FY 2024-2025 Program Impact!

- Served an average of 2,678 children per month.
- Supported approximately 1,250 families monthly, enabling parents to work and provider for their households.
- Reimbursed an average of $2.4 Million per month for childcare services.
- Sustained a steady source of income for nearly 600 childcare providers, primarily serving low-income communities.
- These economic resources remained within local communities, promoting stability, growth and new opportunities.

capk
Community Action Partnership of Kern
Migrant Childcare
Childcare that migrates with you.

Thank you



September 2025 PRE Committee

August 2025 Program Monthly Reports

Housing and Supportive Services

Coordinated Entry Services
M Street Homeless Navigator Center
CalAIM - Homeless Services
Adult Re-entry Program

Community Action Partnership of Kern

Monthly Report 2025

Month	August-25	**Program/Work Unit**	Coordinated Entry Services (CES)
Division/Director	Rebecca Moreno	**Program Manager**	Joseph Aguilar
Reporting Period	January 1, 2025 - December 31, 2025		

Program Description

Coordinated Entry Services (CES) is the system to assist communities in ending homelessness by providing a clear and systematic pattern for helping individuals to quickly access the most appropriate services available through standardized access, a standardized assessment process, and a coordinated referral (match) process for individuals to preventions, housing, and/or other related services. The following counties are currently being served by CAPK CES, Kern County.

The Coordinated Entry System (CES) process will support the encampment proposal. The strategy will expedite the housing process by creating an Encampment by Name List and an encampment match call with collaborating partners to review status, barriers, and match encampment residents to permanent housing units and/or housing resources identified.

Homeless Referrals/Assessments (SRV 7a) (duplicated client counts)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	3,205	21,551	20,000	16%	108%
Number of applicants who received a response within 24 Hours (duplicated client counts)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Kern County	2,825	19,298	18,000	16%	107%
Pending Assessments (duplicated client counts)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Number of clients without initial contact by the end of the month.	3	187	200	2%	94%
Among clients from the preceding month, the average duration (days) to reach those who are still pending.	3				
Encampment Resolution (SRV 7a) (duplicated client counts)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Number of Clients Served	68	589	450	15%	131%
Matched to Housing Subsidy (i.e., voucher, rapid rehousing or physical location) (SRV 4m, 4o)	8	69	70	11%	99%
HOUSED to permanent housing placement (SRV 4o)	2	19			

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal

1. Optimize the use of existing access points in rural areas of Kern County.	CES continues to work on improving system through CoC Strategic Plan. CES continues to offer trainings to new staff from partner agencies and community members. CES continues to work on the Road to Housing tool.
2. Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.	Currently providing additional support to staff and sending them to the CoC University training to improve retention.
3. Among clients from the prior month, the average time taken to reach pending clients is currently 15 days, attributed to high call volume and limited staff. The objective is to achieve client contact within 5 days of the initial request.	In process of hiring more staff.

Program Highlights

Community Action Partnership of Kern
Monthly Report 2025

Month	August-25	**Program/Work Unit**	M Street Navigation Center
Division/Director	Rebecca Moreno	**Program Manager**	Laurie Hughey
Reporting Period	January 1, 2025 - December 31, 2025		

Program Description

CAPK operates the 147-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals, showers, laundry and an array of mental health, medical care, dental and economic resources to un- sheltered individuals with pets and partners.

Shelter Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)	128	984	1,500	9%	66%
Total Clients Served	200	1,521	2,400	8%	63%
Pets (i.e., kennel, emotional support assistance and service pet)	9	87	75	12%	116%
Residents Under 90 days length of stay	80	517	800	10%	65%
Exits to Permanent Housing (FNPI 4b)	8	47	114	7%	41%
Exits-Self	22	204	150	15%	136%
Exits-Involuntary	50	341	700	7%	49%
Case Management Services (SRV 7a)	534	6,301	8,000	7%	79%
Critical Incidents	37	258	250	15%	103%
Shelter Residents Meals (SRV 5ii)	6,348	53,621	70,000	9%	77%
Number of Volunteers *(duplicated)*	140	1,104	100	140%	1104%
Volunteers Hours *(duplicated)*	228	1,756	3,000	8%	59%
Safe Camping	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Total clients served (SRV 7b)	37	415	500	7%	83%
Current client census	21	315	300	7%	105%
Meals (SRV 5ii)	1,039	13,669	20,000	5%	68%
Pets	5	59	75	7%	79%
Clients moved to Shelter (SRV 4m)	0	0	15	0%	0%
Exits to Permanent Housing (FNPI 4b)	2	15	20	10%	75%
Exits-Self	6	26	50	12%	52%
Exits-Involuntary	1	30	75	1%	40%
Critical Incidents	2	27			
Safe Parking	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Total clients served	11	86	30	37%	287%
Current client census	9	84	25	36%	336%
Clients moved to Shelter (SRV 4m)	0	1	10	0%	10%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal

Community Action Partnership of Kern
Monthly Report 2025

1. Number of clients participating in job training program, (i.e., Project Hire-Up, financial Literacy, Recycling Lives, Open Door Network).	4 clients from M street are attending Project Hire U this co-hort. there are currently 17 clients working various jobs in the community (Field work, Access Wireless, Dylan's Hot dogs, Dignity Health Arena, Entouch Wireless, Amazon, Walmart and Hard Rock Casino & Hotel).
2. Increase job retention/recruitment at M street by (1) developing job descriptions that accurately reflect job performance and (2) regrading/classification of job descriptions.	Complete
3. Increase the number of clients who transition to permanent housing by 10% from the prior year (2023 - 114 clients) to 120 clients.	M Street had 8 clients move into permanent supportive housing.

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	10
25 - 34	41
35 - 44	44
45 - 54	41
55 - 61	37
62+	27
Total:	**200**

Race Demographic	Month
American Indian or Alaska Native	3
Asian	3
Black or African American	38
Hispanic/Latina/e/o	36
White	74
Multiple races	46
Client Don't know / Refused	
No Answer	
Total:	**200**

Gender	Month
Female	70
Male	130
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	**200**

Zip Code	Month	Zip Code	Month
93203	1	92101	1
93301	48	93268	2
93304	15	93274	1
93305	15	93291	1
93306	10	93280	3
93307	15	31321	1
93308	26	8701	1
93309	8		
93311	1		
93312	2		
93313	1		
92225	1		
93505	1		
93215	1		
93240	3		
93243	1		
93245	1		
90807	1		
90013	2		
93560	1		
95825	1		
Not specified	35		
Total			**200**

Community Action Partnership of Kern

Monthly Report 2025

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	1
25 - 34	5
35 - 44	5
45 - 54	8
55 - 61	7
62+	11
Total:	**37**

Race Demographic	Month
American Indian or Alaska Native	
Asian	
Black or African American	8
Hispanic/Latina/e/o	4
White	19
Multiple races	6
Client Don't know / Refused	
No Answer	
Total:	**37**

Gender	Month
Female	13
Male	23
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	1
Client doesn't know	
Client refused	
No Answer	
Total:	**37**

Zip Code	Month	Zip Code	Month
93301	7		
93304	6		
93305	1		
93306	2		
93307	3		
93308	6		
93309	4		
93225	1		
93433	1		
93230	1		
93501	1		
93553	1		
93277	1		
Not specified	2		
Total			**37**

Program Highlights

w clients from Safe Camp secured permanent supportive housing as well as 2 Safe Parkers.

Community Action Partnership of Kern

Monthly Report 2025

Month	August-25	**Program/Work Unit**	California Advancing and Innovating Medi-Cal (CalAIM)
Division/Director	Rebecca Moreno Director of Community Services	**Program Manager**	Joseph Aguilar
Reporting Period	January 1, 2025 to December 31, 2025		

Program Description

CalAIM is a new initiative by the Department of Health Care Services (DHCS) to improve the quality of life and health outcomes of Medi-Cal beneficiaries by implementing broad delivery of system, programmatic, and payment system reforms. A key feature of CalAIM is the introduction of a new menu of “in lieu of services” (ILOS), or Community Supports, which, at the option of a MediCal managed care health plan (MCP) and a Member, can substitute for covered Medi-Cal services as cost-effective alternatives. MCPs will be responsible for administering Community Supports. For this partnership, CAPK would serve as a Community Support providing rental assistance.

