



**Community Action Partnership of Madera County, Inc.
Board of Directors Meeting**

Thursday, January 13, 2022

**CAPMC Conference Room 1 / 1a
1225 Gill Avenue
Madera, CA 93637
5:30 pm**

Webex Meeting Information

Meeting number: 146 208 1692 | Password: CAPMC1225

Meeting Link: <https://maderacap.webex.com/maderacap/j.php?MTID=m876f6692b88957dc5300bb4a4d139117>

Join by phone: 1-844-992-4726 United States Toll Free

Access code: 146 208 1692

Supporting documents relating to the items on this agenda that are not listed as "Closed Session" are available for inspection during the normal business hours at Community Action Partnership of Madera County, 1225 Gill Avenue, Madera, CA 93637. Supporting documents relating to the items on the agenda that are not listed as "Closed Session" may be submitted after the posting of the agenda and are available at Community Action Partnership of Madera County, Inc. during normal business hours.

Please visit www.maderacap.org for updates.

CALL TO ORDER BOARD OF DIRECTORS

ROLL CALL – Nancy Contreras

A. PUBLIC COMMENT

The first ten minutes of the meeting are reserved for members of the public to address the Board of Directors on items of interest to the public that are within the subject matter jurisdiction of the agency. Speakers shall be limited to three minutes. Attention is called to the fact that the Board is prohibited by law from taking any action on matters discussed that are not on the agenda, and no adverse conclusion should be drawn if the Board does not respond to the public comments at this time.

B. ADOPTION OF THE AGENDA

B-1 ADDITIONS TO THE AGENDA: Items identified after posting the Agenda for which there is a need to take immediate action and cannot reasonably wait for the next regularly scheduled Board meeting. Two-third vote, or unanimous vote if quorum is less than full board, required for consideration. (Government code 54954.2(g) (2)) Any items added to the agenda will be heard following all Discussion/Action Items (Section E).

B-2 ADOPTION OF AGENDA: Adoption of agenda as presented or with approved additions.

C. TRAINING/ADVOCACY ISSUES

None

D. CONSENT ITEMS

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Discussion Items at the request of any member of the Board or any person in the audience.

D-1 Review and consider approving the Minutes of the Regular Board of Directors Meeting – December 9, 2021.

D-2 Review and consider approving the Minutes of the Madera Migrant/Seasonal Head Start Policy Council Meeting – December 7, 2021.

D-3 Review and consider approving the Minutes of the Fresno Migrant/Seasonal Head Start Policy Committee Meeting – November 10, 2021.

D-4 Review and consider approving the Minutes of the Madera/Mariposa Regional & Early Head Start Policy Council Executive Committee Meeting – December 2, 2021.

D-5 Review and consider accepting the Bank of America Credit Card Statements:

- November 2021
- December 2021

D-6 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:

- September 2021
- October 2021
- November 2021

D-7 Review and consider approving the following **Madera/Mariposa Regional Head Start** Reports:

- Monthly Enrollment Report – November 2021
- In-Kind Report – November 2021
- CACFP Program Report – November 2021

D-8 Review and Consider approving the following **Madera Early Head Start** Reports:

- Monthly Enrollment Report – November 2021
- In-Kind Report – November 2021

- D-9 Review and Consider approving the following **Madera Migrant/Seasonal Head Start Reports:**
- Monthly Enrollment Report – November 2021
 - In-Kind Report – November 2021
 - CACFP Program Report – November 2021
 - Program Information Report (PIR) – November 2021
- D-10 Review and consider approving the following **Fresno Migrant Head Start** reports:
- Monthly Enrollment Report – November 2021
 - In-Kind Report – November 2021
 - CACFP Program Report – November 2021
- D-11 Review and consider approving the 2021 – 2022 Madera/Mariposa Regional and Early Head Start Self-Assessment Results, Findings, and Plan of Action for Recommendations.
- D-12 Review and consider approving the 2020 – 2025 Goals and Objectives updates for the Madera/Mariposa and Early Head Start Program.
- D-13 Review and consider approving the 2020 – 2021 Madera/Mariposa Regional and Early Head Start Annual Report.
- D-14 Review the Madera County Child Advocacy Center (CAC) Program Report for December 2021 (Informational Only).
- D-15 Review the Child Care Alternative Payment and Resource & Referral Program Report for December 2021 (Informational Only).
- D-16 Review the Community Services Report for December 2021 (Informational Only).
- D-17 Review the Homeless for Engagement for Living Program (H.E.L.P) Center Report for December 2021 (Informational Only).

E. DISCUSSION ITEMS

- E-1 Review and consider adopting a resolution to authorize the Executive Director to sign contracts, subcontracts, and subsequent amendments, as applicable, with the California Department of Social Services.
- E-2 Review and consider approving the submission of the application requesting continued funding from the California Department of Social Services – Child Care Development Division for fiscal year 2022 – 2023.
- E-3 Review and consider authorizing the Executive Director to sign and submit the grant proposal to the California Office of Emergency Services (Cal OES), for the *Intimate Partner Violence* Prevention (FD) Program including any amendments or extensions.
- E-4 Review and consider authorizing the Executive Director to submit the grant proposal to the California Office of Emergency Services (Cal OES), for the *Sexual and Domestic Violence* Prevention (SD) Program including any amendments or extensions.

- E-5 Review and consider approving the Executive Director to submit the 2022 Low Income Home and Energy Assistance Program (LIHEAP) Local Plan on behalf of the Board of Directors to the Department of Community Services and Development (CSD).
- E-6 Review and consider authorizing the Executive Director to sign and submit the 2022 LIHEAP Contract with the Department of Community Services & Development and enter into a sub-recipient agreement for Weatherization Services with the Merced County Community Action Agency.
- E-7 Review and consider approving the COVID-19 Vaccine Policy for its implementation.

F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – (December 2021)
- F-4 Financial Statements (December 2021) – *Will be distributed at meeting.*
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – (December 2021)
- F-7 CAPMC Board of Directors Attendance Report – (December 2021)
- F-8 Staffing Changes Report for November 30, 2021 – January 5, 2022

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence dated January 7, 2022 from the Office of Head Start regarding the Program Performance Summary Report for the Focus Area 1 (FA1) Monitoring Review during the week of November 15, 2021.
- H-2 2022 Board of Directors Meeting Schedule.

I. ADJOURN

I, Nancy Contreras-Bautista, Child Advocacy Center Case Worker, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for January 13, 2022, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on January 7, 2022.

Nancy Contreras-Bautista
Child Advocacy Center Case Worker

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Regular Board of Directors Meeting

December 9, 2021

1225 Gill Ave Madera, CA 93637

Meeting Link: https:

<https://maderacap.webex.com/maderacap/j.php?MTID=m876f6692b88957dc5300bb4a4d139117>

ACTION SUMMARY MINUTES

The Board of Directors Meeting was called to order at 5:30 p.m. by Vice-Chair Eric LiCalsi.

Members Present In-Person

Eric LiCalsi, Vice-Chair
Supervisor Leticia Gonzalez
Councilman John Chavez
Debi Bray
Donald Holley
Martha Garcia
Richard Gutierrez
Aurora Flores

Members Present Virtually

Sheriff Tyson Pogue, Chair
David Hernandez,
Secretary/Treasurer
Councilman Steve Montes
Molly Hernandez

Members Absent

Patricia Trevino, HS PC
Representative
Deborah Martinez
Vicki Bandy

Personnel Present In-Person

Daniel Seeto
Nancy Contreras-Bautista
Xai Vang
Maritza Gomez-Zaragoza

Personnel Present Virtually

Mattie Mendez
Irene Yang

Public – Other Present Virtually

None

A. PUBLIC COMMENT

None

B. ADOPTION OF THE AGENDA

ADDITIONS TO THE AGENDA: Items identified after posting of the Agenda for which there is a need to take immediate action and cannot reasonably wait for the next regularly scheduled Board meeting. Two-thirds vote, or unanimous vote if quorum is less than full board, required for consideration. (Government Code 54954.2(g) (2)) Any items added to the agenda will be heard following all Discussion/Action Items (Section E).

ADOPTION OF THE AGENDA: Adoption of the agenda.

Motion: APPROVE AS PRESENTED

Moved By: Donald Holley, Seconded By: Debi Bray

Vote: Carried Unanimously

C. TRAINING/ADVOCACY ISSUES

None

D. BOARD OF DIRECTOR'S CONSENT CALENDAR

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Discussion Items at the request of any member of the Board or any person in the audience.

- D-1 Review and consider approving the Minutes of the Regular Board of Directors Meeting – October 14, 2021.
- D-2 Review and consider approving the Minutes of the Madera Migrant/Seasonal Head Start Policy Council Meeting – October 12, 2021.
- D-3 Review and consider approving the Minutes of the Fresno Migrant/Seasonal Head Start Policy Committee Meeting – October 13, 2021 & November 10, 2021.
- D-4 Review and consider approving the Minutes of the Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting – October 7, 2021 & November 4, 2021.
- D-5 Review and consider accepting the Bank of America Credit Card Statements:
 - October 2021
 - November 2021
- D-6 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:
 - August 2021
 - September 2021
- D-7 Review and consider approving the following **Madera/Mariposa Regional Head Start** Reports:
 - Monthly Enrollment Report – September 2021 & October 2021
 - In-Kind Report – September 2021 & October 2021
 - CACFP Program Report – September 2021 & October 2021
- D-8 Review and Consider approving the following **Madera Early Head Start** Reports:
 - Monthly Enrollment Report – September 2021 & October 2021
 - In-Kind Report – September 2021 & October 2021

- D-9 Review and Consider approving the following **Madera Migrant/Seasonal Head Start Reports**:
- Monthly Enrollment Report – September 2021 & October 2021
 - In-Kind Report – September 2021 & October 2021
 - CACFP Program Report – September 2021 & October 2021
 - Program Information Report (PIR) – September 2021 & October 2021
- D-10 Review and consider approving the following **Fresno Migrant Head Start reports**:
- Monthly Enrollment Report – September 2021 & October 2021
 - In-Kind Report – September 2021 & October 2021
 - CACFP Program Report – September 2021 & October 2021
- D-11 Review and consider approving the 2021 – 2022 Bylaws for the Madera/Mariposa Regional and Early Head Start Policy Council.
- D-12 Review and consider approving the 2020 – 2021 CAPMC Madera Migrant/Seasonal Head Start Annual Public Report.
- D-13 Review and consider approving the 2020 – 2021 Fresno Migrant Seasonal Head Start and Early Head Start – Family Child Care Partnership Self-Assessment Results.
- D-14 Review and consider approving the 2020 – 2021 Fresno Migrant Seasonal Head Start and Early Head Start – Family Child Care Partnership Self-Assessment Program Plans of Action for any findings and recommendations.
- D-15 Review and consider approving the Madera/Mariposa Regional Head Start and Early Head Start Program Information Report for 2020 – 2021.
- D-16 Review and consider approving the Madera Migrant/Seasonal Head Start Program Information Report for 2020 – 2021.
- D-17 Review and consider approving the 2020 – 2025 Madera/Mariposa Regional Head Start and Early Head Start Community Needs Assessment Update.
- D-18 Review and consider approving the 2021 – 2022 Madera/ Mariposa Regional and Early Head Start Annual Self-Assessment Procedure.
- D-19 Review and consider approving the results of the Weatherization Program’s monitoring visit.
- D-20 Review and consider approving the results of the 2021 Desk Review Report dated November 3, 2021 conducted by the Department of Community Services and Development.
- D-21 Review the Madera County Child Advocacy Center (CAC) Program Report for November 2021 (Informational Only).
- D-22 Review the Child Care Alternative Payment and Resource & Referral Program Report for November 2021. (Informational Only).
- D-23 Review the Community Services Report for November 2021. (Informational Only).

- D-24 Review the Homeless for Engagement for Living Program (H.E.L.P) Center Report for November 2021. (Informational Only).

Motion: APPROVED AS PRESENTED

Moved By: Donald Holley, Seconded By: Supervisor Leticia Gonzalez

Vote: Carried Unanimously

E. DISCUSSION / ACTION ITEMS

E-1 Review and consider approving the 2022 Holiday Schedule.

Daniel Seeto, Chief Financial Officer, presented regarding the 2022 Holiday Schedule. Daniel noted two changes to the schedule; the Winter Float Holiday was substituted with Juneteenth Holiday and the name for the Fall Holiday, formally known as Columbus Day, has been changed.

Motion: APPROVE AS PRESENTED

Moved By: Supervisor Leticia Gonzalez, Seconded By: Aurora Flores

Vote: Carried Unanimously

E-2 Review and consider authorizing the Executive Director to sign and submit the 2022 CSBG contract with the Department of Community Services & Development (CSD). *Budget will be distributed at meeting.*

Daniel Seeto, Chief Financial Officer, presented regarding the approval of the Executive Director to sign and submit the 2022 CSBG contract with the Department of Community Services & Development (CSD). The total allocation for the Fiscal year 2021 is \$286,748. These funds will be used for administration at the Shunammite Place, Strengthening Families and the Child Advocacy Center (CAC)/Child Forensic Interview Team (CFIT).

Motion: APPROVE AS PRESENTED

Moved By: Debi Bray, Seconded By: Donald Holley

Vote: Carried Unanimously

E-3 Review and consider ratifying the carry-over funds for the 2020 – 2021 Regional Head Start Basic Grant to the 2021 – 2022 Grant Year beginning June 1, 2021.

Maritza Gomez-Zaragoza, Head Start Director, presented regarding the carry-over funds for the 2020 – 2021 Regional Head Start Basic Grant to the 2021 – 2022 Grant year beginning June 1, 2021. Maritza noted that CAPMC identified budget savings in the 2020 – 2021 Regional Head Start basic grant. It was proposed that such funds be utilized to continuing employment for staff avoiding the need for seasonal layoffs,

addressing health and safety issues, and extending services.

Motion: APPROVE AS PRESENTED

Moved By: Debi Bray, Seconded By: Donald Holley

Vote: Carried Unanimously

F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – (November 2021)
- F-4 Financial Statements (November 2021) – Will be distributed at meeting
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – (November 2021)
- F-7 CAPMC Board of Directors Attendance Report – (November 2021)
- F-8 Staffing Changes Report for October 6, 2021 – November 30, 2021

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence dated November 10, 2021 from the Office of Head Start regarding Application Submission Requirements.
- H-2 Correspondence dated September 29, 2021 from the Office of Head Start regarding a Focus Area 1 (FA1) monitoring review of Madera County Board of Supervisors/CAPMC during the week of November 15, 2021.
- H-3 Correspondence from Victim Services regarding to wear blue for Human Trafficking Awareness Day on January 11, 2021.

I. ADJOURN

Vice-Chair Eric LiCalsi adjourned the Board of Directors meeting at 5:54 p.m.

Motion: APPROVE AS PRESENTED

Moved By: Donald Holley, Seconded By: Aurora Flores

Vote: Carried Unanimously

Community Action Partnership of Madera County
Madera Migrant/Seasonal Head Start Policy Council Meeting
Tuesday, December 7, 2021

Minutes

The Madera Migrant/Seasonal Policy Committee called to order at 5:30 p.m. by Guadalupe de la Cruz.

Committee Members Present

Maria Sut-xon
Nayeli Rodriguez
Anel Arzola
Rosa Santos
Guadalupe de la Cruz
Yazmin Torres
Juana Zarate

Committee Members Absent

Margarita Pablo
Macrina Lopez

Personnel Present

Maritza Gomez-Zaragoza, Head Start Program Director
Maru Gasas Sanchez, Deputy Director of Direct Services
Jissel Rodriguez, Executive Administrative Assistant
Maribel Aguirre, Program & Governance Specialist

Others

None

A. Public Comment

B. Training

None

C. Adoption of the Agenda

Guadalupe de la Cruz asked for a motion to approve the agenda as presented. Motion made by Yasmin Torres, seconded motion by Maria Sut-xon to approve the agenda as presented. The motion approved unanimously.

D. Adjourn to Closed Session - None

E. Approval of Minutes

E-1 – Guadalupe de la Cruz requested a motion to approve the minutes of the meeting on October 12, 2021. Motion made by Yasmin Torres, seconded motion by Anel Arzola to approve the minutes of the meeting. The motion approved unanimously.

F. Discussion / Action Items –

F-1 Review the Madera Migrant/Seasonal Head Start Program Information Report 2020-2021 – Ms. Gomez-Zaragoza reviewed the different areas of the data collected for PIR. No questions were asked.

G. Administrative Reports

G-1 Staff Changes (September & October) – In September we had an employee in parent and government provisionally then in October they were official hired.

G-2 Bank of America Credit Card Account Statement – Agency and other credit cards: (October & November 2021) – Ms. Gomez-Zaragoza reviewed the charges for the month. There were no questions about the charges.

G-3 Budget Report – (September & October 2021) The program has currently spent 67% of its budget.

G-4 In-kind Report (September & October 2021) – Ms. Gomez-Zaragoza reviewed the In-kind percentage which is in September 55.28% and in October 58.44%.

G-5 Report of enrollment in the program and attendance report (September & October 2021) – Mrs. Gomez-Zaragoza went over the enrollment for the MHS programs and the attendance.

G-6 CACFP Monthly Report (September & October 2021) – Mrs. Gomez-Zaragoza reviewed CACFP and noted that the reimbursement for the month of October was \$13,604.40 for 5,973 meals. There were no questions.

G-7 PIR Program Information Monthly Report (September & October 2021) – This report provides information and data about the program. This information is presented to the Head Start Office to show that there is a need for the Head Start program in our community.

H. Policy Committee Members Reports

H-1 Center Reports – None

H-2 Board of Directors Report – None. Items approved during tonight’s meeting will be presented to the Board for approval.

H-3 Active Supervision, Challenges and Best Practices Report – Ms. Gomez-Zaragoza explained active supervision is extremely important to the program. She asked that members please remind the parents to close the gates and secure locks.

I. Correspondence

None

J. Future Agenda Items

J-1 CCMHS Self-Assessment

J-2 Quarterly Report and Goals Update

J-3 Budget Revisions (if applicable)

K. Adjournment

Guadalupe de la Cruz requested a motion to adjourn the session. Motion made by Anel Arzola to adjourn the meeting at 6:32 p.m., in the afternoon, seconded by Rosa Santos. Motion approved unanimously.

Community Action Partnership of Madera County
Fresno Migrant/Seasonal Head Start
Policy Committee Meeting
Wednesday, November 10, 2021

Minutes

The Fresno Migrant/Seasonal Policy Committee called to order at 5:34 p.m. by Susana Parra.

Committee Members Present

Maria Ibone Altamirano
Maria G. Silva
Daniel Maravilla
Susana Parra
Karla Ponce
Cecilia Garcia
Blanca Gonzalez

Committee Members Absent

Genesis Chavez
Aurora Flores

Personnel Present

Maru Gasca Sanchez, Deputy Director Direct Services
Luisa Marquez, Administrative Analyst
Maribel Aguirre, Program Governance Specialist

A. Public Comment

No Public Comment

B. Training

B-1 Child Outcomes - Ms. Moreno reviewed the power point presentation on DRDP and gave explained to parents the significance of evaluating children through DRDPs. Ms. Moreno also shared the 4year old DRDP results and extended the opportunity to parents to ask questions.

C. Adoption of the Agenda

C-2 Susana Parra asked for a motion to approve the agenda as presented. Motion made by Cecilia Garcia, seconded motion by Daniel Maravilla to approve the agenda as presented. Motion approved unanimously.

D. Closed Session

D-1 – None

E. Approval of Minutes

E-1 – Susana Parra requested a motion to approve the minutes of the meeting on October 13, 2021. Motion made by Maria Altamirano, seconded motion by Maria Silva to approve the minutes of the meeting. Motion approved unanimously.

F. Discussion / Action Items

F-1 Review and consider approving the 2020-2021 Fresno Migrant & Seasonal Head Start and Early Head Start- Family Child Care Home Self-Assessment Results. Ms. Aguirre reviewed the self-assessment results and Susana Parra requested a motion to approve the results. Motion was made by Blanca Gonzales and seconded motion by Maria Silva.

F-2 Review and consider approving Fresno Migrant & Seasonal Early Head Start and Early Head Start FCC 2020-2021 corrective action plan for findings and recommendations. Ms. Aguirre reviewed the corrective action plan. Susana Parra requested a motion to approve the corrective action plans, motion was made by Maria Altamirano and seconded motion by Blanca Gonzales.

G. Administrative Report

G-1 Staffing Changes- (June 30, 2021- October 29, 2021)

G-2 Credit Card Account Statement – Agency and other credit cards: (September 2021) – Ms. Aguirre reviewed the charges for the month. There were no questions about the charges.

G-3 Budget Report – (September 2021) – Ms. Aguirre explained the most recent budget report for the month of September.

G-4 In-kind Report (September 2021) – Ms. Aguirre explained the In-kind report for FMSHS program.

G-5 Report of enrollment in the program and attendance report (September 2021) – Ms. Aguirre explained the enrollment reports.

G-6 CACFP Monthly Report (September 2021) – Ms. Aguirre explained the CACFP meals report.

H. Policy Committee Member Reports

None.

I. Correspondence

None.

J. Adjournment

Susana Parra requested a motion to adjourn the session. Motion made by Maria Altamirano to adjourn the meeting at 6:23pm afternoon, seconded by Cecilia Garcia. Motion approved unanimously

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
Madera/Mariposa Regional & Early Head Start Policy Council Executive
Committee Meeting
Thursday, December 2, 2021
MINUTES

The Madera/Mariposa Regional & Early Head Start Policy Council Executive Committee meeting was called to order by at Patricia Trevino 5:46 p.m.

Committee Members Present

Patricia Treviño
Amanda Burton
Otilia Vasquez

Committee Members Absent

Marcela Esparza

Personnel Present

Marizta Gomez-Zaragoza, Head Start Program Director
Maribel Aguirre, Program & Governance Specialist
Jissel Rodriguez, Interim Administrative Aide

ROLL CALL

A. PUBLIC COMMENT – None

B. TRAINING – None

C. ADOPTION OF THE AGENDA

Patricia Trevino asked for the motion to approve the agenda as presented. Ms. Gomez-Zaragoza mentioned F2 and F3 will be postponed until the next meeting. Motion made by Amanda Burton, seconded by Otilia Vasquez to approve the agenda as presented. Motion carried unanimously.

D. ADJOURN TO CLOSED SESSION – None

E. APPROVAL OF MINUTES

F. DISCUSSION / ACTION ITEMS

F-1 Review and consider approving the Madera/Mariposa Community Assessment Update – Ms. Gomez-Zaragoza went over the executive summary.

Amanda Burton made the motion to approved, seconded by Otilia Vasquez.

G. ADMINISTRATIVE REPORTS

G-1 Staffing Changes (November 2021) – There are 3 new hires and 2 resignation.

G-2 Bank of America Business (November 2021) - Ms. Gomez-Zaragoza reviewed the charges for the month. There were no questions about the charges.

G-3 Budget Status Reports (October 2021) – Ms. Gomez-Zaragoza reviewed the current budget.

G-4 In-kind Reports (October 2021) – Ms. Gomez-Zaragoza reviewed the in-kind percentages for the Regional and Early programs.

G-5 Program Enrollment & Attendance Report (October 2021) – Ms. Gomez-Zaragoza went over the enrollment and attendance report.

G-6 CACFP Monthly Report (October 2021) – Ms. Gomez-Zaragoza reviewed CACFP and noted that the reimbursement for the month of October was \$8,318.19 for 2,802 meals. There were no questions.

H. POLICY COUNCIL MEMBER REPORTS

H-1 – Center Reports: Amanda – mentioned that they have low attendance at parent meetings. It was mentioned to change the time and perhaps incentives would help.

H-2 – BOD Report – items presented tonight will be presented at the Board meeting.

I. CORRESPONDENCE

None

J. ADJOURNMENT

Patricia Trevino asked for a motion to adjourn the meeting at 6:11 p.m. Motion made by Amanda Burton, Otilia Vasquez seconded by. Motion carried unanimously.

MBNA America Business Card
Credit Card Charges
November / noviembre 2021 Statement
Maritza Gomez / Regional Head Start

| Date of Transaction | Purchase Order # | Name of Vendor | Description | Amount | Account Charged | Receipt |
|---------------------|------------------|----------------|---|-------------------|--|---------|
| 10/05/2021 | NA | Smart & Final | Food & supplies for MHS/RHS Kitchen | \$366.41 | 390.1-6121-3.9-002-00 (\$281.35) 390.1-6122-3.9-002-00 (\$85.06) | Yes |
| 10/5/2021 | NA | Smart & Final | Food & supplies for MHS/RHS Kitchen | \$412.62 | 390.1-6121-3.9-001-00 (\$281.58) 390.1-6122-3.9-001-00 (\$131.04) | Yes |
| 10/14/2021 | NA | Smart & Final | Food & supplies for MHS/RHS Kitchen | \$225.20 | 390.1-6121-3.1-002-00 (\$56.33) 390.1-6122-3.1-002-00 (\$168.87) | Yes |
| 10/19/2021 | NA | Zoom | Video Conferencing system | \$7.35 | 311.0-6130-3.1-000-00 49% | Yes |
| 10/22/2021 | NA | Smart & Final | Food & supplies for MHS/RHS Kitchen | \$71.76 | 390.1-6121-3.9-001-00 (\$51.86) 390.1-6122-3.9-001-00 (\$19.99) | Yes |
| 10/22/2021 | NA | Smart & Final | Food & supplies for MHS/RHS Kitchen | \$316.47 | 390.1-6121-3.9-001-00 (\$126.86) 390.1-6122-3.9-001-00 (\$189.61) | Yes |
| 10/22/2021 | NA | Smart & Final | Food & supplies for MHS/RHS Kitchen | \$438.60 | 390.1-6121-3.1-002-00 (\$294.55) 390.1-6122-3.1-002-00 (\$144.05) | Yes |
| 11/03/2021 | NA | Venngage.com | Monthly subscription for flyer software | \$12.36 | 311.0-6130-3.1-000-00 43% (\$10.85) 312.0-6130-3.1-000-00 6% (\$1.51) | No |
| TOTAL | | | | \$1,850.77 | | |

Comments: I certify that the items and charges above are true and correct, and that the charges incurred have been for business purposes only. Receipts are attached (if available).

Maritza Gomez, Head Start Director

Date

MBNA America Business Card
 Credit Card Charges
November / noviembre 2021 Statement
Maritza Gomez / Fresno Migrant Head Start

| Date of Transaction | Purchase Order # | Name of Vendor | Description | Amount | Account Charged | Receipt |
|---------------------|------------------|----------------|---------------------------|-----------------|-----------------------|---------|
| 10/12/2021 | NA | Panda Express | MHS PC Meal | \$109.34 | 331.0-6742-3.3-031-39 | Yes |
| 10/24/2021 | NA | Zoom | Video Conferencing system | \$14.99 | 831.0-6130-3.3-031-00 | Yes |
| 10/25/2021 | NA | ServSafe | Food Handler Certificate | \$125.00 | 331.0-6742-3.3-031-39 | Yes |
| 10/26/2021 | NA | ServSafe | Food Handler Certificate | \$125.00 | 331.0-6742-3.3-031-39 | Yes |
| TOTAL | | | | \$374.33 | | |

Comments: I certify that the items and charges above are true and correct, and that the charges incurred have been for business purposes only. Receipts are attached (if available).

 Maritza Gomez, Head Start Director

 Date

MBNA America Business Card
Credit Card Charges
November / noviembre 2021 Statement
Maritza Gomez / Migrant Head Start

| Date of Transaction | Purchase Order # | Name of Vendor | Description | Amount | Account Charged | Receipt |
|---------------------|------------------|----------------|---|-------------------|--|---------|
| 10/5/2021 | NA | Smart & Final | Food & supplies for MHS/RHS Kitchen | \$446.26 | 390.2-6121-3.9-053-00 (\$268.18) 390.2-6121-3.9-053-00 (\$178.08) | Yes |
| 10/14/2021 | NA | Smart & Final | Food & supplies for MHS/RHS Kitchen | \$319.23 | 390.2-6122-3.2-053-00 | Yes |
| 10/16/2021 | NA | Panda Express | Rebates from MHS PC meal | - \$4.37 | 321.0-7116-3.2-000-00 | No |
| 10/19/2021 | NA | Zoom | Video Conferencing system | \$7.64 | 321.0-6130-3.2-000-00 51% | Yes |
| 10/22/2021 | NA | Smart & Final | Food & supplies for MHS/RHS Kitchen | \$277.85 | 390.2-6121-3.9-053-00 (\$183.36) 390.2-6121-3.9-053-00 (\$94.49) | Yes |
| 11/03/2021 | NA | Vennngage.com | Monthly subscription for flyer software | \$12.87 | 321.0-6130-3.2-000-00 51% | No |
| TOTAL | | | | \$1,059.48 | | |

Comments: I certify that the items and charges above are true and correct, and that the charges inquired have been for business purposes only. Receipts are attached (if available).

Maritza Gomez, Head Start Director

Date

**Bank of America Business Card
Credit Card Charges**

December 2021 Statement

Irene Yang / Human Resources

| Date of Transaction | Name of Vendor | PO # | Description of Purchase | Amount of Purchase | Account Charged | Receipt |
|--------------------------|----------------------|------|--|--------------------------------------|---|---------|
| 11/10/2021 | Biometrics4all, Inc. | No | Livescan relay fee | 0.75 3.00 0.75 0.37 0.38 | 272.0-6852-2.7-000-00 311.0-6852-3.1-000-00 321.0-6852-3.2-000-00 325.0-6852-3.5-000-00 380.0-6852-3.8-000-00 | Yes |
| 11/15/2021 | Biometrics4all, Inc. | No | Livescan equipment maintenance | 635.04 | 200.0-6181-2.0-000-00 | Yes |
| 11/24/2021 11/30/2021 | Walmart.com | No | Items for Safety Stores | 84.74 4.29 | Combined in the attached allocations | Yes |
| 12/1/2021 | Indeed | No | November 2021 advertising for job openings | 100.00 220.00 70.00 | 207.0-6312-2.0-000-00 219.0-6312-2.1-000-00 272.0-6312-2.0-000-00 | Yes |
| TOTAL: | | | | 1119.32 | | |

Platinum Plus Business Card
Credit Card Charges

December Statement

Jennifer Coronado / Victim Services Center

| Date of Transaction | PO NUM | Name of Vendor | Description | Amount | Account Charged | Receipt |
|---------------------|--------|----------------|-----------------------------------|--------------|-----------------------|---------|
| 11/22/21 | | USPS PO | Mailing service for program grant | \$10.15 | 533.0-6130-5.0-000-00 | Yes |
| | | | | | | |
| | | | | Total | \$10.15 | |

Bank of America Business Card
Credit Card Charges

December 2021 Statement

Mattie Mendez / Administration

| Date of Transaction | Name of Vendor | PO # | Description of Purchase | Amount of Purchase | Account Charged | Receipt |
|---------------------|-------------------------------------|------|--|--------------------|-----------------------|---------|
| 11/09/21 | MAILCHIMP | NO | Mass Text Subscription (IT) | \$51.99 | 200.0-6130-2.0-000.90 | YES |
| 11/30/21 | DFW CAB AND SHUTTLE SE DALLAS TX | No | Transportation to hotel to attend NCAP Board Retreat | \$59.00 | 200.0-6742-2.0.000.90 | Yes |
| 11/30/21 | Fed Ex | No | Scan documents to MCSOS-LPC | \$4.29 | 200.0-6130-2.0-000.90 | YES |
| 12/02/21 | Sq INSTYLE Transportation Dallas TX | No | Transportation to airport | \$69.00 | 200.0-6742-2.0-000.90 | YES |
| 12/02/21 | Sheraton Dallas Texas | No | Hotel stay not covered by NCAP Association | \$184.91 | 200.0-6742-2.0-000.90 | YES |
| 11/23/21 | CALCAPA.ORG | No | Credit from registration | \$-25.00 | 200.0-6742-2.0-000.90 | No |
| | | | Total | \$ 344.19 | | |

I certify that the items and charges above are true and correct, and that the charges inquired have been for business purposes only. Receipts are attached (if available).

Mattie Mendez, Executive Director

Date: November 10, 2021

Bank of America Business Card
Credit Card Charges

December 2021 Statement

Xai Vang / Information Technology

| Date of Transaction | Name of Vendor | PO # | Description of Purchase | Amount of Purchase | Account Charged | Receipt |
|---------------------|----------------|------|--------------------------------------|--------------------|-----------------------|---------|
| 11/9/2021 | Sticker Mule | N/A | Stickers for Employee Climate Survey | 249.99 | 200.0-6110-2.0-000-90 | YES |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | Total | \$ 198.44 | | |

Card Member Service

Credit Card Charges

COSTCO

September 04, 2021 Statement

| Card Holder | Description | Amount | Card Amount |
|------------------------|--|--|-------------|
| Daniel Seeto | Items for vending machine | 242.27 | 242.27 |
| Mattie Mendez | Food for centers | 636.72 | 636.72 |
| Maritza Gomez-Zaragoza | Food for centers Food for centers Food for centers Food for centers Food for centers Food for centers Food for centers | 2.48 225.69 595.43 900 300 803.72 569.28 | 3577.13 |
| Irene Yang | Wellness event | 180.53 | |
| Jennifer Coronado | Supplies for program | 70.05 | 70.05 |
| | | Total | 4526.17 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Check Listing with Accounting Distribution from 9/04/2021 to 9/30/2021
1-WestAmerica New AP Checking

| <u>Check</u> | <u>Date</u> | <u>Vendor</u> | <u>Account</u> | <u>Account Description</u> | <u>Distribution Amount</u> | <u>Check Amount</u> |
|---------------------|-------------|--|-----------------------|----------------------------|----------------------------|---------------------|
| 0169142 | 9/24/2021 | [04454] CARD MEMBER SERVICE-COSTCO - Invoices , , , , , | 105.0-6160-1.0-000-00 | RESALE ITEMS | 242.27 | 4,526.17 |
| | | | 200.0-6875-2.0-000-90 | EMPLOYEE HEALTH & WELFARE | 10.19 | |
| | | | 207.0-6875-2.0-000-00 | COSTS | 1.83 | |
| | | | 218.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.46 | |
| | | | 219.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 2.75 | |
| | | | 224.0-6875-2.0-000-60 | EMPLOYEE HEALTH & WELFARE | 0.54 | |
| | | | 224.0-6875-2.0-000-80 | EMPLOYEE HEALTH & WELFARE | 1.36 | |
| | | | 224.0-6875-2.0-000-90 | EMPLOYEE HEALTH & WELFARE | 0.05 | |
| | | | 231.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.02 | |
| | | | 237.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.03 | |
| | | | 244.0-6875-2.0-000-76 | EMPLOYEE HEALTH & WELFARE | 0.20 | |
| | | | 246.0-6875-2.0-000-76 | EMPLOYEE HEALTH & WELFARE | 0.19 | |
| | | | 252.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.06 | |
| | | | 261.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.63 | |
| | | | 272.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 1.49 | |
| | | | 311.0-6875-3.1-000-00 | EMPLOYEE HEALTH & WELFARE | 36.69 | |
| | | | 312.0-6875-3.1-000-00 | EMPLOYEE HEALTH & WELFARE | 2.91 | |
| | | | 321.0-6875-3.2-000-00 | COSTS | 48.92 | |
| | | | 330.0-6875-3.3-000-00 | EMPLOYEE HEALTH & WELFARE | 52.41 | |
| | | | 371.0-6875-3.1-000-00 | EMPLOYEE HEALTH & WELFARE | 1.16 | |
| | | | 390.1-6121-3.9-001-00 | COSTS | 966.06 | |
| | | | 390.1-6121-3.9-002-00 | EMPLOYEE HEALTH & WELFARE | 1813.57 | |
| | | | 390.1-6122-3.9-001-00 | EMPLOYEE HEALTH & WELFARE | 264.89 | |
| | | | 390.1-6122-3.9-002-00 | FOOD | 295.57 | |
| | | | 390.2-6121-3.9-053-00 | FOOD | 649.21 | |
| | | | 390.2-6122-3.9-053-00 | KITCHEN SUPPLIES | 44.02 | |
| | | | 401.0-6875-4.0-000-00 | KITCHEN SUPPLIES | 1.89 | |
| | | | 426.0-6875-4.0-000-00 | FOOD | 2.65 | |
| | | | 427.0-6875-4.0-000-00 | KITCHEN SUPPLIES | 2.12 | |
| | | | 428.0-6875-4.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.91 | |
| | | | 500.0-6130-5.0-000-00 | EMPLOYEE HEALTH & WELFARE | 12.70 | |
| | | | 500.0-6875-5.0-000-00 | EMPLOYEE HEALTH & WELFARE | 2.18 | |
| | | | 501.0-6130-5.0-000-00 | EMPLOYEE HEALTH & WELFARE | 12.70 | |
| | | | 501.0-6875-5.0-000-00 | PROGRAM SUPPLIES | 2.42 | |
| | | | 508.0-6130-5.0-000-00 | EMPLOYEE HEALTH & WELFARE | 12.70 | |
| | | | 508.0-6875-5.0-000-00 | PROGRAM SUPPLIES | 0.96 | |
| | | | 531.0-6875-5.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.70 | |
| Total Checks | | | | | 4,526.17 | 4,526.17 |

**American Express
Credit Card Charges**

OCTOBER 2021 Statement

Fiscal

| Name of Vendor | Description | Amount | Receipt |
|------------------------|-----------------------------|-----------|----------------|
| ATT | Telephone | 36445.62 | Yes |
| Comcast | Net service | 1066.19 | Yes |
| Community Playthings | Supplies for centers | 11092.27 | Yes |
| Discount School Supply | Supplies for centers | 0.00 | Yes |
| DS Water | Water/rental | 0.00 | Yes |
| Ecolab | Dishwasher rental/repairs | 208.64 | Yes |
| Fedex | Postage | 417.66 | Yes |
| HD Pro / Supply Works | Supplies for office/centers | 0.00 | Yes |
| Lakeshore | Supplies for centers | 0.00 | Yes |
| Matson Alarm | Alarm service | 0.00 | Yes |
| Shred it | Shredding service | 0.00 | Yes |
| Smart Care | Kitchen equipment repairs | 0.00 | Yes |
| Verizon | Wireless devices | 0.00 | Yes |
| Office Depot | Supplies for office/center | 0.00 | Yes |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | TOTAL | 155790.09 | 10/28/21 LA |

Credit Card Charges OCTOBER 2021

Fiscal

| Name of Vendor | Description | Amount |
|---------------------|----------------------|----------|
| Capital One/Walmart | Supplies for centers | 4830.68 |
| Home Depot | Supplies for centers | 14044.74 |
| Wex Bank (Chevron) | Fuel | 177.01 |
| Wex Bank (Valero) | Fuel | 2900.55 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| OCT STMT DATES | | |
| LA | | |

12/21
J D C

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Check Listing with Accounting Distribution from 10/19/2021 to 10/31/2021
1-WestAmerica New AP Checking

cct

| Check | Date | Vendor | Account | Account Description | Distribution Amount | Check Amount |
|---------------------|------------|--|-----------------------|---------------------------|---------------------|-----------------|
| 0169642 | 10/29/2021 | [06313] CAPITAL ONE-WALMART - Invoices , , , , , , , , , , , , | 200.0-6875-2.0-000-90 | EMPLOYEE HEALTH & WELFARE | 57.53 | 4,830.68 |
| | | | 207.0-6875-2.0-000-00 | COSTS | 10.37 | |
| | | | 218.0-6875-2.0-000-40 | EMPLOYEE HEALTH & WELFARE | 2.62 | |
| | | | 219.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 15.52 | |
| | | | 224.0-6130-2.0-000-60 | EMPLOYEE HEALTH & WELFARE | 909.30 | |
| | | | 224.0-6140-2.0-000-60 | PROGRAM SUPPLIES | 440.11 | |
| | | | 224.0-6875-2.0-000-60 | CUSTODIAL SUPPLIES | 3.06 | |
| | | | 224.0-6875-2.0-000-80 | EMPLOYEE HEALTH & WELFARE | 7.63 | |
| | | | 224.0-6875-2.0-000-90 | EMPLOYEE HEALTH & WELFARE | 0.30 | |
| | | | 231.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.08 | |
| | | | 237.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.15 | |
| | | | 246.0-6875-2.0-000-76 | EMPLOYEE HEALTH & WELFARE | 1.08 | |
| | | | 252.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.34 | |
| | | | 255.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 1.12 | |
| | | | 261.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 3.59 | |
| | | | 272.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 8.37 | |
| | | | 311.0-6134-3.1-005-00 | EMPLOYEE HEALTH & WELFARE | 195.29 | |
| | | | 311.0-6134-3.1-009-00 | INSTRUCTIONAL SUPPLIES | 318.79 | |
| | | | 311.0-6875-3.1-000-00 | INSTRUCTIONAL SUPPLIES | 207.10 | |
| | | | 312.0-6875-3.1-000-00 | EMPLOYEE HEALTH & WELFARE | 16.44 | |
| | | | 321.0-6130-3.2-055-00 | COSTS | 696.62 | |
| | | | 321.0-6875-3.2-000-00 | EMPLOYEE HEALTH & WELFARE | 276.14 | |
| | | | 330.0-6875-3.3-000-00 | PROGRAM SUPPLIES | 295.86 | |
| | | | 331.0-6122-3.3-029-39 | EMPLOYEE HEALTH & WELFARE | 114.84 | |
| | | | 331.0-6130-3.3-026-00 | COSTS | 14.10 | |
| | | | 331.0-6130-3.3-027-00 | EMPLOYEE HEALTH & WELFARE | 27.52 | |
| | | | 331.0-6130-3.3-029-39 | KITCHEN SUPPLIES | 38.56 | |
| | | | 331.0-6130-3.3-031-00 | PROGRAM SUPPLIES | 173.71 | |
| | | | 331.0-6875-3.3-021-00 | PROGRAM SUPPLIES | 105.77 | |
| | | | 331.0-6875-3.3-023-00 | PROGRAM SUPPLIES | 105.78 | |
| | | | 331.0-6875-3.3-027-00 | PROGRAM SUPPLIES | 105.78 | |
| | | | 331.0-6875-3.3-028-00 | EMPLOYEE HEALTH & WELFARE | 211.56 | |
| | | | 331.0-6875-3.3-029-00 | EMPLOYEE HEALTH & WELFARE | 105.77 | |
| | | | 331.0-6875-3.3-030-00 | EMPLOYEE HEALTH & WELFARE | 105.78 | |
| | | | 331.0-6875-3.3-031-00 | EMPLOYEE HEALTH & WELFARE | 105.78 | |
| | | | 371.0-6875-3.1-000-00 | EMPLOYEE HEALTH & WELFARE | 6.57 | |
| | | | 390.2-6122-3.9-053-00 | EMPLOYEE HEALTH & WELFARE | 36.55 | |
| Total Checks | | | | | 4,830.68 | 4,830.68 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Check Listing with Accounting Distribution from 11/01/2021 to 11/30/2021
1-WestAmerica New AP Checking

| <u>Check</u> | <u>Date</u> | <u>Vendor</u> | | <u>Account</u> | <u>Account Description</u> | <u>Distribution Amount</u> | <u>Check Amount</u> |
|--------------|-------------------|-----------------------------|------------------------------------|-----------------------|----------------------------|----------------------------|---------------------|
| 0169964 | 11/19/2021 | [03372] HOME DEPOT | PMT - Invoices , , , , , , , , , , | 331.0-6432-3.3-021-00 | BUILDING REPAIRS/ | 199.24 | 1,117.96 |
| | | | | 331.0-6432-3.3-023-00 | MAINTENANCE | 265.87 | |
| | | | | 331.0-6432-3.3-024-00 | BUILDING REPAIRS/ | 8.20 | |
| | | | | 331.0-6432-3.3-026-00 | MAINTENANCE | 110.19 | |
| | | | | 331.0-6432-3.3-028-00 | BUILDING REPAIRS/ | 336.78 | |
| | | | | 331.0-6432-3.3-030-00 | MAINTENANCE | 102.35 | |
| | | | | 331.0-6432-3.3-031-00 | BUILDING REPAIRS/ | 95.33 | |
| | | | | | MAINTENANCE | | |
| | | | | | BUILDING REPAIRS/ | | |
| | | | | | MAINTENANCE | | |
| 0169965 | 11/19/2021 | [03372] HOME DEPOT | PMT - Invoices , , , , , , , , , , | 200.0-6432-2.0-000-90 | BUILDING REPAIRS/ | 346.18 | 1,986.29 |
| | | | | 200.0-6433-2.0-000-90 | MAINTENANCE | 45.29 | |
| | | | | 311.0-6432-3.1-000-00 | GROUNDS MAINTENANCE | 416.80 | |
| | | | | 311.0-6432-3.1-004-00 | BUILDING REPAIRS/ | 117.99 | |
| | | | | 311.0-6432-3.1-014-00 | MAINTENANCE | 118.00 | |
| | | | | 311.0-6432-3.1-351-00 | BUILDING REPAIRS/ | 118.00 | |
| | | | | 321.0-6432-3.2-053-00 | MAINTENANCE | 243.52 | |
| | | | | 331.0-6432-3.3-023-00 | BUILDING REPAIRS/ | 25.47 | |
| | | | | 331.0-6432-3.3-024-00 | MAINTENANCE | 316.30 | |
| | | | | 331.0-6432-3.3-027-00 | BUILDING REPAIRS/ | 37.52 | |
| | | | | 331.0-6432-3.3-028-00 | MAINTENANCE | 87.08 | |
| | | | | 331.0-6432-3.3-030-00 | BUILDING REPAIRS/ | 92.54 | |
| | | | | 331.0-6432-3.3-031-00 | MAINTENANCE | 21.60 | |
| | | | | | BUILDING REPAIRS/ | | |
| | | | | | MAINTENANCE | | |
| | | | | | BUILDING REPAIRS/ | | |
| | | | | | MAINTENANCE | | |
| | BUILDING REPAIRS/ | | | | | | |
| | MAINTENANCE | | | | | | |
| | BUILDING REPAIRS/ | | | | | | |
| | MAINTENANCE | | | | | | |
| | BUILDING REPAIRS/ | | | | | | |
| | MAINTENANCE | | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Check Listing with Accounting Distribution from 11/01/2021 to 11/30/2021
1-WestAmerica New AP Checking

| Check | Date | Vendor | | Account | Account Description | Distribution Amount | Check Amount |
|---------------------|-------------------|-----------------------------|--------------------------------|-----------------------|---------------------|---------------------|------------------|
| 0169966 | 11/19/2021 | [03372] HOME DEPOT | PMT - Invoices , , , , , , , , | 200.0-6432-2.0-000-90 | BUILDING REPAIRS/ | 1400.72 | 9,946.66 |
| | | | | 224.0-6130-2.0-000-60 | MAINTENANCE | 202.45 | |
| | | | | 224.0-6143-2.0-000-60 | PROGRAM SUPPLIES | 1723.99 | |
| | | | | 311.0-6130-3.1-005-00 | FURNISHINGS | 277.59 | |
| | | | | 311.0-6140-3.1-000-00 | PROGRAM SUPPLIES | 242.26 | |
| | | | | 311.0-6432-3.1-000-00 | CUSTODIAL SUPPLIES | 2569.55 | |
| | | | | 311.0-6432-3.1-004-00 | BUILDING REPAIRS/ | 250.72 | |
| | | | | 312.0-6140-3.1-000-00 | MAINTENANCE | 265.47 | |
| | | | | 321.0-6140-3.2-000-00 | BUILDING REPAIRS/ | 398.21 | |
| | | | | 321.0-6432-3.2-000-00 | MAINTENANCE | 1100.67 | |
| | | | | 331.0-6432-3.3-000-00 | CUSTODIAL SUPPLIES | 1100.67 | |
| | | | | 331.0-6432-3.3-023-00 | CUSTODIAL SUPPLIES | 285.75 | |
| | | | | 331.0-6432-3.3-031-00 | BUILDING REPAIRS/ | 128.61 | |
| | | | | | MAINTENANCE | | |
| | | | | | BUILDING REPAIRS/ | | |
| | | | | | MAINTENANCE | | |
| | | | | | BUILDING REPAIRS/ | | |
| | MAINTENANCE | | | | | | |
| | BUILDING REPAIRS/ | | | | | | |
| | MAINTENANCE | | | | | | |
| 0169967 | 11/19/2021 | [03372] HOME DEPOT | PMT - Invoices , , , , , , , | 331.0-6432-3.3-023-00 | BUILDING REPAIRS/ | 83.09 | 993.83 |
| | | | | 331.0-6432-3.3-026-00 | MAINTENANCE | 85.31 | |
| | | | | 331.0-6432-3.3-027-00 | BUILDING REPAIRS/ | 115.53 | |
| | | | | 331.0-6432-3.3-029-00 | MAINTENANCE | 416.38 | |
| | | | | 331.0-6432-3.3-030-00 | BUILDING REPAIRS/ | 293.52 | |
| | | | | | MAINTENANCE | | |
| | BUILDING REPAIRS/ | | | | | | |
| | MAINTENANCE | | | | | | |
| | BUILDING REPAIRS/ | | | | | | |
| | MAINTENANCE | | | | | | |
| Total Checks | | | | | | 14,044.74 | 14,044.74 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Check Listing with Accounting Distribution from 10/19/2021 to 10/31/2021
1-WestAmerica New AP Checking

| <u>Check</u> | <u>Date</u> | <u>Vendor</u> | <u>Account</u> | <u>Account Description</u> | <u>Distribution Amount</u> | <u>Check Amount</u> |
|--------------|-------------|--|-----------------------|----------------------------|----------------------------|---------------------|
| 0169689 | 10/29/2021 | [04941] WEX BANK Chevron Box 4337 - Invoices , , | 200.0-6610-2.0-000-90 | GAS & OIL | 57.75 | 177.01 |
| | | | 331.0-6610-3.3-031-00 | GAS & OIL | 119.26 | |
| | | | | Total Checks | 177.01 | 177.01 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Check Listing with Accounting Distribution from 10/19/2021 to 10/31/2021
1-WestAmerica New AP Checking

| <u>Check</u> | <u>Date</u> | <u>Vendor</u> | <u>Account</u> | <u>Account Description</u> | <u>Distribution Amount</u> | <u>Check Amount</u> |
|---------------------|-------------|--|---|---|--|---------------------|
| 0169605 | 10/22/2021 | [06067] WEX BANK Valero Box 6293 - Invoices 49222, 49222, 49222, 49222, 49354, 49354, 50006, 50212, 50212, 50212, 50410, 50410, 50410, 50410, 50410, 50527 | 272.0-7210-2.0-000-00 311.0-6610-3.1-000-00 311.0-6610-3.1-000-39 321.0-6610-3.2-000-00 331.0-6610-3.3-000-00 331.0-6610-3.3-030-00 331.0-6610-3.3-031-00 331.0-6640-3.3-031-00 | TRANSPORTATION VOUCHERS GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL VEHICLE REPAIR & MAINTENANCE | 3.00 186.26 105.00 257.99 74.61 114.76 296.29 25.12 | 1,063.03 |
| 0169606 | 10/22/2021 | [06067] WEX BANK Valero Box 6293 - Invoices 50527, 50600, 50808, 51053, 51194, 51194, 51194, 51194, 51194, 51194, 51509, 51772, 51772, 51772, 51772, 52028 | 272.0-7210-2.0-000-00 312.0-6610-3.1-012-00 331.0-6610-3.3-024-00 331.0-6610-3.3-030-00 331.0-6610-3.3-031-00 500.0-6610-5.0-000-00 501.0-6610-5.0-000-00 508.0-6610-5.0-000-00 533.0-6610-5.0-000-00 | TRANSPORTATION VOUCHERS GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL | 10.00 72.67 64.22 26.01 282.11 0.64 205.02 4.30 110.79 | 775.76 |
| 0169607 | 10/22/2021 | [06067] WEX BANK Valero Box 6293 - Invoices 52028, 52028, 52028, 52028, 52333, 52481, 52671, 52671, 53018, 53018, 53018, 53018, 53174, 53174, 53497, 53497 | 200.0-6610-2.0-000-90 311.0-6610-3.1-000-00 311.0-6610-3.1-000-39 331.0-6610-3.3-000-00 331.0-6610-3.3-031-00 501.0-6610-5.0-000-00 533.0-6610-5.0-000-00 | GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL | 37.00 56.81 114.93 40.00 255.90 68.89 101.18 | 674.71 |
| 0169608 | 10/22/2021 | [06067] WEX BANK Valero Box 6293 - Invoices 53620, 53620, 53620, 53620, 53620, 53885, 53968, 53968, 95028 | 311.0-6610-3.1-000-00 321.0-6610-3.2-000-00 321.0-6610-3.2-000-39 | GAS & OIL GAS & OIL GAS & OIL | 155.38 60.00 171.67 | 387.05 |
| Total Checks | | | | | 2,900.55 | 2,900.55 |

Card Member Service

Credit Card Charges

COSTCO

October 04, 2021 Statement

| Card Holder | Description | Amount | Card Amount |
|------------------------|----------------------|---------|-------------|
| Mattie Mendez | Food for centers | 80.88 | 2250.98 |
| | Food for centers | 404.53 | |
| | Food for centers | 430.45 | |
| | Food for centers | 627.30 | |
| | Food for centers | 707.82 | |
| Irene Yang | Wellness event | 1017.45 | 1017.45 |
| Maritza Gomez-Zaragoza | Food for centers | 389.68 | 2463.23 |
| | Food for centers | 738.72 | |
| | Food for centers | 1034.83 | |
| | Food for centers | 300.00 | |
| Jennifer Coronado | Supplies for program | 222.10 | 222.10 |
| | | Total | 5953.76 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Check Listing with Accounting Distribution from 10/04/2021 to 10/31/2021
1-WestAmerica New AP Checking

| <u>Check</u> | <u>Date</u> | <u>Vendor</u> | <u>Account</u> | <u>Account Description</u> | <u>Distribution Amount</u> | <u>Check Amount</u> |
|---------------------|-------------|--|-----------------------|----------------------------|----------------------------|---------------------|
| 0169497 | 10/15/2021 | [04454] CARD MEMBER SERVICE-COSTCO - Invoices , , , , , , , , , , | 200.0-6130-2.0-000-90 | PROGRAM SUPPLIES | 300.00 | 5,953.76 |
| | | | 200.0-6875-2.0-000-90 | EMPLOYEE HEALTH & WELFARE | 57.46 | |
| | | | 207.0-6875-2.0-000-00 | COSTS | 10.36 | |
| | | | 218.0-6875-2.0-000-40 | EMPLOYEE HEALTH & WELFARE | 2.61 | |
| | | | 219.0-6875-2.0-000-60 | EMPLOYEE HEALTH & WELFARE | 15.50 | |
| | | | 224.0-6875-2.0-000-60 | EMPLOYEE HEALTH & WELFARE | 3.06 | |
| | | | 224.0-6875-2.0-000-80 | EMPLOYEE HEALTH & WELFARE | 7.62 | |
| | | | 224.0-6875-2.0-000-90 | EMPLOYEE HEALTH & WELFARE | 0.30 | |
| | | | 231.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.07 | |
| | | | 237.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.15 | |
| | | | 246.0-6875-2.0-000-76 | EMPLOYEE HEALTH & WELFARE | 1.08 | |
| | | | 252.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 0.34 | |
| | | | 255.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 1.12 | |
| | | | 261.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 3.58 | |
| | | | 272.0-6875-2.0-000-00 | EMPLOYEE HEALTH & WELFARE | 8.36 | |
| | | | 311.0-6875-3.1-000-00 | EMPLOYEE HEALTH & WELFARE | 206.78 | |
| | | | 312.0-6875-3.1-000-00 | EMPLOYEE HEALTH & WELFARE | 16.41 | |
| | | | 321.0-6875-3.2-000-00 | COSTS | 275.70 | |
| | | | 330.0-6875-3.3-000-00 | EMPLOYEE HEALTH & WELFARE | 295.39 | |
| | | | 371.0-6875-3.1-000-00 | EMPLOYEE HEALTH & WELFARE | 6.56 | |
| | | | 390.1-6121-3.9-001-00 | COSTS | 1753.06 | |
| | | | 390.1-6121-3.9-002-00 | EMPLOYEE HEALTH & WELFARE | 499.11 | |
| | | | 390.1-6122-3.9-001-00 | EMPLOYEE HEALTH & WELFARE | 17.49 | |
| | | | 390.2-6121-3.9-053-00 | FOOD | 1978.35 | |
| | | | 390.2-6122-3.9-053-00 | FOOD | 166.20 | |
| | | | 401.0-6875-4.0-000-00 | KITCHEN SUPPLIES | 10.66 | |
| | | | 426.0-6875-4.0-000-00 | FOOD | 14.94 | |
| | | | 427.0-6875-4.0-000-00 | KITCHEN SUPPLIES | 11.94 | |
| | | | 428.0-6875-4.0-000-00 | EMPLOYEE HEALTH & WELFARE | 5.12 | |
| | | | 500.0-6130-5.0-000-00 | EMPLOYEE HEALTH & WELFARE | 20.72 | |
| | | | 500.0-6875-5.0-000-00 | EMPLOYEE HEALTH & WELFARE | 12.28 | |
| | | | 501.0-6130-5.0-000-00 | EMPLOYEE HEALTH & WELFARE | 20.70 | |
| | | | 501.0-6875-5.0-000-00 | PROGRAM SUPPLIES | 13.59 | |
| | | | 508.0-6130-5.0-000-00 | EMPLOYEE HEALTH & WELFARE | 20.73 | |
| | | | 508.0-6875-5.0-000-00 | PROGRAM SUPPLIES | 5.42 | |
| | | | 531.0-6875-5.0-000-00 | EMPLOYEE HEALTH & WELFARE | 3.99 | |
| | | | 533.0-6130-5.0-000-00 | PROGRAM SUPPLIES | 128.09 | |
| Total Checks | | | | | 5,953.76 | 5,953.76 |

**American Express
Credit Card Charges**

NOVEMBER 2021 Statement

Fiscal

| Name of Vendor | Description | Amount | Receipt |
|------------------------|-----------------------------|----------|----------------|
| ATT | Telephone | 31511.21 | Yes |
| Comcast | Net service | 1027.63 | Yes |
| Community Playthings | Supplies for centers | 1186.81 | Yes |
| Discount School Supply | Supplies for centers | 5849.98 | Yes |
| DS Water | Water/rental | 2206.94 | Yes |
| Ecolab | Dishwasher rental/repairs | 104.32 | Yes |
| Fedex | Postage | 452.46 | Yes |
| HD Pro / Supply Works | Supplies for office/centers | 18490.50 | Yes |
| Lakeshore | Supplies for centers | 5854.86 | Yes |
| Matson Alarm | Alarm service | 608.50 | Yes |
| Shred it | Shredding service | 0.00 | |
| Smart Care | Kitchen equipment repairs | 3893.10 | Yes |
| Verizon | Wireless devices | 6784.43 | Yes |
| Office Depot | Supplies for office/center | 11523.60 | Yes |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | TOTAL | 89494.34 | 11/28/21 LA |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