Housing Transition Navigation Services	**Month**	**YTD**	**YTD Goal**	**Annual Progress**	
Number of Clients Currently Served	386	3,076	450	684%	
Number of Referrals Received (SRV 7c)	51				
Number of Enrollments	31				
Number of services per client per month (i.e., one-on-one case management, landlord engagement, obtaining vital documents) (SRV 7a)	1,212	8,838	8,100	15%	109%
Housing & Furnishing Deposits (SRV4d)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
One-time use up-to $5000 per client (includes housing deposits, furnishing, appliances)	23	260	100	23%	260%
Housing Tenancy and Sustaining Services	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Number of clients secured placement (SRV 4o)	20	128	75	27%	171%
Day Habilitation Services	**Month**	**YTD Goal**	**YTD Goal**	**Month Progress**	**Annual Progress**
Number of Clients Currently Enrolled	93	622	50	186%	1244%
Number of services per client per month (i.e., client accepted day services, attended day services class)	67	235	2600	3%	9%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	**Progress Towards Goal**

1.) Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.	In the process of hiring, More interview to be scheduled and 2 FTEs onboarded.
2.) Broaden CalAIM services by collaborating with existing and new managed care plans to diversify the program’s funding sources.	Proactively assisting East Kern Resource Center develop and improve CalAIM services; exploring options to add additional ECM and CS services, submitted application to partner and become a CBO with Anthem.
3.) Engage with volunteers/providers to operate Day Services classes and proactively offer Day Services classes 2-3 hours per day.	There were 6 main courses offered, 31 classes total in the month of Aug. Computer Basics, Home DIY &Cleaning Workshop, Eviction Prevention Workshop, Cal Job Workshop, and Prepare-U.

Program Highlights

Community Action Partnership of Kern

Veterans & Supportive Services

Health and Nutrition Services

Cal-Fresh Health Living Program
Food Bank
Migrant Childcare Alternative Payment
Women, Infant, and Children

Community Action Partnership of Kern

Monthly Report 2025

Month	August-25	**Program/Work Unit**	CalFresh Healthy Living
Division/Director	Susana Magana	**Program Manager**	Alan Rodriguez
Reporting Period	January 1, 2025 - December 31, 2025		

Program Description

The CalFresh Healthy Living (CFHL) program, Funded by the USDA and administered by CDSS, improves the nutritional health of low-income Kern County residents by providing access to nutrition education, physical activity education, and leadership within community collaboratives that focus on health and nutrition. The program does this by providing Direct Education classes, distributing Indirect Education materials and resources, and creating/implementing Public Health programs that focus on improving Policy Systems and Environments (PSE's). The CFHL program also has three (3) subcontractors that assist in carrying out the goal of educating the K-12 school population.

Supplemental Nutrition Assistance Program-Education(SNAP-Ed) eligible participants, receiving Nutrition Education (SRV 5ff)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Community Action Partnership of Kern (CAPK) Direct Education provided.	3	365	1,100	0%	33%
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.	35	5,759	9,500	0%	61%
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.	488	1,351	4,000	12%	34%
Lamont Elementary School District (LESD) Subcontractor Direct Education provided.	567	4,925	7,500	8%	66%

Indirect Education: Indirect education, for SNAP-Ed purposes, is defined as the distribution or display of information and resources which involve no participant interaction with an instructor or multimedia.	Month	YTD		
Community Action Partnership of Kern (CAPK) Direct Education provided.	795	3,173		
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.	471	1,169		
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.	207	2,443		
Lamont Elementary School District (LESD) Subcontractor Direct Education provided.	506	4,238	**YTD Goal**	**Annual Progress**
Total (distributed printed material)	**1,979**	**11,023**	**20,000**	**55%**

Community Action Partnership of Kern

Monthly Report 2025

Policy Systems and Environmental Changes (PSE's)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Partner with six (6) agencies/program to evaluate and implement the Nutrition Pantry Program (NPP) to implement Trauma Informed Care practices with-in the food pantry.	0	6	6	0%	100%
Partner with three (3) health centers (clinics) to implement Food Insecurity screening practices.	0	3	3	0%	100%

Program Strategic Goals	Progress
1. Achieve and maintain full staffing levels by implementing targeted recruitment strategies and enhancing employee retention through professional development, competitive compensation, and fostering a supportive workplace culture.	Due to the recent federal budget cut to the CalFresh Healthy Living program, Program has had a resignation, bringing the total staff to 8 of 11 positions, bringing the program staffing to 72%.
2. Advance Policy, Systems, and Environmental (PSE) initiatives by strengthening community partnerships, implementing sustainable strategies, and creating impactful changes that improve access to healthy food and physical activity for low-income Kern County residents.	As the funding year comes to an end, the CFHL program focuses on the sustainability of partners' progress. The goal has always been to build processes with partners that can function independently of the CFHL team. This includes resources, classes, and involvement in built programming.

Program Highlights
The CFHL Team proudly celebrated National Farmers Market Week at the F St. Farmers Market. This celebration is a way to bring in more foot traffic to Farmers Markets, which increases sales for the farmers but also increases utilization of Market Match, a unique matching program that matches EBT Dollars up to $15, which allows participants to walk away with $30 worth of fresh fruits and veggies with $15 worth of benefits.

Community Action Partnership of Kern
Monthly Report 2025

Month	July-25	Program/Work Unit	Food Bank
Division/Director	Health & Nutrition, Susana Magana	Program Manager	Kelly Lowery
Reporting Period	January 1, 2025 - December 31, 2025 *(Note: The data represents information from two months earlier.)*		

Program Description

The Food Bank provides food assistance to low-income families and individuals through a network of more than 200 agency partner distribution sites across Kern County. The CAPK Food Bank is the primary organization responsible for distributing State and Federal emergency food assistance for Kern County neighbors in need. Additionally, the Food Bank is the Feeding America affiliate food bank for Kern, facilitating grocery rescue [Fresh Rescue Program] to support the network of more than 150 Pantries across the county. Every month, the Food Bank distributes between more than 1.5 and 2 million pounds of food, which reaches more than 100,000 Kern County food-insecure neighbors.

The Emergency Food Assistance Program (TEFAP)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements	53,623	412,982	700,000	8%	59%
Pounds Distributed	786,694	5,318,963	10,000,000	8%	53%
Pantry Program	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements	121,208	896,979	1,250,000	10%	72%
Pounds Distributed	318,435	2,566,908	4,500,000	7%	57%
Fresh Rescue	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements *(Not attached to distros)*	10,490	28,193	40,000	26%	70%
Pounds Distributed	209,796	1,338,517	2,000,000	10%	67%
CSFP (Senior Box) Program	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements	4,866	36,223	66,000	7%	55%
Pounds Distributed	211,010	1,444,739	2,300,000	9%	63%
Free Farmers Markets	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements *(Not attached to distros)*	2,489	22,348	50,000	5%	45%
Pounds Distributed	49,771	466,312	750,000	7%	62%
Brighter Bites	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements	528	33,570	75,000	1%	45%
Pounds Distributed	1,933	170,114	275,000	1%	62%
Snack Attack	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements	535	3,366	15,000	4%	22%
Pounds Distributed	600	3,088	10,000	6%	31%
Community Events & Other	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Engagements	6,946	17,246	15,000	46%	115%

Pounds Distributed	138,926	1,206,887	1,500,000	9%	80%
Totals	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Total Engagements	200,685	1,450,374	2,211,000	9%	66%
Total Pounds Distributed (SRV 5jj)	1,717,165	12,515,528	21,335,000	8%	59%
Volunteers (SRV 6f)	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Volunteers who received job skill training (e.g., paid partnership though service providers, duplicated)	10	219	450	2%	49%
Other Volunteers (i.e., general public, duplicated)	188	997	2,250	8%	44%

Explanation (Over/Under Goal Progress)

For TEFAP, performance remained on track with targets. For the pantry program, engagements continue to outpace pounds. Brighter Bites was not operational in July due to the summer break.

Program Strategic Goals	Progress Towards Strategic Goals
By October 2025, The CAPK Food Bank will form 12 geographic collaboratives made of agency partners to work together to address food insecurity at a community level.	Groups were created, and agency partners were assigned. Emails went out, and a kick-off meeting is being scheduled for next month.
By June 2025, The CAPK Food Bank will implement a classification system for measuring, tracking, and increasing the nutrition level of the food distributed.	The measuring system and SOP have been drafted for review before implementation. The nutrition plan is also being compared to Feeding America guidelines for uniformity.
By the end of 2025, The CAPK Food Bank will implement a food locker program with the first 2 sites to increase all-hours access to emergency food resources.	Due to changes in funding, this project has been put on hold.

Program Highlights

In July, the CAPK Food Bank was honored to host a delegation from the Feeding America National Office, including CEO Claire Babineaux-Fontenot, Chief Network Officer Katheryn Strickland, and Chair of the National Advisory Council Kyle Waide.

Community Action Partnership of Kern
Monthly Report 2025

Month	August-25	**Program/Work Unit**	Migrant Childcare Alternative Payment (MCAP)
Division/Director	Susana Magana	**Program Administrator**	Laura Porta
Reporting Period	January 01, 2025 to December 31, 2025		

Program Description

The Migrant Childcare Alternative Payment (MCAP) program provides childcare subsidies to migrant, agriculturally working families. Once families are authorized, their services are certified based on their verified need for childcare services. MCAP maximizes parental choice for services and utilizes the approved childcare providers in our communities to satisfy the family's need for services. Families can apply for childcare services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, they can migrate anywhere in California to follow agricultural work, and their childcare services can continue.

Program Reimbursements (CY Jan - Dec 2025) Note: duplicated below for program fiscal year.	Current Month	YTD	Goal	Annual Progress
Provider Payments-Subsidies Expended (SRV7e)	2,141,751	18,574,678	$ 27,900,000	67%
Program FY Reimbursements Progress	**Current Month**	**YTD**	**Goal**	**Annual Progress**
Provider Payments-Subsidies Expended (SRV7e)	2,141,751	33,594,742	30,000	111982%

Services	Current Month
Active Child Enrollment	2,598
Active Childcare Providers (SRV 7f)	534

	Previous Month	Add (+)	Drop (-)	Current Month
Waiting List Totals (children)				0

Explanation (Over/Under Goal Progress)

The Migrant Childcare Alternative Payment (MCAP) program successfully closed Fiscal Year 2024–2025 with strategic contract earnings totaling 87%. This includes an additional $7.2 million in supplemental program funding awarded at the end of November 2024. The current reimbursement total on this report documents our first month for our current FY 2025-2026, and it is in line to current program projected earnings for the yearly transitions of the Migrant Agriculturally working community.

Program Strategic Goals	Progress Towards Strategic Goal
1. Staff Recruitment & Retention – Develop and implement a staffing plan that supports recruitment, retention, and workforce development to meet the program's growing needs.	To begin our current Fiscal Year 2025-2026, program management prioritized providing enhanced training and review support to all program personnel. We seek to enhance personnel professional development and job satisfaction. During this period, management also successfully onboarded a new staff member to expand direct support and improve service access for families. Additionally, two existing staff members advanced into higher-level positions and received the necessary training and guidance to effectively transition into their new roles. Training and support will be ongoing.
2. Program Growth & Sustainability – Strengthen program capacity by enhancing training, technology, and reporting systems to ensure efficient operations and sustainable growth.	Program management has focused on strengthening overall capacity through enhanced staff training, improved supervision, and proactive planning of key activities necessary for program success. Efforts include providing ongoing professional development, expanding the use of technology, and implementing targeted reporting and data tracking processes. These initiatives are intended to improve operational efficiency while establishing a solid foundation for long-term, sustainable growth.

Program Highlights
In FY 2024–2025, the program achieved significant milestones, including a $7.2 million increase in funding and the successful service of over 3,500 children across the State. This growth was matched by a strong commitment to staff development through expanded training, support, and retention efforts. The program maintained the highest levels of compliance while enhancing internal systems to ensure operational efficiency. Community engagement remained a core focus, with continued delivery of responsive, high-quality services to migrant agricultural working families.

Community Action Partnership of Kern
Monthly Report 2025

Month	August-25	**Program/Work Unit**	Women Infants & Children (WIC) Nutrition
Division/Director	Susana Magana	**Program Manager**	Marissa Ortiz-Cortez
Reporting Period	January 1, 2025 - December 31, 2025		

Program Description

The Women, Infants, & Children (WIC) program is a supplemental nutrition initiative that offers nutrition education, breastfeeding support, and nutritious foods to enhance diets. It serves pregnant, postpartum, and breastfeeding women, as well as infants and children under the age of 5. Additionally, fathers, grandparents, migrant families, military families, and caretakers can receive food benefits for eligible infants and children. CAPK WIC operates across 16 sites in Kern County and has 3 locations in San Bernardino County.

Services	Month	YTD	Annual Goal	Month Progress	Annual Progress
Caseload (SRV 5g)	14,441		14,710		98%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)	1,120		1,200		93%
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)	0	195	268	0%	73%
Outreach	**Month**	**YTD**	**Goal**	**Month**	**Annual**
Online Enrollment	110	759	2,000	6%	38%
WIC Presentations and Outreach Events	4	32	100	4%	32%
Publication in newspaper, television, and/or social media postings (English and Spanish)	14	94	350	4%	27%
Regional Breast Liaison (RBL)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Meet with key community stakeholders (i.e., medical managed care, hospital staff, lactation support, health care providers, other WIC agencies) in Region 24 to increase breastfeeding awareness and referrals to the WIC program, as well as share WIC digital materials and utilization.	40	215	250	16%	86%

Peer Counseling Program (PCP)	Clients Served	Goal	Annual Progress
Provide basic breastfeeding education and encouragement to WIC PCP participants.	208	1,000	21%

Explanation (Over/Under Goal Progress)

Adjusted RBL goal since we hit 100% in July & 0 visits in August for LVL since we met our quarter goal in July

Community Action Partnership of Kern

Monthly Report 2025

Program Strategic Goals	Progress
1. Enhance Nutrition Counseling Services. Strengthen the quality of nutrition counseling by providing staff with advanced training in active listening, addressing barriers to breastfeeding, and tailoring nutrition guidance to client needs. Focus on offering practical solutions and empathetic support to improve the effectiveness of sessions.	CDPH WIC approved learning aid in August. This aid will be provided to parents with children ages 1-4 during WIC appointments. We would also provide a "my section plate" to assist parents with portion sizes for children during these tailored appointments.
2. Improve Client Engagement and Accessibility. Increase customer retention and satisfaction by enhancing communication channels, such as modernizing the phone system and introducing more efficient ways for clients to connect with staff. Implement strategies to ensure responsive, reliable support for clients across all locations.	We are currently monitoring our WIC call center ensuring that we are able to answer the high volume of calls that WIC receives. We are reviewing high call hours and provide staff as needed to minimize abandoned calls during business hours
3. Expand Access Through Innovative Program Delivery. Explore and integrate multiple mediums for client interaction, including virtual services, to modernize program delivery and meet contemporary client expectations. Emphasize program enhancements that align with current trends and client preferences rather than relying solely on traditional program designs.	The WIC BFPC (Breastfeeding Peer Counselor) program is now offering zoom (video) sessions as an option for clients.

Program Highlights

Youth and Community Services

East Kern Family Resource Center
Oasis Family Resource Center
Energy, Weatherization, and Utility Assistance
Friendship House Community Center
Volunteer Income Tax Assistance

Community Action Partnership of Kern
Monthly Report 2025

Month	August-25	**Program/Work Unit**	East Kern Family Resource Center (EKFRC)
Division/Director	Fred Hernandez Youth & Community Services	**Program Manager**	Anna Saavedra
Reporting Period	January 1, 2025 - December 31, 2025		

Program Description

East Kern Family Resource Center (EKFRC) is a regional resource center based in Mojave, Ca. The EKFRC provides assistance to low-income individuals and families from the desert and Tehachapi Mountain communities. The primary focus is to assist individuals and families who are facing housing insecurities and to prepare children 0-5 years of age to enter kindergarten successfully. The EKFRC also provides individuals and families with basic need services, clothing, diapers, food, household items, hygiene kits, blankets, business services, VITA, and assistance with HEAP applications.

Homeless Housing Assistance and Prevention (HHAP) Rural Drop-in Center	Month	YTD	Annual Goal	Month Progress	Annual Progress
Case Management Services (SRV 7a)	4	76	60	7%	127%
Street Outreach and Education	150	647	75	200%	863%

HHAP Linkages to Services (Referrals)	Month	YTD
California Driver's License (SRV 7j)	4	38
Social Security Insurance (SSI) (SRV 7i)	2	10
Medical Services (SRV 7c)	3	26
Mental Services (SRV 7c)	3	37
Housing Placement (e.g., transitional, temporary, permanent) (SRV 4m, 4n, 4o)	4	23
Educational and Career Development (SRV 7c)	2	28

HHAP Distribution of Supplies	Month	YTD
Food Assistance (SRV 5jj)	47	541
House Hold Items	7	67
Hygiene Kits (SRV 5oo)	24	169
Emergency Clothing (SRV 7n)	56	737
Administrative Services & Copies	33	318
Transportation Services (SRV 7d)	12	46
Educational Supplies (SRV 2k)	11	21
Covid - 19 Supplies (SRV 5oo)	3	22

Community Action Partnership of Kern
Monthly Report 2025

First 5 Kern	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	2	45	30	7%	150%
Children Receiving Case Management Services (SRV 7a)	0	74	30	0%	247%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	0	4	10	0%	40%
Children Educational Center Base Activities (FNPI 2b)	13	38	30	43%	127%
Children Educational Home Base Activities (FNPI 2b)	1	64	30	3%	213%
Children Summer Bridge Activities (FNPI 2b)	0	15	15	0%	100%
Collaborative Meetings Participated	1	7	12	8%	58%
Family Support Services for non-clients with children 5 and under	163	401			
First 5 Total	**180**	**648**			
First 5 Kern/ Department Health Services	**Month**	**YTD**	**Annual Goal (12 Mo)**	**Month Progress**	**Annual Progress (12 Mo)**
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	380	711			
CalCapa Diaper Supply Bank	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Diaper Supply Management Enrollment **Unduplicated** (NPI5.2)	12	227	150	8%	151%
Monthly Diaper Kit Supply Delivery **Duplicated** (SRV5.nn)	186	2521	1800	10%	140%
Walk-In Community Services (Duplicated Clients & Case Managed Clients)	**Month**	**YTD**			
Administrative Services & Copies	477	2369			
Baby Supplies (SRV 2w)	117	815			
Covid - 19 Supplies (SRV 5oo)	22	89			
Court Mandated Parenting Correspondence (SRV 2w)	1	90			
Educational Supplies (SRV 2k)	399	447			
Emergency Clothing (SRV 7n)	571	2703			
Food Assistance (SRV 7c)	354	2097			
Household Items (SRV 7c)	35	195			
Hygiene Kits (SRV 7c)	97	581			

Referrals (SRV 7c)	60	481
Transportation Services (SRV 7d)	49	132

Explanation (Over/Under Goal Progress)

We did not enroll any parents in the Court Mandated Parenting class this month, but we do have a class that will begin on September 17, 2025. We will begin enrolling on September 17, 2025.