10/5/21

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|---------------------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS DS WATERS | 200.0-6180-2.0-000-90 | 113.83 | | 9/01/2021 | 10/01/2021 | 2,663.35 | 2,663.35 |
| | 311.0-6180-3.1-000-00 | 38.97 | | | | | |
| | 311.0-6180-3.1-001-00 | 26.86 | | | | | |
| | 311.0-6180-3.1-002-00 | 55.39 | | | | | |
| | 311.0-6180-3.1-004-00 | 68.16 | | | | | |
| | 311.0-6180-3.1-005-00 | 36.38 | | | | | |
| | 311.0-6180-3.1-006-00 | 47.12 | | | | | |
| | 311.0-6180-3.1-007-00 | 62.39 | | | | | |
| | 311.0-6180-3.1-008-00 | 147.72 | | | | | |
| | 311.0-6180-3.1-009-00 | 20.04 | | | | | |
| | 311.0-6180-3.1-014-00 | 35.93 | | | | | |
| | 311.0-6180-3.1-016-00 | 31.89 | | | | | |
| | 311.0-6180-3.1-351-00 | 4.73 | | | | | |
| | 312.0-6180-3.1-000-00 | 3.87 | | | | | |
| | 321.0-6180-3.2-000-00 | 50.30 | | | | | |
| | 321.0-6180-3.2-051-00 | 101.58 | | | | | |
| | 321.0-6180-3.2-053-00 | 485.44 | | | | | |
| | 321.0-6180-3.2-054-00 | 203.99 | | | | | |
| | 321.0-6180-3.2-055-00 | 145.87 | | | | | |
| | 321.0-6180-3.2-057-00 | 192.13 | | | | | |
| | 331.0-6180-3.3-021-00 | 35.11 | | | | | |
| | 331.0-6180-3.3-023-00 | 110.37 | | | | | |
| | 331.0-6180-3.3-024-00 | 71.46 | | | | | |
| | 331.0-6180-3.3-026-00 | 34.00 | | | | | |
| | 331.0-6180-3.3-027-00 | 120.13 | | | | | |
| | 331.0-6180-3.3-028-00 | 127.19 | | | | | |
| | 331.0-6180-3.3-029-00 | 94.47 | | | | | |
| | 331.0-6180-3.3-030-00 | 51.96 | | | | | |
| | 331.0-6180-3.3-031-00 | 68.35 | | | | | |
| | 371.0-6180-3.1-000-00 | 33.71 | | | | | |
| | 500.0-6180-5.0-000-00 | 6.47 | | | | | |
| | 501.0-6180-5.0-000-00 | 6.47 | | | | | |
| | 508.0-6180-5.0-000-00 | 24.60 | | | | | |
| | 533.0-6180-5.0-000-00 | 6.47 | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|------------------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS MATSON | 200.0-6437-2.0-000-90 | 222.72 | | 9/01/2021 | 10/01/2021 | 708.00 | 708.00 |
| | 272.0-6437-2.0-000-00 | 149.00 | | | | | |
| | 272.0-6437-2.0-000-90 | 65.00 | | | | | |
| | 311.0-6437-3.1-000-00 | 19.05 | | | | | |
| | 311.0-6437-3.1-005-00 | 28.00 | | | | | |
| | 312.0-6437-3.1-000-00 | 17.50 | | | | | |
| | 321.0-6437-3.2-000-00 | 22.23 | | | | | |
| | 331.0-6437-3.3-031-00 | 68.50 | | | | | |
| | 371.0-6437-3.1-000-00 | 41.50 | | | | | |
| | 500.0-6437-5.0-000-00 | 24.59 | | | | | |
| | 501.0-6437-5.0-000-00 | 12.66 | | | | | |
| | 508.0-6437-5.0-000-00 | 6.71 | | | | | |
| | 531.0-6437-5.0-000-00 | 2.98 | | | | | |
| | 533.0-6437-5.0-000-00 | 27.56 | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | 200.0-6320-2.0-000-90 | 595.50 | | 9/04/2021 | 10/04/2021 | 6,027.07 | 6,027.07 |
| VERIZON | 207.0-6320-2.0-000-00 | 330.14 | | | | | |
| | 218.0-6320-2.0-000-40 | 88.44 | | | | | |
| | 219.0-6320-2.0-000-00 | 153.12 | | | | | |
| | 224.0-6320-2.0-000-60 | 55.26 | | | | | |
| | 224.0-6320-2.0-000-80 | 82.86 | | | | | |
| | 272.0-6320-2.0-000-00 | 171.70 | | | | | |
| | 311.0-6320-3.1-000-00 | 492.95 | | | | | |
| | 311.0-6320-3.1-000-50 | 18.12 | | | | | |
| | 311.0-6320-3.1-001-00 | 50.33 | | | | | |
| | 311.0-6320-3.1-002-00 | 50.33 | | | | | |
| | 311.0-6320-3.1-004-00 | 50.33 | | | | | |
| | 311.0-6320-3.1-005-00 | 50.33 | | | | | |
| | 311.0-6320-3.1-006-00 | 50.33 | | | | | |
| | 311.0-6320-3.1-007-00 | 50.33 | | | | | |
| | 311.0-6320-3.1-008-00 | 50.33 | | | | | |
| | 311.0-6320-3.1-009-00 | 50.33 | | | | | |
| | 311.0-6320-3.1-014-00 | 50.33 | | | | | |
| | 311.0-6320-3.1-016-00 | 50.33 | | | | | |
| | 311.0-6320-3.1-351-00 | 50.33 | | | | | |
| | 312.0-6320-3.1-012-00 | 239.33 | | | | | |
| | 321.0-6320-3.2-000-00 | 511.45 | | | | | |
| | 321.0-6320-3.2-000-50 | 16.11 | | | | | |
| | 321.0-6320-3.2-053-00 | 51.04 | | | | | |
| | 321.0-6320-3.2-054-00 | 51.04 | | | | | |
| | 321.0-6320-3.2-055-00 | 51.04 | | | | | |
| | 321.0-6320-3.2-057-00 | 51.04 | | | | | |
| | 325.0-6320-3.2-000-00 | 1.01 | | | | | |
| | 331.0-6320-3.3-000-00 | 132.10 | | | | | |
| | 331.0-6320-3.3-000-50 | 16.10 | | | | | |
| | 331.0-6320-3.3-021-00 | 50.33 | | | | | |
| | 331.0-6320-3.3-023-00 | 50.33 | | | | | |
| | 331.0-6320-3.3-024-00 | 50.33 | | | | | |
| | 331.0-6320-3.3-026-00 | 50.33 | | | | | |
| | 331.0-6320-3.3-027-00 | 50.33 | | | | | |
| | 331.0-6320-3.3-028-00 | 50.33 | | | | | |
| [02280] AMERICAN EXPRESS | 311.0-6320-3.1-002-00 | 211.84 | | 10/01/2021 | 10/31/2021 | 211.84 | 211.84 |
| ATT 002 | | | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | 200.0-6180-2.0-000-90 | 85.28 | | 10/01/2021 | 10/31/2021 | 3,074.95 | 3,074.95 |
| DS WATER | 311.0-6180-3.1-000-00 | 32.76 | | | | | |
| | 311.0-6180-3.1-001-00 | 53.29 | | | | | |
| | 311.0-6180-3.1-002-00 | 77.24 | | | | | |
| | 311.0-6180-3.1-004-00 | 56.62 | | | | | |
| | 311.0-6180-3.1-005-00 | 23.90 | | | | | |
| | 311.0-6180-3.1-006-00 | 88.27 | | | | | |
| | 311.0-6180-3.1-007-00 | 56.90 | | | | | |
| | 311.0-6180-3.1-008-00 | 74.34 | | | | | |
| | 311.0-6180-3.1-009-00 | 32.51 | | | | | |
| | 311.0-6180-3.1-014-00 | 57.21 | | | | | |
| | 311.0-6180-3.1-016-00 | 19.73 | | | | | |
| | 311.0-6180-3.1-351-00 | 79.52 | | | | | |
| | 312.0-6180-3.1-000-00 | 3.04 | | | | | |
| | 321.0-6180-3.2-000-00 | 42.03 | | | | | |
| | 321.0-6180-3.2-051-00 | 77.75 | | | | | |
| | 321.0-6180-3.2-053-00 | 643.40 | | | | | |
| | 321.0-6180-3.2-054-00 | 325.87 | | | | | |
| | 321.0-6180-3.2-055-00 | 218.57 | | | | | |
| | 321.0-6180-3.2-057-00 | 164.60 | | | | | |
| | 331.0-6180-3.3-021-00 | 57.65 | | | | | |
| | 331.0-6180-3.3-023-00 | 71.13 | | | | | |
| | 331.0-6180-3.3-024-00 | 68.22 | | | | | |
| | 331.0-6180-3.3-026-00 | 21.25 | | | | | |
| | 331.0-6180-3.3-027-00 | 149.32 | | | | | |
| | 331.0-6180-3.3-028-00 | 203.26 | | | | | |
| | 331.0-6180-3.3-029-00 | 91.66 | | | | | |
| | 331.0-6180-3.3-030-00 | 64.60 | | | | | |
| | 331.0-6180-3.3-031-00 | 52.14 | | | | | |
| | 371.0-6180-3.1-000-00 | 20.92 | | | | | |
| | 500.0-6180-5.0-000-00 | 10.84 | | | | | |
| | 501.0-6180-5.0-000-00 | 10.83 | | | | | |
| | 508.0-6180-5.0-000-00 | 29.47 | | | | | |
| | 533.0-6180-5.0-000-00 | 10.83 | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|-------------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | 200.0-6437-2.0-000-90 | 160.41 | | 10/01/2021 | 10/31/2021 | 535.95 | 535.95 |
| MATSON ALARM-[SEPARATE CHECK] | 272.0-6437-2.0-000-00 | 74.50 | | | | | |
| | 311.0-6437-3.1-000-00 | 23.45 | | | | | |
| | 311.0-6437-3.1-005-00 | 28.00 | | | | | |
| | 312.0-6437-3.1-000-00 | 21.58 | | | | | |
| | 321.0-6437-3.2-000-00 | 27.36 | | | | | |
| | 331.0-6437-3.3-031-00 | 68.50 | | | | | |
| | 371.0-6437-3.1-000-00 | 45.50 | | | | | |
| | 500.0-6437-5.0-000-00 | 28.36 | | | | | |
| | 501.0-6437-5.0-000-00 | 19.34 | | | | | |
| | 508.0-6437-5.0-000-00 | 8.35 | | | | | |
| | 531.0-6437-5.0-000-00 | 0.83 | | | | | |
| | 533.0-6437-5.0-000-00 | 29.77 | | | | | |
| [02280] AMERICAN EXPRESS | 100.0-1329-0.0-000-00 | -102.30 | | 10/01/2021 | 10/31/2021 | -102.30 | -102.30 |
| COMM PLAYTHINGS CORRECTS | | | | | | | |
| ERROR | | | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> | |
|---|---|--|----------------|---------------------|-----------------|-----------------------|-------------------|-----------|
| [02280] AMERICAN EXPRESS ATT 831 000 9751 ASE | 200.0-6320-2.0-000-90 311.0-6320-3.1-000-00 311.0-6320-3.1-000-50 311.0-6320-3.1-001-00 311.0-6320-3.1-002-00 311.0-6320-3.1-004-00 311.0-6320-3.1-005-00 311.0-6320-3.1-006-00 311.0-6320-3.1-009-00 311.0-6320-3.1-014-00 311.0-6320-3.1-016-00 312.0-6320-3.1-000-00 312.0-6320-3.1-000-50 321.0-6320-3.2-000-00 321.0-6320-3.2-000-50 321.0-6320-3.2-051-00 321.0-6320-3.2-053-00 321.0-6320-3.2-054-00 321.0-6320-3.2-055-00 321.0-6320-3.2-057-00 325.0-6320-3.2-000-00 331.0-6320-3.3-024-00 331.0-6320-3.3-027-00 331.0-6320-3.3-028-00 331.0-6320-3.3-030-00 331.0-6320-3.3-031-00 362.0-6320-3.2-000-00 380.0-6320-3.1-000-00 380.0-6320-3.1-000-50 | 365.55 662.40 15.30 1108.03 1108.03 1108.13 1108.06 1108.03 1108.03 1108.03 1108.03 187.27 2.88 846.46 24.27 1108.03 1108.03 1108.03 1108.03 1293.64 0.78 1108.07 1108.04 1108.04 1108.04 1108.04 4.65 101.28 5.21 | | | 10/01/2021 | 10/31/2021 | 22,346.41 | 22,346.41 |
| [02280] AMERICAN EXPRESS ATT 559 674 8531 PINE 104 | 200.0-6320-2.0-000-90 311.0-6320-3.1-000-00 321.0-6320-3.2-000-00 | 64.62 64.63 66.58 | | | 10/01/2021 | 10/31/2021 | 195.83 | 195.83 |
| [02280] AMERICAN EXPRESS ATT 250 427 1104 RR | 401.0-6320-4.0-000-00 | 104.53 | | | 10/01/2021 | 10/31/2021 | 104.53 | 104.53 |
| [02280] AMERICAN EXPRESS ATT 088 065 5820 FRES DSL | 331.0-6320-3.3-031-00 | 90.95 | | | 10/01/2021 | 10/31/2021 | 90.95 | 90.95 |
| [02280] AMERICAN EXPRESS COMCAST | 371.0-6320-3.1-000-00 500.0-6320-5.0-000-00 501.0-6320-5.0-000-00 508.0-6320-5.0-000-00 531.0-6320-5.0-000-00 533.0-6320-5.0-000-00 533.0-6320-5.0-062-00 | 295.67 80.41 54.87 300.92 2.33 84.44 109.78 | | | 10/01/2021 | 10/31/2021 | 928.42 | 928.42 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|------------------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | 200.0-6320-2.0-000-90 | 83.27 | | 10/01/2021 | 10/31/2021 | 1,583.05 | 1,583.05 |
| ATT 831 000 4097 851 IP FLEX VOICE | 207.0-6320-2.0-000-00 | 9.30 | | | | | |
| LINES/CALLING PLAN-[SEPARATE | 218.0-6320-2.0-000-40 | 6.21 | | | | | |
| CHECK] | 224.0-6320-2.0-000-60 | 1.85 | | | | | |
| | 224.0-6320-2.0-000-80 | 2.80 | | | | | |
| | 272.0-6320-2.0-000-00 | 10.87 | | | | | |
| | 311.0-6320-3.1-000-00 | 60.25 | | | | | |
| | 311.0-6320-3.1-000-50 | 1.48 | | | | | |
| | 311.0-6320-3.1-001-00 | 158.31 | | | | | |
| | 311.0-6320-3.1-006-00 | 158.31 | | | | | |
| | 311.0-6320-3.1-014-00 | 158.31 | | | | | |
| | 311.0-6320-3.1-016-00 | 158.31 | | | | | |
| | 312.0-6320-3.1-000-00 | 159.82 | | | | | |
| | 312.0-6320-3.1-000-50 | 0.27 | | | | | |
| | 321.0-6320-3.2-000-00 | 66.35 | | | | | |
| | 321.0-6320-3.2-051-00 | 4.65 | | | | | |
| | 321.0-6320-3.2-053-00 | 4.66 | | | | | |
| | 321.0-6320-3.2-054-00 | 6.20 | | | | | |
| | 321.0-6320-3.2-055-00 | 158.31 | | | | | |
| | 321.0-6320-3.2-057-00 | 158.31 | | | | | |
| | 325.0-6320-3.2-000-00 | 0.26 | | | | | |
| | 331.0-6320-3.3-000-00 | 10.72 | | | | | |
| | 331.0-6320-3.3-031-00 | 158.31 | | | | | |
| | 362.0-6320-3.2-000-00 | 0.77 | | | | | |
| | 371.0-6320-3.1-000-00 | 6.21 | | | | | |
| | 380.0-6320-3.1-000-00 | 2.75 | | | | | |
| | 380.0-6320-3.1-000-50 | 0.51 | | | | | |
| | 401.0-6320-4.0-000-00 | 1.93 | | | | | |
| | 407.0-6320-4.0-000-00 | 1.55 | | | | | |
| | 424.0-6320-4.0-000-00 | 0.33 | | | | | |
| | 426.0-6320-4.0-000-00 | 5.76 | | | | | |
| | 427.0-6320-4.0-000-00 | 4.99 | | | | | |
| | 428.0-6320-4.0-000-00 | 2.50 | | | | | |
| | 500.0-6320-5.0-000-00 | 6.68 | | | | | |
| | 501.0-6320-5.0-000-00 | 3.34 | | | | | |
| | 508.0-6320-5.0-000-00 | 2.25 | | | | | |
| [02280] AMERICAN EXPRESS | 500.0-6320-5.0-000-00 | 29.13 | | 10/01/2021 | 10/31/2021 | 88.28 | 88.28 |
| ATT 250 427 1103 VS | 501.0-6320-5.0-000-00 | 29.13 | | | | | |
| | 533.0-6320-5.0-000-00 | 30.02 | | | | | |
| [02280] AMERICAN EXPRESS | 533.0-6320-5.0-062-00 | 281.58 | | 10/01/2021 | 10/31/2021 | 281.58 | 281.58 |
| ATT 5 ACCTS VS | | | | | | | |
| [02280] AMERICAN EXPRESS | 224.0-6320-2.0-000-60 | 55.08 | | 10/01/2021 | 10/31/2021 | 137.71 | 137.71 |
| ATT SHUN | 224.0-6320-2.0-000-80 | 82.63 | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | 200.0-6320-2.0-000-90 | 595.23 | | 10/04/2021 | 11/03/2021 | 4,773.51 | 4,773.51 |
| VERIZON | 207.0-6320-2.0-000-00 | 330.06 | | | | | |
| | 218.0-6320-2.0-000-40 | 88.30 | | | | | |
| | 219.0-6320-2.0-000-00 | 153.00 | | | | | |
| | 224.0-6320-2.0-000-60 | 55.20 | | | | | |
| | 224.0-6320-2.0-000-80 | 82.80 | | | | | |
| | 272.0-6320-2.0-000-00 | 171.58 | | | | | |
| | 311.0-6320-3.1-000-00 | 254.13 | | | | | |
| | 311.0-6320-3.1-000-50 | 18.10 | | | | | |
| | 311.0-6320-3.1-001-00 | 50.29 | | | | | |
| | 311.0-6320-3.1-002-00 | 50.29 | | | | | |
| | 311.0-6320-3.1-004-00 | 50.29 | | | | | |
| | 311.0-6320-3.1-005-00 | 50.29 | | | | | |
| | 311.0-6320-3.1-006-00 | 50.29 | | | | | |
| | 311.0-6320-3.1-007-00 | 50.29 | | | | | |
| | 311.0-6320-3.1-008-00 | 50.29 | | | | | |
| | 311.0-6320-3.1-009-00 | 50.29 | | | | | |
| | 311.0-6320-3.1-014-00 | 50.29 | | | | | |
| | 311.0-6320-3.1-016-00 | 50.29 | | | | | |
| | 311.0-6320-3.1-351-00 | 50.29 | | | | | |
| | 312.0-6320-3.1-012-00 | 239.17 | | | | | |
| | 321.0-6320-3.2-000-00 | 231.13 | | | | | |
| | 321.0-6320-3.2-000-50 | 16.09 | | | | | |
| | 321.0-6320-3.2-053-00 | 51.00 | | | | | |
| | 321.0-6320-3.2-054-00 | 51.00 | | | | | |
| | 321.0-6320-3.2-055-00 | 51.00 | | | | | |
| | 321.0-6320-3.2-057-00 | 51.00 | | | | | |
| | 325.0-6320-3.2-000-00 | 1.02 | | | | | |
| | 331.0-6320-3.3-000-00 | 132.03 | | | | | |
| | 331.0-6320-3.3-000-50 | 16.10 | | | | | |
| | 331.0-6320-3.3-021-00 | 50.29 | | | | | |
| | 331.0-6320-3.3-023-00 | 50.29 | | | | | |
| | 331.0-6320-3.3-024-00 | 50.29 | | | | | |
| | 331.0-6320-3.3-026-00 | 50.29 | | | | | |
| | 331.0-6320-3.3-027-00 | 50.29 | | | | | |
| | 331.0-6320-3.3-028-00 | 50.29 | | | | | |
| [02280] AMERICAN EXPRESS | 311.0-6134-3.1-009-00 | 298.53 | 159377 | 9/27/2021 | 10/27/2021 | 298.53 | 298.53 |
| LAKESHORE PO 22771 | | | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|---|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22534 | 200.0-6110-2.0-000-90 | 132.97 | 184079130 | 8/04/2021 | 9/03/2021 | 677.96 | 677.96 |
| | 207.0-6110-2.0-000-00 | 124.93 | | | | | |
| | 216.0-6110-2.0-081-00 | 0.67 | | | | | |
| | 218.0-6110-2.0-000-00 | 0.52 | | | | | |
| | 218.0-6110-2.0-000-40 | 5.16 | | | | | |
| | 224.0-6110-2.0-000-60 | 2.47 | | | | | |
| | 224.0-6110-2.0-000-80 | 0.43 | | | | | |
| | 231.0-6110-2.0-000-00 | 0.71 | | | | | |
| | 235.0-6110-2.0-000-00 | 2.16 | | | | | |
| | 246.0-6110-2.0-000-76 | 7.41 | | | | | |
| | 247.0-6110-2.0-000-00 | 3.58 | | | | | |
| | 252.0-6110-2.0-000-00 | 2.85 | | | | | |
| | 263.0-6110-2.0-000-00 | 33.96 | | | | | |
| | 269.0-6110-2.0-000-74 | 39.83 | | | | | |
| | 272.0-6110-2.0-000-00 | 234.53 | | | | | |
| | 311.0-6110-3.1-000-00 | 0.12 | | | | | |
| | 321.0-6110-3.2-000-00 | 0.13 | | | | | |
| | 331.0-6110-3.3-000-00 | 0.08 | | | | | |
| | 371.0-6110-3.1-000-00 | 8.66 | | | | | |
| | 401.0-6110-4.0-000-00 | 14.90 | | | | | |
| | 407.0-6110-4.0-000-00 | 0.71 | | | | | |
| | 426.0-6110-4.0-000-00 | 27.50 | | | | | |
| | 427.0-6110-4.0-000-00 | 25.05 | | | | | |
| | 428.0-6110-4.0-000-00 | 8.58 | | | | | |
| | 531.0-6110-5.0-000-00 | 0.02 | | | | | |
| | 533.0-6110-5.0-000-00 | 0.03 | | | | | |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22567 | 200.0-6110-2.0-000-90 | -20.34 | 184829444 | 9/01/2021 | 10/01/2021 | -20.34 | -20.34 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22567 | 200.0-6110-2.0-000-90 | 20.34 | 184996924 | 8/23/2021 | 9/22/2021 | 20.34 | 20.34 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22503 | 200.0-6110-2.0-000-90 | -297.86 | 185055043 | 8/19/2021 | 9/18/2021 | -297.86 | -297.86 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22481 | 401.0-6130-4.0-000-00 | -71.42 | 186820468 | 8/19/2021 | 9/18/2021 | -285.66 | -285.66 |
| | 426.0-6130-4.0-000-00 | -71.42 | | | | | |
| | 427.0-6130-4.0-000-00 | -71.42 | | | | | |
| | 428.0-6130-4.0-000-00 | -71.40 | | | | | |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22589 | 311.0-6110-3.1-002-00 | 344.16 | 187137281 | 8/17/2021 | 9/16/2021 | 344.16 | 344.16 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22589 | 311.0-6110-3.1-002-00 | 29.84 | 187137281-002 | 9/02/2021 | 10/02/2021 | 29.84 | 29.84 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22567 | 200.0-6110-2.0-000-90 | 30.70 | 187670628 | 8/26/2021 | 9/25/2021 | 30.70 | 30.70 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--------------------------|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22626 | 331.0-6110-3.3-024-00 | 116.76 | 187891318 | 8/25/2021 | 9/24/2021 | 116.76 | 116.76 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22636 | 331.0-6110-3.3-026-00 | 161.95 | 188009490 | 9/07/2021 | 10/07/2021 | 161.95 | 161.95 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22636 | 331.0-6110-3.3-026-00 | 69.55 | 188047947 | 8/25/2021 | 9/24/2021 | 69.55 | 69.55 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22636 | 331.0-6110-3.3-026-00 | 23.74 | 188047949 | 8/25/2021 | 9/24/2021 | 23.74 | 23.74 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22592 | 331.0-6130-3.3-026-00 | 72.03 | 188162612 | 8/17/2021 | 9/16/2021 | 72.03 | 72.03 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22592 | 331.0-6130-3.3-026-00 | 572.25 | 188162612-002 | 8/31/2021 | 9/30/2021 | 572.25 | 572.25 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22637 | 331.0-6130-3.3-027-00 | 174.11 | 188171649 | 8/25/2021 | 9/24/2021 | 174.11 | 174.11 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22590 | 200.0-6110-2.0-000-90 | 430.32 | 188271439 | 8/17/2021 | 9/16/2021 | 430.32 | 430.32 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22590 | 200.0-6110-2.0-000-90 | 53.89 | 188275918 | 8/17/2021 | 9/16/2021 | 53.89 | 53.89 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22637 | 331.0-6130-3.3-027-00 | 18.94 | 188302021 | 8/25/2021 | 9/24/2021 | 18.94 | 18.94 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22569 | 331.0-6130-3.3-028-00 | 496.07 | 188325238 | 8/11/2021 | 9/10/2021 | 496.07 | 496.07 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22569 | 331.0-6130-3.3-028-00 | 17.69 | 188325238-002 | 8/25/2021 | 9/24/2021 | 17.69 | 17.69 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22569 | 331.0-6130-3.3-028-00 | 102.75 | 188331191 | 8/19/2021 | 9/18/2021 | 102.75 | 102.75 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22569 | 331.0-6130-3.3-028-00 | 269.93 | 188331196 | 9/22/2021 | 10/22/2021 | 269.93 | 269.93 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22569 | 331.0-6130-3.3-028-00 | 34.54 | 188331198 | 8/16/2021 | 9/15/2021 | 34.54 | 34.54 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22648 | 331.0-6110-3.3-023-00 | 18.68 | 188347217 | 8/25/2021 | 9/24/2021 | 18.68 | 18.68 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22648 | 331.0-6110-3.3-023-00 | 144.49 | 188358637 | 8/25/2021 | 9/24/2021 | 144.49 | 144.49 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22648 | 331.0-6110-3.3-023-00 | 30.22 | 188358693 | 8/25/2021 | 9/24/2021 | 30.22 | 30.22 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22648 | 331.0-6110-3.3-023-00 | 21.91 | 188358703 | 8/26/2021 | 9/25/2021 | 21.91 | 21.91 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--------------------------|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22568 | 311.0-6130-3.1-007-00 | 25.85 | 188446065 | 8/18/2021 | 9/17/2021 | 25.85 | 25.85 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22568 | 311.0-6130-3.1-007-00 | 63.00 | 188508180 | 8/12/2021 | 9/11/2021 | 63.00 | 63.00 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22568 | 311.0-6130-3.1-007-00 | 12.18 | 188508180-002 | 8/16/2021 | 9/15/2021 | 12.18 | 12.18 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22567 | 200.0-6110-2.0-000-90 | 229.80 | 188533935 | 8/12/2021 | 9/11/2021 | 229.80 | 229.80 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22567 | 200.0-6110-2.0-000-90 | 12.08 | 188533935-002 | 8/17/2021 | 9/16/2021 | 12.08 | 12.08 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22567 | 200.0-6110-2.0-000-90 | 81.36 | 188535365 | 8/13/2021 | 9/12/2021 | 81.36 | 81.36 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22567 | 200.0-6110-2.0-000-90 | 75.76 | 188535369 | 8/12/2021 | 9/11/2021 | 75.76 | 75.76 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22613 | 331.0-6110-3.3-029-00 | 203.57 | 189227770 | 8/24/2021 | 9/23/2021 | 203.57 | 203.57 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22614 | 311.0-6110-3.1-351-00 | 21.97 | 189377004 | 8/20/2021 | 9/19/2021 | 21.97 | 21.97 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22614 | 311.0-6110-3.1-351-00 | 35.17 | 189377936 | 8/20/2021 | 9/19/2021 | 35.17 | 35.17 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22614 | 311.0-6110-3.1-351-00 | 18.09 | 189377942 | 8/20/2021 | 9/19/2021 | 18.09 | 18.09 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22613 | 331.0-6110-3.3-029-00 | 31.66 | 189541447 | 8/24/2021 | 9/23/2021 | 31.66 | 31.66 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22613 | 331.0-6110-3.3-029-00 | 8.96 | 189541456 | 8/24/2021 | 9/23/2021 | 8.96 | 8.96 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22659 | 321.0-6110-3.2-055-00 | 142.87 | 189916385 | 8/26/2021 | 9/25/2021 | 142.87 | 142.87 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22659 | 321.0-6112-3.2-055-00 | 227.35 | 189924643 | 8/26/2021 | 9/25/2021 | 227.35 | 227.35 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22655 | 321.0-6130-3.2-055-00 | 111.40 | 189931939 | 9/05/2021 | 10/05/2021 | 111.40 | 111.40 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22658 | 321.0-6110-3.2-055-00 | 414.21 | 189947423 | 8/26/2021 | 9/25/2021 | 819.43 | 819.43 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22658 | 321.0-6112-3.2-055-00 | 405.22 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22658 | 321.0-6110-3.2-055-00 | 19.68 | 189955401 | 8/26/2021 | 9/25/2021 | 19.68 | 19.68 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22640 | 272.0-6110-2.0-000-00 | 53.04 | 190209353 | 8/24/2021 | 9/23/2021 | 53.04 | 53.04 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--------------------------|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22640 | 207.0-6110-2.0-000-00 | 856.80 | 190211293 | 8/24/2021 | 9/23/2021 | 969.48 | 969.48 |
| | | 272.0-6110-2.0-000-00 | 112.68 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22640 | 272.0-6110-2.0-000-00 | 15.17 | 190211293-002 | 8/25/2021 | 9/24/2021 | 15.17 | 15.17 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22640 | 272.0-6110-2.0-000-00 | 0.75 | 190211298 | 8/23/2021 | 9/22/2021 | 0.75 | 0.75 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22627 | 331.0-6110-3.3-031-00 | 483.96 | 190283022 | 8/25/2021 | 9/24/2021 | 483.96 | 483.96 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22627 | 331.0-6110-3.3-031-00 | 26.75 | 190297145 | 8/25/2021 | 9/24/2021 | 26.75 | 26.75 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22627 | 331.0-6110-3.3-031-00 | 50.48 | 190297155 | 8/25/2021 | 9/24/2021 | 50.48 | 50.48 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22627 | 331.0-6112-3.3-031-00 | 37.59 | 190297158 | 8/25/2021 | 9/24/2021 | 37.59 | 37.59 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22672 | 311.0-6110-3.1-000-00 | 506.46 | 190362540 | 9/07/2021 | 10/07/2021 | 1,153.74 | 1,153.74 |
| | | 311.0-6112-3.1-000-00 | 58.87 | | | | | |
| | | 321.0-6110-3.2-000-00 | 527.13 | | | | | |
| | | 321.0-6112-3.2-000-00 | 61.28 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22672 | 311.0-6110-3.1-000-00 | 7.51 | 190362540-002 | 9/02/2021 | 10/02/2021 | 15.33 | 15.33 |
| | | 321.0-6110-3.2-000-00 | 7.82 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22672 | 311.0-6110-3.1-000-00 | 22.51 | 190362540-003 | 9/24/2021 | 10/24/2021 | 45.94 | 45.94 |
| | | 321.0-6110-3.2-000-00 | 23.43 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22588 | 311.0-6130-3.1-000-00 | 317.44 | 190392131 | 8/20/2021 | 9/19/2021 | 774.24 | 774.24 |
| | | 312.0-6130-3.1-000-00 | 38.71 | | | | | |
| | | 321.0-6130-3.2-000-00 | 418.09 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22588 | 311.0-6130-3.1-000-00 | 28.47 | 190393882 | 8/20/2021 | 9/19/2021 | 66.21 | 66.21 |
| | | 312.0-6130-3.1-000-00 | 3.97 | | | | | |
| | | 321.0-6130-3.2-000-00 | 33.77 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22588 | 311.0-6130-3.1-000-00 | 18.11 | 190393885 | 8/19/2021 | 9/18/2021 | 44.16 | 44.16 |
| | | 312.0-6130-3.1-000-00 | 2.20 | | | | | |
| | | 321.0-6130-3.2-000-00 | 23.85 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22588 | 311.0-6130-3.1-000-00 | 124.27 | 190393893 | 8/23/2021 | 9/22/2021 | 303.09 | 303.09 |
| | | 312.0-6130-3.1-000-00 | 15.15 | | | | | |
| | | 321.0-6130-3.2-000-00 | 163.67 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22588 | 311.0-6130-3.1-000-00 | 81.08 | 190393894 | 8/20/2021 | 9/19/2021 | 197.76 | 197.76 |
| | | 312.0-6130-3.1-000-00 | 9.89 | | | | | |
| | | 321.0-6130-3.2-000-00 | 106.79 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22588 | 311.0-6130-3.1-000-00 | 14.37 | 190393895 | 8/20/2021 | 9/19/2021 | 35.06 | 35.06 |
| | | 312.0-6130-3.1-000-00 | 1.76 | | | | | |
| | | 321.0-6130-3.2-000-00 | 18.93 | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--------------------------|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22588 | 311.0-6130-3.1-000-00 | 17.75 | 190393906 | 8/20/2021 | 9/19/2021 | 43.29 | 43.29 |
| | | 312.0-6130-3.1-000-00 | 2.16 | | | | | |
| | | 321.0-6130-3.2-000-00 | 23.38 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22588 | 311.0-6130-3.1-000-00 | 6.21 | 190393907 | 8/20/2021 | 9/19/2021 | 15.14 | 15.14 |
| | | 312.0-6130-3.1-000-00 | 0.75 | | | | | |
| | | 321.0-6130-3.2-000-00 | 8.18 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22683 | 321.0-6110-3.2-000-00 | 96.33 | 190614019 | 9/10/2021 | 10/10/2021 | 96.33 | 96.33 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22683 | 311.0-6110-3.1-000-00 | 11.45 | 190621435 | 9/03/2021 | 10/03/2021 | 27.92 | 27.92 |
| | | 312.0-6110-3.1-000-00 | 1.40 | | | | | |
| | | 321.0-6110-3.2-000-00 | 15.07 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22683 | 311.0-6110-3.1-000-00 | 183.06 | 190621457 | 9/07/2021 | 10/07/2021 | 902.59 | 902.59 |
| | | 311.0-6112-3.1-000-00 | 187.00 | | | | | |
| | | 312.0-6110-3.1-000-00 | 22.32 | | | | | |
| | | 312.0-6112-3.1-000-00 | 22.81 | | | | | |
| | | 321.0-6110-3.2-000-00 | 241.11 | | | | | |
| | | 321.0-6112-3.2-000-00 | 246.29 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22683 | 311.0-6110-3.1-000-00 | 11.49 | 190621462 | 9/08/2021 | 10/08/2021 | 28.03 | 28.03 |
| | | 312.0-6110-3.1-000-00 | 1.40 | | | | | |
| | | 321.0-6110-3.2-000-00 | 15.14 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22683 | 311.0-6110-3.1-000-00 | 6.74 | 190621485 | 9/07/2021 | 10/07/2021 | 16.44 | 16.44 |
| | | 312.0-6110-3.1-000-00 | 0.82 | | | | | |
| | | 321.0-6110-3.2-000-00 | 8.88 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22683 | 311.0-6110-3.1-000-00 | 20.19 | 190621487 | 9/07/2021 | 10/07/2021 | 49.25 | 49.25 |
| | | 312.0-6110-3.1-000-00 | 2.46 | | | | | |
| | | 321.0-6110-3.2-000-00 | 26.60 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22683 | 311.0-6110-3.1-000-00 | 125.33 | 190621493 | 9/24/2021 | 10/24/2021 | 305.69 | 305.69 |
| | | 312.0-6110-3.1-000-00 | 15.28 | | | | | |
| | | 321.0-6110-3.2-000-00 | 165.08 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22639 | 331.0-6110-3.3-028-00 | 157.02 | 191282945 | 8/24/2021 | 9/23/2021 | 157.02 | 157.02 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22661 | 312.0-6110-3.1-012-00 | 741.52 | 191710351 | 8/30/2021 | 9/29/2021 | 741.52 | 741.52 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22661 | 312.0-6110-3.1-012-00 | 10.06 | 191712339 | 8/30/2021 | 9/29/2021 | 10.06 | 10.06 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22661 | 312.0-6110-3.1-012-00 | 46.21 | 191712343 | 8/30/2021 | 9/29/2021 | 46.21 | 46.21 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22626 | 331.0-6110-3.3-024-00 | 50.83 | 191950572 | 9/10/2021 | 10/10/2021 | 50.83 | 50.83 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|---|---|---------------------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22588 | 311.0-6130-3.1-000-00 312.0-6130-3.1-000-00 321.0-6130-3.2-000-00 | -18.11 -2.20 -23.85 | 192073752 | 8/28/2021 | 9/27/2021 | -44.16 | -44.16 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22684 | 331.0-6110-3.3-031-00 | 73.91 | 193069869 | 9/09/2021 | 10/09/2021 | 73.91 | 73.91 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22684 | 331.0-6112-3.3-031-00 | 92.09 | 193072643 | 9/09/2021 | 10/09/2021 | 92.09 | 92.09 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22684 | 331.0-6110-3.3-031-00 | 42.14 | 193072645-002 | 9/23/2021 | 10/23/2021 | 42.14 | 42.14 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22684 | 331.0-6110-3.3-031-00 | 292.53 | 193072648 | 9/09/2021 | 10/09/2021 | 292.53 | 292.53 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22684 | 331.0-6110-3.3-031-00 | 171.18 | 193072649 | 9/09/2021 | 10/09/2021 | 171.18 | 171.18 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22684 | 331.0-6110-3.3-031-00 | 303.37 | 193072651 | 9/10/2021 | 10/10/2021 | 303.37 | 303.37 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22673 | 311.0-6110-3.1-000-00 | 822.27 | 193079174 | 9/09/2021 | 10/09/2021 | 822.27 | 822.27 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22592 | 331.0-6130-3.3-026-00 | -286.12 | 193283560 | 9/30/2021 | 10/30/2021 | -286.12 | -286.12 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22706 | 500.0-6110-5.0-000-00 | 115.35 | 193564292 | 9/09/2021 | 10/09/2021 | 115.35 | 115.35 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|---|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22709 | 200.0-6110-2.0-000-90 | 118.86 | 193731597 | 9/15/2021 | 10/15/2021 | 606.03 | 606.03 |
| | 207.0-6110-2.0-000-00 | 111.67 | | | | | |
| | 216.0-6110-2.0-081-00 | 0.60 | | | | | |
| | 218.0-6110-2.0-000-00 | 0.47 | | | | | |
| | 218.0-6110-2.0-000-40 | 4.61 | | | | | |
| | 224.0-6110-2.0-000-60 | 2.21 | | | | | |
| | 224.0-6110-2.0-000-80 | 0.39 | | | | | |
| | 231.0-6110-2.0-000-00 | 0.64 | | | | | |
| | 235.0-6110-2.0-000-00 | 1.93 | | | | | |
| | 246.0-6110-2.0-000-76 | 6.62 | | | | | |
| | 247.0-6110-2.0-000-00 | 3.20 | | | | | |
| | 252.0-6110-2.0-000-00 | 2.55 | | | | | |
| | 263.0-6110-2.0-000-00 | 30.36 | | | | | |
| | 269.0-6110-2.0-000-74 | 35.61 | | | | | |
| | 272.0-6110-2.0-000-00 | 209.65 | | | | | |
| | 311.0-6110-3.1-000-00 | 0.11 | | | | | |
| | 321.0-6110-3.2-000-00 | 0.11 | | | | | |
| | 331.0-6110-3.3-000-00 | 0.07 | | | | | |
| | 371.0-6110-3.1-000-00 | 7.75 | | | | | |
| | 401.0-6110-4.0-000-00 | 13.32 | | | | | |
| | 407.0-6110-4.0-000-00 | 0.64 | | | | | |
| | 426.0-6110-4.0-000-00 | 24.58 | | | | | |
| | 427.0-6110-4.0-000-00 | 22.40 | | | | | |
| | 428.0-6110-4.0-000-00 | 7.63 | | | | | |
| | 531.0-6110-5.0-000-00 | 0.02 | | | | | |
| | 533.0-6110-5.0-000-00 | 0.03 | | | | | |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22674 | 224.0-6112-2.0-000-60 | 68.98 | 193931562 | 9/08/2021 | 10/08/2021 | 1,144.62 | 1,144.62 |
| | 224.0-6130-2.0-000-60 | 1075.64 | | | | | |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22674 | 224.0-6112-2.0-000-60 | 126.62 | 193937322 | 9/15/2021 | 10/15/2021 | 126.62 | 126.62 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22702 | 311.0-6110-3.1-009-00 | 380.41 | 194011054 | 9/08/2021 | 10/08/2021 | 380.41 | 380.41 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22702 | 311.0-6110-3.1-009-00 | 12.97 | 194011054-002 | 9/23/2021 | 10/23/2021 | 12.97 | 12.97 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22702 | 311.0-6110-3.1-009-00 | 26.28 | 194011054-003 | 10/04/2021 | 11/03/2021 | 26.28 | 26.28 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22702 | 311.0-6110-3.1-009-00 | 16.44 | 194011948 | 9/09/2021 | 10/09/2021 | 16.44 | 16.44 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--------------------------|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22704 | 500.0-6110-5.0-000-00 | 156.66 | 194035006 | 9/09/2021 | 10/09/2021 | 778.14 | 778.14 |
| | | 500.0-6112-5.0-000-00 | 133.33 | | | | | |
| | | 501.0-6110-5.0-000-00 | 72.40 | | | | | |
| | | 501.0-6112-5.0-000-00 | 78.18 | | | | | |
| | | 508.0-6110-5.0-000-00 | 77.55 | | | | | |
| | | 531.0-6110-5.0-000-00 | 72.40 | | | | | |
| | | 533.0-6110-5.0-000-00 | 72.40 | | | | | |
| | | 533.0-6112-5.0-000-00 | 115.22 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22672 | 311.0-6112-3.1-000-00 | 15.91 | 194164301 | 9/17/2021 | 10/17/2021 | 32.46 | 32.46 |
| | | 321.0-6112-3.2-000-00 | 16.55 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22716 | 311.0-6112-3.1-351-00 | 422.35 | 194362296 | 9/15/2021 | 10/15/2021 | 422.35 | 422.35 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22716 | 311.0-6112-3.1-351-00 | 118.51 | 194365149 | 9/15/2021 | 10/15/2021 | 118.51 | 118.51 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22614 | 311.0-6110-3.1-351-00 | 18.49 | 194464426 | 9/20/2021 | 10/20/2021 | 18.49 | 18.49 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22764 | 218.0-6110-2.0-000-40 | 81.07 | 194891895 | 9/22/2021 | 10/22/2021 | 81.07 | 81.07 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22311 | 401.0-6110-4.0-000-00 | -106.06 | 194948186 | 9/15/2021 | 10/15/2021 | -106.06 | -106.06 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22713 | 311.0-6110-3.1-000-00 | 74.47 | 195129589 | 9/14/2021 | 10/14/2021 | 173.19 | 173.19 |
| | | 312.0-6110-3.1-000-00 | 10.39 | | | | | |
| | | 321.0-6110-3.2-000-00 | 88.33 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22752 | 200.0-6110-2.0-000-90 | 205.07 | 195725785 | 9/21/2021 | 10/21/2021 | 401.62 | 401.62 |
| | | 200.0-6112-2.0-000-90 | 196.55 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22752 | 200.0-6110-2.0-000-90 | 33.23 | 195729645 | 9/21/2021 | 10/21/2021 | 33.23 | 33.23 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22730 | 311.0-6110-3.1-008-00 | 242.79 | 195780725 | 9/16/2021 | 10/16/2021 | 242.79 | 242.79 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22730 | 311.0-6110-3.1-008-00 | 25.96 | 195788307 | 9/16/2021 | 10/16/2021 | 25.96 | 25.96 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22760 | 311.0-6112-3.1-000-00 | 104.88 | 195841428 | 9/23/2021 | 10/23/2021 | 205.66 | 205.66 |
| | | 321.0-6112-3.2-000-00 | 100.78 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22734 | 331.0-6112-3.3-031-00 | 220.79 | 195932264 | 9/20/2021 | 10/20/2021 | 220.79 | 220.79 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22757 | 321.0-6110-3.2-051-00 | 116.63 | 195980757 | 9/23/2021 | 10/23/2021 | 116.63 | 116.63 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22758 | 311.0-6110-3.1-016-00 | 65.91 | 195988376 | 9/23/2021 | 10/23/2021 | 65.91 | 65.91 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|---|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22758 | | 311.0-6110-3.1-016-00 | 51.38 | 195991194 | 9/23/2021 | 10/23/2021 | 51.38 | 51.38 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22744 | | 500.0-6110-5.0-000-00 | 48.16 | 196053526 | 9/20/2021 | 10/20/2021 | 48.16 | 48.16 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22744 | | 500.0-6110-5.0-000-00 | 24.79 | 196053689 | 9/17/2021 | 10/17/2021 | 24.79 | 24.79 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22744 | | 500.0-6110-5.0-000-00 | 412.49 | 196053690 | 9/20/2021 | 10/20/2021 | 412.49 | 412.49 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22744 | | 500.0-6110-5.0-000-00 | 21.59 | 196053690-002 | 9/23/2021 | 10/23/2021 | 21.59 | 21.59 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22744 | | 500.0-6110-5.0-000-00 | 43.93 | 196053693 | 9/21/2021 | 10/21/2021 | 43.93 | 43.93 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22744 | | 500.0-6110-5.0-000-00 | 19.47 | 196053695 | 9/21/2021 | 10/21/2021 | 19.47 | 19.47 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22744 | | 500.0-6110-5.0-000-00 | 47.59 | 196053696 | 9/20/2021 | 10/20/2021 | 47.59 | 47.59 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22744 | | 500.0-6110-5.0-000-00 | 19.92 | 196053697 | 9/20/2021 | 10/20/2021 | 19.92 | 19.92 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22746 | | 401.0-6110-4.0-000-00 | 96.54 | 196060987 | 9/20/2021 | 10/20/2021 | 597.59 | 597.59 |
| | | 401.0-6112-4.0-000-00 | 52.86 | | | | | |
| | | 426.0-6110-4.0-000-00 | 181.50 | | | | | |
| | | 426.0-6112-4.0-000-00 | 99.37 | | | | | |
| | | 427.0-6110-4.0-000-00 | 73.37 | | | | | |
| | | 427.0-6112-4.0-000-00 | 40.17 | | | | | |
| | | 428.0-6110-4.0-000-00 | 34.75 | | | | | |
| | | 428.0-6112-4.0-000-00 | 19.03 | | | | | |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22746 | | 401.0-6110-4.0-000-00 | 45.02 | 196060987-002 | 9/27/2021 | 10/27/2021 | 180.08 | 180.08 |
| | | 426.0-6110-4.0-000-00 | 84.64 | | | | | |
| | | 427.0-6110-4.0-000-00 | 34.22 | | | | | |
| | | 428.0-6110-4.0-000-00 | 16.20 | | | | | |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22746 | | 401.0-6110-4.0-000-00 | 4.00 | 196065658 | 9/20/2021 | 10/20/2021 | 15.99 | 15.99 |
| | | 426.0-6110-4.0-000-00 | 7.52 | | | | | |
| | | 427.0-6110-4.0-000-00 | 3.04 | | | | | |
| | | 428.0-6110-4.0-000-00 | 1.43 | | | | | |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22746 | | 401.0-6110-4.0-000-00 | 8.28 | 196065659 | 9/22/2021 | 10/22/2021 | 33.10 | 33.10 |
| | | 426.0-6110-4.0-000-00 | 15.56 | | | | | |
| | | 427.0-6110-4.0-000-00 | 6.29 | | | | | |
| | | 428.0-6110-4.0-000-00 | 2.97 | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--------------------------|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22746 | 401.0-6110-4.0-000-00 | 11.36 | 196065662 | 9/21/2021 | 10/21/2021 | 45.44 | 45.44 |
| | | 426.0-6110-4.0-000-00 | 21.36 | | | | | |
| | | 427.0-6110-4.0-000-00 | 8.63 | | | | | |
| | | 428.0-6110-4.0-000-00 | 4.09 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT | 200.0-6112-2.0-000-90 | 322.47 | 196194125 | 9/23/2021 | 10/23/2021 | 322.47 | 322.47 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22750 | 311.0-6110-3.1-006-00 | 135.80 | 197116413 | 9/22/2021 | 10/22/2021 | 135.80 | 135.80 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22750 | 311.0-6110-3.1-006-00 | 21.96 | 197120283 | 9/22/2021 | 10/22/2021 | 21.96 | 21.96 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22750 | 311.0-6110-3.1-006-00 | 15.69 | 197120285 | 9/23/2021 | 10/23/2021 | 15.69 | 15.69 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22762 | 331.0-6110-3.3-031-00 | 12.76 | 200534387 | 9/24/2021 | 10/24/2021 | 12.76 | 12.76 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22762 | 331.0-6110-3.3-031-00 | 81.10 | 200542938 | 9/24/2021 | 10/24/2021 | 81.10 | 81.10 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22762 | 331.0-6110-3.3-031-00 | 12.79 | 200542938-002 | 9/24/2021 | 10/24/2021 | 12.79 | 12.79 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22776 | 207.0-6110-2.0-000-00 | 65.04 | 200819973 | 9/24/2021 | 10/24/2021 | 283.37 | 283.37 |
| | | 219.0-6110-2.0-000-00 | 54.58 | | | | | |
| | | 272.0-6110-2.0-000-00 | 109.17 | | | | | |
| | | 273.0-6110-2.0-000-75 | 54.58 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22776 | 219.0-6110-2.0-000-00 | 16.23 | 200820429 | 9/24/2021 | 10/24/2021 | 64.92 | 64.92 |
| | | 272.0-6110-2.0-000-00 | 32.46 | | | | | |
| | | 273.0-6110-2.0-000-75 | 16.23 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22776 | 219.0-6110-2.0-000-00 | 180.35 | 200820430 | 9/24/2021 | 10/24/2021 | 721.41 | 721.41 |
| | | 272.0-6110-2.0-000-00 | 360.71 | | | | | |
| | | 273.0-6110-2.0-000-75 | 180.35 | | | | | |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO | 311.0-6112-3.1-000-00 | 127.40 | 2523268171 | 9/17/2021 | 10/17/2021 | 260.01 | 260.01 |
| | | 321.0-6112-3.2-000-00 | 132.61 | | | | | |
| [02280] AMERICAN EXPRESS | LAKESHORE PO 22245 | 331.0-6130-3.3-029-00 | 1851.36 | 272105 | 8/10/2021 | 9/09/2021 | 1,851.36 | 1,851.36 |
| [02280] AMERICAN EXPRESS | OFFICE DEPOT PO 22591 | 331.0-6110-3.3-023-00 | 240.72 | 3 INV | 8/17/2021 | 9/16/2021 | 1,828.04 | 1,828.04 |
| | | 331.0-6110-3.3-024-00 | 240.72 | | | | | |
| | | 331.0-6110-3.3-026-00 | 240.72 | | | | | |
| | | 331.0-6110-3.3-027-00 | 288.38 | | | | | |
| | | 331.0-6110-3.3-028-00 | 288.38 | | | | | |
| | | 331.0-6110-3.3-029-00 | 288.38 | | | | | |
| | | 331.0-6110-3.3-030-00 | 240.74 | | | | | |
| [02280] AMERICAN EXPRESS | LAKESHORE PO 22299 | 321.0-6134-3.2-055-00 | 4104.77 | 320744 | 6/30/2021 | 7/30/2021 | 4,104.77 | 4,104.77 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--|----------------------------|--|-----------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS LAKESHORE PO 22457 | | 331.0-6130-3.3-030-00 | 1217.74 | 381462 | 7/26/2021 | 8/25/2021 | 1,217.74 | 1,217.74 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22455 | | 331.0-6130-3.3-028-00 | 1217.74 | 381488 | 7/26/2021 | 8/25/2021 | 1,217.74 | 1,217.74 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22450 | | 331.0-6130-3.3-021-00 | 1217.74 | 381523 | 7/26/2021 | 8/25/2021 | 1,217.74 | 1,217.74 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22486 | | 331.0-6130-3.3-026-00 | 730.53 | 393051 | 8/19/2021 | 9/18/2021 | 730.53 | 730.53 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22465 | | 331.0-6130-3.3-023-00 | 1278.89 | 393095 | 8/19/2021 | 9/18/2021 | 1,278.89 | 1,278.89 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22466 | | 331.0-6130-3.3-029-00 | 2979.80 | 393131 | 8/19/2021 | 9/18/2021 | 2,979.80 | 2,979.80 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22547 | | 831.0-6130-3.3-031-00 | 3201.31 | 449460 | 8/12/2021 | 9/11/2021 | 3,201.31 | 3,201.31 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22546 | | 331.0-6130-3.3-000-00 | 237.31 | 449497 | 8/27/2021 | 9/26/2021 | 237.31 | 237.31 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22546 | | 331.0-6130-3.3-000-00 | 293.32 | 449497 | 9/03/2021 | 10/03/2021 | 293.32 | 293.32 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22564 | | 831.0-6130-3.3-028-00 | 1864.02 | 452183 | 8/16/2021 | 9/15/2021 | 1,864.02 | 1,864.02 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22566 | | 831.0-6130-3.3-028-00 | 2975.21 | 452272 | 8/25/2021 | 9/24/2021 | 2,975.21 | 2,975.21 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22563 | | 331.0-6130-3.3-023-00 | 3645.78 | 452349 | 8/25/2021 | 9/24/2021 | 3,645.78 | 3,645.78 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22563 | | 331.0-6130-3.3-023-00 | 50.74 | 452349 | 9/02/2021 | 10/02/2021 | 50.74 | 50.74 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22587 | | 831.0-6130-3.3-031-00 | 3403.06 | 473085 | 8/19/2021 | 9/18/2021 | 3,403.06 | 3,403.06 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22635 | | 331.0-6130-3.3-024-00 | 3141.03 | 504296 | 8/30/2021 | 9/29/2021 | 3,141.03 | 3,141.03 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22635 | | 331.0-6130-3.3-024-00 | 157.31 | 504296 | 9/20/2021 | 10/20/2021 | 157.31 | 157.31 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22509 | | 311.0-6130-3.1-009-00 | 75.78 | 535336 | 9/07/2021 | 10/07/2021 | 75.78 | 75.78 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22562 | | 321.0-6130-3.2-054-00 324.0-6130-3.2-054-00 | 77.18 231.57 | 535339 | 9/09/2021 | 10/09/2021 | 308.75 | 308.75 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22562 | | 321.0-6130-3.2-054-00 324.0-6130-3.2-054-00 | 8.90 26.70 | 535339 | 9/20/2021 | 10/20/2021 | 35.60 | 35.60 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--|--|----------------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS LAKESHORE PO 22671 | 321.0-6130-3.2-054-00 324.0-6130-3.2-054-00 | 279.01 837.05 | 535340 | 9/07/2021 | 10/07/2021 | 1,116.06 | 1,116.06 | |
| [02280] AMERICAN EXPRESS HD PRO M | 311.0-6140-3.1-000-00 312.0-6140-3.1-000-00 321.0-6140-3.2-000-00 | 107.61 15.02 127.62 | 632449922 | 8/03/2021 | 9/02/2021 | 250.25 | 250.25 | |
| [02280] AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-029-00 | 16.80 | 632938379 | 8/04/2021 | 9/03/2021 | 16.80 | 16.80 | |
| [02280] AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-029-00 | 168.67 | 633027040 | 8/05/2021 | 9/04/2021 | 168.67 | 168.67 | |
| [02280] AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-027-00 | 261.44 | 634486617 | 8/12/2021 | 9/11/2021 | 261.44 | 261.44 | |
| [02280] AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-026-00 | 723.22 | 634486625 | 8/12/2021 | 9/11/2021 | 723.22 | 723.22 | |
| [02280] AMERICAN EXPRESS HD PRO M PO 22586 | 100.0-1450-0.0-000-00 | 3969.29 | 634763981 | 8/13/2021 | 9/12/2021 | 3,969.29 | 3,969.29 | |
| [02280] AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-024-00 | 16.95 | 635491889 | 8/17/2021 | 9/16/2021 | 16.95 | 16.95 | |
| [02280] AMERICAN EXPRESS HD PRO M PO 22634 | 100.0-1450-0.0-000-00 | 3651.98 | 636698953 | 8/24/2021 | 9/23/2021 | 3,651.98 | 3,651.98 | |
| [02280] AMERICAN EXPRESS HD PRO M PO 22634 | 100.0-1450-0.0-000-00 | 217.83 | 636897126 | 8/24/2021 | 9/23/2021 | 217.83 | 217.83 | |
| [02280] AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-031-00 | 244.70 | 637539503 | 8/27/2021 | 9/26/2021 | 244.70 | 244.70 | |
| [02280] AMERICAN EXPRESS HD PRO M | 500.0-6140-5.0-000-00 501.0-6140-5.0-000-00 508.0-6140-5.0-000-00 533.0-6140-5.0-000-00 | 45.17 45.16 45.16 45.16 | 638241927 | 8/31/2021 | 9/30/2021 | 180.65 | 180.65 | |
| [02280] AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-031-00 | 60.76 | 638241935 | 8/31/2021 | 9/30/2021 | 60.76 | 60.76 | |
| [02280] AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-031-00 | 164.96 | 638360982 | 9/01/2021 | 10/01/2021 | 164.96 | 164.96 | |
| [02280] AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-024-00 | 865.12 | 638661512 | 9/02/2021 | 10/02/2021 | 865.12 | 865.12 | |
| [02280] AMERICAN EXPRESS HD PRO M | 100.0-1450-0.0-000-00 | 37.25 | 638934802 | 9/03/2021 | 10/03/2021 | 37.25 | 37.25 | |
| [02280] AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-030-00 | 391.72 | 639496728 | 9/08/2021 | 10/08/2021 | 391.72 | 391.72 | |
| [02280] AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-029-00 | 154.21 | 639806462 | 9/09/2021 | 10/09/2021 | 154.21 | 154.21 | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|---------------------|---------------------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-023-00 | 271.34 | 639994607 | 9/09/2021 | 10/09/2021 | 271.34 | 271.34 |
| [02280] | AMERICAN EXPRESS HD PRO M | 100.0-1450-0.0-000-00 | 459.85 | 640281713 | 9/10/2021 | 10/10/2021 | 459.85 | 459.85 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-029-00 | 125.28 | 640624201 | 9/14/2021 | 10/14/2021 | 125.28 | 125.28 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-031-00 | 86.83 | 641152319 | 9/15/2021 | 10/15/2021 | 86.83 | 86.83 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-021-00 | 137.53 | 641249206 | 9/16/2021 | 10/16/2021 | 137.53 | 137.53 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-021-00 | 255.60 | 641249214 | 9/16/2021 | 10/16/2021 | 255.60 | 255.60 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-023-00 | 558.82 | 641259650 | 9/16/2021 | 10/16/2021 | 558.82 | 558.82 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-021-00 | 53.56 | 641442488 | 9/16/2021 | 10/16/2021 | 53.56 | 53.56 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-021-00 | 53.56 | 641442496 | 9/16/2021 | 10/16/2021 | 53.56 | 53.56 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-023-00 | -123.02 | 641985312 | 9/20/2021 | 10/20/2021 | -123.02 | -123.02 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-030-00 | 4.62 | 642664254 | 9/23/2021 | 10/23/2021 | 4.62 | 4.62 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-026-00 | 564.71 | 642664262 | 9/23/2021 | 10/23/2021 | 564.71 | 564.71 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-023-00 | 242.52 | 642675581 | 9/23/2021 | 10/23/2021 | 242.52 | 242.52 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-029-00 | 371.28 | 642675599 | 9/23/2021 | 10/23/2021 | 371.28 | 371.28 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-021-00 | 37.70 | 642855449 | 9/23/2021 | 10/23/2021 | 37.70 | 37.70 |
| [02280] | AMERICAN EXPRESS HD PRO M PO 22747 | 100.0-1450-0.0-000-00 | 2862.65 | 642936041 | 9/24/2021 | 10/24/2021 | 2,862.65 | 2,862.65 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-021-00 | 70.59 | 643499700 | 9/28/2021 | 10/28/2021 | 70.59 | 70.59 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-029-00 | 225.75 | 643514482 | 9/28/2021 | 10/28/2021 | 225.75 | 225.75 |
| [02280] | AMERICAN EXPRESS HD PRO F | 331.0-6140-3.3-021-00 | 27.92 | 643700347 | 9/28/2021 | 10/28/2021 | 27.92 | 27.92 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS HD PRO F | | 331.0-6140-3.3-021-00 | 27.92 | 643700354 | 9/28/2021 | 10/28/2021 | 27.92 | 27.92 |
| [02280] AMERICAN EXPRESS HD PRO F | | 331.0-6140-3.3-023-00 | 84.07 | 644267650 | 9/30/2021 | 10/30/2021 | 84.07 | 84.07 |
| [02280] AMERICAN EXPRESS HD PRO F | | 331.0-6140-3.3-021-00 | 174.50 | 644267668 | 9/30/2021 | 10/30/2021 | 174.50 | 174.50 |
| [02280] AMERICAN EXPRESS HD PRO F | | 331.0-6140-3.3-028-00 | 56.43 | 644267676 | 9/30/2021 | 10/30/2021 | 56.43 | 56.43 |
| [02280] AMERICAN EXPRESS HD PRO F | | 331.0-6140-3.3-031-00 | 56.62 | 644267684 | 9/30/2021 | 10/30/2021 | 56.62 | 56.62 |
| [02280] AMERICAN EXPRESS FEDX | | 331.0-6170-3.3-000-00 | 33.31 | 751174952 | 9/24/2021 | 10/24/2021 | 33.31 | 33.31 |
| [02280] AMERICAN EXPRESS FEDX | | 200.0-6170-2.0-000-90 | 169.09 | 751890041 | 10/01/2021 | 10/31/2021 | 169.09 | 169.09 |
| [02280] AMERICAN EXPRESS FEDX | | 200.0-6170-2.0-000-90 | 83.34 | 752674192 | 10/08/2021 | 11/07/2021 | 83.34 | 83.34 |
| [02280] AMERICAN EXPRESS FEDX | | 200.0-6170-2.0-000-90 | 152.46 | 753363561 | 10/15/2021 | 11/14/2021 | 152.46 | 152.46 |
| [02280] AMERICAN EXPRESS HD PRO F | | 331.0-6140-3.3-029-00 | 103.55 | 933882469 | 8/10/2021 | 9/09/2021 | 103.55 | 103.55 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22299 | | 321.0-6130-3.2-055-00 | -10.18 | 950174 | 8/20/2021 | 9/19/2021 | -10.18 | -10.18 |
| [02280] AMERICAN EXPRESS LAKESHORE | | 331.0-6130-3.3-024-00 | -54.55 | 972411 | 9/21/2021 | 10/21/2021 | -54.55 | -54.55 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22360 | | 371.0-6130-3.1-000-00 | 757.75 | P357Z | 8/03/2021 | 9/02/2021 | 757.75 | 757.75 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22373 | | 311.0-6130-3.1-005-00 | 1066.73 | P555Z | 8/06/2021 | 9/05/2021 | 1,066.73 | 1,066.73 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22406 | | 311.0-6130-3.1-009-00 | 2058.97 | P786Z | 8/16/2021 | 9/15/2021 | 2,058.97 | 2,058.97 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22406 | | 311.0-6130-3.1-009-00 | 1677.88 | P807Z | 8/14/2021 | 9/13/2021 | 1,677.88 | 1,677.88 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22559 | | 351.0-6130-3.3-023-00 | 4023.16 | Q145J | 9/15/2021 | 10/15/2021 | 4,023.16 | 4,023.16 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22558 | | 311.0-6130-3.1-016-00 | 3558.19 | Q149J | 9/15/2021 | 10/15/2021 | 3,558.19 | 3,558.19 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22448 | | 331.0-6130-3.3-026-00 | 2845.15 | Q257E | 8/27/2021 | 9/26/2021 | 2,845.15 | 2,845.15 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 11/05/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22448 | 331.0-6130-3.3-026-00 | 1436.07 | Q274E | 9/14/2021 | 10/14/2021 | 1,436.07 | 1,436.07 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22485 | 331.0-6130-3.3-029-00 | 3914.63 | Q387E | 8/26/2021 | 9/25/2021 | 3,914.63 | 3,914.63 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22499 | 331.0-6130-3.3-023-00 | 1377.77 | Q630E | 8/31/2021 | 9/30/2021 | 1,377.77 | 1,377.77 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22499 | 331.0-6130-3.3-023-00 | 2483.42 | Q630E-2 | 9/07/2021 | 10/07/2021 | 2,483.42 | 2,483.42 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22500 | 331.0-6130-3.3-029-00 | 4542.68 | Q632E | 9/01/2021 | 10/01/2021 | 4,542.68 | 4,542.68 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22517 | 331.0-6130-3.3-027-00 | 2245.88 | Q633E | 8/24/2021 | 9/23/2021 | 2,245.88 | 2,245.88 |
| [02280] AMERICAN EXPRESS COMM PLAYTHINGS PO 22654 | 321.0-6130-3.2-055-00 | 1707.84 | Q803J | 9/30/2021 | 10/30/2021 | 1,707.84 | 1,707.84 |
| [02280] AMERICAN EXPRESS DISCOUNT PO 22731 | 311.0-6130-3.1-351-00 | 222.29 | W7287896010 | 9/16/2021 | 10/16/2021 | 222.29 | 222.29 |
| Total to be paid to [02280] AMERICAN EXPRESS | | | | | | | 155,790.09 |
| Total for this check run: | | | | | | | 155,790.09 |