Program Strategic Goals	Progress Towards Goal
1. Secure additional funding to cover operational costs and improve the delivery of services.	During the month of August we applied once again for the DHS FRC Grant Court Mandated Parenting Application in the amount of $7600.
2. Partner with private enterprises to boost program visibility and foster meaningful relationships.	We continue to partner with Flood ministries to provide showers for the East Kern Community once a week on Thursday's. We have provided flyers to the community and made them aware of this new partnership and service.
3. Improve on-site services to more effectively connect with the East Kern target population.	Continuous

Program Highlights

During the month of August we provided a total of 1274 services to the East Kern Community. We broke our record high during the month of August which we provided an updated number of 399 back packs to the Eat Kern Community children, laundry services, emergency food, emergency clothing closets, diapers, HEAP assistance and more.

Community Action Partnership of Kern

Monthly Report 2025

Month	August-25	**Program/Work Unit**	Oasis Family Resource Center
Division/Director	Youth & Community Services Freddy Hernandez	**Program Manager**	Eric Le Barbé
Reporting Period	January 1, 2025 - December 31, 2025		

Program Description

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

First 5 Kern	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	5	42	30	17%	140%
Children Receiving Case Management Services (SRV 7a)	7	46	30	23%	153%
Parents Participating in Court Mandated Classes (FNPI 5d, and SRV 5mm)	5	13	10	50%	130%
Children Educational Home Base Activities (FNPI 2b)	1	37	15	7%	247%
Children Summer Bridge Activities (FNPI 2b)	0	15	10	0%	150%
Family Support Services for non-clients with children 5 and under (SRV 2w)	65	285			
First 5 Total	**83**	**438**			

First 5 Kern/ Department Health Services *(Term: Dec 2024 through Jun 2025)*	Month	YTD	Annual Goal	Month Progress	Annual Progress
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	0	150			

Planned Parenthood	Month	YTD	Annual Goal	Month Progress	Annual Progress
LiFT Delivery Seminar to 10 Parents/Guardians (SRV 5l, and SRV 5mm)	0	17	20	0%	85%
LiFT Delivery Seminar to 10 Youth 13-19 (SRV 5l)	0	21	20	0%	105%

CalCAPA Diaper Supply Bank	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Diaper Supply Management Enrollment **Unduplicated** (NPI5.2)	26	283	150	17%	189%
Monthly Diaper Kit Supply Delivery **Duplicated** (SRV5.nn)	217	2678	1800	12%	149%

Rental Support Program	Month	Clients YTD	Month	PaymentsYTD
Rental Support Program (estimated maximum $1,500 per household)	11	37	$ 18,268	$ 54,039

Walk-In Community Services (Duplicated & Non-First 5 Clients)	Month	YTD
Administrative Support (SRV 7c)	55	454
Baby Supplies (SRV 2w)	175	1145
Copies	35	255
Court Mandated Parenting Correspondence (SRV 2w)	3	17
Educational Supplies (SRV 2k)	81	304

Emergency Clothing (SRV 7n)	10	138
Food (SRV 7c)	321	1986
Household Items (SRV 7c)	173	1276
Referrals(SRV 7c)	62	492
Transportation Assistance (SRV 7d)	22	170
Total Community Services	**937**	**6237**

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1. Apply for three funding opportunities that would help extend range of services outside First 5 clients for under served families (Parenting, Children 6-18, seniors, and homeless individuals).	The Oasis FRC applied for the DHS grant for $7,600 for additional resources for families with children. The OFRC also applies for funding from WACOM for their Fall fund distribution. The OFRC received $5,000 from CAPK Foundation Gourmet for Good to supplement its food pantry.
2. Participate in community outreach activities to promote CAPK & Oasis FRC services and seek donations from local business partners (in-kind and monetary).	The Oasis FRC participated in the Cerro Coso Rocks outreach event promoting resources to college students. The OFRC hosted a Mobile Health Clinic provided by Omni. The OFRC coordinated the Kiwanis Shopping Spree providing back to school clothing to 66 children and recruited the volunteers for the event. The OFRC received and distributed over 300 backpacks and school supplies donated by Boeing, Kiwanis, China Lake Rotary Club, and Senator Shannon's Grove office.

Program Highlights

The OFRC hosted a baby shower for 25 moms with funds provided by F5K, Kern Family Health Care, the Mercy Foundation and private donations. Case Manager Ada and volunteer Leslie both completed their Anger Management certification.

Community Action Partnership of Kern
Monthly Report 2025

Month	August-25	**Program/Work Unit**	Energy & Utility Assistance
Division/Director	Freddy Hernandez	**Program Administrator**	Vipassana Chawla
Reporting Period	January 1, 2025 - December 31, 2025		

Program Description

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

Low-income Home Energy Program (LIHEAP) 2025	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Households Served - Utilities Assistance	846	4,036	3,300	26%	122%
Households Served - Weatherization	15	84	150	10%	56%
Department of Energy (DOE) Bi-partisan Infrastructure Law (BIL) - Weatherization Assistance Program (WAP)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Households Served - Weatherization	1	6	50	2%	12%
Total Homes - Weatherized & Utility Assistance (Note: The data represents work submitted to CSD for reimbursement - delayed by 2 months)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Total Households Served - Utility Assistance (FNPI 4z, SRV 4i,)	**846**	**4,036**	**3,300**	26%	122%
Total Households Weatherized (FNPI 4h, SRV 4q, & SRV 4t)	**15**	**90**	**200**	8%	45%
PG&E Case Management Program	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Number of clients enrolled in the case management program (SRV7a).		2,456	2,400	0%	102%
City Of Bakersfield Home Repair and Weatherization Program	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Households Served	5	6	19	26%	32%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	**Progress Towards Goal**
1) Meet the PG&E goal of enrolling 2,400 clients into the PG&E Case Management Program.	We're thrilled to announce that we've exceeded our enrollment target, successfully onboarding 2,400 clients into the PG&E Case Management Program as of June. We've made significant progress in the case management phase, completing 21 cases. So far, we've completed 1,732 initial action plans, and our case managers are working on finalizing the remaining 607. Additionally, we've completed 424 3-month assessments and 32 6-month assessments. We're making steady progress towards our goals, and our team is working diligently to move forward.
2) Successfully implement the City of Bakersfield Weatherization Program and meet the contract goals.	We are pleased to report progress on the City of Bakersfield Weatherization Program. As of now, we have enrolled 18 clients in the program and have completely provided weatherization services to 5 clients. Assistance for the remaining clients is currently in progress. We are working diligently to ensure timely completion of services for all enrolled clients and are committed to meeting the contract goals.

3) Meet at least 22% of production goal for DOE BIL WAP contract	We're working hard to meet the DOE BIL WAP contract goal of at least 22% production. To achieve this, we've launched a new marketing campaign, including door-to-door outreach and assessments to identify eligible homes. Our team is actively engaging with homeowners, assessing properties, and enrolling clients. We'll continue implementing our outreach strategy to progress towards meeting the production goal.

Program Highlights

Community Action Partnership of Kern

Monthly Report 2025

Month	August-25		Friendship House Community Center (FHCC)
Division/Director	Fred Hernandez	**Program Administrator**	Lois Hannible
Reporting Period	January 1, 2025 - December 31, 2025		

Program Description

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

Youth Programs	Month	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p)	6	62	100	6%	62%
Summer Program (SRV 2m)	N/A	65	65	N/A	100%
After School Program (FNPI 2c.2., FNPI 2c.3, SRV 2p)	11	53	75	15%	71%

California Violence Intervention Program (CalVIP)	Month	YTD
Incident Response (SRV 5w)	0	3
Outcome/Case Managed Families (SRV 7a)	2	32
Provided Food Assistance (SRV 7c)	0	47
Assisted with Energy/HEAP Services (SRV 7c)	2	4
Crisis Intervention	0	-
Provided Mentoring Services (SRV 2p, 7c)	2	36
Assisted with relocation services/Deposit Payments (SRV 4d)	0	-
Temporary Housing Placements (SRV 4m)	0	-

Explanation (Over/Under Goal Progress)

The Friendship House Summer Program has ended and therefore, no additional participants will be added for the remainder of the year. The Friendship House continues to recruit youth participants for the Afterschool and Mentor programs. To date, the CalVIP program has served 40 high-risk program participants. The information above captures services provided since January of 2025.