Credit Card Charges NOVEMBER 2021

Fiscal

| Name of Vendor | Description | Amount |
|---------------------|----------------------|---------|
| | | |
| Capital One/Walmart | Supplies for centers | 4060.81 |
| Home Depot | Supplies for centers | 7312.96 |
| Wex Bank (Chevron) | Fuel | 0.00 |
| Wex Bank (Valero) | Fuel | 2736.92 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| OCT STMT DATES | | |
| LA | | |

12/21
JDC

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Check Listing with Accounting Distribution from 12/03/2021 to 12/03/2021
1-WestAmerica New AP Checking

| <u>Check</u> | <u>Date</u> | <u>Vendor</u> | <u>Account</u> | <u>Account Description</u> | <u>Distribution Amount</u> | <u>Check Amount</u> |
|--------------|-------------|--|-----------------------|----------------------------|----------------------------|------------------------|
| 0170069 | 12/03/2021 | [06313] CAPITAL ONE-WALMART - Invoices , , , , , | 224.0-6122-2.0-000-60 | KITCHEN SUPPLIES | 1297.82 | 4,060.81 |
| | | | 224.0-6130-2.0-000-60 | PROGRAM SUPPLIES | 2300.81 | |
| | | | 311.0-6130-3.1-004-00 | PROGRAM SUPPLIES | 188.40 | |
| | | | 311.0-6130-3.1-006-00 | PROGRAM SUPPLIES | 92.84 | |
| | | | 331.0-6130-3.3-029-00 | PROGRAM SUPPLIES | 180.94 | |
| | | | | Total Checks | <u>4,060.81</u> | <u>4,060.81</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Check Listing with Accounting Distribution from 12/01/2021 to 12/20/2021
1-WestAmerica New AP Checking

| <u>Check</u> | <u>Date</u> | <u>Vendor</u> | | <u>Account</u> | <u>Account Description</u> | <u>Distribution Amount</u> | <u>Check Amount</u> |
|---------------------|-------------|--------------------|--------------------------------|-----------------------|----------------------------|----------------------------|---------------------|
| 0170166 | 12/10/2021 | [03372] HOME DEPOT | PMT - Invoices , , , , , , , , | 311.0-6432-3.1-000-00 | BUILDING REPAIRS/ | 106.41 | 3,056.72 |
| | | | | 321.0-6432-3.2-000-00 | MAINTENANCE | 486.96 | |
| | | | | 321.0-6432-3.2-054-00 | BUILDING REPAIRS/ | 375.19 | |
| | | | | 321.0-6432-3.2-057-00 | MAINTENANCE | 300.73 | |
| | | | | 331.0-6432-3.3-021-00 | BUILDING REPAIRS/ | 41.09 | |
| | | | | 331.0-6432-3.3-023-00 | MAINTENANCE | 710.74 | |
| | | | | 331.0-6432-3.3-024-00 | BUILDING REPAIRS/ | 69.70 | |
| | | | | 331.0-6432-3.3-027-00 | MAINTENANCE | 187.56 | |
| | | | | 331.0-6432-3.3-029-00 | BUILDING REPAIRS/ | 574.15 | |
| | | | | 331.0-6432-3.3-030-00 | MAINTENANCE | 204.19 | |
| | | | | | BUILDING REPAIRS/ | | |
| | | | | | MAINTENANCE | | |
| | | | | | BUILDING REPAIRS/ | | |
| | | | | | MAINTENANCE | | |
| | | | | | BUILDING REPAIRS/ | | |
| | | | | | MAINTENANCE | | |
| 0170167 | 12/10/2021 | [03372] HOME DEPOT | PMT - Invoices , , , , , , , , | 311.0-6432-3.1-000-00 | BUILDING REPAIRS/ | 1828.89 | 3,200.20 |
| | | | | 311.0-6432-3.1-004-00 | MAINTENANCE | 40.71 | |
| | | | | 311.0-6432-3.1-009-00 | BUILDING REPAIRS/ | 69.02 | |
| | | | | 311.0-6432-3.1-016-00 | MAINTENANCE | 21.52 | |
| | | | | 321.0-6432-3.2-000-00 | BUILDING REPAIRS/ | 214.21 | |
| | | | | 321.0-6432-3.2-051-00 | MAINTENANCE | 95.13 | |
| | | | | 321.0-6432-3.2-053-00 | BUILDING REPAIRS/ | 729.72 | |
| | | | | 331.0-6432-3.3-021-00 | MAINTENANCE | 37.94 | |
| | | | | 331.0-6432-3.3-031-00 | BUILDING REPAIRS/ | 163.06 | |
| | | | | | MAINTENANCE | | |
| | | | | | BUILDING REPAIRS/ | | |
| | | | | | MAINTENANCE | | |
| | | | | | BUILDING REPAIRS/ | | |
| | | | | | MAINTENANCE | | |
| | | | | | BUILDING REPAIRS/ | | |
| | | | | | MAINTENANCE | | |
| 0170168 | 12/10/2021 | [03372] HOME DEPOT | PMT - Invoices , , , , , , , , | 224.0-6122-2.0-000-60 | KITCHEN SUPPLIES | 151.51 | 1,056.04 |
| | | | | 311.0-6134-3.1-009-00 | INSTRUCTIONAL SUPPLIES | 386.69 | |
| | | | | 311.0-6180-3.1-000-00 | EQUIPMENT RENTAL | 124.48 | |
| | | | | 321.0-6180-3.2-000-00 | EQUIPMENT RENTAL | 124.49 | |
| | | | | 331.0-6432-3.3-026-00 | BUILDING REPAIRS/ | 268.87 | |
| | | | | | MAINTENANCE | | |
| Total Checks | | | | | | 7,312.96 | 7,312.96 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Check Listing with Accounting Distribution from 11/01/2021 to 11/30/2021
1-WestAmerica New AP Checking

| Check | Date | Vendor | Account | Account Description | Distribution Amount | Check Amount |
|---------------------|------------|--|--|---|--|-----------------|
| 0170012 | 11/19/2021 | [06067] WEX BANK Valero Box 6293 - Invoices 49222, 49222, 49222, 49222, 49222, 49222, 49222, 49222, 49354, 50006, 50121, 50121, 50121, 50121, 50121, 50212 | 249.0-6110-2.0-000-00 249.0-6610-2.0-000-00 272.0-6610-2.0-000-00 311.0-6610-3.1-000-00 311.0-6610-3.1-000-39 321.0-6610-3.2-000-00 331.0-6610-3.3-031-00 | OFFICE SUPPLIES GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL | 5.00 27.00 25.00 8.30 35.00 98.64 485.47 | 684.41 |
| 0170013 | 11/19/2021 | [06067] WEX BANK Valero Box 6293 - Invoices 50212, 50410, 50709, 50709, 50808, 50808, 51053, 51194, 51194, 51194, 51194, 51194, 51509, 51509, 51509, 51509 | 311.0-6610-3.1-000-39 312.0-6610-3.1-012-00 321.0-6610-3.2-000-39 331.0-6610-3.3-000-00 331.0-6610-3.3-024-00 331.0-6610-3.3-030-00 500.0-6610-5.0-000-00 501.0-6610-5.0-000-00 533.0-6610-5.0-000-00 | GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL | 35.00 26.77 85.00 32.98 131.66 230.05 4.19 228.15 36.00 | 809.80 |
| 0170014 | 11/19/2021 | [06067] WEX BANK Valero Box 6293 - Invoices 51657, 51657, 51657, 52481, 52671, 52671, 52671, 52846, 53018, 53018, 53018, 53018, 53018, 53018, 53018, 53018 | 249.0-7210-2.0-000-00 272.0-6610-2.0-000-00 311.0-6610-3.1-000-39 500.0-6130-5.0-000-00 500.0-6610-5.0-000-00 501.0-6130-5.0-000-00 501.0-6610-5.0-000-00 531.0-6610-5.0-000-00 533.0-6130-5.0-000-00 533.0-6610-5.0-000-00 | TRANSPORTATION VOUCHERS GAS & OIL GAS & OIL PROGRAM SUPPLIES GAS & OIL PROGRAM SUPPLIES GAS & OIL GAS & OIL PROGRAM SUPPLIES GAS & OIL | 21.00 19.01 158.68 0.34 0.69 6.08 100.54 11.09 18.57 230.04 | 566.04 |
| 0170015 | 11/19/2021 | [06067] WEX BANK Valero Box 6293 - Invoices 53018, 53323, 53323, 53497, 53620, 53620, 53620, 53885, 53968, 53968, 95028, 95028 | 311.0-6110-3.1-000-00 311.0-6610-3.1-000-00 321.0-6610-3.2-000-00 321.0-6610-3.2-000-39 331.0-6610-3.3-000-00 331.0-6610-3.3-031-00 500.0-6610-5.0-000-00 508.0-6610-5.0-000-00 | OFFICE SUPPLIES GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL GAS & OIL | 44.07 75.00 311.06 115.00 49.32 37.22 2.02 42.98 | 676.67 |
| Total Checks | | | | | 2,736.92 | 2,736.92 |

Card Member Service

Credit Card Charges

COSTCO

November 04, 2021 Statement

| Card Holder | Description | Amount | Card Amount |
|------------------------|--|--|-------------|
| Mattie Mendez | Food for centers | 200.60 | 200.60 |
| Jennifer Coronado | Supplies for program | 84.93 206.37 | 291.30 |
| Maritza Gomez-Zaragoza | Food for centers Food for centers Food for centers Food for centers Food for centers Food for centers | 301.87 411.18 782.78 701.78 575.19 595.53 | 3368.33 |
| | | | 0.00 |
| | | Total | 3860.23 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Check Listing with Accounting Distribution from 11/04/2021 to 11/30/2021
1-WestAmerica New AP Checking

| <u>Check</u> | <u>Date</u> | <u>Vendor</u> | <u>Account</u> | <u>Account Description</u> | <u>Distribution Amount</u> | <u>Check Amount</u> |
|---------------------|-------------|--|-----------------------|----------------------------|----------------------------|------------------------|
| 0169949 | 11/19/2021 | [04454] CARD MEMBER SERVICE-COSTCO - Invoices , , , , , ... | 200.0-6130-2.0-000-90 | PROGRAM SUPPLIES | 701.78 | 3,860.23 |
| | | | 390.1-6121-3.9-001-00 | FOOD | 877.06 | |
| | | | 390.1-6121-3.9-002-00 | FOOD | 1207.31 | |
| | | | 390.2-6121-3.9-053-00 | FOOD | 782.78 | |
| | | | 500.0-6130-5.0-000-00 | PROGRAM SUPPLIES | 51.59 | |
| | | | 501.0-6130-5.0-000-00 | PROGRAM SUPPLIES | 51.59 | |
| | | | 502.0-6130-5.0-000-00 | PROGRAM SUPPLIES | 84.93 | |
| | | | 508.0-6130-5.0-000-00 | PROGRAM SUPPLIES | 51.60 | |
| | | | 533.0-6130-5.0-000-00 | PROGRAM SUPPLIES | 51.59 | |
| Total Checks | | | | | <u>3,860.23</u> | <u>3,860.23</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 12/09/2021
1-WestAmerica New AP Checking

11/5/21

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--------------------------|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | ATT 831 000 9204 10G | 200.0-6320-2.0-000-90 | 189.39 | | 10/01/2021 | 10/31/2021 | 5,711.38 | 5,711.38 |
| | | 207.0-6320-2.0-000-00 | 28.55 | | | | | |
| | | 218.0-6320-2.0-000-40 | 19.05 | | | | | |
| | | 311.0-6320-3.1-000-00 | 116.74 | | | | | |
| | | 311.0-6320-3.1-000-50 | 4.60 | | | | | |
| | | 311.0-6320-3.1-001-00 | 285.57 | | | | | |
| | | 311.0-6320-3.1-002-00 | 285.57 | | | | | |
| | | 311.0-6320-3.1-004-00 | 285.57 | | | | | |
| | | 311.0-6320-3.1-005-00 | 285.57 | | | | | |
| | | 311.0-6320-3.1-006-00 | 285.57 | | | | | |
| | | 311.0-6320-3.1-009-00 | 285.57 | | | | | |
| | | 311.0-6320-3.1-016-00 | 285.57 | | | | | |
| | | 312.0-6320-3.1-000-00 | 289.79 | | | | | |
| | | 312.0-6320-3.1-000-50 | 0.86 | | | | | |
| | | 321.0-6320-3.2-000-00 | 132.24 | | | | | |
| | | 321.0-6320-3.2-051-00 | 285.57 | | | | | |
| | | 321.0-6320-3.2-053-00 | 285.57 | | | | | |
| | | 321.0-6320-3.2-054-00 | 285.57 | | | | | |
| | | 321.0-6320-3.2-055-00 | 285.57 | | | | | |
| | | 321.0-6320-3.2-057-00 | 285.57 | | | | | |
| | | 325.0-6320-3.2-000-00 | 0.71 | | | | | |
| | | 331.0-6320-3.3-000-00 | 4.31 | | | | | |
| | | 331.0-6320-3.3-024-00 | 285.57 | | | | | |
| | | 331.0-6320-3.3-027-00 | 285.57 | | | | | |
| | | 331.0-6320-3.3-028-00 | 285.57 | | | | | |
| | | 331.0-6320-3.3-030-00 | 285.57 | | | | | |
| | | 331.0-6320-3.3-031-00 | 285.57 | | | | | |
| | | 362.0-6320-3.2-000-00 | 2.40 | | | | | |
| | | 380.0-6320-3.1-000-00 | 7.74 | | | | | |
| | | 380.0-6320-3.1-000-50 | 8.00 | | | | | |
| | | 401.0-6320-4.0-000-00 | 5.94 | | | | | |
| | | 407.0-6320-4.0-000-00 | 4.77 | | | | | |
| | | 424.0-6320-4.0-000-00 | 1.02 | | | | | |
| | | 426.0-6320-4.0-000-00 | 17.65 | | | | | |
| | | 427.0-6320-4.0-000-00 | 15.25 | | | | | |
| | | 428.0-6320-4.0-000-00 | 7.68 | | | | | |
| [02280] AMERICAN EXPRESS | COMCAST 5 ACCTS | 224.0-6320-2.0-000-60 | 54.93 | | 10/01/2021 | 10/31/2021 | 1,027.63 | 1,027.63 |
| | | 224.0-6320-2.0-000-80 | 54.94 | | | | | |
| | | 371.0-6320-3.1-000-00 | 295.67 | | | | | |
| | | 500.0-6320-5.0-000-00 | 80.41 | | | | | |
| | | 501.0-6320-5.0-000-00 | 54.87 | | | | | |
| | | 508.0-6320-5.0-000-00 | 290.26 | | | | | |
| | | 531.0-6320-5.0-000-00 | 2.33 | | | | | |
| | | 533.0-6320-5.0-000-00 | 84.44 | | | | | |
| | | 533.0-6320-5.0-062-00 | 109.78 | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 12/09/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--------------------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS DS WATER | 200.0-6180-2.0-000-90 | 91.06 | | 11/01/2021 | 11/30/2021 | 2,206.94 | 2,206.94 |
| | 311.0-6180-3.1-000-00 | 43.25 | | | | | |
| | 311.0-6180-3.1-001-00 | 37.61 | | | | | |
| | 311.0-6180-3.1-002-00 | 54.65 | | | | | |
| | 311.0-6180-3.1-004-00 | 41.32 | | | | | |
| | 311.0-6180-3.1-005-00 | 20.33 | | | | | |
| | 311.0-6180-3.1-006-00 | 87.61 | | | | | |
| | 311.0-6180-3.1-007-00 | 6.99 | | | | | |
| | 311.0-6180-3.1-008-00 | 105.81 | | | | | |
| | 311.0-6180-3.1-009-00 | 20.94 | | | | | |
| | 311.0-6180-3.1-014-00 | 33.63 | | | | | |
| | 311.0-6180-3.1-016-00 | 133.70 | | | | | |
| | 311.0-6180-3.1-351-00 | 26.80 | | | | | |
| | 312.0-6180-3.1-000-00 | 40.94 | | | | | |
| | 321.0-6180-3.2-000-00 | 51.20 | | | | | |
| | 321.0-6180-3.2-051-00 | 113.70 | | | | | |
| | 321.0-6180-3.2-053-00 | 36.54 | | | | | |
| | 321.0-6180-3.2-054-00 | 187.61 | | | | | |
| | 321.0-6180-3.2-055-00 | 72.00 | | | | | |
| | 321.0-6180-3.2-057-00 | 194.98 | | | | | |
| | 331.0-6180-3.3-021-00 | 19.98 | | | | | |
| | 331.0-6180-3.3-023-00 | 61.92 | | | | | |
| | 331.0-6180-3.3-024-00 | 72.00 | | | | | |
| | 331.0-6180-3.3-026-00 | 122.56 | | | | | |
| | 331.0-6180-3.3-027-00 | 100.66 | | | | | |
| | 331.0-6180-3.3-028-00 | 89.75 | | | | | |
| | 331.0-6180-3.3-029-00 | 124.04 | | | | | |
| | 331.0-6180-3.3-030-00 | 37.76 | | | | | |
| | 331.0-6180-3.3-031-00 | 73.22 | | | | | |
| | 371.0-6180-3.1-000-00 | 31.41 | | | | | |
| | 500.0-6180-5.0-000-00 | 16.63 | | | | | |
| | 501.0-6180-5.0-000-00 | 16.61 | | | | | |
| | 508.0-6180-5.0-000-00 | 23.10 | | | | | |
| | 533.0-6180-5.0-000-00 | 16.63 | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 12/09/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|------------------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | 200.0-6320-2.0-000-90 | 36.86 | | 11/01/2021 | 12/01/2021 | 1,536.64 | 1,536.64 |
| ATT 831 000 4097 851 IP FLEX VOICE | 207.0-6320-2.0-000-00 | 9.30 | | | | | |
| LINES/CALLING PLAN-[SEPARATE | 218.0-6320-2.0-000-40 | 6.21 | | | | | |
| CHECK] | 224.0-6320-2.0-000-60 | 1.85 | | | | | |
| | 224.0-6320-2.0-000-80 | 2.80 | | | | | |
| | 272.0-6320-2.0-000-00 | 10.87 | | | | | |
| | 311.0-6320-3.1-000-00 | 60.25 | | | | | |
| | 311.0-6320-3.1-000-50 | 1.48 | | | | | |
| | 311.0-6320-3.1-001-00 | 158.31 | | | | | |
| | 311.0-6320-3.1-006-00 | 158.31 | | | | | |
| | 311.0-6320-3.1-014-00 | 158.31 | | | | | |
| | 311.0-6320-3.1-016-00 | 158.31 | | | | | |
| | 312.0-6320-3.1-000-00 | 159.82 | | | | | |
| | 312.0-6320-3.1-000-50 | 0.27 | | | | | |
| | 321.0-6320-3.2-000-00 | 66.35 | | | | | |
| | 321.0-6320-3.2-051-00 | 4.65 | | | | | |
| | 321.0-6320-3.2-053-00 | 4.66 | | | | | |
| | 321.0-6320-3.2-054-00 | 6.20 | | | | | |
| | 321.0-6320-3.2-055-00 | 158.31 | | | | | |
| | 321.0-6320-3.2-057-00 | 158.31 | | | | | |
| | 325.0-6320-3.2-000-00 | 0.26 | | | | | |
| | 331.0-6320-3.3-000-00 | 10.72 | | | | | |
| | 331.0-6320-3.3-031-00 | 158.31 | | | | | |
| | 362.0-6320-3.2-000-00 | 0.77 | | | | | |
| | 371.0-6320-3.1-000-00 | 6.21 | | | | | |
| | 380.0-6320-3.1-000-00 | 2.75 | | | | | |
| | 380.0-6320-3.1-000-50 | 0.51 | | | | | |
| | 401.0-6320-4.0-000-00 | 1.93 | | | | | |
| | 407.0-6320-4.0-000-00 | 1.55 | | | | | |
| | 424.0-6320-4.0-000-00 | 0.33 | | | | | |
| | 426.0-6320-4.0-000-00 | 5.76 | | | | | |
| | 427.0-6320-4.0-000-00 | 4.99 | | | | | |
| | 428.0-6320-4.0-000-00 | 2.50 | | | | | |
| | 500.0-6320-5.0-000-00 | 6.68 | | | | | |
| | 501.0-6320-5.0-000-00 | 3.34 | | | | | |
| | 508.0-6320-5.0-000-00 | 2.25 | | | | | |
| [02280] AMERICAN EXPRESS | 533.0-6320-5.0-062-00 | 274.31 | | 11/01/2021 | 12/01/2021 | 274.31 | 274.31 |
| ATT 5 ACCTS VS | | | | | | | |
| [02280] AMERICAN EXPRESS | 500.0-6320-5.0-000-00 | 29.13 | | 11/01/2021 | 12/01/2021 | 88.28 | 88.28 |
| ATT 250 427 1103 VS | 501.0-6320-5.0-000-00 | 29.13 | | | | | |
| | 533.0-6320-5.0-000-00 | 30.02 | | | | | |
| [02280] AMERICAN EXPRESS | 401.0-6320-4.0-000-00 | 104.53 | | 11/01/2021 | 12/01/2021 | 104.53 | 104.53 |
| ATT 250 427 1104 RR | | | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 12/09/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|---|--|---|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS ATT 088 065 5820 FRES DSL | 331.0-6320-3.3-031-00 | 90.95 | | 11/01/2021 | 12/01/2021 | 90.95 | 90.95 |
| [02280] AMERICAN EXPRESS ATT 559 674 8531 PINE 104 | 200.0-6320-2.0-000-90 311.0-6320-3.1-000-00 321.0-6320-3.2-000-00 | 120.93 120.93 124.59 | | 11/01/2021 | 12/01/2021 | 366.45 | 366.45 |
| [02280] AMERICAN EXPRESS ATT 559 6610 4574 SHUN | 224.0-6320-2.0-000-60 224.0-6320-2.0-000-80 | 54.68 82.02 | | 11/01/2021 | 12/01/2021 | 136.70 | 136.70 |
| [02280] AMERICAN EXPRESS ATT 831 000 9751 ASE | 200.0-6320-2.0-000-90 311.0-6320-3.1-000-00 311.0-6320-3.1-000-50 311.0-6320-3.1-001-00 311.0-6320-3.1-002-00 311.0-6320-3.1-004-00 311.0-6320-3.1-005-00 311.0-6320-3.1-006-00 311.0-6320-3.1-009-00 311.0-6320-3.1-014-00 311.0-6320-3.1-016-00 312.0-6320-3.1-000-00 312.0-6320-3.1-000-50 321.0-6320-3.2-000-00 321.0-6320-3.2-000-50 321.0-6320-3.2-051-00 321.0-6320-3.2-053-00 321.0-6320-3.2-054-00 321.0-6320-3.2-055-00 321.0-6320-3.2-057-00 325.0-6320-3.2-000-00 331.0-6320-3.3-000-00 331.0-6320-3.3-024-00 331.0-6320-3.3-027-00 331.0-6320-3.3-028-00 331.0-6320-3.3-030-00 331.0-6320-3.3-031-00 362.0-6320-3.2-000-00 | 605.95 1001.90 20.39 1102.38 1102.36 1102.38 1102.39 1102.38 1102.38 1102.38 1102.38 186.29 2.87 1084.25 24.14 1102.38 1102.38 1102.38 1102.38 1102.38 1288.17 0.77 242.16 1102.38 1102.38 1102.38 1102.38 1102.38 4.63 | | 11/01/2021 | 12/01/2021 | 23,201.97 | 23,201.97 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 12/09/2021
1-WestAmerica New AP Checking