Program Strategic Goals	Progress Towards Strategic Goals
1. Organize and execute successful fundraising events in collaboration with the Friendship House (FHCC) Advisory Board to generate financial support and sustain programs at the youth center.	The Friendship House Casino Night Fundraiser benefitting community youth in need is scheduled to be held Friday, November 7th at The Collective. Sponsorship opportunities and event tickets are available now!
2. Recruit and retain dedicated Advisory Board members with the skills, networks, and passion to raise funds and support initiatives for the Friendship House sustainability and growth.	The Friendship House Advisory Board continues to seek qualified Advisory Board members with experience in fundraising to join the team. Those interested in applying should contact Program Administrator, Lois Hannible, at lhannib@capk.org.
3. Collaborate with the CAPK Executive Team to expand grant research and submission efforts for the CAPK Friendship House, ensuring resources align with and address the evolving needs of the community.	The Program Administrator assisted the CAPK Executive Team with two grant applications which included one for the City and another for the State. Both applications were submitted for consideration of funding in August of 2025.

Program Highlights

CAPK Friendship House Afterschool Program participants were treated to an exciting Bike Rodeo, courtesy of Bike Bakersfield. The purpose of the event is to teach the youth about bike safety. The CAPK Friendship House CalVIP program is implementing a Pre-Employment/Paid Work Experience Program for high-risk youth. The City of Bakersfield and CAPK Friendship House are very excited about the opportunity, information, and support being provided to these participants.

Community Action Partnership of Kern
Monthly Report 2025

Month	1-Aug	**Program/Work Unit**	Volunteer Income Tax Assistance (VITA)
Division/Director	Fred Hernandez	**Program Manager**	Jacqueline Guerra
Reporting Period	January 1, 2025 - December 31, 2025		

Program Description

The CAPK VITA program offers free tax preparation services. This service is available to low-to-moderate income individuals, the elderly, persons with disabilities, and limited English-speaking taxpayers. Additionally, the CAPK VITA program provides ITIN (Individual Taxpayer Identification Number) services through Certified Acceptance Agents (CAAs). CAAs are authorized by the IRS to assist individuals who do not qualify for a Social Security number but need an ITIN for tax filing purposes.

CAPK current year 2024 e-filed Tax Returns (SRV 3o)	Month	YTD	Goal	Month Progress	Annual Progress
Federal	55	7,593	8,250	1%	92%
Social Security Number (SSN)	49				
Individual Taxpayer Identification Number (ITIN)	6				
State	68	7,619			
Social Security Number (SSN)	49				
Individual Taxpayer Identification Number (ITIN)	19				

CAPK 2019-2023, Paper Filed, and Prior Year Returns (total YTD added to Federal YTD) (SRV 3o)	Month	YTD
Paper-filed, and Prior year returns (federal)	25	423
Social Security Number (SSN)	23	
Individual Taxpayer Identification Number (ITIN)	2	
Paper-filed, and Prior year returns (state)	25	422
Social Security Number (SSN)	23	
Individual Taxpayer Identification Number (ITIN)	2	

CAPK Refunds and Credits (SRV 3o)	Month	YTD
Federal Refunds	$117,907	$6,281,629
State Refunds	$31,419	$2,447,110
Federal Earned Income Tax Credit (EITC) *(income limit $66,819 per household)*	$26,335	$4,718,813
California Earned Income Tax Credit (CalEITC) *(income limit $131,950 per household)*	$9,823	$1,118,985
Total Refunds and Credits		**$14,566,537**

Community Action Partnership of Kern
Monthly Report 2025

Individual Taxpayer Identification Number (ITIN) (SRV 3o) Applications (Note: duplicate of Federal Tax Returns Completed)	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Applications (New/Renewal)	2	160	200	1%	80%

Explanation (Over/Under Goal Progress)

State refunds and Cal EITC amounts is an estimate due to the inability to retrieve a State Paper Report. State tax returns for ITIN holders is higher this month. This happens when ITINs applications are processed. Once an ITIN number is issued by the Federal (IRS), the State side of the tax return (FTB) can be submitted and processed.

Program Strategic Goals	Progress Towards Goal
Persist in fostering connections within rural communities to extend outreach and engage with a larger number of clients.	Established a new partnership with Wonderful College Prep Academy in Lost Hills, marking CAPK VITA's first site in this rural area of the county. This expansion strengthens outreach to underserved communities with the opportunity to engage with new clients for both free tax prep and it in application assistance.

Sub-contactor: United Way Central Eastern California Current year 2024 e-filed returns	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal	2	3,016	3,250	0.000615385	0.928
State	1	3,033			

UWCEC 2019-2023 Paper Filed, and Prior Year Returns *(total YTD added to Federal YTD)*	Month	YTD
Paper-filed, and Prior year returns (federal)	1	224
Paper-filed, and Prior year returns (state)	1	202

Sub-contactor: United Way Central Eastern California Refunds and Credits	Month	YTD
Federal Refunds	$0	$2,571,445
State Refunds	$0	$1,044,992
Federal Earned Income Tax Credit (EITC) (income limit $66,819 per household)	$872.00	$1,969,858
California Earned Income Tax Credit (CalEITC) *(income limit $31,950 per household)*	$261.00	$439,457
Total Refunds and Credits	**$1,133**	**$6,025,752**

Program Highlights

In August, the California Department of Community Services and Development (CSD) released the new NOFA for the CalEITC grant. Our region (Kern/Tulare) was allocated $403,728, $100,000 less than in previous years. I am collaborating closely with Bradley (Ryan) and CSET in Tulare to prepare and submit our application.

Operations

Data Services
Facilities & Maintenance
Information Technology
Information Systems
Risk Management

Community Action Partnership of Kern

Monthly Report 2025

Month	August-25	**Program/Work Unit**	Operations Division
Division/Chief, Director	Emilio Wagner CFTO, Maria Contreras Director of Facilities	**Program Managers**	Laurie Sproule, Kenneth Lawrence, Eric Martinez, Rommel Almanza, Mohamed Ahmed
Reporting Period	January 1, 2025 - December 31, 2025		

Division Description

The Operations Division is a dynamic and multifaceted division that plays a pivotal role in ensuring the seamless functioning of our organization. This division is responsible for spearheading new construction projects, overseeing fleet management, maintaining our physical facilities, mitigating risks, and managing all aspects of Information Technology (IT) and Information Systems (IS).

Data Services

Activity	Requested	In-Progress	Processed	Processed YTD
IS Tickets	104	17	107	596
Power App Enhancements	0	5	2	31
Paginated Reports/ Power bi reports/ Dashboards	5	3	3	37

Projects	***Description of Status***	***Current % Status***
Contract Management System	In development	45%
CVAF/VSS	Project on hold	15%
SMS Integrations	Development complete. In testing	80%
Energy Intake Digitization	Website forms nearing completion	45%
Work Order System in Dynamics	Development has begun.	15%
Oasis Insights	Oasis team currently building modules	10%
Weatherization application phase 2 updates	Go live date 9/7/25	90%
VITA Intake Form	Excel form created for entry. Awaiting confirmation from program.	80%
TCC Updates	Project plan in drafting process	5%

Facilities

Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	240	769	405	3237

Construction Projects	***Description of Status***	***Current % Status***
Central Kitchen	PG&E complete, Startup and testing complete,	99%
McFarland & Tehachapi Modulars	Funding applications in review with Office of Head Start	5%
Barnett House	leveling in progress. On Hold - Pending Budget Revision	45%

Major Maintenance Projects	***Description of Status***	***Current % Status***

MCAP Stine Second Floor	Additional leasing space/2nd floor for MCAP on Stine	25%
Stockdale HS	Signage	12%
Mojave Afghan Solar/Playard	Install shade structure and Solar to mobile park community	8%
CVAF	Decatur Family Home Kitchen Remodel	15%
Harvey Hall Phase 2 & 3	New Kitchen & Breakroom	20%
Sterling Remodel Phase 3	Awarding Contract	85%
Sterling Block Wall	Property Line Site Survey	10%
Alberta Dillard	Survey Complete Working of Property Line Discrepancy's	10%
WIC Relocation	Preparing Lease Ordering Office Furnishings Move	95%
Food Bank	Food Pantry & Lobby Remodel	100%
AM/Willow Relocation Perm	Creating Plans & Permit Set Building Out 2 Permanent Classrooms	85%

Information & Technology

Activity	Requested	In-Progress	Processed	Processed YTD
Help Desk Work Orders	649	92	701	4612

Information & Technology Projects	*Description of Status*	*Current % Status*
VSS Spectrum Internet Account	Consolidating the programs ISP services.	90%
Covey Cottage Network IP Cameras	Waiting on Cameras.	75%
Ability to join ZOOM meetings in TEAMS RM	Solutions found. Verified and tested.	100%

Program Strategic Goals	Progress Towards Goal	
Description	**Description of Status**	**Current % Status**
Develop a facility deferred maintenance		
Develop and implement a Data Governance		
Improve the customer experience by		

Program Highlights

Community Development

Grant Development
CAPK Foundation
Outreach & Marketing
2-1-1 Call Center

Community Action Partnership of Kern

Monthly Report 2025

Month	August-25	**Program**	Community Development
Division/Director	Pritika Ram	**Program Manager**	Catherine Anspach, Vanessa Mendoza, Savannah Maldonado-Oates
Reporting Period	January 1, 2025 - December 31, 2025		

Program Description

The services under the Community Development Division range from fund and grant development/research to outreach and media/public relations, as well as new business development. This includes project management of agency level initiatives, such as the 2021-25 Strategic Plan and CAA-related plans, and special projects.