Organization

| <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|-------------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | 200.0-6437-2.0-000-90 | 240.04 | | 11/01/2021 | 12/01/2021 | 608.50 | 608.50 |
| MATSON ALARM-[SEPARATE CHECK] | 272.0-6437-2.0-000-00 | 74.50 | | | | | |
| | 311.0-6437-3.1-000-00 | 21.22 | | | | | |
| | 311.0-6437-3.1-005-00 | 32.00 | | | | | |
| | 312.0-6437-3.1-000-00 | 19.50 | | | | | |
| | 321.0-6437-3.2-000-00 | 24.74 | | | | | |
| | 331.0-6437-3.3-031-00 | 72.50 | | | | | |
| | 371.0-6437-3.1-000-00 | 45.50 | | | | | |
| | 500.0-6437-5.0-000-00 | 25.69 | | | | | |
| | 501.0-6437-5.0-000-00 | 17.52 | | | | | |
| | 508.0-6437-5.0-000-00 | 7.57 | | | | | |
| | 531.0-6437-5.0-000-00 | 0.75 | | | | | |
| | 533.0-6437-5.0-000-00 | 26.97 | | | | | |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 12/09/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|---|----------------------------|--|------------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22812 | | 321.0-6130-3.2-053-00 | 161.03 | 2 INV | 10/31/2021 | 11/30/2021 | 161.03 | 161.03 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22833 | | 200.0-6110-2.0-000-90 | 298.57 | 2 INV | 10/31/2021 | 11/30/2021 | 298.57 | 298.57 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22835 | | 331.0-6110-3.3-031-00 | 563.52 | 2 INV | 10/31/2021 | 11/30/2021 | 563.52 | 563.52 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22853 | | 401.0-6110-4.0-000-00 | 882.01 | 2 INV | 10/31/2021 | 11/30/2021 | 882.01 | 882.01 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22819 | | 321.0-6130-3.2-053-00 | 127.05 | 2 INV | 10/31/2021 | 11/30/2021 | 127.05 | 127.05 |
| [02280] AMERICAN EXPRESS SMART CARE PO 22815 | | 321.0-6181-3.2-053-39 | 3893.10 | 2 INV | 11/18/2021 | 12/18/2021 | 3,893.10 | 3,893.10 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22762 | | 331.0-6110-3.3-031-00 | 12.76 | 200542938-003 | 10/06/2021 | 11/05/2021 | 12.76 | 12.76 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22818 | | 331.0-6110-3.3-030-00 | 90.29 | 202439887 | 10/13/2021 | 11/12/2021 | 90.29 | 90.29 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT | | 331.0-6110-3.3-026-00 | -286.12 | 202972823 | 10/12/2021 | 11/11/2021 | -286.12 | -286.12 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT | | 501.0-6112-5.0-000-00 533.0-6112-5.0-000-00 | 128.72 128.72 | 205973952 | 10/22/2021 | 11/21/2021 | 257.44 | 257.44 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22860 | | 311.0-6130-3.1-006-00 | 77.37 | 206182017 | 10/26/2021 | 11/25/2021 | 77.37 | 77.37 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22861 | | 331.0-6130-3.3-027-00 | 101.67 | 2069186480 | 10/28/2021 | 11/27/2021 | 101.67 | 101.67 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22872 | | 321.0-6112-3.2-051-00 321.0-6112-3.2-055-00 | 134.21 134.21 | 207907901 | 10/27/2021 | 11/26/2021 | 268.42 | 268.42 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22858 | | 311.0-6130-3.1-000-00 321.0-6130-3.2-000-00 | 199.40 207.53 | 295924 | 10/28/2021 | 11/27/2021 | 406.93 | 406.93 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22859 | | 311.0-6130-3.1-006-00 | 576.38 | 295925 | 10/30/2021 | 11/29/2021 | 576.38 | 576.38 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22813 | | 272.0-6110-2.0-000-00 272.0-6112-2.0-000-00 | 246.24 105.51 | 3 INV | 10/31/2021 | 11/30/2021 | 351.75 | 351.75 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22805 | | 200.0-6110-2.0-000-90 200.0-6112-2.0-000-90 | 398.79 461.74 | 3 INV | 10/31/2021 | 11/30/2021 | 860.53 | 860.53 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22800 | | 331.0-6130-3.3-026-00 | 133.51 | 3 INV | 10/31/2021 | 11/30/2021 | 133.51 | 133.51 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22799 | | 321.0-6110-3.2-053-00 | 61.05 | 3 INV | 10/31/2021 | 11/30/2021 | 61.05 | 61.05 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 12/09/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|---|----------------------------|--|---|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22873 | | 311.0-6110-3.1-002-00 | 351.22 | 3 INV | 10/31/2021 | 11/30/2021 | 351.22 | 351.22 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22874 | | 321.0-6110-3.2-057-00 321.0-6112-3.2-057-00 | 727.36 113.68 | 4 INV | 10/31/2021 | 11/30/2021 | 841.04 | 841.04 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22789 | | 401.0-6110-4.0-000-00 426.0-6110-4.0-000-00 427.0-6110-4.0-000-00 428.0-6110-4.0-000-00 | 110.17 207.13 83.73 39.67 | 4 INV | 10/31/2021 | 11/30/2021 | 440.70 | 440.70 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22832 | | 200.0-6110-2.0-000-90 200.0-6112-2.0-000-90 | 726.95 73.60 | 4 INV | 10/31/2021 | 11/30/2021 | 800.55 | 800.55 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22834 | | 207.0-6110-2.0-000-00 207.0-6112-2.0-000-00 272.0-6110-2.0-000-00 | 227.54 46.00 41.74 | 4 INV | 10/31/2021 | 11/30/2021 | 315.28 | 315.28 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22852 | | 224.0-6130-2.0-000-60 224.0-6130-2.0-000-80 | 1528.31 192.84 | 4 INV | 10/31/2021 | 10/31/2021 | 1,721.15 | 1,721.15 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22501 | | 331.0-6130-3.3-027-00 | 1272.16 | 407090 | 8/19/2021 | 9/18/2021 | 1,272.16 | 1,272.16 |
| [02280] AMERICAN EXPRESS LAKESHORE | | 331.0-6130-3.3-030-00 | 384.67 | 449497 | 10/06/2021 | 11/05/2021 | 384.67 | 384.67 |
| [02280] AMERICAN EXPRESS LAKESHORE PO 22565 | | 831.0-6130-3.3-028-00 | 3214.72 | 452125 | 8/20/2021 | 9/19/2021 | 3,214.72 | 3,214.72 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22784 | | 224.0-6130-2.0-000-60 | 1104.14 | 5 INV | 10/12/2021 | 11/11/2021 | 1,104.14 | 1,104.14 |
| [02280] AMERICAN EXPRESS OFFICE DEPOT PO 22857 | | 311.0-6110-3.1-000-00 311.0-6112-3.1-000-00 312.0-6110-3.1-000-00 312.0-6112-3.1-000-00 321.0-6110-3.2-000-00 321.0-6112-3.2-000-00 | 258.81 41.04 46.46 7.36 358.35 56.82 | 5 INV | 10/31/2021 | 11/30/2021 | 768.84 | 768.84 |
| [02280] AMERICAN EXPRESS ECOLAB 390.1-6180-001 | | 390.1-6180-3.9-001-00 | 104.32 | 6264235056 | 10/15/2021 | 10/31/2021 | 104.32 | 104.32 |
| [02280] AMERICAN EXPRESS HD PRO M PO 22747 | | 100.0-1450-0.0-000-00 | 1188.37 | 644343568 | 10/01/2021 | 10/31/2021 | 1,188.37 | 1,188.37 |
| [02280] AMERICAN EXPRESS HD PRO M | | 100.0-1450-0.0-000-00 | 41.63 | 644528705 | 10/01/2021 | 10/31/2021 | 41.63 | 41.63 |
| [02280] AMERICAN EXPRESS HD PRO F | | 331.0-6140-3.3-029-00 | 303.06 | 644897282 | 10/05/2021 | 11/04/2021 | 303.06 | 303.06 |
| [02280] AMERICAN EXPRESS HD PRO F | | 331.0-6140-3.3-029-00 | 250.56 | 644897290 | 10/05/2021 | 11/04/2021 | 250.56 | 250.56 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 12/09/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|--------------------------|----------------------------|-----------------------------|---------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | HD PRO F | 331.0-6140-3.3-031-00 | 498.40 | 644918708 | 10/05/2021 | 11/04/2021 | 498.40 | 498.40 |
| [02280] AMERICAN EXPRESS | HD PRO F | 331.0-6140-3.3-031-00 | 69.04 | 645104472 | 10/05/2021 | 11/04/2021 | 69.04 | 69.04 |
| [02280] AMERICAN EXPRESS | HD PRO F | 331.0-6140-3.3-031-00 | 116.03 | 64549685 | 10/07/2021 | 11/06/2021 | 116.03 | 116.03 |
| [02280] AMERICAN EXPRESS | HD PRO F | 331.0-6140-3.3-031-00 | 33.14 | 645702374 | 10/07/2021 | 11/06/2021 | 33.14 | 33.14 |
| [02280] AMERICAN EXPRESS | HD PRO M PO 22809 | 100.0-1450-0.0-000-00 | 2964.51 | 645782459 | 10/08/2021 | 11/07/2021 | 2,964.51 | 2,964.51 |
| [02280] AMERICAN EXPRESS | HD PRO M PO 22810 | 100.0-1450-0.0-000-00 | 3087.35 | 645782467 | 10/08/2021 | 11/07/2021 | 3,087.35 | 3,087.35 |
| [02280] AMERICAN EXPRESS | HD PRO M PO 22811 | 100.0-1450-0.0-000-00 | 3980.23 | 645782475 | 10/08/2021 | 11/07/2021 | 3,980.23 | 3,980.23 |
| [02280] AMERICAN EXPRESS | HD PRO M PO 22809 | 100.0-1450-0.0-000-00 | 963.43 | 645978537 | 10/08/2021 | 11/07/2021 | 963.43 | 963.43 |
| [02280] AMERICAN EXPRESS | HD PRO M PO 22810 | 100.0-1450-0.0-000-00 | 657.86 | 645978545 | 10/08/2021 | 11/07/2021 | 657.86 | 657.86 |
| [02280] AMERICAN EXPRESS | HD PRO F | 331.0-6140-3.3-027-00 | 165.72 | 647112093 | 10/14/2021 | 11/13/2021 | 165.72 | 165.72 |
| [02280] AMERICAN EXPRESS | HD PRO F | 331.0-6140-3.3-030-00 | 10.65 | 647922913 | 10/19/2021 | 11/18/2021 | 10.65 | 10.65 |
| [02280] AMERICAN EXPRESS | HD PRO F | 331.0-6140-3.3-030-00 | 136.59 | 647922921 | 10/19/2021 | 11/18/2021 | 136.59 | 136.59 |
| [02280] AMERICAN EXPRESS | HD PRO F | 331.0-6140-3.3-030-00 | 352.69 | 647990050 | 10/20/2021 | 11/19/2021 | 352.69 | 352.69 |
| [02280] AMERICAN EXPRESS | HD PRO M | 500.0-6140-5.0-000-00 | 23.74 | 648555522 | 10/22/2021 | 11/21/2021 | 94.97 | 94.97 |
| | | 501.0-6140-5.0-000-00 | 23.74 | | | | | |
| | | 508.0-6140-5.0-000-00 | 23.75 | | | | | |
| | | 533.0-6140-5.0-000-00 | 23.74 | | | | | |
| [02280] AMERICAN EXPRESS | HD PRO M | 100.0-1450-0.0-000-00 | 124.90 | 649098563 | 10/26/2021 | 11/25/2021 | 124.90 | 124.90 |
| [02280] AMERICAN EXPRESS | HD PRO M | 500.0-6140-5.0-000-00 | 24.99 | 649098571 | 10/26/2021 | 11/25/2021 | 99.96 | 99.96 |
| | | 501.0-6140-5.0-000-00 | 24.99 | | | | | |
| | | 508.0-6140-5.0-000-00 | 24.99 | | | | | |
| | | 533.0-6140-5.0-000-00 | 24.99 | | | | | |
| [02280] AMERICAN EXPRESS | HD PRO M PO 22796 | 390.1-6122-3.9-001-00 | 1730.20 | 649654787 | 10/28/2021 | 11/27/2021 | 2,621.51 | 2,621.51 |
| | | 390.2-6122-3.9-053-00 | 891.31 | | | | | |
| [02280] AMERICAN EXPRESS | HD PRO F | 331.0-6140-3.3-024-00 | 217.89 | 649654795 | 10/28/2021 | 11/27/2021 | 217.89 | 217.89 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
A/P Preliminary Register with Accounting Distribution for Check Date 12/09/2021
1-WestAmerica New AP Checking

| <u>Organization</u> | <u>Invoice Description</u> | <u>Account Distribution</u> | <u>Amount</u> | <u>Invoice</u> | <u>Invoice Date</u> | <u>Due Date</u> | <u>Invoice Amount</u> | <u>Pay Amount</u> |
|---|----------------------------|--|-----------------|----------------|---------------------|-----------------|-----------------------|-------------------|
| [02280] AMERICAN EXPRESS | HD PRO F | 331.0-6140-3.3-027-00 | 68.21 | 649663473 | 10/28/2021 | 11/27/2021 | 68.21 | 68.21 |
| [02280] AMERICAN EXPRESS | HD PRO F | 331.0-6140-3.3-024-00 | 360.53 | 649846185 | 10/28/2021 | 11/27/2021 | 360.53 | 360.53 |
| [02280] AMERICAN EXPRESS | HD PRO M | 100.0-1450-0.0-000-00 | 83.27 | 649922002 | 10/29/2021 | 11/28/2021 | 83.27 | 83.27 |
| [02280] AMERICAN EXPRESS | FEDX | 200.0-6170-2.0-000-90 331.0-6170-3.3-000-00 | 220.74 32.17 | 754114007 | 10/22/2021 | 11/21/2021 | 252.91 | 252.91 |
| [02280] AMERICAN EXPRESS | FEDX | 200.0-6170-2.0-000-90 | 50.48 | 754831254 | 10/29/2021 | 11/28/2021 | 50.48 | 50.48 |
| [02280] AMERICAN EXPRESS | FEDX | 200.0-6170-2.0-000-90 | 57.80 | 755648755 | 11/05/2021 | 12/05/2021 | 57.80 | 57.80 |
| [02280] AMERICAN EXPRESS | FEDX | 331.0-6170-3.3-000-00 500.0-6170-5.0-000-00 | 17.54 73.73 | 756439649 | 11/12/2021 | 12/12/2021 | 91.27 | 91.27 |
| [02280] AMERICAN EXPRESS | COMM PLAYTHINGS PO 22698 | 331.0-6130-3.3-029-00 | 957.90 | Q282Q | 10/15/2021 | 11/14/2021 | 957.90 | 957.90 |
| [02280] AMERICAN EXPRESS | COMM PLAYTHINGS PO 22736 | 331.0-6134-3.3-024-00 | 228.91 | Q780Q | 10/25/2021 | 11/24/2021 | 228.91 | 228.91 |
| [02280] AMERICAN EXPRESS | DISCOUNT SCHOOL PO 22633 | 331.0-6130-3.3-023-00 | 4648.97 | W7177319010 | 10/05/2021 | 11/04/2021 | 4,648.97 | 4,648.97 |
| [02280] AMERICAN EXPRESS | DISCOUNT SCHOOL PO 22731 | 311.0-6130-3.1-351-00 | 1201.01 | W7287896010 | 10/23/2021 | 11/22/2021 | 1,201.01 | 1,201.01 |
| Total to be paid to [02280] AMERICAN EXPRESS | | | | | | | | 89,494.34 |
| Total for this check run: | | | | | | | | 89,494.34 |



MADERA HEAD START MONTHLY ENROLLMENT REPORT

Madera/Mariposa Regional Head Start

Months of Operation:
August 2021 – May 2022

Reporting Month
November 2021

| | | |
|---|--|---|
| Total Funded Enrollment <div style="font-size: 24pt; font-weight: bold;">246</div> | Current Enrollment: <div style="font-size: 24pt; font-weight: bold;">147</div> <p>-----</p> Cumulative Enrollment <div style="font-size: 24pt; font-weight: bold;">161</div> | Centers with Vacancies: Chowchilla: 0 Cottonwood: 0 North Fork: 6 Eastside: 0 Oakhurst: 2 Fairmead: 0 Ruth Gonzales: 0 Mariposa: 0 Valley West: 3 Mis Tesoros: 1 Verdell: 0 |
| No. of Children on Waiting List Income Eligible: 35 No. of Children on Waiting List Over Income : 32 | No. of Children with Disabilities: <div style="font-size: 24pt; font-weight: bold;">23</div> <small>Must be at least 10% of enrollment (↑26)</small> | No. of Over Income Families: <div style="font-size: 24pt; font-weight: bold;">13 (100-130%)</div> <div style="font-size: 24pt; font-weight: bold;">12 (O/I)</div> <small>Must be less than 10% of enrollment (↓ 26)</small> |
| Average Monthly Attendance: 74.69% | | |

Madera Early Head Start

Months of Operation:
June 2021– May 2022

Reporting Month
November 2021

| | | |
|---|--|--|
| Total Funded Enrollment <div style="font-size: 24pt; font-weight: bold;">42</div> | Current Enrollment: <div style="font-size: 24pt; font-weight: bold;">42</div> <p>-----</p> Cumulative Enrollment <div style="font-size: 24pt; font-weight: bold;">67</div> | Vacancies: <div style="font-size: 24pt; font-weight: bold;">0</div> |
| No. of Children on Waiting List Income Eligible: 9 No. of Children on Waiting List Over Income : 4 | No. of Children with Disabilities: <div style="font-size: 24pt; font-weight: bold;">8</div> <small>Must be at least 10% of enrollment (↑5)</small> | No. of Over Income Families: <div style="font-size: 24pt; font-weight: bold;">7 (100-130%)</div> <div style="font-size: 24pt; font-weight: bold;">1 (O/I)</div> <small>Must be less than 10% of enrollment (↓ 4)</small> |
| Average Home Visits Due to COVID- Family Facilitators conducted 2 home visits and 2 phone calls per week with families. | | |

IN-KIND MONTHLY SUMMARY REPORT

Month

November

Year

2021-22

| CATEGORY | BUDGET | PREVIOUS TOTAL | CURRENT TOTAL | Y-T-D TOTAL | REMAINING IN-KIND NEEDED |
|--|---------------------|-------------------|------------------|-------------------|--------------------------|
| NON-FEDERAL CASH | | | | | |
| Volunteer Services/Servicios Voluntarios | 37,300.00 | 118,905.56 | 51,765.59 | 170,671.15 | (133,371.15) |
| A. Professional Services/Servicios Profesionales | - | 2,296.00 | 3,452.50 | 5,748.50 | (5,748.50) |
| B. Center Volunteers/Voluntarios en el Centro | 27,922.00 | 116,609.56 | 48,313.09 | 164,922.65 | (137,000.65) |
| C. Other/Policy Council/Otro/Comité de Póliza | 9,378.00 | 0.00 | | - | 9,378.00 |
| Donated Food/Comida Donada | - | 0.00 | | - | - |
| Donated Supplies/Materiales Donado | 2,561.00 | 372.00 | 210.00 | 582.00 | 1,979.00 |
| Donated Equipment | - | 0.00 | | - | - |
| Donated Bus Storage | - | 0.00 | | - | - |
| Donated Space/Sitio Donado | 237,466.00 | 99,132.75 | 19,826.55 | 118,959.30 | 118,506.70 |
| Transportation/ Transportación | - | 0.00 | | - | - |
| TOTAL IN-KIND | 277,327.00 | 218,410.31 | 71,802.14 | 290,212.45 | (12,885.45) |
| State Fund 319 | \$761,724 | 89,866.00 | | 89,866.00 | |
| Grand Total | 1,039,051.00 | 308,276.31 | 71,802.14 | 380,078.45 | (12,885.45) |

B. YTD In-Kind **\$ 380,078.45**

C. Percent Y-T-D In-Kind **36.58%**

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
REGIONAL HEAD START including BLENDED CSPP STATE PROGRAM
INCOME CALCULATIONS
Novmeber 2021**

| | | | |
|------------|-----|----|--|
| FREE MEALS | 148 | 96 | |
| REDUCED | 0 | 0 | |
| BASE | 0 | 0 | |
| TOTAL | 148 | 96 | |

PERCENTAGES:

| | | | |
|---------|-----------|-----------|--|
| FREE | 100.0000% | 100.0000% | |
| REDUCED | 0.0000% | 0.0000% | |
| BASE | 0.0000% | 0.0000% | |
| TOTAL | 100.0000% | 100.0000% | |

| MEAL | # | | % | | RATE | | |
|---------------------|-------|---|-----------|---|----------|---|------------|
| BREAKFAST: | 1,412 | X | 100.0000% | X | \$1.9700 | = | \$2,781.64 |
| | 1,412 | X | 0.0000% | X | \$1.6700 | = | \$0.00 |
| | 1,412 | X | 0.0000% | X | \$0.3300 | = | \$0.00 |
| LUNCH: | 1,469 | X | 100.0000% | X | \$3.6600 | = | \$5,376.54 |
| | 0 | X | 100.0000% | X | \$3.6600 | = | \$0.00 |
| | 0 | X | 0.0000% | X | \$3.2600 | = | \$0.00 |
| | 0 | X | 0.0000% | X | \$0.3500 | = | \$0.00 |
| SUPPLEMENTS: | 0 | X | 100.0000% | X | \$1.0000 | = | \$0.00 |
| | 0 | X | 100.0000% | X | \$1.0000 | = | \$0.00 |
| | 0 | X | 0.0000% | X | \$0.5000 | = | \$0.00 |
| | 0 | X | 0.0000% | X | \$0.0900 | = | \$0.00 |

2,881
TOTAL FEDERAL REIMBURSEMENT \$8,158.18

CASH IN LIEU: LUNCHES X \$0.2600 \$381.94

TOTAL REIMBURSEMENT \$8,540.12

| | Breakfast | Lunch | Snack | Total |
|------|-----------|-------|-------|-------|
| RHS | 434 | 1,469 | - | 1,903 |
| CSPP | 978 | - | - | 978 |
| | 1,412 | 1,469 | - | 2,881 |

| | <u>RHS</u> | <u>CSPP</u> | <u>Total</u> |
|------------------------------|-------------------|-------------------|-------------------|
| TOTAL FEDERAL REIMBURSEMENT: | \$6,231.52 | \$1,926.66 | \$8,158.18 |
| CASH IN LIEU: | <u>\$381.94</u> | <u>\$0.00</u> | <u>\$381.94</u> |
| | \$6,613.46 | \$1,926.66 | \$8,540.12 |



MADERA HEAD START MONTHLY ENROLLMENT REPORT

Madera/Mariposa Regional Head Start

Months of Operation:
August 2021 – May 2022

Reporting Month
November 2021

| | | |
|---|--|--|
| Total Funded Enrollment 246 | Current Enrollment: 147 <hr style="border-top: 1px dashed black;"/> Cumulative Enrollment 161 | Centers with Vacancies: Chowchilla: 0 Cottonwood: 0 North Fork: 6 Eastside: 0 Oakhurst: 2 Fairmead: 0 Ruth Gonzales: 0 Mariposa: 0 Valley West: 3 Mis Tesoros: 1 Verdell: 0 |
| No. of Children on Waiting List Income Eligible: 35 No. of Children on Waiting List Over Income : 32 | No. of Children with Disabilities: 23 Must be at least 10% of enrollment (↑26) | No. of Over Income Families: 13 (100-130%) 12 (O/I) Must be less than 10% of enrollment (↓ 26) |
| Average Monthly Attendance: 74.69% | | |

Madera Early Head Start

Months of Operation:
June 2021– May 2022

Reporting Month
November 2021

| | | |
|---|--|---|
| Total Funded Enrollment 42 | Current Enrollment: 42 <hr style="border-top: 1px dashed black;"/> Cumulative Enrollment 67 | Vacancies: 0 |
| No. of Children on Waiting List Income Eligible: 9 No. of Children on Waiting List Over Income : 4 | No. of Children with Disabilities: 8 Must be at least 10% of enrollment (↑5) | No. of Over Income Families: 7 (100-130%) 1 (O/I) Must be less than 10% of enrollment (↓ 4) |
| Average Home Visits Due to COVID- Family Facilitators conducted 2 home visits and 2 phone calls per week with families. | | |

IN-KIND MONTHLY SUMMARY REPORT

Month

November

Year

2021

| CATEGORY | BUDGET | PREVIOUS TOTAL | CURRENT TOTAL | Y-T-D TOTAL | REMAINING IN-KIND NEEDED |
|--|-------------------|-------------------|------------------|------------------|-----------------------------|
| NON-FEDERAL CASH | | | | | |
| Volunteer Services/Servicios Voluntarios | 154,655.00 | 43,248.73 | 425.00 | 43,673.73 | 110,981.27 |
| A. Professional Services/Servicios Profesionales | - | 0.00 | 425.00 | 425.00 | (425.00) |
| B. Center Volunteers/Voluntarios en el Centro | 154,655.00 | 43,248.73 | | 43,248.73 | 111,406.27 |
| C. Other/Policy Council/Otro/Comité de Póliza | - | 0.00 | | - | - |
| Donated Food/Comida Donada | - | 0.00 | | - | - |
| Donated Supplies/Materiales Donado | 801.00 | 0.00 | | - | 801.00 |
| Donated Equipment | - | 0.00 | | - | - |
| Donated Bus Storage | - | 0.00 | | - | - |
| Donated Space/Sitio Donado | - | 0.00 | | - | - |
| Transportation/ Transportación | - | 0.00 | | - | - |
| TOTAL IN-KIND | 155,456.00 | 43,248.73 | 425.00 | 43,673.73 | 111,782.27 |
| | | | | | |
| Grand Total | 155,456.00 | 43,248.73 | 425.00 | 43,673.73 | 111,782.27 |

B. YTD In-Kind \$ 43,673.73

C. Percent Y-T-D In-Kind 28.09%



Madera Migrant/Seasonal Head Start

Months of Operation:

March 2021 – February 2022

Reporting Month

November 2021

| | | |
|---|--|--|
| Total Funded Enrollment 579 | Current Enrollment: 135 ----- Cumulative Enrollment: 289 | Centers with Vacancies: Eastin Arcola 17 Mis Angelitos 10 Sierra Vista 1 Pomona 13 Los Niño's 2 |
| No. of Children on Waiting List 47 | No. of Children with Disabilities: 21 Must be at least 10% of enrollment (↑58) | No. of Over Income Families: 20 (100-130%) 15 (O/I) Must be less than 10% of enrollment (↓ 58) |
| Average Monthly Attendance: 93.89% | | |

Community Action Partnership of Madera County, Inc.
 1225 Gill Avenue
 Madera, CA 93637
 (559) 673-9173

IN-KIND MONTHLY SUMMARY REPORT 2021-2022 / REPORTE SUMARIO MENSUAL DE IN KIND 2021-2022

MIGRANT AND SEASONAL HEAD START 2021-2022 MIGRANTE/TEMPORAL HEAD START 2021-2022
Month-Year NOVEMBER 2021/ Mes-Año NOVIEMBRE 2021

| CATEGORY | BUDGET Presupuesto | PREVIOUS/Previo TOTAL | CURRENT/Corriente TOTAL | Y-T-D/Asta ahora TOTAL | REMAINING IN-KIND NEEDED Resto de In Kind para recaudar |
|--|-----------------------|--------------------------|----------------------------|---------------------------|--|
| NON-FEDERAL CASH/EFFECTIVO NO FEDERAL | | | | | |
| Volunteer Services/Servicios Voluntarios | 238,563.00 | 259,903.39 | 51,106.50 | 311,009.89 | (72,446.89) |
| A. Professional Services/Servicios Profesionales | 0.00 | 2,135.00 | 340.00 | 2,475.00 | (2,475.00) |
| B. Center Volunteers/Voluntarios en el Centro | 238,563.00 | 252,265.90 | 50,766.50 | 303,032.40 | (64,469.40) |
| Other/Policy Council/Otro/Comité de Póliza | 0.00 | 5,502.49 | 0.00 | 5,502.49 | (5,502.49) |
| State Collaboration/Colaboracion de Estado | 933,229.00 | 538,469.49 | 86,555.97 | 625,025.46 | 308,203.54 |
| Donated Supplies/Materiales Donados | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| Donated Food/Comida Donada | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Donated Space/Sitio Donado | 125,132.00 | 83,421.28 | 10,427.66 | 93,848.94 | 31,283.06 |
| Transportation/Transportacion | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL IN-KIND/TOTAL DE IN KIND | 1,297,924.00 | 881,794.16 | 148,090.13 | 1,029,884.29 | 268,039.71 |

| | |
|--|--------------|
| A. Y-T-D In-Kind / In-Kind asta ahora | 1,029,884.29 |
| B. Contracted In-Kind/ In-kind Contratado | 1,297,924.00 |
| C. Percent Y-T-D In-Kind/ Porcentaje de in-kind ásta ahora | |
| CONTRACT AMOUNT/CANTIDAD CONTRATADA | 79.35% |

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA MIGRANT HEAD START including BLENDED MIGRANT PRESCHOOL STATE PROGRAM
INCOME CALCULATIONS
Novmeber 2021**

| | | |
|------------|------------|-----------|
| FREE MEALS | 217 | 54 |
| REDUCED | 0 | 0 |
| BASE | 0 | 0 |
| TOTAL | <u>217</u> | <u>54</u> |

PERCENTAGES:

| | | |
|---------|------------------|------------------|
| FREE | 100.0000% | 100.0000% |
| REDUCED | 0.0000% | 0.0000% |
| BASE | 0.0000% | 0.0000% |
| TOTAL | <u>100.0000%</u> | <u>100.0000%</u> |

| MEAL | # | | % | | RATE | = | |
|---------------------|-------|---|-----------|---|----------|---|------------|
| BREAKFAST: | 1,354 | X | 100.0000% | X | \$1.9700 | = | \$2,667.38 |
| | | X | 0.0000% | X | \$1.6700 | = | \$0.00 |
| | | X | 0.0000% | X | \$0.3300 | = | \$0.00 |
| LUNCH: | 842 | X | 100.0000% | X | \$3.6600 | = | \$3,081.72 |
| | | X | 100.0000% | X | \$3.6600 | = | \$1,808.04 |
| | | X | 0.0000% | X | \$3.2600 | = | \$0.00 |
| | | X | 0.0000% | X | \$0.3500 | = | \$0.00 |
| SUPPLEMENTS: | 719 | X | 100.0000% | X | \$1.0000 | = | \$719.00 |
| | | X | 100.0000% | X | \$1.0000 | = | \$419.00 |
| | | X | 0.0000% | X | \$0.5000 | = | \$0.00 |
| | | X | 0.0000% | X | \$0.0900 | = | \$0.00 |

3,828 TOTAL FEDERAL REIMBURSEMENT \$8,695.14

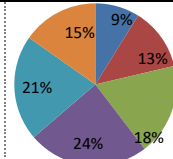
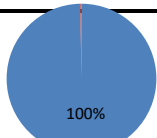
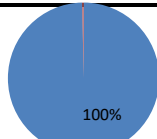
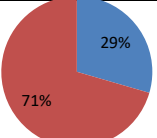
CASH IN LIEU: LUNCHES X \$0.2600 \$347.36

TOTAL REIMBURSEMENT \$9,042.50

| | Breakfast | Lunch | Snack | Total |
|---------------------------------------|--------------|--------------|--------------|--------------|
| CMIG-MADERA MIGRANT PRESCHOOL | - | 494 | 419 | 913 |
| MMHS-MADERA MIGRANT HEAD START | <u>1,354</u> | <u>842</u> | <u>719</u> | <u>2,915</u> |
| | <u>1,354</u> | <u>1,336</u> | <u>1,138</u> | <u>3,828</u> |

| | <u>MMHS</u> | <u>CMIG</u> | <u>Total</u> |
|------------------------------|-----------------|-----------------|-----------------|
| TOTAL FEDERAL REIMBURSEMENT: | \$6,468.10 | \$2,227.04 | \$8,695.14 |
| CASH IN LIEU: | <u>\$218.92</u> | <u>\$128.44</u> | <u>\$347.36</u> |
| | \$6,687.02 | \$2,355.48 | \$9,042.50 |

November 2021 Report for CAPMC

| CHILD/FAMILY INFORMATION | | MHS | THRESHOLD | |
|----------------------------|---|--|-----------|----|
| | | | MHS | ** |
| ENROLLMENT | # Funded Slots | 579 | NA | |
| | End of Month Enrollment % | 62.3% | 100.0% | A |
| | # Cumulative Families | 278 | NA | |
| PIR AGE GROUP | Under 1 Year |  | | |
| | 1 Year Old | | | |
| | 2 Years Old | | | |
| | 3 Years Old | | | |
| | 4 Years Old | | | |
| MOBILITY & RE-ENROLLMENT | Children Enrolled < 45 Days | 9.4% | 5.5% | B |
| | Children Who Left Program & Did Not Re-Enroll | 62.3% | 22.2% | B |
| | Children Enrolled 2+ Years | 64.0% | 59.5% | B |
| CHILD HEALTH | Child Up-To-Date with Preventative Health Care (EPSDT) | 93.6% | 100.0% | C |
| | Children Needing Medical Treatment | 0.9% | 12.7% | B |
| | Children Receiving Medical Treatment | NA | 98.4% | B |
| | Child Up-To-Date with Immunizations or meet state guidelines for exemption | 100.0% | 99.8% | B |
| DENTAL SERVICES | Children with Access to Dental Services | 99.4% | 93.7% | B |
| | Children who completed a professional dental exam | 74.3% | 89.8% | B |
| | Of those who completed exam, children who were diagnosed with needing treatment | 11.1% | 28.3% | B |
| | Of those who need dental treatment, children who received treatment | 94.4% | 88.2% | B |
| HOUSEHOLD PRIMARY LANGUAGE | Spanish |  | | |
| | English | | | |
| | Centra/South American or Mexican Languages | | | |
| | Other | | | |
| HOUSEHOLD ETHNICITY | Hispanic |  | | |
| | Non-Hispanic | | | |
| FAMILY COMPOSITION | Single Parent |  | | |
| | Two Parents | | | |
| FAMILY EDUCATION | High School Graduate/GED or Less | 86.7% | NA | |
| PRIMARY ELIGIBILITY TYPE | Receive Public Assistance | 3.3% | NA | |
| | Homeless Child | 0.0% | NA | |
| | Foster Child | 0.0% | NA | |
| FAMILY SERVICES | Social Service Referrals - Expressed Interest | NA | NA | |
| | Social Service Referrals - Services Received | 54.0% | 69.1% | B |
| | Homeless Families | 0.0% | NA | |
| | Homeless Families - Acquired Housing | NA | 12.3% | B |
| FOOD ASSISTANCE | Families Participating in WIC | 97.1% | NA | |
| | Families Participating in SNAP (Food Stamps) | 84.5% | NA | |

| STAFF QUALIFICATIONS | | MHS | THRESHOLD | |
|--|--|--------|-----------|----|
| | | | MHS | ** |
| CLASSROOM PRESCHOOL ASSISTANT TEACHERS | # Classroom Preschool Assistant Teachers | 8 | NA | |
| | Classroom Preschool Assistant Teachers who meet minimum education requirements: CDA/equivalent or higher, or are enrolled in a CDE or ECE degree program | 100.0% | 100.0% | A |
| CLASSROOM PRESCHOOL TEACHERS | # Classroom Preschool Teachers | 15 | NA | |
| | Classroom Preschool Teachers who meet minimum education requirements: AA degree or higher | 100.0% | 100.0% | A |
| | Classroom Preschool Teachers with a BA or higher | 26.7% | 32.0% | B |
| CLASSROOM INFANT & TODDLER TEACHERS | # Classroom Infant/Toddler Teachers | 11 | NA | |
| | Classroom Infant/Toddler Teachers who meet minimum education requirements: CDA/equivalent or higher | 100.0% | 100.0% | A |

** Threshold Source Key:

Source: PIR for agency & date as indicated

A = Head Start Regulation

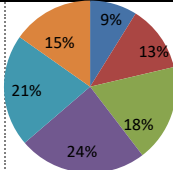
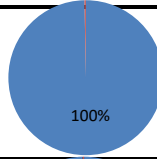
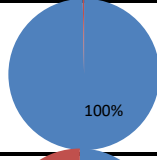
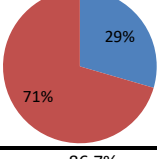
Note: All data for children, family & staff are cumulative.

B = State PIR Indicator 2018-19

Pink shaded cells indicate program does not meet identified threshold

C = Region 12 Specialist

noviembre 2021 reporte para CAPMC

| Informacion Niño/Familia | | MHS | LIMITE | |
|-------------------------------|--|--|--------|----|
| | | | MHS | ** |
| INSCRIPCIÓN | # Espacios Financiadas | 579 | NA | |
| | Inscripción al Final del Mes % | 62.3% | 100.0% | A |
| | # Familias Acumuladas | 278 | NA | |
| EDAD DEL GRUPO PIR | Menor de 1 Año |  | | |
| | 1 Año de Edad | | | |
| | 2 Años de Edad | | | |
| | 3 Años de Edad | | | |
| | 4 Años de Edad | | | |
| MOVILIDAD Y REINSCRITO | Niños Inscritos < 45 Días | 9.4% | 5.5% | B |
| | Niños Que Dejaron el Prog y No Se Reinscribieron | 62.3% | 22.2% | B |
| | Niños Inscritos 2 + Años | 64.0% | 59.5% | B |
| SALUD DEL NIÑO | El Niño Está al Día Con el Cuidado de Salud Preventivo | 93.6% | 100.0% | C |
| | Niños que Necesita Tratamiento Médico | 0.9% | 12.7% | B |
| | Niños Recibiendo Tratamiento Médico | NA | 98.4% | B |
| | Niño al Día con las Vecunas o Cumplecon las Directrices del Estado Para Exención | 100.0% | 99.8% | B |
| SERVICIOS DENTALES | Niños con Acceso a Servicios Dentales | 99.4% | 93.7% | B |
| | Niños que Completaron Exámenes Dentales Profesional | 74.3% | 89.8% | B |
| | De los que Completaron un Exámen, Niños Diagnósticados que Necesitan Tratamiento | 11.1% | 28.3% | B |
| | De los que Completaron un Exámen, Niños que Recibieron Tratamiento | 94.4% | 88.2% | B |
| LENGUAJE PRIMARIO EN EL HOGAR | Español |  | | |
| | Inglés | | | |
| | Central/Sur Americano o Lenjuajes Mexicanos | | | |
| | Otro | | | |
| ORIGEN ÉTNICO | Hispano |  | | |
| | No Hispano | | | |
| COMPOSICIÓN FAMILIAR | Padre Soltero |  | | |
| | Dos Padres | | | |
| EDUCACIÓN FAMILIAR | Graduado de High School/GED o Menos | 86.7% | NA | |
| ELIGIBILIDAD FAMILIAR | Recibe Asistencia Pública | 3.3% | NA | |
| | Desamparado | 0.0% | NA | |
| | Foster | 0.0% | NA | |
| SERVICIOS FAMILIARES | Referencia a Servicios Sociales - Expresó interés | NA | NA | |
| | Referencia a Servicios Sociales - Recibio Servicios | 54.0% | 69.1% | B |
| | Familias Desamparadas | 0.0% | NA | |
| | Familias Desamparadas - Adquiriendo Vivienda | NA | 12.3% | B |
| ASISTENCIA DEL ALIMENTOS | Familias Participando en WIC | 97.1% | NA | |
| | Familias Participando con SNAP | 84.5% | NA | |

| Calificacion del PerCalificacion del Personal | | MHS | THRESHOLD | |
|---|---|--------|-----------|----|
| | | | MHS | ** |
| Asistentes de Maestra de la Clase Prescolar | # Asistentes de Maestra de la Clase Prescolar | 8 | NA | |
| | Asistentes de Maestra de la Clase Prescolar que llenan los requisitos minimo de educacion: CDA/equivalente o mas alto, o estan registradas en un programa de CDE o ECE. | 100.0% | 100.0% | A |
| Maestras de la Clase Prescolar | # Maestras de la Clase Prescolar | 15 | NA | |
| | Maestras de la Clase Prescolar que llenan los requisitos de educacion: Grado AA o mas alto | 100.0% | 100.0% | A |
| | Maestras de la Clase Prescolar con BA o mas alto | 26.7% | 32.0% | B |
| Maestras de la Clase de Infantes/Mediano | # Maestras de la Clase de Infantes/Mediano | 11 | NA | |
| | Maestras de la Clase de Infantes/Mediano que llenan los requisitos de educacion: CDA/equivalente o mas alto | 100.0% | 100.0% | A |

**La clave fuente original

Recurso: PIR de la agencia & fecha como indicado

Las celdas sombreadas indican que el programa no cumple con el umbral identificado

A = Regalamento Head Start

B = Indicador el PIR 2018-19

C = Especialista Region 12



ENROLLMENT REPORT

Fresno Migrant/Seasonal Head Start

Months of Operation:
September 2021 – August 2022

Reporting Month
November 2021

| | | |
|--|--|---|
| Total Funded Enrollment 469 | Current Enrollment: 119 ----- Cumulative Enrollment: 155 | Centers with Vacancies: Biola – 5 Casa Castellanos - 7 Firebaugh – 9 Inez C. Rodriguez - 15 Five Points – 7 Selma - 6 Mendota – 5 Orange Cove – 9 |
| No. of Children on Waiting List 7 | No. of Children with Disabilities: 11 Must be at least 10% of enrollment (↑52) | No. of Over Income Families: 35 (100-13% O/I) 7 (O/I) Must be less than 10% of enrollment (↓ 46) |
| Average Monthly Attendance: 79.59 % | | |

*HS is required to maintain an AMA of 85%

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
 FRESNO MIGRANT HEAD START FOOD PROGRAM
 INCOME CALCULATIONS
 November-2021**

| | |
|------------|-----|
| FREE MEALS | 136 |
| REDUCED | - |
| BASE | - |
| TOTAL | 136 |

PERCENTAGES:

| | |
|---------|-----------|
| FREE | 100.0000% |
| REDUCED | 0.0000% |
| BASE | 0.0000% |
| TOTAL | 100.0000% |

| MEAL | # | | % | | RATE | | | |
|----------------------------|------------------------------------|---|-----------|---|----------|---|-------------------|-------------------|
| BREAKFAST: | 1,102 | X | 100.0000% | X | \$1.9700 | = | \$2,170.94 | |
| LUNCH: | 1,093 | X | 100.0000% | X | \$3.6600 | = | \$4,000.38 | |
| SUPPLEMENTS: | 1,026 | X | 100.0000% | X | \$1.0000 | = | \$1,026.00 | |
| | 3,221 | | | | | | \$7,197.32 | |
| | TOTAL FEDERAL REIMBURSEMENT | | | | | | | \$7,197.32 |
| CASH IN LIEU: | | | | | | | \$284.18 | |
| | | | | | | | \$7,481.50 | |
| TOTAL REIMBURSEMENT | | | | | | | \$7,481.50 | |



Report to the Board of Directors

Agenda Item Number: D-11

Board of Directors Meeting for: January 13, 2022

Author: Maritza Gomez-Zaragoza

DATE: December 15, 2021

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Program Director

SUBJECT: Review and approve the 2021-2022 Madera/Mariposa Regional and Early Head Start Self-Assessment Results, Findings and Plan of Action for Recommendations

I. **RECOMMENDATION:**

Review and consider approving the 2021 – 2022 Madera/Mariposa Regional and Early Head Start Self-Assessment Results, Findings, and Plan of Action for Recommendations.

II. **SUMMARY:**

The 2021 – 2022 Self-Assessment was conducted during the week of December 6, 2021 through December 10, of 2021. The central office staff was divided into four teams which consisted of two or more person(s). Sites were visited based on an assessment schedule, each team was given three days to visit, observe, interview staff and review documents, files or classrooms in order to identify program findings, recommendation and strengths.

III. **DISCUSSION:**

Staff utilized program monitoring of children's file review, observations, staff interviews using the Focus Area one protocol and desktop monitoring to identify program strengths, findings, or areas of recommendation. The program process and systems were reviewed to collect data that was utilized as part of the self-assessment to identify strengths and areas of need in the implementation of policies, procedures and processes. The areas reviewed were:

- Quality Education and Child Development services
- Quality Health Program Services/Environmental Health and Safety
- Quality Family and Community Engagement Services
- ERSEA – Eligibility and Attendance
- Program Design and Management

Once all information and data were collected, staff determined that there were findings in the area of Quality Health Program/Environmental Health and Safety, recommendations for program improvement were identified for some areas, and program strengths were identified for all areas.

Staff developed the corrective plans to address recommendations made to continue to increase the quality of Head Start and Early Head Start services to the children and families

- The Self-Assessment Results, Findings and Plan of Action will be presented on January 6, 2022.

IV. **FINANCING:** None



PROGRAM SELF-ASSESSMENT REVIEW
Review Year 2021-2022
PROGRAM STRENGTHS, RECOMMENDATIONS AND FINDINGS

| Program: CAPMC – Madera/Mariposa Regional and Early Head Start | | December 6 -10, 2021 |
|---|---|-----------------------------|
| Program Area | STRENGTHS | |
| Quality Education and Child Development Services | <ul style="list-style-type: none"> • 20% of the overall program children’s files were reviewed. The teaching staff had consistent documentation on every file that resources/activities were provided to parents to work with their children at home regardless of how their children scored on their ASQ-3 and ASQ-SE2. • D/MH Specialist tabbed 100% of the children’s IEPs and IFSPs to facilitate staff accessing priority information relating to child’s disability, goals, and services. D/MH Specialist completed 100% of the IEP and IFSP Review Forms, which included simplified goals so that staff were clear on goals and could easily individualize for the children. • Program implements coordinated coaching strategies for education staff. To ensure opportunities are provided to all teaching staff, other forms of research based professional development are offered. The program provides a monthly newsletter/coaching corner, to all staff, which contains researched-based professional development that is align with program performance goals. 16 editions of Coaching Corner were provided since September 2020-December 2021. <p>The coaching corner includes topics such as:</p> <ul style="list-style-type: none"> • Self-Care (staff wellness) • Curriculum Fidelity • High Quality Teacher-Child Interactions • Community Based PD Partnerships (MCSOS) • Highlights and celebrates successes in the classroom to promote teacher’s motivation and morale. • To collect feedback and ensure teacher’s need was meet, a survey was added to Coaching Corner on August and September 2021 editions. | |

| | |
|---|---|
| | <p>Some data was collected and program obtained the following results:</p> <ul style="list-style-type: none"> ▪ 31% of staff completed the survey ▪ 100% open the newsletter ▪ 50% regularly access the PD resources ▪ 50% occasionally access the PD resources ▪ 78.6% like the layout and format. ▪ 14.3 % rated, it could be better. ▪ 7.1% rated, too much information. <p>After collecting data suggestions have been integrated into Coaching Corner newsletter from September-December 2021</p> <ul style="list-style-type: none"> • Program implements a developmentally appropriate and research-based early childhood curriculum. The Fidelity Tool for Administrators is utilized to assess if the curriculum is implemented in the classroom in ways the developers intended. • During the Self-Assessment data was collected for 10 classrooms which is 83% of program overall. This data showed that 91.6% of the teachers implement studies by following the guidance provided in the Teaching Guides. <p>During observations some of the indicators rated were as follows:</p> <ul style="list-style-type: none"> - Web of investigations and posts related to study displayed in the classrooms. - Teachers communicated with families about studies through letters or other ways. - Materials were gather and organized in advance. - Families involved in the study - Implementation of “Wow” experiences - Teachers provided firsthand experiences for active investigation. - Question of the day post and discussed. - Adds interest area materials related to the topic. - Teachers extend study when interest is high. - Closes study with celebration of learning. - Documentation of children’s learning displayed in the classroom. |
| <p>Quality Health Program/Environmental Health and Safety</p> | <ul style="list-style-type: none"> • Out of the nine centers reviewed, the following strengths were identified; 100% of the centers are carrying out heightened cleaning and disinfecting processes to ensure the health of children and staff. This is being completed by following cleaning guidelines, completing a daily cleaning and disinfecting schedule checklist, and utilizing |

| | |
|---|---|
| | <p>an EPA approved disinfectant that kills the COVID-19 virus among other viruses. This process is outlined in policy number 47D.2 Classroom Sanitation.</p> |
| <p>ERSEA – Eligibility and Attendance</p> | <ul style="list-style-type: none"> • The program surpassed the 10% of the total funded enrollment with children eligible for services under IDEA (IEP/IFSP) - RHS has served 10.9% and EHS has served 13.5%. |
| <p>Governance, Program Management & Quality</p> | <p>The program has established an effective system to ensure all required information, program updates, and communication with the Parent Policy Council and Board of Directors is continuous and timely.</p> <p>The program has provided a variety of wellness activities and resources for staff. The following are some examples:</p> <ul style="list-style-type: none"> • The Coaching Corner newsletter has provided a plethora of wellness resources • Dynamic Mindfulness Training – • CAPMC provides monthly wellness calendars • CAPMC held its annual Wellness Day on October 15th 2021. 100% of staff participated in the event <p>The program has developed a system to ensure program data is aggregated, analyzed and use the information for effective program planning and identify areas of need/improvement.</p> |
| <p>Quality Family and Community Engagement Services</p> | <p>The program continues to strengthen ongoing collaborative relationships and partnerships with community organizations in the Madera and Mariposa Counties. These collaboration and partnerships have enhanced the level of communication, cooperation and sharing of information, which has improved the delivery of community services for families and children. Below are few examples:</p> <ul style="list-style-type: none"> • Madera Behavioral Health Department provides information with parents during the parent meeting about stress, anxiety, brain development and child development. • Madera Health Department <ul style="list-style-type: none"> ○ Immunization training to staff ○ Dental collaboration ○ COVID testing and resources ○ Car Safety presentations for parents ○ Communication with Communicable Disease Investigator and Health Specialist • CalFresh provides training to parents about sugary drinks and My Plate. • Mariposa County Health and Social Services - assess parents and connect them with other agencies based on their needs. |

| | |
|--|--|
| | <ul style="list-style-type: none"> • Food Resources <ul style="list-style-type: none"> ○ Madera Food Bank ○ Madera Coalition ○ Madera Mission ○ School Districts ○ Manna House (Mountain Sites) ○ CA Meals for Kids Mobile Application • Mental Wellness Resources <ul style="list-style-type: none"> ○ Madera Behavioral Health Department ○ California Health Collaborative/Maternal Wellness Coalition ○ Nurture to Nurture ○ Safe Families (Mountain Sites) <p>ICE – Infant Child Enrichment (Mountain Sites)</p> |
| Program Area | RECOMMENDATION |
| Quality Education and Child Development Services | <ul style="list-style-type: none"> • A total of 13 of those files, 23% had inconsistencies with information collected in the program’s data system. Therefore, it is recommended that all staff files be reviewed to ensure all required documentation is in both the file and system. • Program must ensure teachers provide effective teaching opportunities, which includes developmentally appropriate learning experiences in language and literacy. 83.3% of the program overall classrooms were observed. The Fidelity Tool for Administrators data showed that only 66% of the teachers follow guidance on the Book Discussion Cards related to complex or sophisticated stories. • It is recommended to provide additional support to teachers and increase implementation of Book Discussion Cards to at least 90% program overall. |
| ERSEA – Eligibility and Attendance | <ul style="list-style-type: none"> • Interviews were conducted with 6 Advocates and 1 Family Facilitator. There was inconsistency of staff’s knowledge of the 100% - 130% income eligibility. In preparation of the Focus Area 2 review, it is recommended that training on the ERSEA protocol be provided to Advocates and Family Facilitators to strengthen the articulation of program process and procedures – focusing on the additional income-eligibility criteria from families whose income is between 100% and 130% of poverty. • The ChildPlus application does not have an area to document income category of families whose income is between 100 -130%. Revise the ChildPlus application to add the eligibility requirements – the 100% - 130% category. |

| | | | |
|--|----------------------|--|--|
| | | <ul style="list-style-type: none"> • Update the Selection Criteria form to reflect the 100% - 130% income and add points in this category. • The Federal Poverty Guideline does not include the additional income criteria such as 100% -130% . Revise the Federal Poverty Guideline to reflect both of the categories. | |
| Quality Family and Community Engagement Services | | <ul style="list-style-type: none"> • 7 Family Advocates and 2 Family Facilitators were interviewed using the Focus Area One Protocol. In preparation for the Focus Area 2 review, it is recommended that training on the Family and Community Services protocol be provided to Advocates to strengthen the articulation of program systems and procedures. • Out of 24 files reviewed, 13 have a referral/resource in file and 7 files had resources noted in Child Plus. 20 families received either a referral and/or resource. However, 45% of the files were inconsistent in documenting referrals and resources. It is recommended to review policies and procedures to strengthen the system. • Some sites conducted group meetings but were inconsistent with the documentation of the parent sign in/In-kind form for their sites parents. There were 22 virtual meeting dates, including Individual center orientations,17 dates were for center meetings, 5 meeting dates were for EHS parents. • Based upon review, it was determined that 25 sign in/In-kind forms were missing. It was also determined that when a group was conducting a meeting, not all sites were collecting parent signatures thus resulting in the loss of in-kind hours for the program. It is recommended that meeting minutes include attendance and that individual center meetings begin to take place as of January 2022. | |
| Governance, Program Management & Quality | | <ul style="list-style-type: none"> • A total of 13 of those files, 23% had inconsistencies with information collected in the program's data system. Therefore, it is recommended that all staff files be reviewed to ensure all required documentation is in both the file and system. | |
| Performance Standards | Program Area | FINDING | |
| 1302.47(b)(1) (iv)(ix) 1302.42(c)(1) | Health and Nutrition | <ul style="list-style-type: none"> • Out of the nine centers reviewed, the following findings were identified; <ul style="list-style-type: none"> - It noted that various child furniture needs to be harnessed to the wall to avoid safety hazard. - Family Advocates/Facilitators need to complete follow-up with parents to remind and help them follow recommended schedules of Well Baby Checks and oral health care. Out of 15 files reviewed, 9 were due for follow-up. Staff needs to work on being consistent in following-up with parents. | Mis Tesoros Chowchilla Chowchilla EHS |

| | | | |
|-----------------------|--|---|------------------------|
| 1302.47(b)(1) (ii) | | <ul style="list-style-type: none"> - In Chowchilla, the children’s restroom in this center had spider webs under the sinks, needed cleaning, ceiling tile gap, and had rusted toilet parts. In Mariposa, the outside rail had paint chips exposing rust. | Chowchilla Mariposa |
| 1302.47(2)(v) | | <ul style="list-style-type: none"> - It was noted that the playground in this center needs additional woodchips the cover the height gap, and there were small paint chips on the windowpanes of Pod A. | Chowchilla |
| 1302.47 (2)(ii) | | <ul style="list-style-type: none"> - Both Pod A and B had staff materials that were accessible to children in the drawers. In addition, Pod A had at the entrance, an accumulation of extra staff and children materials. | Chowchilla |



PROGRAM SELF-ASSESSMENT REVIEW
Review Year 2021-2022
CORRECTIVE PLAN OF ACTION

| Program: CAPMC – Madera/Mariposa Regional and Early Head Start | | December 6 -10, 2021 |
|---|---|-----------------------------|
| Program Area | RECOMMENDATION | |
| Quality Education and Child Development Services | <p>It is recommended to provide additional support to teachers and increase implementation of Book Discussion Cards to at least 90% program overall.</p> <p><u>ACTION PLAN</u></p> <ul style="list-style-type: none"> • Review expectation of implementing the Book Discussion Cards in the classroom during Site Supervisor meeting. • Utilized resources available on the Teaching Strategies ICloud • Provide a Professional Development session on the Book Discussion Cards. • Education team will follow up by observing teachers utilizing the Book Discussion Cards. • Teachers will document the Book Discussion Cards on the lesson plan. <p>To ensure the Parent Contact Record is fully completed in a consistent manner, this form will be reviewed with all teachers and a hot sheet will be provided with specific guidance on how to complete this form.</p> <p><u>ACTION PLAN</u></p> <ul style="list-style-type: none"> • The Parent Contact Record form and the hot sheet with guidance on how to complete it will be reviewed during a Site Supervisor meeting. | |
| ERSEA – Eligibility and Attendance | <p>Revise the ChildPlus application to add the eligibility requirements – the 100% - 130% category to determine eligibility of the family.</p> <p><u>ACTION PLAN</u></p> <ul style="list-style-type: none"> • Revise the ChildPlus application to include income category 100% -130% to the additional eligibility. • Provide a copy of the revised ChildPlus application to Advocates/Family Felicitators. • Review the ChildPlus application as it is submitted to the central office. <p>Revise the Federal Poverty Guideline to reflect both of the categories – 100% -130% and over income.</p> | |

| | |
|--|--|
| | <p><u>ACTION PLAN</u></p> <ul style="list-style-type: none"> • Update the Federal Poverty Guidelines to include each income category – eligible, 100%-130% and over income. • Provide a copy of the update Federal Poverty Guidelines form to Advocates/Family Felicitators. • Review applications as submitted to validate the accuracy of the family's income. <p>In preparation of the Focus Area 2 review, it is recommended that training on the ERSEA protocol be provided to Advocates and Family Facilitators to strengthen the articulation of program process and procedures to include the additional income-eligibility criteria on the additional 35% of children who are not categorically eligible from families whose income is between 100% and 130% of poverty.</p> <p><u>ACTION PLAN</u></p> <ul style="list-style-type: none"> • Provide a copy of the Focus Area 2 protocol and provide training to staff – with focus on the Performance Standard regarding the additional income category – 100% - 130%. • Staff will practice interview skill upon completing training. • Support Services Manager will follow up on staff's interview techniques during Advocate meeting. • Provide one on one training as needed <p>Update the Selection Criteria form to reflect the 100% - 130% income and add points in this category.</p> <p><u>ACTION PLAN</u></p> <ul style="list-style-type: none"> • Revise the Selection Criteria to include income category 100% -130% to the additional eligibility. • Provide a copy of the revised Selection Criteria form to Advocates/Family Felicitators. • Review the Selection Criteria as it is submitted to the central office. |
| Quality Family and Community Engagement Services | <p>In preparation for the Focus Area 2 review, it is recommended that training on the Family and Community Services protocol be provided to Advocates to strengthen the articulation of program systems and procedures.</p> <p><u>ACTION PLAN</u></p> <ul style="list-style-type: none"> • Provide a copy of the Focus Area One Protocol questions • Review questions during the monthly Advocate meetings. • Re-visit protocol questions during preservice for new program year 2022-2023 • Provide one-on-one training if needed |

| | |
|--|---|
| <p>Quality Family and Community Engagement Services (CONT.)</p> | <p>There was inconsistency documenting referrals and resources. It is recommended to review policies and procedures to strengthen the system.</p> <p><u>ACTION PLAN</u></p> <ul style="list-style-type: none"> • Review and update the referral/resource policy and procedure • Provide training and follow up during the Advocate meetings to ensure Advocates understand the system. • Provided training during preservice to revisit policy and procedure updates for the new program year 2022-2023. • The implementation of the new system will be monitored during file/desktop monitoring reviews and as needed • T&TA will be provided for Advocates needing additional support as identified during monitoring. <p>It is recommended to strengthen the record keeping of center meetings by establishing new methods and to ensure the collection and filing of documents.</p> <p><u>ACTION PLAN</u></p> <ul style="list-style-type: none"> • Review and update policies and procedures regarding record keeping of parent meetings • Provide training during preservice and advocate monthly meetings on revised policy and procedures • Documentation will be reviewed during monitoring visits and as needed • T&TA will be provided for advocates for those who need additional support |
| <p>Governance, Program Management & Quality Improvement, Human Resources</p> | <p>A total of 13 of those files, 23% had inconsistencies with information collected in the program's data system. Therefore, it is recommended that all staff files be reviewed to ensure all required documentation is in both the file and system.</p> <p><u>ACTION PLAN</u></p> <ul style="list-style-type: none"> • Head Start Director will make the recommendation to update and consolidate personnel files to ensure current and required information is in place. • Program staff will review all Head Start files to ensure all required information is in place. • Human Resources Assistant II will ensure all employee's information is filed in a timely manner during recall period. • Human Resources Assistant II and Head Start Director will conduct bi-annually reviews of staff files to ensure information is in compliance. |

| Performance Standards | Program Area | FINDING |
|---|---|---|
| <p>1302.47(b)(1)(iv)(ix) 1302.42(c)(1)</p> <p>1302.47(b)(1)(ii)</p> <p>1302.47(2)(v)</p> <p>1302.47 (2)(ii)</p> | <p>Quality Health Program/Environmental Health and Safety</p> | <ul style="list-style-type: none"> • Out of the nine centers reviewed, the following findings were identified; <ul style="list-style-type: none"> - It is noted that various child furniture needs to be harnessed to the wall to avoid safety hazard. - Family Advocates/Facilitators need to complete follow-up with parents to remind and help them follow recommended schedules of Well Baby Checks and oral health care. Out of 15 files reviewed, 9 were due for follow-up. Staff needs to work on being consistent in following-up with parents. - In Chowchilla, the children’s restroom in this center had spider webs under the sinks, needed cleaning, ceiling tile gap, and had rusted toilet parts. In Mariposa, the outside rail had paint chips exposing rust. - It was noted that the playground in this center needs additional woodchips to cover the height gap, and there were small paint chips on the windowpanes of Pod A. - Both Pod A and B had staff materials that were accessible to children in the drawers. In addition, Pod A had at the entrance, an accumulation of extra staff and children materials. <p><u>ACTION PLAN</u></p> <ul style="list-style-type: none"> • All Immediate safety hazards have been corrected with the exception of the rust on the railing at the Mariposa site. Maintenance personnel will establish a target completion date to the Health Specialist. |



Report to the Board of Directors

Agenda Item Number: D-12

Board of Directors Meeting for: January 13, 2022

Author: Maritza Gomez-Zaragoza

DATE: December 15, 2021

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: Madera/Mariposa Head Start & Early Head Start 2020-2025 Program Goals and Objectives Update

I. RECOMMENDATION:

Review and consider approving the 2020 – 2025 Goals and Objectives updates for the Madera/Mariposa and Early Head Start Program.

II. SUMMARY:

After the completion and analysis of the community assessment, Head Start management staff developed the program's five-year goals and objectives for the 2020 – 2025 refunding cycle with parent and program staff input. The update is being presented for review and consideration.

III. DISCUSSION:

- Management staff has been working towards accomplishing its program goals. However, due to the current COVID-19 circumstances many of the activities and deadlines had to be adjusted to reschedule for a later time.
 - Although some of the activities were delayed, staff have made progress in accomplishing the objectives for each goal. None of the goals were changed but if staff find themselves having to change a goal, an update will be provided to the Policy Council and Board of Directors.
 - The Policy Council and Board of Directors will continue to be provided with annual updates on the status and/or progress of the goals and objectives.
- The 2020-2025 Goals and Objectives annual update will be presented for approval on January 6, 2022.

IV. FINANCING: Minimal



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

Program Goal: *Program will provide quality child development services to meet the needs of children and families enrolled in the Head Start Programs.*

Objective I: Program will intentionally use its data plan at all levels for program activities, planning, and service delivery to increase the quality of service to children and families beginning August of 2020.

Expected Outcome(s): Program staff will collect, analyze, and utilize program data for informed decision making for all center and program service delivery.

Expected Challenge(s): Effective and timely collection of data, staff’s understanding in analysis of data, potential technical issues – internet, equipment, etc.

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|---|--|---------------------------|--|
| Area Managers will work with center staff to ensure current data tools are being utilized as intended to collect children’s developmental assessments in Learning Genie. | Area Managers Data Entry | December 2020 On-going | Minimal – TA is provided by Learning Genie |
| 2021-2022 Update: A tutorial video was made available to teachers to access and review the most current updates on Learning Genie and continue to increase their knowledge in documenting children’s observations. | Deputy Director – ECE Area Managers | August 2021 and on-going | |
| Advocates and Data Entry staff will be provided with specific timeframes and guidelines for entering child and family information | Support Services Manager | August 2020 On-going | Minimal |
| 2021-2022 Update: Timelines and training were provided to Advocates during preservice at the beginning of the 21-22 program | | | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|---|--|------------------------------|---------|
| year. Follow up training will continue to be provided during the monthly meetings. | | | |
| Training will be provided to center staff on the purpose of the data management plan, its components, and usability for center level planning. | Deputy Director – ECE Area Managers | August 2021 | Minimal |
| 2021-2022 Update: School Readiness Goals data is updated and reviewed with site supervisors and teachers three times per year. Center level goal planning was completed by site supervisors with the assistance of area managers. | | | |
| During monthly Site Supervisor meetings, data points for each service area will be discussed and utilized for planning center activities and/or staff trainings. | Deputy Directors Area Managers Program Specialist Head Start Director | January 2022 On-going | Minimal |
| 2021-2022 Update: Data was reviewed during site supervisor meeting the following dates: December 7, 2020, May 12, 2021, and June 1 st , 2021. Data reports were provided to site supervisors and School Readiness Goals updates were completed. | | | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

Program Goal: *Program will provide quality child development services to meet the needs of children and families enrolled in the Head Start Programs.*

Objective II: Utilize program data, develop a comprehensive professional development and resource plan to provide knowledge and skills to teachers, Advocates, and families beginning January 2021.

Expected Outcome(s): Teachers and parents experiencing challenging behaviors will be equipped with techniques and resources to support children in the classroom and home.

Expected Challenge(s): Funding, availability of speakers and cost, effective planning to schedule training during non-child days

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|---|--|------------------------|---|
| Based on staff and parent/family needs identify training topics, resources, and strategies to address the social emotional needs of children in the classroom and home. | Disabilities/Mental Health Specialist Head Start Director | January 2021 - Ongoing | Cost will be part of the T&TA budget |
| 2021-2022 Update: Based on current parent and staff needs with COVID-19, the following topics have been presented and/or planned for parents and staff to support mental health wellness: <ul style="list-style-type: none"> • How do I deal with stress, if I don't know I have it? (Behavioral Health) * • Conscious discipline – feeling buddies • Trauma: How it Affects the Body and the Brain for a Lifetime Training (Behavioral Health) • Self-Care for Families (Essential Elements) • Feeling Buddies Self-Regulation Lessons provided to parents Spring 2021 | Disabilities/Mental Health Specialist | October 2021 – Ongoing | Cost was allocated under the Quality Improvement funds. |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|---|--|--|--|
| <p>The trainings related to wellness (How do I Deal with Stress..., Trauma... and Self-Care..) are recorded and parents have ongoing access to review those.</p> | | | |
| <p>Disabilities/Mental Health Specialist will follow up with teaching staff experiencing more challenging behaviors to ensure strategies provided through resources and/or training are being implemented effectively in the classroom.</p> | <p>Disabilities/Mental Health Specialist</p> | <p>After training is provided beginning January 2021</p> | <p>Cost for materials, resources, and supports will be allocated on budget</p> |
| <p>2021-2022 Update: Up to now the D/MH Specialist has checked in with staff verbally regarding the use of resources and Conscious Discipline strategies. I.e. Feeling Buddies, etc. Beginning December 2021, DMH will monitor on site prioritizing ensuring strategies that have been provided are being implemented.</p> | <p>DMH Specialist</p> | <p>December 2021 and on-going</p> | <p>None</p> |
| <p>Identify training topics to provide to parents during parent meetings. In addition, identify online trainings to provide an opportunity for all parents to access resources and/or techniques to address challenging behaviors</p> | <p>Deputy Director – Direct Services Disabilities/Mental Health Specialist</p> | <p>January 2021 – On-going</p> | <p>Cost will be part of T&TA budget</p> |
| <p>2021-2022 Update: How to Talk so Kids Will Listen...was a topic provided by our Mental Health Consultant to EHS Parent Meeting for November 2021. Parents have access to other parent topics on the Ready Rosie Platform such as feelings and emotions, anxiety, reading about emotions, etc. The following topics were added to the parent-meeting schedule and will be presented for the 21-22 year: The Family Role in Building Social Emotional Skills, Positive Discipline and Relationships Matter.</p> | | | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|---|---|-------------------------------|--|
| <p>Disabilities/Mental Health Specialist, as part of the child’s support plan, will encourage parent/families to participate in parenting classes through CAPMC-Head Start or other available parenting classes in the community.</p> | <p>Disabilities/Mental Health Specialist Advocates Support Services Manager</p> | <p>January 2021 – Ongoing</p> | <p>None – Parenting classes are offered at no cost</p> |
| <p>2021-2022 Update: Parenting classes are recommended for all parents/guardians of children with support plans.</p> | | <p>September 2021</p> | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

Program Goal: *Program will provide quality child development services to meet the needs of children and families enrolled in the Head Start Programs.*

Objective II: Address the salary disparity between local preschool/childcare programs and CAPMC-Head Start to decrease staff turn-over and ensure continuity of services for children and families beginning June of 2020.

Expected Outcome(s): Maintain current workforce to provide continuity of services for children and families enrolled in Early Head Start and Head Start.

Expected Challenge(s): Availability of funding, continued pay disparity with local preschool programs, employees opting for higher salaries

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|--|---|---|--|
| Apply for additional funding as opportunities become available from Office of Head Start to increase salaries. | Head Start Director CAPMC Executive Director | Beginning June 2020 – On-going | 5% increase in salaries constitutes over \$100,000 in additional funding |
| 2021-2022 Update: Office of Head Start allocated funding to support Head Start Program with a Cost of Living Adjustment of 1.22%. | Head Start Director CAPMC Executive Director | Salary adjustments were implemented effective June 2021 | All funds received were applied to salaries & fringe benefits |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|---|---|--|--|
| Review CAPMC's teacher job classifications to potentially create a tier within current job classifications to augment pay for a higher tier that will require higher education qualifications. | Head Start Director Human Resources Director | June 2022 | Unknown |
| 2021-2022 Update: CAPMC management staff is reviewing the current job classifications and determining the financial impact of implementing a tier system for teaching staff. If additional funding is received from the Office of Head Start the proposal will be submitted to PC & Board for review and approval. | Executive Director Head Start Director Human Resources Director | June 2023 | Unknown at this time |
| Seek funding opportunities from other sources – state – to address the upcoming California's minimum wage. | Head Start Director CAPMC Executive Director Human Resources Director | June 2021 – On-going | 5% increase in salaries constitutes over \$100,000 in additional funding |
| 2021-2022 Update: Office of Head Start allocated funding to support Head Start Program with a Cost of Living Adjustment of 1.22%. Funding was applied to increase staff wages. Since the start of the funding cycle CAPMC has increased staff's salary by 5.72%. | Head Start Director CAPMC Executive Director | Salary Adjustment were implemented effective June 2021 | \$35,661 of the total funding was used for salaries for both HS and EHS staff. |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

Program Goal: Program will prepare children enrolled in Head Start to enter Kindergarten.

Objective: Program will develop connections with Local School Districts to improve transitions and share program data.

Expected Outcome(s): Children will be exposed to elementary school experiences. Program and School District will develop a process of data sharing.

Expected Challenge(s): Head Start children having the opportunity to visit elementary schools. School District's being open to partnering with CAPMC Head Start.

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|--|--|-----------------------------|--------------------|
| Program staff will contact local school districts to develop a stronger partnership and collaboration. Center staff will have a better understanding of Kindergarten expectations, enrollment process, and data/information sharing between Head Start and the elementary schools. | Deputy Director - ECE Area Mangers | December 2020 – On-going | N/A |
| 2021-2022 Update: On November 12, 2020, a meeting took place with Kindergarten teacher and State Preschool director. During this meeting, the transition to Kinder teacher shared the academic expectations for TK. Those expectations will be shared with teaching staff to ensure they are aware of those expectations and to share information with parents. | Deputy Director – ECE Area Managers | February 2022 | N/A |
| Teachers will schedule a meeting with the closest Elementary School's teaching staff to share children's outcomes and K-SEP data. Parent's consent will be obtained prior to data/information sharing. | Teachers Area Managers | April-May of each year | Minimal |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|---|--|--------------------------------|----------------|
| <p>2021-2022 Update: For the 2021-2022 school year the Kindergarten Student Entrance Profile (KSEP) will be completed. Data will be analyzed to indicate child educational gains.</p> | <p>Teachers Area Managers</p> | <p>April-May of each year</p> | <p>Minimal</p> |
| <p>Children will have the opportunity to visit an elementary school prior to kindergarten enrollment. Information will be documented on transition plan.</p> | <p>Teachers Area Mangers</p> | <p>April-May of each year</p> | <p>N/A</p> |
| <p>2021-2022 Update: Due to COVID exposure concerns, Teachers will continue inviting Kindergarten teachers to be part of a virtual meeting to speak and share information with parents and children.</p> | | | |
| <p>At the end of each program year, management staff in collaboration with center staff will review the transition plan for effectiveness. If any gaps or opportunities for improvement are identified, the plan will be revised prior to the start of each program year.</p> | <p>Area Managers Teachers / Family Advocates</p> | <p>May 2021 – On-going</p> | <p>Minimal</p> |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

Program Goal: Program will prepare children enrolled in Head Start to enter Kindergarten.

Objective: Program will utilize the end of the year family survey as a measure for child/family Kindergarten readiness – Indicator: Family as Lifelong Educator will indicate 65%-70% in the domain of Family Engagement in Transition.

Expected Outcome(s): Program will strengthen parents’ understanding of the importance of their role in supporting their children’s transition to school.

Expected Challenge(s): Having a low parent participation during activities offered.