Outreach Special Projects

During the month of August, the Kern Coalition worked through the project award process. Award notifications have been sent to 20 applicants, informing them of the dollar amounts granted. Some recipients may need to submit revised workplans and budgets due to changes in their award amounts.
The goal is to have contacts out by September to allow for a 12 month performance period.The Coalition has also been coordinating with the hired consultants to develop an appeals process. A clear set of criteria—aligned with the original RFP—will be applied to all applications to ensure fairness and feasibility. Applications that submitted appeals are still under review. This process is being overseen by the procurement team at KCCD, along with a small group from the Kern Coalition.

FOUNDATION

Continued discovery meetings to explore different donor CRMs.

Provided support for the Friendship House Back-to-School event.

Attended the Oasis Baby Shower event and facilitated social media recognition for participating donors.

Attended tours of the LA Regional Food Bank and the CAPOC Food Bank. Met with Executive Staff to collaborate on funding strategies.

Attended Weekly Bakersfield West Rotary Meetings as well as monthly Board Meeting.

Initial meeting with Traco Matthews to coordinate feature story in December for Seven Oaks Magazine.

Coordinated check presentation with Citizens Business Bank to recognize $10,000 donation to Food Bank.

Follow-up meeting with Beacon Studios to coodinate production of Foundation Video.

Coordinated marketing and logistics for upcoming KGET-TV Food Drive & Lunch

Hosted a CAPK Food Bank tour for the Principal and community liaison of Del Oro High School.

Participated in the Greenfield Community Center Collaborative.

Developed fundraising pages for Hunger Action Month, the Feed Kern Now Drive, and Stand Down.

Attended the Central Kitchen Ribbon Cutting.

Attended the Kern County Hispanic Chamber Annual Conference and Expo.

Hosted the Bakersfield Host Lions Club for a tour of the M Street Navigation Center and CAPK Food Bank.

Confirmed holiday hygiene kits for M Street Navigation Center in partnership with Justice Law Corp.
Updated Foundation PowerPoint for presentations.
Meeting with Willow Springs Raceway to coordinate external event for EKFRC in October.
Meeting with Boeing employees to coordinate Back To School drive for Oasis.
Delivered a presentation to the Kiwanis Club of Rosedale highlighting CAPK programs and services.
Coordinated with Adventist Health donations for Covey Cottages.
Participated in a HAM social media coordination meeting with Outreach and Foundation teams, including assigning graphics for upcoming posts.
Maintained continuous social media activity for ongoing campaigns: Alta One Huggy Heart, Back to School Campaigns and Veterans Support Services.
Developed 2026 Partner Opportunities Sponsorship Package to use as a vehicle to ontain larger commitments from key sponsors
Coordinated donation of $1,500 each to Oasis FRC and EKFRC from Avantus Clean Energy to support their services.
Meeting with Cerro Coso College Atheletics to coordinate fundraiser for Oasis for Thanksgiving.
Attended the Tehachapi Collaborative and shared info on Veterans Services and Stand down, HAM and EKFRC.
Meeting with Cerro Coso College Atheletics to coordinate external fundraiser for Oasis for November.
Solicited sponsors for Friendship House Casino Night. Sold sponsorships to Valley Strong and Insurica.
Began planning for Donor Recognition Event for Food Bank. Developed Save The Date and Invitation. Coordinating logistics and planning with Food Bank staff.

Program Strategic Goals	Progress Towards Goal
Proactively identify and pursue new funding opportunities to support and enhance our organization's mission and projects.	Added new staff member to help revisit needs for FRC's, Food Bank & M Street - setting up a calendar of Fundraisers, Virtual Food Drives, Hygiene Drives and Toy Drives for remainder of the year.
Develop a long term plan to raise awareness and funds to support the Food Bank.	Finalizing Anti-Hunger Month to increase awareness & donations. Developing Donor Recognition Event to target and steward current donors.
Develop and grow Foundation Board to aid in the overall fiscal growth of the Foundation.	Continued planning with Ad Hoc Committee meeting to aid in developing recruitment materials, rewriting the Board Packet and Board bylaws.

Community Action Partnership of Kern
Monthly Report 2025

Month	August-25	**Program/Division**	2-1-1 Call Center Program
Division/Director	Pritika Ram	**Program Manager**	Sabrina Jones-Roberts
Reporting Period	January 1, 2025 - December 31, 2025		

Program Description

The 2-1-1 Kern is a 24/7 information and referral service that provides local residents with comprehensive information and links to community health and human services at no cost. The 2-1-1 Kern has a database of 1,300 social service agencies that are available to the public through the 2-1-1 Kern Online Resource Directory at www.211KernCounty.org. The program has over 17 years of experience in providing and linking community members to vital services, and currently serves multiple communities in the Central Valley including Fresno and Madera, Kings, Merced, Stanislaus, and Tulare through the United Way partnerships.

Most Requested Services	Food Pantries	Utility Service Payment	Homeless Diversion Programs
Top 3 Unmet Needs	Home Health Aide Services	Adult in Home Respite Care	Agency Based Libraries

Information and Referral Services (I&R) Calls Handled (SRV 7c)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Fresno & Madera County	2442	27,878	40,000	6%	70%
Kern County	2921	24,268	75,000	4%	32%
Kings County	277	1,900	3,500	8%	54%
Merced & Mariposa County	124	905	1,500	8%	60%
Stanislaus County	1001	7,542	11,000	9%	69%
Tulare County	813	6,068	11,000	7%	55%
Total County-based I&R Calls Handled	**7,578**	**68,561**	**142,000**	**64%**	**48%**

Average Wait Time	**0:47**
Average Handle Time	**5:25**

Other Service Call Types Handled (SRV 7c)	Month	YTD
LIHEAP (SRV 7b)	3416	23,430
Mental Health (SRV 7c)	294	2,452
Total County-based and Other Calls Handled	**11,288**	**94,443**

Staffing vs. Call Volume	Current Staff	Staff Needed Per Call	Staff Over/ Short
2-1-1 staff designated for calls handled across all counties contracts with the expectation of 42 calls per staff for an 8-hour shift.	14	9.6	**4.43**

Grant Funded Services	Activity	Month	YTD	Annual Goal	Month Progress	Annual Progress
Cal-Fresh (SNAP) Application (SRV 3l)	52	12	128	350	3%	37%
Community Health Care Program / Medi-Cal Applications (SRV 3h)	39	8	60	70	11%	86%
First 5 Help Me Grow (HMG) Ages & Stages New Children Screened (SRV 5c)	0	0	92	125	0%	74%

2-1-1 Website Visitors	Month	YTD	Annual Goal	Month Progress	Annual Progress
Duplicated Visitors *(i.e., accessing 2-1-1 e-services and database resources)*	39,092	313,950	225,000	17%	140%

Referrals	Month	YTD
Food-related Calls (SRV 7c)	989	8,029
Health and Human Service Referrals (SRV 7c)	1110	10,173
Housing and Homelessness Calls (SRV 7c)	347	3,127

Utility Assistance Calls- Discount Internet or Utility (SRV 7c)	508	3,547	
Total Other Services	2,954	24,876	

Explanation (Over/Under Goal Progress)

The program has achieved 48% of its annual target goal collectively across all county campaigns. The anticipated call volume is based on prior data and the ability to meet demands of calls. Amongst the call handling efforts for Kern County, the program responds to calls associated with homelessness assistance, outside of business hours, and completes a Quick Reference Tool to assign follow-up to Coordinated Entry System. Through its various scopes of work, the program provides application assistance, care coordination, and conducts outreach to bring awareness of services within the community. Incoming calls and applications are monitored and reviewed to determine appropriate strategies and material needed for outreach events. The program remains committed to initial and renewal Medi-Cal applications through Kaiser's Community Health Care Program. First 5 Help Me Grow Program came to a conclusion in April 2025 and shall no longer anticipate any activity or change in the total screenings year-to-date.