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|--|--|--------------------------|--------------------|
| Teachers will review their classroom outcome data after each collection. They will complete a Summary of Findings. Upon completion, this data will be shared with parents along with strategies that can be implemented at home. | Deputy Director - ECE Area Managers Teachers Family Advocates | August 2022- On-going | |
| 2021-2022 Update: DRDP collections were completed for the school year. Data was reviewed with site supervisors on 12/7/2020, 5/12/2021, & 6/1/2021 and the Summary of Finding were completed. | | | |
| Program will develop a School Readiness event for families. During these event families will received strategies to help their children on developing skills and getting ready for school. | Deputy Director – Direct Services Area Manager Family Advocates Education Staff | August 2021- On-going | |
| 2021-2022 Update: Due to COVID, parent meetings are being provided to parents virtually. The family workshop “Ready for Kindergarten” is included on the parent schedule. | Area Managers Deputy Director Direct Services | | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|--|-----------------------------------|--------------------------------|--|
| Area Managers will review the Family Strengths/Needs Assessment (pre and post data) to identify family trends and teaching staff training needs. This information will provide a baseline for planning purposes. | Deputy Directors Area Managers | Twice a year beginning 2021 | |
|--|-----------------------------------|--------------------------------|--|

Program Goal: Program will support the safety of children and families in the community

Objective: Booklet will be provided to families with information on safety community resources – data will indicate that 70% of families received resources

Expected Outcome(s): Families will have resources on agencies/services that can provide guidance on safety measures at school and home.

Expected Challenge(s): Accuracy of information from year to year. Programs/agencies closing and not providing services due to funding.

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|---|---------------------------|-----------------------|----------------------|
| A committee will be established and the primary goal will be to complete a booklet on safety community resources. | Health Specialist | August/September 2020 | \$1000 printing cost |
| 2021-2022 Update: A Safety Resources Committee was established on February 2021. Meetings are ongoing monthly. The booklet in process. | | February 2021 | |
| Agencies that provide safety resources will be contacted to ensure information on resource books is accurate and appropriate. | Safety Resource Committee | June 2020-annually | None |
| 2021-2022 Update: CAPMC-Head Start has increased its partnership and working relation with community partners to ensure services and resources are provided to families; specifically, health education related to COVID-19. | | August 2021 | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|--|---|----------------------------------|-----------------------------------|
| <p>Trainings on how to use the safety resource booklet with families will be provided to Advocates, Family Facilitators and center staff during pre-service.</p> | <p>Health Specialist</p> | <p>August 2022- annually</p> | <p>\$1200 venue/materials</p> |
| <p>Annual search for new agencies/resources, and review of current resources to ensure information is current.</p> | <p>Health Specialist, Safety Resource Committee</p> | <p>June 2023 - annually</p> | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

Program Goal: Program will support the safety of children and families in the community

Objective: Safety topics will be presented to parents at parent meetings – Parent meeting agendas will indicate “safety topic” – 100% of centers will provide at least 1-2 safety topics during the school year.

Expected Outcome(s): Parents will be provided with information on safety measures for their home, school, and community.

Expected Challenge(s): Parent participation in meeting. Availability of community presenters and programs/agencies that meet parent’s needs.

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|--|---|-----------------------|---------------------|
| Parent meeting schedule will be revised to include safety topics of interest to families. | Health Specialist Deputy Director – Direct Services | July 2020 | \$150 printing cost |
| 2021-2022 Update: Parent meeting schedule now includes safety topics of interested to families. However, parent meetings are being provided virtually at this time. The 2021-2022 topics included in the parent meeting schedules are the following: COVID Health and Safety, Oral Health, Car Safety, Technology Safety, Tabaco and Child Abuse. | Health Specialist Deputy Director – Direct Services | August 2021 | \$150 printing cost |
| Identify programs and agencies that provide presentations for parents on safety in the home, schools, and neighborhoods/community. | Health Specialist | July – August 2020 | None |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|--|----------------------------------|------------------------------|--------------------------|
| Update: Family Advocates and EHS Family Facilitators have been provided with a list of community agencies/services that address safety to conduct presentations and resources for parents. | | COMPLETED | |
| Revised parent meeting survey, list of resources and community presenter will be provided to Advocate during pre-service. | Health Specialist | August 2020 | \$500 venue/materials |
| Update: A list of health and safety resources that aligns with the parent meeting survey was provided to the Advocates and EHS Facilitators. Information is organized to align with titles on survey that provide easy identification of resources. | | COMPLETED | |
| Safety topics identified by parents on the parent meeting survey will be included on the “parent meeting plan”. Information will be documented on agenda & meeting minutes. | Advocates Family Facilitators | September 2020 - annually | None |
| 2021-2022 Updates: The following topics were added to the parent meeting schedule: health and safety, lead, oral health, SIDS, technology safety and tobacco. The topics are being presented during the virtual monthly parent meetings. | | | |
| Ongoing monitoring will ensure at least one safety topic is being presented to the parents during the school year. | Health Specialist | October 2020- ongoing | None |
| 2021-2022 Update: We are still conducting ongoing monitoring to ensure safety topics are being presented to the families. Resources for such topics are still being added and provided to the Advocates as they arise. | | | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

Program Goal: Program will support the safety of children and families in the community

Objective: The program will conduct a safety assessment of all sites and develop a plan to address any safety concerns by August of 2021.

Expected Outcome(s): Children, parents, and staff will be safe while at Head Start centers.

Expected Challenge(s): Availability of funding to address identified concerns. Safety versus compliance with Community Care Licensing

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|--|--|------------------------|-------------------------------|
| A Head Start safety committee will be established to evaluate the safety of all Head Start centers. | Health Specialist Maintenance Team Head Start Director | December 2020 | |
| Research a tool to assist with the evaluation of safety of Head Start centers to include safety measures, safe doors, surveillance cameras, emergency measures/drills. | Health Specialist Area Managers Head Start Director | January 2021 | None |
| Deploy committee members to evaluate all Head Start sites and identify gaps in safety. | Health Specialist Safety Committee Members | February 2021 | None |
| Compile findings from all sites. Present information to Head Start Director to develop a plan to address findings. The plan will include recommendations to address potential safety issues. | Health Specialist Safety Committee Members | April 2021 | Significant based on findings |
| Provide safety trainings and drills for staff that include but not limited to, emergency evacuations that include wild fire evacuations, active shooter trainings, and lock downs. | Health Specialist Head Start Director | August 2021 – On-going | \$600 venue/materials |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|---|----------------------------|------------------------|---|
| <p>2021-2022 Update: Due to the continued health & safety concerns with COVID 19, this objective will be suspended. However, any safety and/or facility needs will be addressed as identified by center, management, or maintenance staff. The Head Start Director will seek input from staff during budget planning time in order to budget accordingly for any facility needs.</p> | <p>Head Start Director</p> | <p>2021 – On-going</p> | <p>Significant based on findings or identified needs. If needed, CAPMC will seek additional one time funding.</p> |
|---|----------------------------|------------------------|---|



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

- Program Goal:** Program will support children and family’s health and nutritional habits and practices.
- Objective:** Program will identify children that based on BMI are considered over weight/obese and provide additional support – data from first and second height and weight will indicate a decrease by 2% each year.
- Expected Outcome(s):** Children & parents will learn how to be active by participating in I’m Moving I’m Learning (IMIL) daily and will learn healthy eating habits. Parents will learn how to make healthy meal choices and make positive changes for their family.
- Expected Challenge(s):** Parent’s willingness to make changes at home. Participation from parents on workshops/educational sessions.

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|---|---------------------------------------|------------------------------|---|
| Identify an IMIL presenter to provide training to Head Start and Early Head Start staff on the principles and objectives of IMIL. | Nutrition Specialist | June 2020 | \$ 3,500.00 Presenter |
| 2021-2022 Update: Patricia Kimbrell, M.Ed., was hired as our IMIL Zoom Trainer. First training date was January 29, 2021 and second date was February 19, 2021. Put together IMIL training totes for each classroom with training tools for teachers and for families. | Nutrition Specialist | Winter 2021 | \$2,250.00 Presenter \$4,000.00 Totes |
| Develop an implementation plan to ensure IMIL activities are included in lesson plans and parent meetings. Monitoring will identify staff’s implementation of IMIL activities. | Nutrition Specialist Area Managers | August 2020 | \$4,000 Presenter, materials, venue |
| 2021-2022 Update: Additional training tools were provided to staff during the IMIL training with Patricia Kimbrell. During monitoring’s Nutrition Specialist checks in with staff on IMIL. | Nutrition Specialist | January and February 2021 | \$4,000.00 Totes |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|--|--|--------------------------------|---|
| Train staff on the implementation of the Food Experience's/Creative Curriculum plan. Monitor each month to ensure the plan is being carried out. | Nutrition Specialist | February 2021 | 1,000 materials & venue |
| 2021-2022 Update: Activity postponed because of current Health and Safety in classrooms due to COVID. We have not resumed sharing of food items. | Nutrition Specialist | August 2022 | \$1,000.00 Materials |
| Purchase resource bags and materials to help educate families on nutrition topics. Train and distribute resource bags for parents who set goals or in need of help | Nutrition Specialist Advocates | August 2022 | \$4,000 |
| 2021-2022 Update: Have started a list of resources I would like in the bags with IMIL activities; yoga, parachute, beanbags, gross motor exercise cards. | Nutrition Specialist | August 2022 | \$4,000.00 Materials |
| Each year input and collect height and weight data using Child Plus and analyze results. | Nutrition Specialist Advocates Head Start Director | June – July 2021 and yearly | None |
| 2021-2022 Update: During COVID our Program used our newsletter to inform parents and families as to what was happening around them. Developed a Parent Recipe & Obstacle Challenge to encourage families to develop a healthy recipe or an obstacle course. | Nutrition Specialist | August 2021- October 2021 | \$450.00 Prize Money (Grocery store shopping) |

Program Goal:

Program will support children and family's health nutrition habits and practices

Objective:

Nutrition Specialist along with program staff will review current nutrition assessment form and revise them to ensure the forms allow parents to solicit assistance/resources. The new forms will be implemented by August of 2021

Expected Outcome(s):

The new Identification of Nutritional Needs/Referral form will allow for data collection and target program and center issues.



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

Expected Challenge(s): Families are already working with their Health Care Provider or WIC and don't want additional help from Head Start.

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|--|-----------------------------------|--------------------|--------------------|
| Take nutrition forms to Advocate and Health Advisory Committee meetings for input on changes. | Nutrition Specialist | May 2020 | None |
| 2021-2022 Update: Used the remaining forms and the new forms were developed and new forms will be printed that with incorporate the changes. | Nutrition Specialist | August 2022 | \$500 Printing |
| For data collection the Identification for Nutritional Needs/Referral form will be added to Child Plus as a fillable form. | Nutrition Specialist | June - July 2020 | None |
| 2021-2022 Update: The Nutrition Needs/Referral form is fillable in Child Plus and 2020-2021 forms were added into Child Plus. Currently working with Child Plus to format reports to generate data. | Nutrition Specialist | Winter/Spring 2022 | None |
| Revise forms and procedures for Identification of Nutrition Needs/Referral and Identification of Nutrition Follow Up Document. | Nutrition Specialist | June – July 2020 | \$500.00 Printing |
| 2021-2022 Update: This activity's timeline will be moved to Winter/Spring 2021 due to adjustments made to current services for COVID. | Nutrition Specialist | COMPLETED | \$500.00 Printing |
| Three centers will be selected to participate in a pilot test of the form Identification of Nutrition Needs/Referral into Child Plus. Program Year 2020-2021. | Nutrition Specialist Advocates | August 2021 | None |
| Review and analyze the results from the pilot test. Review and evaluate for needed changes. Make the needed changes and deploy for the following program year. | Nutrition Specialist Advocates | May – June 2021 | None |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|---|------------------------------------|---------------|-------------------------------|
| | | | |
| Advocates will be provided with training on the implementation of the new Identification of Nutrition Follow Up form. | Nutrition Specialist | July 2021 | \$500 Venue and materials |
| Research training on “effective communication/interviewing techniques” for Advocate to increase their skill with communicating with parents. | Nutrition Specialist SS Manager | December 2021 | \$800 Presenter and materials |
| 2021-2022 Update: The form was changed with the help of Family Advocates and the Health Advisory Committee but the pilot program has not started. Nutrition Specialist inputted the forms and is working with Child Plus to get the data to use for planning on parent training topics and materials to add to the center meetings. Currently new Advocates attend CDA Program that includes a communication training. For additional training the Nutrition Specialist will work SS Manager to look into Continued Ed. and ECLKC for additional training opportunities. | Nutrition Specialist | December 2022 | \$800.00 for classes |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

Program Goal: Program will support children and family’s health nutrition habits and practices

Objective: CAPMC will enter into a partnership with UC Corporative Extension CalFresh to develop information resources and workshops targeting nutrition and healthy eating habits by January of 2021

Expected Outcome(s): Provide on-going nutritional workshops/classes for parents that will include - Harvest of the Month, Champions for Change, Dietary Guidelines, Potter the Otter, and My Plate.

Expected Challenge(s): Parent being able to attend workshops/classes. Availability of funding to continue nutrition education from community partners.

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|--|--|----------------------|--------------------|
| Contact and meet with Community Partners that provide nutrition education to discuss and develop a plan that will target nutrition and healthy eating and living habits for Head Start families. | Nutrition Specialist and Deputy Director – Direct Services | May 2020-June 2020 | None |
| 2021-2022 Update: The program continues to collaborate with CalFresh for them to share information with parent about sugary drinks and My Plate. The information is being present during the monthly virtual parent meetings. | Nutrition Specialist | Spring 2022 | None |
| Develop of list of community partners that provide nutrition workshops/education to Advocates. Provide list at pre-service and ensure that nutrition topics are included on parent meeting plan. | Nutrition Specialist Deputy Director – Direct Services | July 2020 – On-going | None |
| 2021-2022 Update: Timeline for this activity was delayed again. Will work with Health Advisory and Health Specialist to develop a list of community partners to provide to the Advocates for parent meetings. | Nutrition Specialist | Spring 2022 | None |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|--|--|------------------------|-------------------------------|
| Research and develop a parent survey to be distributed to parents who attend parent meetings at the end of each program year to collect data on the effectiveness of the nutrition education plan. | Nutrition Specialist Deputy Director – Direct Services Head Start Director | January 2021 | \$100 printing cost |
| 2021-2022 Update: Will work with Deputy Director of Direct Services to make sure questions are asked on a parent survey regarding nutrition and physical activity. | Nutrition Specialist Deputy Director of Direct Services | April-May 2022 | \$100.00 |
| Utilizing collected data from the 2020-2021 program year, nutritional materials will be compiled to create a resource binder for Advocates to utilize when meeting with parents. | Nutrition Specialist Advocates | July – August 2021 | \$500 printing cost/materials |
| 2021-2022 Update: Timeline for this goal has been delayed. Currently working with Child Plus to set up reports so I can collect the data from the Nutrition Needs/Referral forms that are being inputted. | Nutrition Specialist | Winter/Spring 2022 | None |
| Provide training to Advocates & center staff on how to utilize resource binder to provide resources and information to parents seeking information on healthy nutrition. | Nutrition Specialist | August 2021 – On-going | \$1200 venue/materials |
| 2021-2022 Update: Timeline for this goal has been delayed. | Nutrition Specialist | August 2022 | \$1,200.00 Materials |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

- Program Goal:** Program will provide community resources to all Head Start participating families.
- Objective:** Community resource book will be reviewed and updated annually beginning July 2020.
- Expected Outcome(s):** Parents will have current information about different agencies within their community.
- Expected Challenge(s):** Agencies moving from location or contact information - Eligibility and requirements for services

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|--|--|----------------------|---------------------------|
| Contact agencies listed in the parent handbook to ensure they are still active and make revisions as appropriate. | Deputy Director – Direct Services Program Specialists | June 2020 – annually | \$ 6,000.00 printing cost |
| 2021-2022 Update: A copy of the resource book was provided to parents at the start of the program year. A link to access the resource book in the agency website was provided for parent who preferred to access it electronic. | | | |
| Locate resource list from Mariposa, North fork, Oakhurst and Chowchilla to include in the resource book. | Deputy Director – Direct Services Advocates | June 2020 – annually | |
| 2021-2022 Update: Timeline has been adjusted due to COVID. Activities to create resource book for the mountain areas will resume February of 2022. | Deputy Director – Direct Services Advocates | February 2022 | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|--|------------------------------------|------------------------|--|
| Locate parenting classes or other available classes in all service areas to include them in the resource book. | Support Services Manager/Advocates | June 2020 – annually | |
| 2021-2022 Update: Timeline has been adjusted due to COVID. Activities will resume February 2022. | Deputy Director of Direct Services | February 2022 | |
| Training on how to use the resource books with families will be provided to Advocates during pre-service. | Support Services Manager/Advocates | August 2020 – annually | |
| 2021-2022 Update: Timeline has been adjusted due to COVID. Activities will resume February 2022. | Deputy Director of Direct Services | February 2022 | |
| Continue to seek new agencies and update resource book annually to ensure information is current. | Support Services Manager/Advocates | June 2021 – annually | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

Program Goal: Program will provide community resources to all Head Start participating families.

Objective: Resource book will be reviewed with parents at the beginning of each school year during orientation to target 80 - 85% of enrolling parents.

Expected Outcome(s): Parents will learn and be able to access services provided by different agencies in the community.

Expected Challenge(s): Parents not being able to communicate with representatives from the different agencies, challenges finding resources, and eligibility requirements possible barrier for families to receive services.

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|---|-----------------------|----------------------------|--------------------|
| Advocates will provide an overview of the parent resource book with attending parents. Documentation will be included on the parent orientation agenda and minutes to reflect the handbook was reviewed with parents. | Advocates | August 2020 – annually | N/A |
| Update: Due to COVID 19, the parent resource book was reviewed with parent via phone. A link was also provided for parent to access the resource book through the Agency website. The resource book receipt was completed by staff and documentation was entered under case notes in Child Plus. | Advocates | COMPLETED | |
| Resource book and acknowledgement of receipt will be provided to parents during orientation. Acknowledgment of receipt will be file in the family file. | Advocates | September 2020 – on- going | N/A |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|--|--|-------------------------|----------------------|
| <p>2021-2022 Update: During the file review in November 2021, it was found that 90% of files had receipt of acknowledgment in the files. 10% of files were either for children that just enrolled the program or exit the program before 30 days.</p> | Advocates | November 2021 | |
| <p>Training on communication techniques and how to assist families in contacting agencies will be provided to Advocates during pre-service.</p> | Deputy Director – Direct Services | July 2020 – annually | \$1,500 Presenter |
| <p>2021-2022 Update: Timeline has been adjusted due to COVID. Activities will resume February 2022.</p> | Deputy Director – Direct Services | February 2022 | |
| <p>Ongoing monitoring will ensure resource book was provided to parents, documentation will indicate staff’s providing assistance to parents seeking resources, and parents receiving needed services to address their needs.</p> | Deputy Director – Direct Services Advocates | October 2020 – on-going | N/A |
| <p>2021-2022 Update: File monitoring was complete on October 2021 and November 2021 to ensure the resource book was provided to parents. 90% of files had the signed receipt from parents stating that they received the resource book.</p> | | | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

Program Goal: Program will provide community resources to all Head Start participating families.

Objective: Advocates will be trained on how to identify opportunities to provide resources to parents and document at least one resource and per parent/family. PIR C.50 will indicate an increase of 2% each year.

Expected Outcome(s): Parent/family will gain new information by receiving at least one resource based on their need or interest.

Expected Challenge(s): Parents declining resources or information.

| Action/Strategy | Person(s) Responsible | Timeline | Financial Supports |
|--|-----------------------------------|------------------------|-------------------------------|
| Training on how to identify resources in the community for parents based in their interest o need will be provided to Advocates during pre-service. | Deputy Director – Direct Services | July 2020 – annually | \$ 900 for training materials |
| 2021-2022 Update: Follow up training will be provided to Advocates in the Spring of 2022. | | | |
| The current referral form will be reviewed/updated and used to refer parents as needed. Advocates will document on form referral follow-up and filed in the family file. | Advocates | July 2020 – on-going | |
| 2021-2022 Update: The referral form continues to be utilized to refer parents to agencies in the community or within the agency. Resources provided to parents continue to be documented in Child Plus. | | | |
| Documentation of referral or resource provided to parents and follow-up will be documented in ChildPlus. | Advocates | August 2020 – on-going | |



Madera/Mariposa Head Start & Early Head Start
2020-2025 Goals & Objectives Action Plan

| | | | |
|---|-----------------------------------|--------------------------|--|
| 2021-2022 Update: Resources and/or referrals and follow-ups continue to be entered into Child Plus. | | | |
| Ongoing monitoring will ensure at least one resource is provided to parent/family. T&TA will be provided to Advocates as needed to support the identification of needed referrals/services by families. | Deputy Director – Direct Services | October 2020 – on-going | |
| 2021-2022 Update: File monitoring was completed during October and November. | | | |
| Collected data on documented referrals will be included during Advocate meetings for discussion and identify effectiveness and possible challenges. | Deputy Director – Direct Services | November 2020 – on-going | |
| 2021-2022 Update: Timeline has been adjusted due to COVID. Activities will resume in the spring of 2022 | Deputy Director – Direct Services | Spring 2022 | |



Madera/Mariposa Head Start & Early Head Start *2020-2025 Goals & Objectives Action Plan*



Report to the Board of Directors

Agenda Item Number: D-13

Board of Directors Meeting for: January 13, 2022

Author: Maritza Gomez-Zaragoza

DATE: December 27, 2021

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Director

SUBJECT: 2020-2021 CAPMC Madera/Mariposa Regional and Early Head Start Annual Public Report.

I. RECOMMENDATION:

Review and consider approving the 2020 – 2021 Madera/Mariposa Regional and Early Head Start Annual Report.

II. SUMMARY:

Per the 2007 Head Start Act, CAPMC Madera/Mariposa Regional and Early Head Start shall make available to the public a report that is published at least once each fiscal year. The report presented discloses information from the most recently concluded fiscal year of June 1, 2020-May 31, 2021. The annual report must also include the following:

- (A) The total amount of public and private funds received by the CAPMC agency and the amount from each source.
- (B) An explanation of budgetary expenditures and proposed budget for the 2020-2021 fiscal year.
- (C) The total number of children and families served in the 2020-2021 Madera Migrant/Seasonal Head Start program. The total enrollment and the percentage of eligible children served.
- (D) The results of the most recent review by the financial auditor.
- (E) The percentage of enrolled children that received medical and dental exams.
- (F) Information about parent involvement activities.
- (G) The agency's efforts to prepare children for kindergarten.
- (H) Any other information that may be required by the Secretary of Health and Human Services in Washington DC.

III. DISCUSSION:

Utilizing the Child Plus and Accufund systems, 2020-2021 Program Information Report (PIR) and monitoring reports, the Head Start Department is pleased to share their Madera/Mariposa Regional and Early Head Start annual report. The report will be reviewed in its entirety to reflect areas of need and the strengths of the program. This information will be shared with the Board of Directors, staff, parents/families, and community partners from Madera and Mariposa Counties. The report will also be made available on CAPMC's website.

- The Annual Report will be presented on January 6, 2022.

IV. FINANCING: Minimal



ANNUAL REPORT

2020-2021

Madera/Mariposa Regional Head Start
Madera Early Head Start

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY





OUR AGENCY

Community Action Partnership of Madera County (CAPMC), a 501(c)(3) non-profit organization, has dedicated its programs and services to address the needs of the low-income residents of Madera County for over the past four decades. Although Madera County is our primary focus for serving low-income individuals and families, CAPMC has also been awarded funds to expand Head Start services to Regional families in Mariposa County and Migrant/Seasonal families in Fresno County.

CAPMC was established in 1965 as a result of the Economic Opportunity Act (EOA) of 1964. The EOA was signed into law by President Lyndon B. Johnson to support his declaration of an unconditional “War on Poverty.” The act was established to promote school readiness, enhance children’s social and cognitive development by providing educational, health, nutritional, social, and other services to enrolled children and their families. Each county in the United States designated a community action agency to be responsive to the needs of the low-income individuals and families by providing programs and services that assist them in becoming stable and self-reliant.

CAPMC is a leader in “helping people, changing lives.” We have received local and national recognition for implementing creative, cost-effective programs to serve the low-income residents of Madera, Mariposa, and Fresno counties. As the region continues to grow and change, CAPMC is also transforming itself to best serve those in need. CAPMC continues to examine its current programs to ensure that they meet the highest levels of efficiency and effectiveness. As an agency, leaders regularly seek to initiate innovative programs that complement and broaden our existing ones, and search for the best practices from other agencies in our community action network. CAPMC continues to maintain the financial integrity of its programs to maximize resources to the greatest benefit of CAPMC program participants and other customers and stakeholders. Since its inception in 1965, CAPMC’s mission and vision have remained the same:

Mission

Helping people, changing lives and making our community a better place to live by providing resources and services that inspire personal growth and independence.

Vision

CAPMC will be recognized as a premier social service agency that eliminates the effects of poverty by helping people obtain knowledge and skills to achieve self-reliance and economic stability...one life at a time.

Message from the Director



Community Action Partnership of Madera County's Head Start Department would like to share important information regarding the services that the Madera/Mariposa Regional and Early Head Start programs provide to the children and families in Madera and Mariposa counties. The 2020-2021 Annual Report's data provides an overview of the funding, staffing, enrollment, attendance, school readiness results, and overall services provided by the program.

Madera/Mariposa Regional and Early Head Start are direct grantees of the Office of Head Start Region IX. A grant application is submitted annually and funding is awarded to CAPMC. For the 2020-2021 program year, CAPMC was funded to serve 246 preschool children and 42 children ages zero to three, including pregnant women. By the end of the program year, a total of 241 preschool children and 57 Early Head Start children and families were served. During the children and families' participation in the program, they receive comprehensive services inclusive of education, health, nutrition, mental health, and disabilities. CAPMC's primary goal is to provide families with opportunities to engage with their children, increase their knowledge of their children's development, and ultimately, assist them in becoming their children's lifelong educators. Due to COVID-19 the Head Start services had to be adjusted to ensure the health and safety to staff and children. Services were provided remotely to the parents/families and children. Head Start staff made every effort to continue to provide educational services to children and support and resources to the parents and families participating in the program. Program data reflected on this report was impacted after the closure of sites and services transferring to remote services. Any data that was affected due to COVID-19 will have an asterisk (*) to indicate the fact that the numbers and/or percentages fell below Head Start regulations/standards.

I want to acknowledge our exceptional staff for all their dedication to providing quality educational experiences to our children, the Policy Council and Board of Directors for their continued support, and our community partners that make it possible for the program to provide assistance to families in need. This is truly a "community effort" to help families meet their needs and allow children to be successful in their educational path.

A special recognition and gratitude to the families of the program that allow program staff the honor of educating and caring for their children on a daily basis. It is a privilege to be able to serve the families of Madera County.

Respectfully,

Maritza Gomez-Zaragoza

Head Start Program Director
Community Action Partnership of Madera County

TABLE OF CONTENTS

- 5. SHARED GOVERNANCE**
- 6. AGENCY BUDGET**
- 7. MADERA MIGRANT/SEASONAL HEAD START BUDGET**
- 8. CHILDREN AND FAMILIES SERVED**
- 9. ENROLLMENT & CHILDREN WITH DISABILITIES**
- 10. HEALTH & DENTAL SERVICES**
- 11. PARENT & FAMILY DATA**
- 12. PROGRAM STAFF QUALIFICATIONS**
- 13. SCHOOL READINESS GOALS**
- 14-15. SCHOOL READINESS**
- 16-17. FAMILY OUTCOMES**



SHARED GOVERNANCE

BOARD OF DIRECTORS

Deborah Martinez
Department of Social Services

David Hernandez
Madera Unified School District

Robert Poythress
Madera County Board of Supervisors

Steve Montes
Madera City Council

Dennis Haworth
City of Chowchilla

Debi Bray
Madera Chamber of Commerce

Mike King
Head Start Policy Council

Donald Holley
Community Affairs Expertise

Eric LiCalsi
Criminal Defense and Labor Law

Vicky Bandy
Early Childhood Education/Development

Martha Garcia
Central Madera/Alpha

Tyson Pogue
Eastern Madera County

Molly Hernandez
Fairmead/Chowchilla

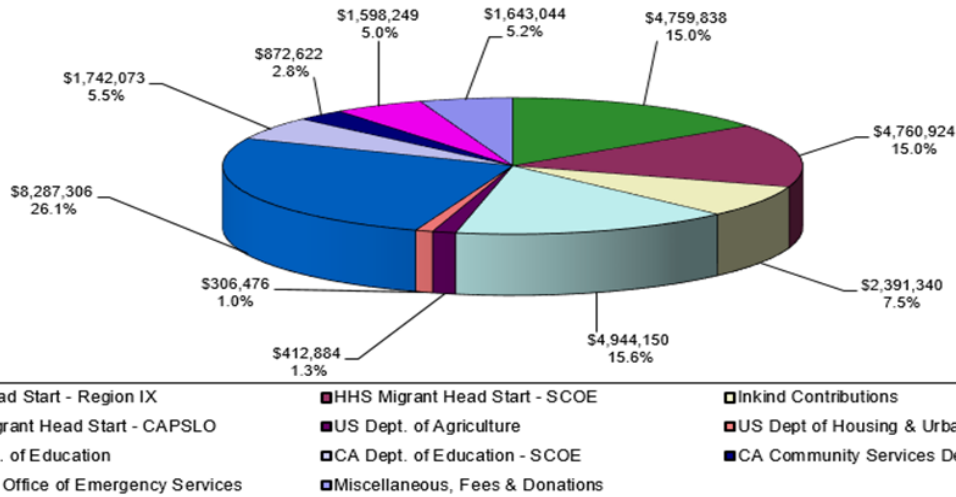
Aurora Flores
Monroe/Washington

POLICY COMMITTEE

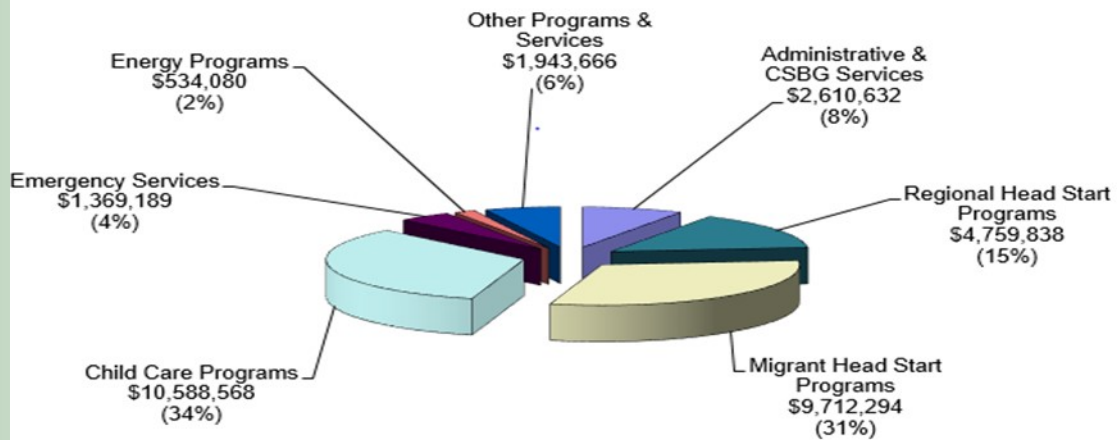
- *Chowchilla*
Skyla Matthews
Alternate: Amber Pickett
- *Cottonwood*
Marcela Esparza
Alternate: Yahaira Barron
- *Early Head Start*
Perla Barrita
Alternate: Rubi Cortez
Alternate: Lourdes Valle
- *Eastside*
Alma Hernandez
Alternate: Kiwa Davie
- *Fairmead*
Briana Huerta- Torres
Alternate: Laura Vasquez
- *Mariposa*
Eric Spencer
Alternate: Cynthia Garza
- *Mis Tesoros*
Otilia Vasquez
Alternate: Brianna Gomez
- *North Fork*
VACANT
- *Oakhurst*
Amanda Burton
Alternate: VACANT
- *Ruth Gonzales*
Patricia Trevino
Alternate: Lisamarie Morales
- *Valley West*
Citlali Chavez - Rosas
Alternate: VACANT
- *Verdell McKelvey*
Jasmin Soria
Alternate: VACANT
- *Board Representation*
Martha Garcia
- *Community Representation*
VACANT

AGENCY BUDGET 2019-2020

**Community Action Partnership of Madera County, Inc. Funding Revenues by Source
FYE 2019 - 2020
\$31,718,906**



**CAPMC Expenditures (Net of Inkind) by Program
Fiscal Year 2019-20**



An audit was conducted by Randolph Scott & Company as of June 30, 2020.

In the auditor's judgment, he/she had no reservation as to the fairness of presentation of Community Action Partnership of Madera County financial statements and their conformity with Generally Accepted Accounting Principles (GAAP).

A "clean opinion" was given without any reservations of the financial condition. There were no findings or questioned costs or any material or significant internal control weaknesses noted during the audit.

2020 –2021 Madera/Mariposa & Early Head Start Budget

Legal Name: Community Action Partnership of Madera County

Grant Number: 90-CH-9950

Annual Funding Cycle: June 1, 2020 — May 31, 2021

Number of Eligible Children Served in Madera County:

0-2 Year Olds 304

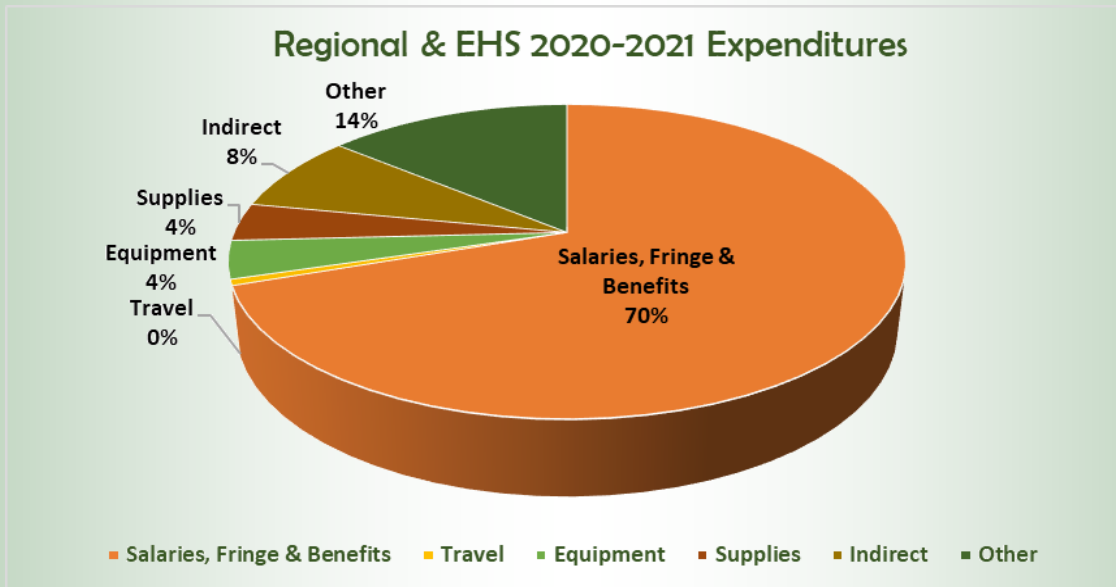
3-5 Year Olds 639

Total 943

Program Option: Center-Based and Early Head Start

Licensed by Community Care Licensing

| <u>Funds Awarded by Program</u> | <u>Regional:</u> | <u>Early Head Start:</u> |
|---------------------------------|------------------|--------------------------|
| Basic Funds | 4,060,640 | 601,117 |
| T&TA Funds | 46,025 | 13,373 |
| TOTAL FUNDS AWARDED: | 4,721,155 | |
| <u>Non-Federal Share</u> | 1,039,051 | 155,456 |



In 2018 The office of Head Start acknowledge that Community Action Partnership of Madera County was in full compliance with all applicable Head Start Performance Standards, laws, regulations and policy requirements by issuing a letter based on a terminal review to Central California Migrant Head Start.

CHILDREN AND FAMILIES SERVED

The Madera/Mariposa Regional and Early Head Start Programs met the funded enrollment for the 2020-2021 program year. The breakdown of the ages of enrolled children is as follows.