Program Strategic Goals	Progress Towards Goal
1. Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.	The program seeks to captivate skilled candidates by streamlining the recruitment process of internal Human Resources. The program aims to offer competitive wages, language fluency and competency incentives, and opportunity for growth. 2-1-1 is staffed with 18 Full Time Information and Referral (IR) Specialists to handle Low-Income Home Energy Assistance and standard calls. The program enriches employees through strategic schedule planning, honoring traditions, and celebrating achievements or milestones. Additionally, it supports opportunities for professional development and an incentive for IR's who obtain certification as a Community Resource Specialist.
2. Enhance the efficiency and effectiveness of our call center operations in the coming year by thoroughly evaluating and optimizing the use of our tools and technologies, including CRM systems. Focus will be placed on improving call handling performance, streamlining workflows, and identifying opportunities to align staffing levels with operational needs.	The program is in collaboration with the Information Systems Team and has made progress in refining processes by maximizing technology and digitizing updates. Food Pantry and Commodity resources are set for update automations in the resource directory and mailing labels are generated through a push button feature to optimize resources by reducing the time dedicated to produce hand written labels. The next phase would be geared towards seeking opportunities to enhance the program's annual database maintenance using an efficient and seamless strategy.
3. Prioritize retaining existing contracts, such as partnerships with United Ways, while actively exploring and proposing new opportunities to better serve our community members. Leverage the full potential of the call center by pursuing additional fee-for-service contracts and expanding services to maximize impact and efficiency.	2-1-1 aims to achieve strengthened partnerships by effectively communicating, and meeting with partners and contract grantors to share performance data and discuss progress relative to its objectives, deliverables, and goals. The program is consistently working on meeting the reporting expectations of all funding sources and maintaining a trusting relationship to increase the opportunity for existing contracts to be retained.

Program Highlights

The programs' average calls handled is 91% while its abandoned rate is 9% amongst seven (7) campaigns. The program remains in communication with State 2-1-1 to enhance the scope of work associated with preparing and supporting callers who are customers of Pacific Gas and Electric during a Public Safety Power Shutoff.

Instrumentl Opportunities Report - September 3, 2025

Projects: Community Development, Housing and Supportive Services, Health & Nutrition Services, Youth & Community Services, and Veterans & Supportive Services

Statuses: Abandoned Awarded - Closed Declined Awarded - Active LOI In Progress LOI Submitted Application In Progress Application Submitted

Date Range: Aug 01, 2025 - Aug 31, 2025

STATUS

$0	$3,093,290	$0
Awarded	**Submitted**	**Declined**
0 opportunities	6 opportunities	0 opportunities

Displaying 7 opportunities

FY 2026 March 1 - February 28

NAME	DEADLINE	STATUS	AMOUNT	NEXT TASK	NOTES
August 2025					
Feeding Forward The Save Mart Companies CARES Foundation Health & Nutrition Services	Aug 11, 2025	Application Submitted	Requesting $40,000		The CAPK Food Bank seeks $40,000 in CARES Feeding Forward funding to launch the development of four choice pantries through a partnership with local and existing pantry sites.

Family Resource Center (FRC) Grant First 5 Kern Youth & Community Services	Aug 14, 2025	Application Submitted	Requesting $7,600	The East Kern Family Resource Center requests $7,600 in one-year funding to support families in Kern County through free court-mandated parenting classes, transportation assistance, and essential supplies.
CalVIP Cohort 5 California Board of State and Communi... Youth & Community Services	Aug 15, 2025	Application Submitted	Requesting $1,360,815	This is a reapplication for the FHCC. This project will serve at-risk individuals experiencing gun violence through gun violence prevention and intervention practices.
Food Access and Retail Expansion (FARE) Fund Grant The Reinvestment Fund Inc Health & Nutrition Services	Aug 18, 2025 Letter of inquiry Oct 10, 2025 Full proposal (invite only)	Abandoned	US $20,000 - US $250,000	Not eligible
25-10404 California Tobacco Prevention Program PR California Department of Public Health Youth & Community Services	Aug 27, 2025	Application Submitted	Requesting $644,917	The goal of this proposal is to proactively refer all eligible callers from the CAPK 211 Call Center in Kern, Fresno, Kings, Tulare, and Stanislaus Counties to Kick It California for free tobacco cessation counseling by integrating a standardized assessment and referral protocol into the call center's workflow and outreach activities, aiming for completion by June 30, 2029.

California Violence Intervention Program (CalVIP) Cohort 5 City of Bakersfield Youth & Community Services	Aug 27, 2025	Application Submitted	Requesting $1,038,958	City of Bakersfield is the lead agency and is interested in subcontracting with the FHCC for case management ($738,958) and resource coordination services ($300,000).
WACOM 2025 Distribution of Funds KV WACOM Thrift Shop Youth & Community Services	Aug 28, 2025	Application Submitted	Requesting $1,000	Funds from WACOM will assist with the ongoing at-home educational activity expenses for military/veteran families.

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	State Funding	**CAPK Program**	211
Funding Agency	CA Department of Public Health– CA Tobacco Prevention Program	**Project Name**	211 Call Center Tobacco Cessation Referral Projects
CFDA	N/A	**Target Population**	Tobacco smokers
Reapplication (Y/N)	N	**Number to be served**	2,680
Estimated Request	$ 644,917	**Division Director**	Pritika Ram
Award Period	3/1/2026 to 6/30/2029	**Program Manager**	Sabrina Jones-Roberts

Project Goal (One sentence goal statement)

The goal of this proposal is to proactively refer all eligible callers from the CAPK 211 Call Center in Kern, Fresno, Kings, Tulare, and Stanislaus Counties to Kick It California for free tobacco cessation counseling by integrating a standardized assessment and referral protocol into the call center's workflow and outreach activities, aiming for completion by June 30, 2029

Project Description (Brief one paragraph description)

Kick It California aims to enhance tobacco cessation efforts across Kern, Fresno, Kings, Tulare, and Stanislaus Counties by integrating a standardized assessment and referral protocol into the CAPK 211 Call Center's workflow. Through proactive outreach and collaboration with Kick It California, the project will identify and refer eligible callers for free cessation counseling, track progress using secure data management systems, and promote cessation resources via community events and digital platforms. The initiative leverages CAPK's 24/7 multilingual call center operations, experienced staff, and robust IT infrastructure to ensure efficient implementation and reporting, with the goal of improving public health outcomes by June 30, 2029.

Estimated Budget Summary

The budget for the CAPK 211 Call Center Tobacco Cessation Referral Project spans four fiscal years (2025–2029) and totals $644,917, covering personnel costs for a Project Coordinator at 25% FTE, fringe benefits, staff training, and iCarol data management subscription fees. Direct costs include incentives for each successful referral to Kick It California, setup and training expenses, and annual subscription fees for the call center's data platform. Indirect costs are calculated at 15% of total direct costs each year. The budget is designed to support outreach, referral, data tracking, and reporting activities for over 111,000 callers annually.

Recommendation

Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Approvals:

		Tracy Webster	Sep 2, 2025
1. Division Director	Date	4. Chief Financial Officer	Date
Pritika Ram	Sep 2, 2025	Emilio Wagner (Sep 2, 2025 10:36:39 PDT)	Sep 2, 2025
2. Chief Business Development Officer	Date	5. Chief Facilities and Technology Officer	Date
			Sep 2, 2025
3. Chief Program Officer	Date	6. Chief Executive Officer	Date

Date Presented / Approved:

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

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	Public	**CAPK Program**	VITA
Funding Agency	California Department of Community Services and Development	**Project Name**	2025 CalEITC Outreach and Education Grant
CFDA	N/A	**Target Population**	Low Income
Reapplication (Y/N)	Y	**Number to be served**	TBD
Estimated Request	$ 403,728	**Division Director**	Freddy Hernandez
Award Period	Dec 1, 2025 – Jun 30, 2026	**Program Manager**	Jacqueline Guerra

Project Goal (One sentence goal statement)

Increase the number of eligible low-income households in Kern and Tulare counties who successfully claim the CalEITC and Young Child Tax Credit by providing free, accurate VITA tax preparation and targeted outreach in partnership with CSET.

Project Description (Brief one paragraph description)

Community Action Partnership of Kern (CAPK), in partnership with CSET, will deliver CalEITC+ education, outreach, and free VITA services across Kern and Tulare counties through 31 service locations—26 in Kern operated by CAPK and 5 in Tulare operated by CSET—targeting approximately 9,600 total returns (9,000 CAPK; 600 CSET) with 160 certified volunteers and about 6,800 volunteer hours. CSET will drive awareness via 12,000 targeted website visits, 30 Facebook and 30 Instagram posts, 26,000 text messages, and 4,000 person-to-person engagements, while CAPK's digital outreach is projected to exceed 1.2 million impressions. CAPK will also provide ITIN eligibility awareness and acceptance services led by two CAA-certified coordinators, with approximately 100 ITIN applications projected for the season.

Estimated Budget Summary

CAPK requests $403,728 to fund 0.5 FTE Program Manager, 3 VITA appointment schedulers, and 2 CAA (ITIN) Site Coordinators. The remaining funds cover outreach, site operations, volunteer training and certification, tax software and equipment, client materials and translation, travel/mileage, data/evaluation, and allowable administrative/indirect costs as detailed in the workplan.

Recommendation

Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Approvals:

Freddy Hernandez
Freddy Hernandez (Aug 29, 2025 13:06:51 PDT) 08/29/2025
1. Division Director Date

Pritika Ram 08/29/2025
2. Chief Business Development Officer Date

3. Chief Program Officer Date

Tracy Webster 08/29/2025
4. Chief Financial Officer Date

Emilio Wagner (Sep 2, 2025 08:19:44 PDT) 09/02/2025
5. Chief Facilities and Technology Officer Date

08/29/2025
6. Chief Executive Officer Date

Date Presented / Approved:

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

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	County Funding	**CAPK Program**	Housing and CVAF
Funding Agency	Kern County Administrative Office	**Project Name**	Oildale Outreach Services Program
CFDA	N/A	**Target Population**	Unhoused Oildale residents
Reapplication (Y/N)	Y	**Number to be served**	150
Estimated Request	$ 850,000	**Division Director**	Rebecca Moreno
Award Period	10/01/25-08/30/2026	**Program Manager**	TBD

Project Goal (One sentence goal statement)

The goal of the Oildale Outreach Services Program is to collaboratively deliver comprehensive homelessness support through CAPK's Housing and Community Services Division and the California Veterans Affairs Foundation, focusing on rapid outreach, housing placement, and sustained case management for long-term success of Oildale residents.

Project Description (Brief one paragraph description)

The Oildale Outreach Services Program is a collaborative effort between CAPK's Housing and Community Services Division and the California Veterans Affairs Foundation to provide rapid, coordinated support for individuals experiencing homelessness, with an additional focus on veterans, through outreach, case management, housing navigation, and partnerships with local agencies, aiming reach 150 homeless or at risk of homelessness and place at least 50% of participants into stable housing, interim housing or positive exits.

Estimated Budget Summary

The Oildale Outreach Services Program allocates funding across personnel, travel, supplies, operating costs, direct program expenses, and indirect costs to support a multidisciplinary outreach team, transportation, essential client services, and program administration at a cost of $850,000 with a maximum indirect cost at 10%. This budget funds comprehensive support for outreach, housing navigation, and case management activities.

Recommendation

Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Approvals:

Rebecca Moreno
Rebecca Moreno (Sep 2, 2025 12:39:15 PDT) Sep 2, 2025
1. Division Director Date

Pritika Ram Sep 1, 2025
2. Chief Business Development Officer Date

3. Chief Program Officer Date

Tracy Webster Aug 29, 2025
4. Chief Financial Officer Date

Emilio Wagner (Sep 2, 2025 08:18:55 PDT) Sep 2, 2025
5. Chief Facilities and Technology Officer Date

Sep 2, 2025
6. Chief Executive Officer Date

Date Presented / Approved:

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

Community Action Partnership of Kern
Small Funding Request ($50,000 or less per year)
August 2025

Funding Type	Local Organization	**CAPK Program**	Oasis Family Resource Center
Funding Agency	WACOM Ridgecrest Thrift Store	**Project Name**	Oasis Ongoing Supportive Services
CFDA	N/A	**Target Population**	Active military and veteran families
Request	$1,000	**Division Director**	Freddy Hernandez
Award Period	1 year	**Program Manager**	Eric Le Barbe
Description	WACOM funds will support the ongoing expenses that support case management activities and home-based activities, including educational supplies, baby items, clothing, formula, educational toys, etc.		

Funding Type	Private	**CAPK Program**	Food Bank
Funding Agency	The Save Mart Companies CARES Foundation, in partnership with The Jim Pattison Foundation.	**Project Name**	2025 Feeding Forward Grant
CFDA	N/A	**Target Population**	Children and adults in need of nutritious food
Request	$40,000	**Division Director**	Susana Magana
Award Period	11/30/2025-7/31/2025	**Program Manager**	Kelly Lowery
Description	The CAPK Food Bank seeks CARES Feeding Forward funding to launch the development of four choice pantries through a partnership with local and existing pantry sites. The primary goal of this project is to strengthen the regional food safety net, enhance food recovery, and ensure effective distribution of nutritious food to individuals and families experiencing food insecurity within The Save Mart Companies' service areas.		

Community Action Partnership of Kern
Small Funding Request ($50,000 or less per year)
August 2025

Funding Type	County	**CAPK Program**	Oasis Family Resource Center
Funding Agency	First 5 Kern (via Kern County Department of Human Services)	**Project Name**	Family Resource Center (FRC) Grant
CFDA	N/A	**Target Population**	Kern County families with children ages 0–17, particularly parents attending court-ordered parenting classes and families needing support for school readiness
Request	$7,600	**Division Director**	Freddy Hernandez
Award Period	August 1, 2025 – June 30, 2026	**Program Manager**	Eric LeBarbe
Description	The Oasis Family Resource Center requests $7,600 in one-year funding to support families in Kern County through free court-mandated parenting classes, transportation assistance, and essential supplies.		

Funding Type	County	**CAPK Program**	East Kern Family Resource Center
Funding Agency	First 5 Kern (via Kern County Department of Human Services)	**Project Name**	Family Resource Center (FRC) Grant
CFDA	N/A	**Target Population**	Kern County families with children ages 0–17, particularly parents attending court-ordered parenting classes and families needing support for school readiness.
Request	$7,600	**Division Director**	Freddy Hernandez
Award Period	August 1, 2025 – June 30, 2026	**Program Manager**	Anna Saavedra
Description	The East Kern Family Resource Center requests $7,600 in one-year funding to support families in Kern County through free court-mandated parenting classes, transportation assistance, and essential supplies.		

Community Action Partnership of Kern
Small Funding Request ($50,000 or less per year)
August 2025

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

Date Presented/Approved

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

Month	Aug-25	Program/Work Unit	Head Start Preschool & Early Head Start
Division/Director	Head Start/State Child Development Division/ Yolanda Gonzales	Enrollment and Attendance Manager	Carol Hendricks
Reporting Period	August 1, 2025 - August 31, 2025		

Program Description

Head Start provides high-quality, early childhood education to children ages zero to five years old through part-day, full-day, and home- based options. The program has a holistic approach, not only addressing the needs of the child but teaching parents to become advocates and skilled providers for their children through its Parent Policy Council and Family Engagement programs. CAPK offers Head Start and Early Head Start services throughout Kern and San Joaquin counties.

Early Head Start (ages 0-3) (FNPI 2a, 2b, 2c, 2c.1,2d, SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	730	753	753	97%	
Disabilities	153 (YTD)	10%	10%	23%	
Over Income 101%-130% (up to 35%)	20	n/a	n/a	3%	
Over Income 131% and up (up to 10%)	62	n/a	n/a	8%	
Head Start Preschool (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)	**Month**	**Target**	**Annual Goal**	**Annual Progress**	
Reportable/Funded Enrollment	734	936	936	78%	
Disabilities	64 (YTD)	10%	10%	10%	
Over Income 101%-130% (up to 35%)	8	n/a	n/a	1%	
Over Income 131% and up (up to 10%)	45	n/a	n/a	6%	
Home Visiting Program (SRV 2cc, 7a)	**Monthly**	**Year-To- Date**	**Annual Goal (Contract Limit 310)**	**Annual Progress (Calendar)**	**Annual Progress (Program Year)**
Enrollment	237	260	308	91%	84%
Central Kitchen	**Total Meals Delivered**		**Breakfast**	**Lunch**	**Snack**
Meals and Snacks	40,296		19,242	16,278	19,214
Child and Adult Care Food Program (CACFP) (Note: The data represents information from July 2025)	**Total Meals Delivered**		**Meals Allocated (CACFP/HS)**	**# of Meals Served**	**% of Meals Served**
Meals and Snacks (SRV 5ii)	47,640		29,211/3,663	32,874	69%
Eligbility Determination (SRV 7b) (January 2025-December 2025)	232	1210			
Total Community Services	**232**	**1210**			

Explanation (Over/Under Goal Progress)

For August 2025, the first day of school began on August 11, 2025. Our current enrollment numbers for the month was only for a partial month. We are continuing to work on our goal to meet full enrollment for the new school year.

	Progress Towards Goal
Goal III: Health and Safety: Strengthen standards of practice for mitigating risk through expanding our culture of child health and safety.	Objective C: The program will implement a CIR (Crital Incident Review) system to establish a culture of active supervision to support ongoing health and safety improvement prior to the Year 3 funding period. 1. Gather input from program and admin staff to identify strengths and areas for improvement. 2. Develop and impllement a Critical Review System and ensure it upholds the Community Care Licensing and Head Start Program Performance Standards. 3. Continuously review and update the system to ensure fidelity and queality with revolving organizational needs. In Progress: Pending completio of Objective A before initiating this Objective.

Program Description
1.Initial 60 DRDP's were completed for children enrolled July 1, 2025. Parent conferences will begin in September. The part year centers have started their DRDp's but still have time to complete the initial 60-day assessment. 2.As a program we continue to work on the social emotional domain. The children are learning classroom routines and expectations. Two of our centers, Sterling and Primeros Pasos continue with gardening activities and learning how to grow foods. 3.The mentor coach team is back from summer break. All teachers have been assigned a mentor coach, meet and greets have been completed and the initial goals are being set. We are looking forward to an amazing school year.