- Total Number of Children Served in Madera & Mariposa County

298

- Total Number of Pregnant Women Served

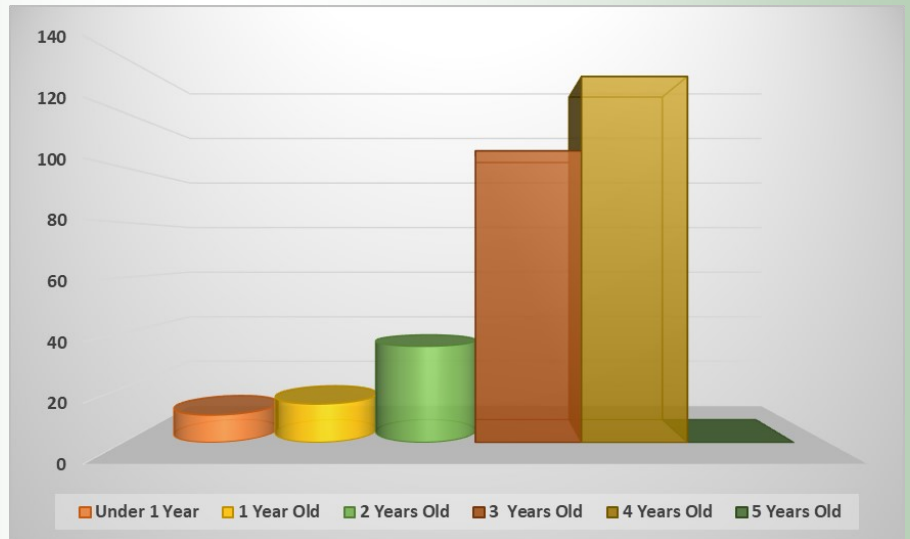
6

- Funded Number of Children to be served in Madera County

288

- Total Number of Families Served

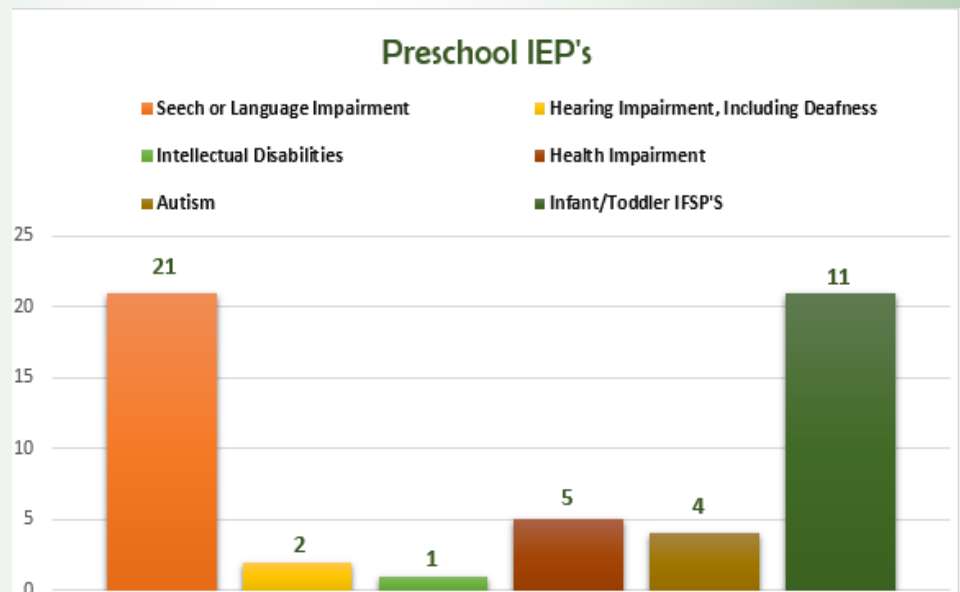
276



CHILDREN WITH DISABILITIES

Enrolled Children with Disabilities

14.76% *

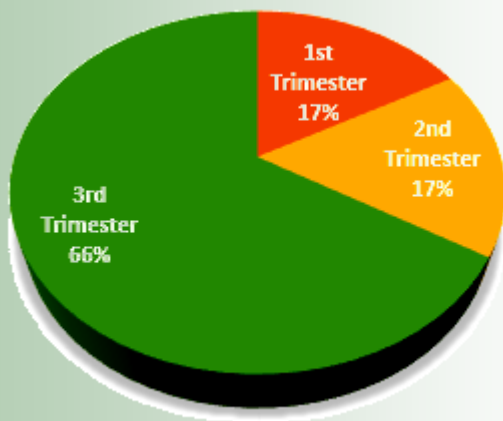


ENROLLMENT

Average Monthly
Attendance
89%

| Eligibility | Children Enrolled |
|---|-------------------|
| Income Below 100% of Federal Poverty Line | 189 |
| Receipt of Public Assistance | 71 |
| Foster Children | 4 |
| Homeless | 1 |
| Over Income | 17 |

SERVICES PROVIDED TO EXPECTANT MOTHERS



| Services Provided | Number of Women |
|---|-----------------|
| Prenatal Health Care | 6 |
| Postpartum Health Care | 4 |
| Mental Health Interventions & Follow-up | 4 |
| Education on Fetal Development | 6 |
| Education on the benefits of breastfeeding | 6 |
| Education on the importance of nutrition | 6 |
| Education on the infant care & safe sleep practices | 6 |
| Education on the risks of alcohol, drugs, and/or smoking | 6 |
| Facilitating access to substance abuse treatment (i.e. alcohol, drugs and/or smoking) | 5 |

The Madera/Mariposa Regional & Early Head Start Programs aims to provide comprehensive services to all children and families enrolled. Below are the health related services the children and families have received.



Medical Services

Dental Services

298

Number of children with health insurance

91%

Percentage of children with up-to-date scheduled preventative health care

99%

Percentage of children with up-to-date on all immunizations appropriate for their age

268

Number of children with continuous, accessible dental care provided by a dentist

150

Number of children who received preventative care

34

Number of infant & toddlers who are up-to-date with age-appropriate preventative dental care

CHRONIC HEALTH CONDITIONS

| | |
|---|----|
| Number of children diagnosed with chronic condition needing medical treatment | 36 |
|---|----|

RECIPIENTS OF TREATMENT FOR CHRONIC CONDITIONS

| | |
|-----------------|----|
| Asthma | 7 |
| Vision Problems | 18 |

BODY MASS INDEX

| | |
|----------------|-----|
| Underweight | 6 |
| Healthy weight | 146 |
| Overweight BMI | 32 |
| Obese BMI | 49 |

PARENT & FAMILY DATA

PARENT EDUCATION LEVEL

| | |
|----------------------------------|-----|
| Less than high school graduate | 85 |
| High school graduate or GED | 129 |
| Associate degree or some college | 60 |
| Advanced or baccalaureate degree | 2 |



Family Type

Two-Parent Families

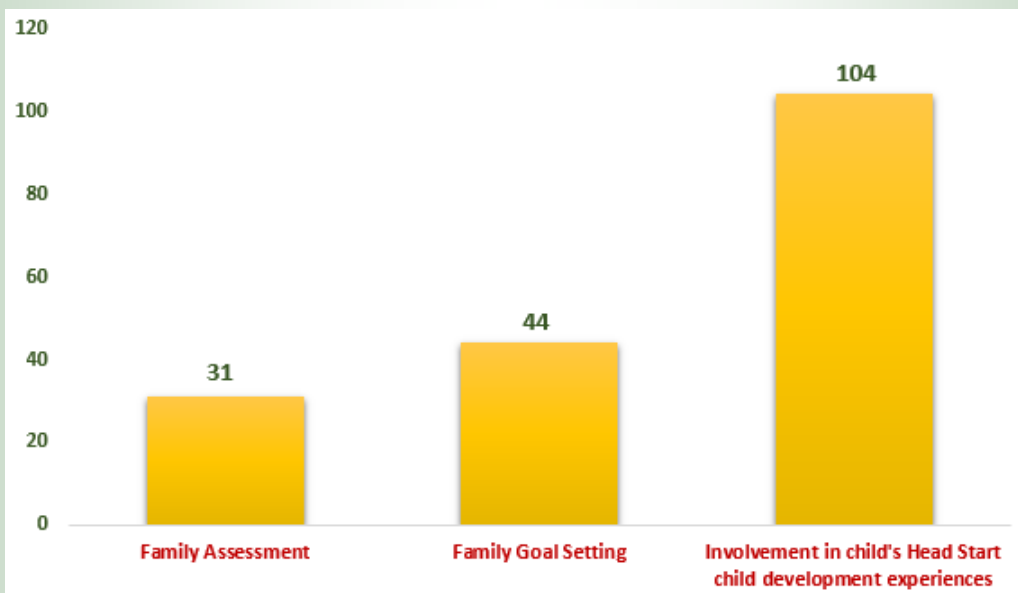
156

Single-Parent Families

120

Number of fathers/father figures who were engaged in the following activities during the program year.

Father Engagement



PROGRAM STAFF & QUALIFICATIONS

Teaching Staff

| | Preschool Classrooms | Infant/Toddler Classrooms |
|--|----------------------|---------------------------|
| Graduate Degree | 1 | 0 |
| Bachelor's Degree | 7 | 0 |
| Associate Degree | 13 | 0 |
| Child Development Associate Credential | 3 | 0 |
| Total Teaching Staff | 24 | 0 |

Mid-Management & Management Staff

| | |
|-------------------|---|
| Graduate Degree | 1 |
| Bachelor's Degree | 9 |
| Associate Degree | 0 |

Total Number of Staff

90

Staff who are current or former Head Start Parents

25



SCHOOL READINESS GOALS

The Improving Head Start for School Readiness Act of 2007 and the School Readiness in Programs Serving Preschool Children Program Instruction (ACFPIOHS-11-04) require Head Start programs to adopt school readiness goals for preschool children. Madera/Mariposa Regional Head Start has adopted the following five School Readiness Goals:



Goal #1 Approaches to Learning

Children will be persistent in demonstrating an interest in different topics and activities, desire to learn, creativeness, and independence in learning.

Goal #2 Social Emotional Development

Children will be able to recognize, and regulate emotions, attention, impulses, and behavior.

Goal #3 Language & Literacy

Children will demonstrate improvement on understanding complex communication, language, and literacy skills.

Goal #4 Cognition

Children will use cognitive skills in every day routines to count, compare, relate, pattern, and problem solve.

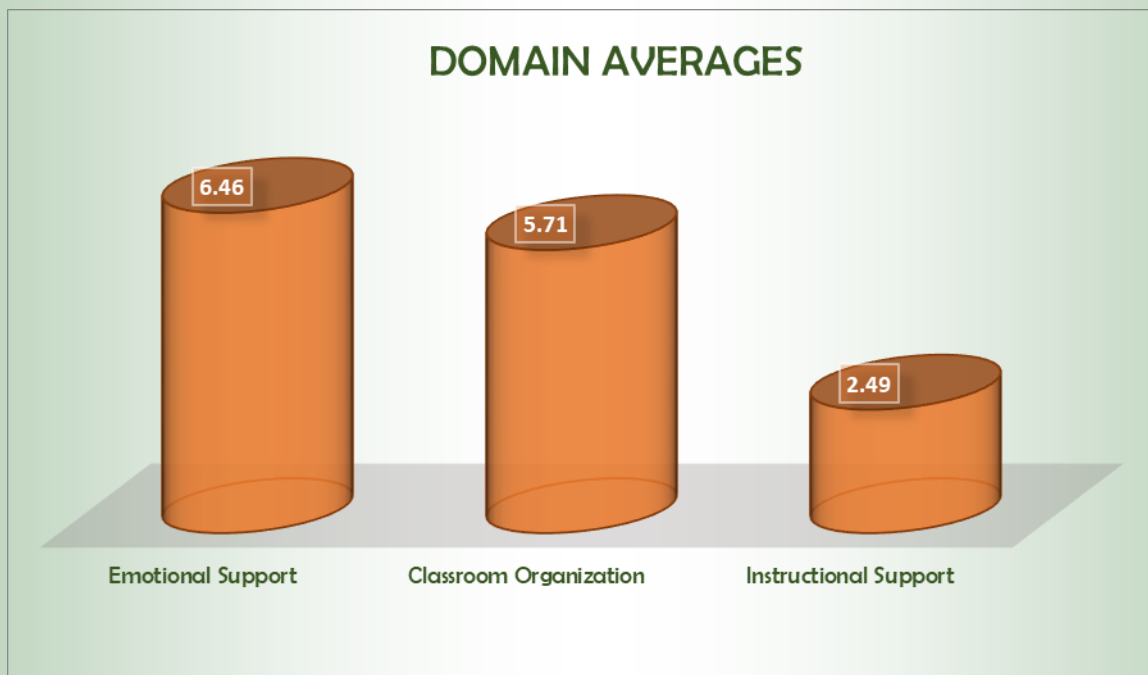
Goal #5 Perceptual, Motor, and Physical Development

Children will participate in activities and play to develop increased control in gross and fine motor skills, to support and demonstrate an understanding of healthy practices.

SCHOOL READINESS

The Classroom Assessment Scoring System (CLASS) is a tool for observing teacher-student interactions. It is based on research that demonstrates that interactions between teachers and students are the most impactful elements of teaching quality. The premise of the CLASS measure is that effective teachers draw children into learning and keep them engaged. Effective interactions also support the development of children's learning-to-learn skills, including attention and persistence. In these ways, effective interactions—as measured by the CLASS tool—link to better early learning outcomes.

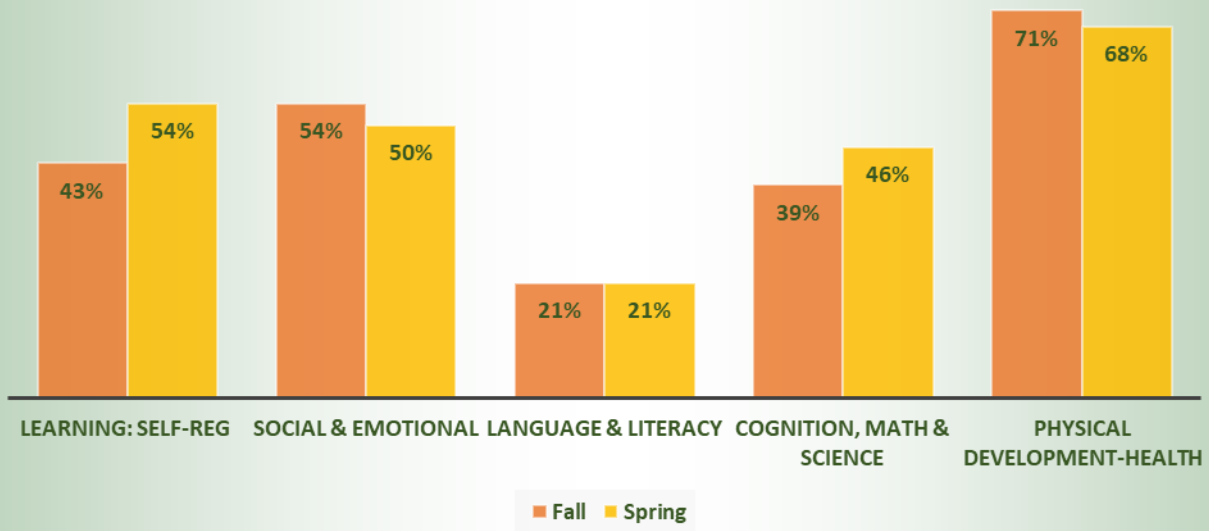
The scores are data from the three domains below and is rated on a seven-point scale. Due to COVID-19 and distance learning one observation was completed at the end of the season.



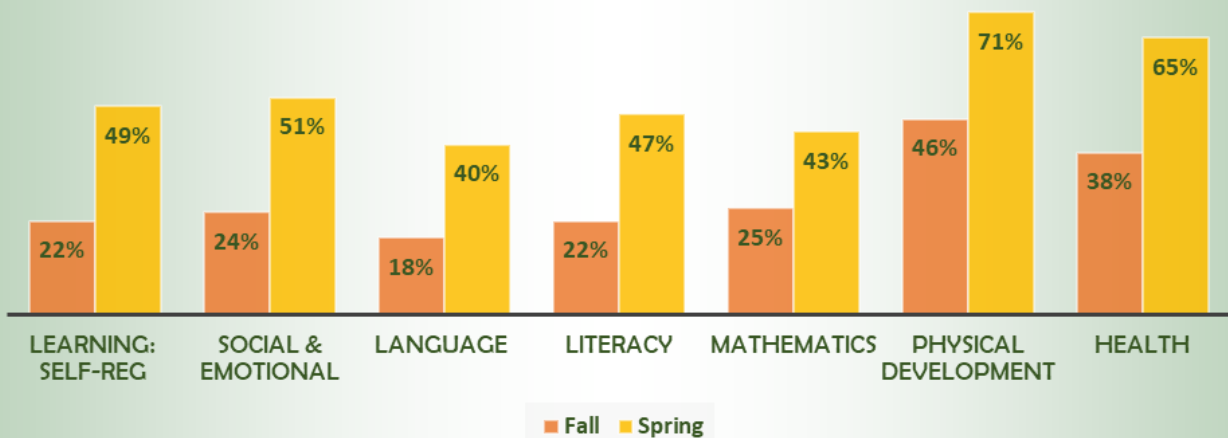
SCHOOL READINESS

The California Department of Education Early Learning and Care Division, Desired Results system is designed to improve the quality of programs and services to all children from birth through 12 years of age who are enrolled in early care and education programs. Desired Results (DRDP) are defined as conditions of well-being for children and families. The Madera/Mariposa Regional & Early Head Start Program analyses data three times during the season. Below are the 2020-2021 DRDP collection results from the beginning and end of the program year.

DRDP Results for Infants & Toddlers



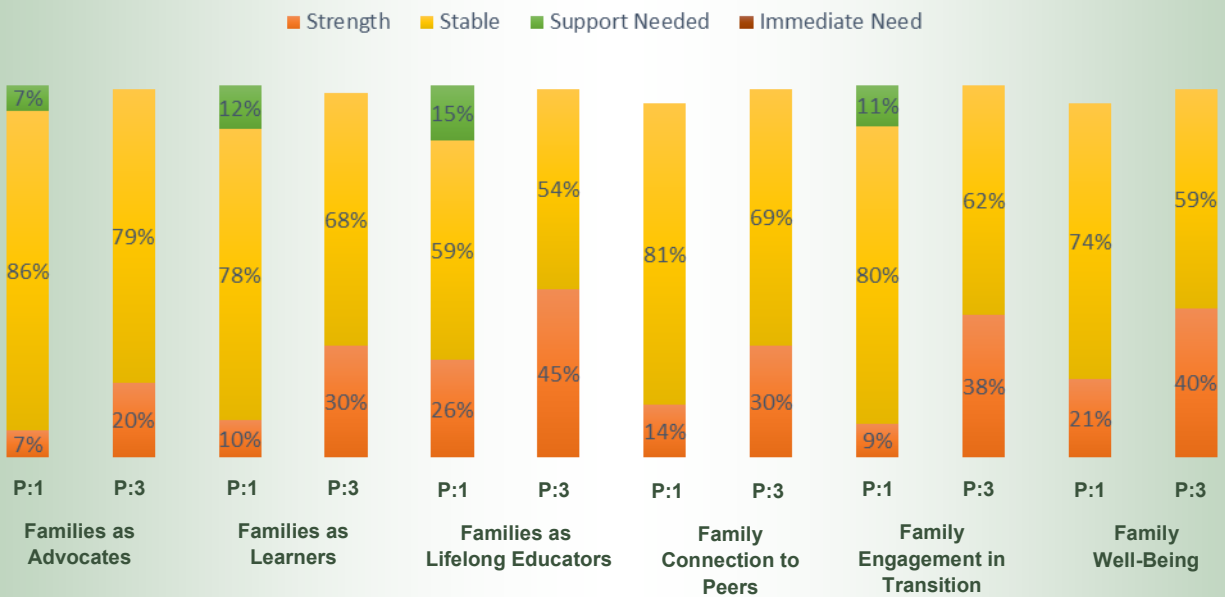
DRDP Results for Preschoolers



2020-2021 FAMILY OUTCOMES

In the fall and spring of the 2020-2021 program year, out of 230 families enrolled in the program, 169 parents and guardians of children enrolled in CAPMC completed a pre and post family assessments to find their needs and strengths on how the program may support them. Overwhelmingly, parents and guardians had significant growth under the following outcomes. These results are a strong testament from the respondents about how much the CAPMC contributes to families' well-being from the beginning to the end of the season.

2020-2021 Post Family Assessment



Parents actively participated not only in building their skills as their child's first teacher, but also in sharing decision-making responsibility for program planning, goals and objectives, recruitment criteria, selection and enrollment of children, the annual program assessment, and personnel policies. Some of our activities are as follows:

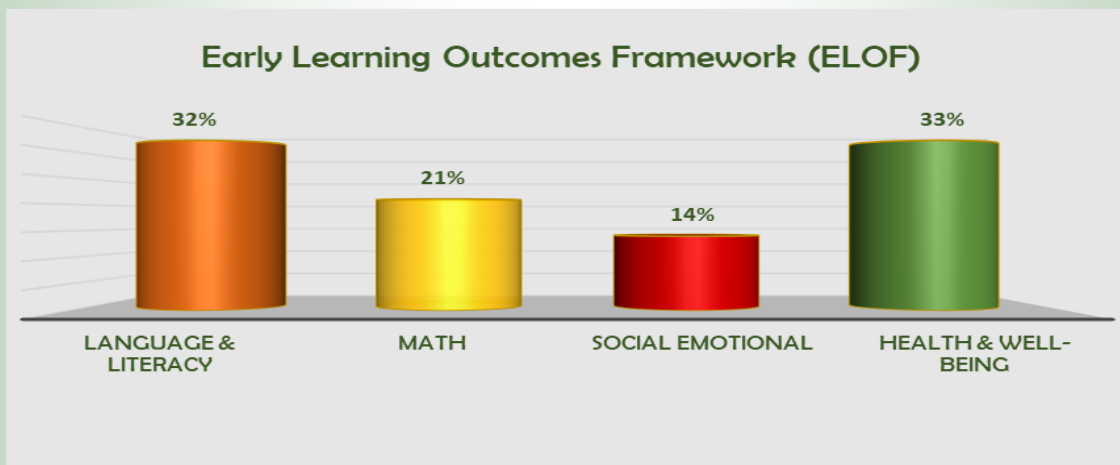
- Community Action Partnership of Madera County Parent Policy Council – Parents actively participated during the policy council meetings and trainings provided.
- At the beginning of the program year, parent meetings and parent curriculum topics were provided to parent virtually and/or by phone. The following topics were provided to parent:

- ⇒ Social Emotional Well-Being
- ⇒ Nutrition and Physical Activities
- ⇒ Media and Technology
- ⇒ Financial Literacy
- ⇒ Child Growth and Development
- ⇒ Language and Literacy
- ⇒ Mathematics
- ⇒ School Readiness

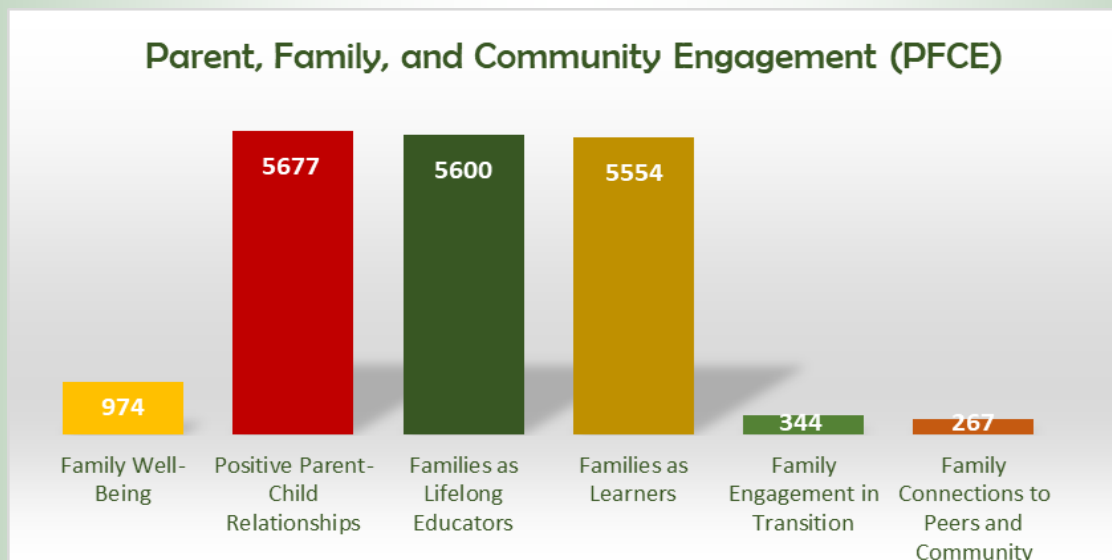


2020-2021 FAMILY OUTCOMES

- In November 2020, virtual parent meetings were offered to parents. The following are the educational topics offered:
 - ⇒ Child Development
 - ⇒ Stress and Anxiety
 - ⇒ Family Positive Relationship
 - ⇒ Male Figure Activity
 - ⇒ Financial Literacy
 - ⇒ Nutrition
- During this year 2020-2021, the parent curriculum Ready Rosie was piloted. 143 parents were registered in the platform and 110 were connected to a classroom.
- A total of 4,519 videos were viewed by parents. Out of the 4,519 videos, the following is a breakdown of views related to the Early Learning Outcomes Framework (ELOF) and the Parent, Family, and Community Engagement (PFCE) frameworks:



■ Language & Literacy
 ■ Math
 ■ Social Emotional
 ■ Health & Well-Being



MADERA/MARIPOSA REGIONAL HEAD START LOCATIONS

Madera Migrant/ Seasonal

Head Start is funded by

grants from the U.S.

Department of Health and

Human Services,

Administration for Children

and Families. Our services

are aligned with Head Start

Program Performance

Standards.

CHOWCHILLA

265 Hospital Dr., Chowchilla, California 93610
(559) 665-0291

COTTONWOOD

2236 Tozer Ave., Madera, California 93638
(559) 664-1109

EASTSIDE

1112 South A St., Madera, California 93638
(559) 674-1268

FAIRMEAD

22850 Rd 19 1/2, Chowchilla, California 93610
(559) 665-5559

MARIPOSA

5058 Jones St., Mariposa, California 95338
(209) 966-6161

MIS TESOROS

131 Mace St., Madera, California 93638
(559) 673-1011

NORTH FORK

33087 Road 228, North Fork, California 93643
(559) 887-2352

OAKHURST

40094 Indian Springs Rd, Oakhurst, CA 93638
(559) 658-8171

RUTH GONZALES

838 Lilly St., Madera, California 93638
(559) 675-8518

SUNSET

8564 Road 23, Madera, California 93638
(559) 675-1921

VALLEY WEST

101 Adell St., Madera, California 93638
(559) 673-4959

VERDELL MCKELVEY

1901 Clinton St., Madera, California 93638
(559) 673-1500

EARLY HEAD START

201 South B St., Madera, California 93638
(559) 661-1127

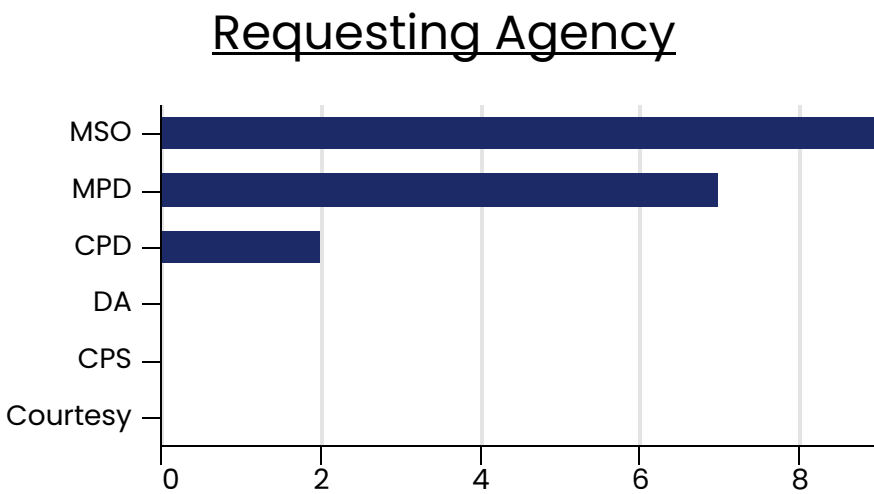
Children Ages 0-3 & 2 Prenatal Women





Madera County Child Advocacy Center (CAC)

December 2021



Counseling Services

Referrals Made: 8
Onsite Counseling Sessions: 2

Child Forensic Interviews Year to Date

| Year | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sep. | Oct. | Nov. | Dec. |
|------|------|------|------|------|-----|------|------|------|------|------|------|------|
| 2021 | 7 | 13 | 26 | 36 | 55 | 68 | 82 | 89 | 95 | 108 | 122 | 140 |
| 2020 | 9 | 19 | 30 | 43 | 54 | 66 | 79 | 85 | 88 | 96 | 104 | 110 |



**ALTERNATIVE PAYMENT AND RESOURCE & REFERRAL PROGRAM
MONTHLY REPORTING – [DECEMBER 2021](#)**

NUMBER OF CHILDREN ENROLLED IN EACH PROGRAM FOR THE ALTERNATIVE PAYMENT PROGRAM

| | |
|--------------------------------------|------------|
| General Contract - CAPP | 404 |
| CalWORKs Stage 2 – C2AP | 189 |
| CalWORKs Stage 3 – C3AP | 130 |
| Bridge Program - BP | 14 |
| COVID-19 Emergency Child Care - CAPP | 16 |
| Total Children Enrolled | 753 |

**NUMBER OF IN-HOME LICENSE CHILD CARE PROVIDERS AND LICENSE-EXEMPT CHILD CARE PROVIDERS
FOR ALTERNATIVE PAYMENT PROGRAM**

| | |
|--|------------|
| IN-HOME LICENSE CHILD CARE PROVIDERS – SMALL | 47 |
| IN – HOME LICENSE CHILD CARE PROVIDERS – LARGE | 37 |
| LICENSE-EXEMPT CHILD CARE PROVIDERS | 49 |
| Total Providers Enrolled | 133 |

RESOURCE & REFERRAL LICENSED PROVIDERS

| | |
|--|-----|
| ACTIVE - LICENSED CHILD CARE PROVIDERS | 126 |
| CLOSED - LICENSED CHILD CARE PROVIDERS | N/A |

CHILD CARE INITIATIVE PROGRAM PROVIDER WORKSHOPS/TRAININGS

CHILD CARE INITIATIVE PROJECT (CCIP) Workshops:

- Most Commonly Cited Deficiencies – 3 attendees
- Most Commonly Cited Deficiencies (Spanish) – 30 attendees

Family, Friend and Neighbor Activity:

- Play Group - 0 attendee

Trauma Coaching Session (TIC):

- Spanish Coaching Session – 24 attendees

- English Coaching Session will be held on November 30, 2021

The California Department of Social Services (CDSS) contracted with the Foundation for California Community Colleges (FCCC) to determine a flat-rate stipend amount for all Child Care Providers. The flat-rate stipend amount is based on the number of subsidized children enrolled in each County's average cost of care across all CDSS funded Alternative Payment Programs (CAPP, C2AP & C3AP), CalWORKs Stage One, Emergency Child Care Bridge Program for Foster Children (Bridge Program), General Child Care and Development Programs (CCTR), Migrant Child Care and Development Programs (CMG) and Family Child Care Home Education Network (CFCC). CDSS utilized the most recent data available for this purpose, which was for the month of March 2021.

Therefore, Community Action Partnership of Madera County, Inc. - Alternative Payment Program (CAPP, C2AP & C3AP) and the Bridge Program will receive a flat-rate per-child stipend in the amount of \$600.00



Community Services Monthly Report to the Board of Directors

December 2021

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

| Program | Monthly Households Served | Fiscal YTD Totals |
|-----------------------|---------------------------|-------------------|
| 2021 Non-Emergency | 5 | 1598 |
| 2021 Emergency | 4 | 1383 |
| 2021 Wood/Propane/Oil | 0 | 115 |

| Program | Monthly Households Served | Fiscal YTD Totals |
|--------------------------|---------------------------|-------------------|
| ARPA 2021- Non-Emergency | 54 | 82 |
| ARPA 2021 – Emergency | 65 | 102 |
| ARPA 2021 - WPO | 9 | 19 |

HOMELESS PROGRAMS

| Program | Residents | Vacancy |
|----------------------------------|-----------|---------|
| Shunammite Place | 36 | 1 |
| Madera Mental Health Service Act | 12 | 0 |

HOME DELIVERED MEALS TO SENIORS IN MADERA COUNTY

| Program | Seniors on Program | Vacancy |
|----------------------|--------------------|---------|
| Home Delivered Meals | 80 | 0 |

This contract has been extended through June 30, 2022 to accommodate 80 seniors.

December 2021 Homeless Prevention Assistance

| | |
|-----------------------------|-----------|
| Homeless Housing Assistance | 17 |
| FEMA CARES | 0 |
| CDBG CARES | 1 |
| Kaiser Round II | 2 |
| Total | 20 |

Kaiser Permanente Grant January 1, 2021 through December 31, 2021

Numbers below reflect December 2021

Kaiser

| | Award | YTD Expenses | Budget Balance | % Spent |
|---|--|--------------|----------------|------------|
| Funding | \$90,000 | \$89,689 | \$311 | 99% |
| | | | | |
| Objectives | Goal | YTD Achieved | Balance | % Achieved |
| Objective 1 Households assisted with Rapid Rehousing or Homeless Prevention | 30 | 37 | 0 | 123% |
| Objective 2 Homeless individuals will receive a personal care kit | 200 | 535 | (335) | 268% |
| Objective 3 Homeless individuals will be connected to at least one supportive service provided by Community Partners | 100 4 individuals assisted with direct Kaiser funds. 543 individuals received services from other agency partners | TBD | 100 | 0% |

Kaiser Round II

| | Award | YTD Expenses | Budget Balance | % Spent |
|----------------------|----------|--------------|----------------|------------|
| Funding | \$25,000 | \$19,903.55 | \$5,096.45 | 80% |
| | | | | |
| Objective | Goal | YTD Achieved | Balance | % Achieved |
| Assist 10 households | 13 | 13 | -0- | 130% |

Emergency Rental Assistance Program

- Social media views Facebook = 207 reached – likes = 8
- Instagram = 14 likes
- Twitter = 3 likes
- Number of residents assisted with an on-line application = 41



HOMELESS ENGAGEMENT FOR LIVING PROGRAM (HELP CENTER) SERVICES REPORT December 2021

Outreach and Case Management was conducted both in the City and in the County of Madera.
Below are the number of unsheltered contacts that were made for the period of 12/1/2021 - 12/31/2021.

| Location | Madera City & Surrounding Area | Oakhurst | Nipinnawasee | Coarsegold | Northfork | Chowchilla | Total Contact |
|--------------------------|--------------------------------|----------|--------------|------------|-----------|------------|---------------|
| Previous Month YTD | 429 | 23 | 0 | 16 | 1 | 55 | 524 |
| December 2021 | 138 | 5 | 0 | 4 | 0 | 6 | 153 |
| YTD Total 7/1/21-6/30/22 | 567 | 28 | 0 | 20 | 1 | 61 | 677 |

| OUTCOMES - SERVICES OFFERED | | | |
|---|---------------|--------------------|--------------|
| TREATMENT SERVICES | CURRENT MONTH | PREVIOUS MONTH YTD | YEAR-TO-DATE |
| ENTERED DRUG PROGRAM | 3 | 3 | 6 |
| REFERRED TO MADERA BHS FOR ASSESSMENT | 27 | 90 | 117 |
| OBTAINED BHS DUE TO REFERRAL | 14 | 28 | 42 |
| SUICIDE PREVENTION | 0 | 1 | 1 |
| HOUSING SERVICES | CURRENT MONTH | PREVIOUS MONTH YTD | YEAR-TO-DATE |
| WENT INTO SHELTER | 12 | 36 | 48 |
| WENT INTO TRANSITIONAL / BRIDGE HOUSING | 0 | 1 | 1 |
| REUNITED WITH FAMILY VIA BUS OR AIRPLANE | 1 | 1 | 2 |
| ASSISTED WITH COLLECTING PAPERWORK TO HELP GET HOUSED | 83 | 314 | 397 |
| REFERRED TO PERMANENT SUPPORTIVE HOUSING | 1 | 17 | 18 |
| MOVED INTO PERMANENT SUPPORTIVE HOUSING | 5 | 2 | 7 |
| MOVED INTO PERMANENT HOUSING | 12 | 8 | 20 |
| EMPLOYMENT SERVICES | CURRENT MONTH | PREVIOUS MONTH YTD | YEAR-TO-DATE |
| REFERRED AND CONNECTED WITH WORKFORCE | 13 | 15 | 28 |
| ASSISTED WITH JOB INTERVIEW PROCESS | 3 | 4 | 7 |
| EMPLOYED AS A RESULT OF ASSISTANCE | 0 | 1 | 1 |
| ASSISTED IN OBTAINING BYCYCLE FOR TRANSPORTATION FOR WORK | 5 | 0 | 5 |
| OTHER NON-EMPLOYMENT INCOME | CURRENT MONTH | PREVIOUS MONTH YTD | YEAR-TO-DATE |
| ASSISTED WITH APPROVAL / REINSTATEMENT OF SSI BENEFITS | 0 | 5 | 5 |
| OTHER NON-CASH BENEFITS & SERVICES | CURRENT MONTH | PREVIOUS MONTH YTD | YEAR-TO-DATE |
| ASSISTED IN OBTAINING SOCIAL SECURITY CARD | 9 | 35 | 44 |
| ASSISTED IN OBTAINING CASH AID / TANF | 9 | 2 | 11 |
| ASSISTED IN OBTAINING CALFRESH BENEFITS | 6 | 17 | 23 |
| ASSISTED IN OBTAINING HEALTH INSURANCE | 6 | 14 | 20 |
| ASSISTED IN OBTAINING ACCESS TO HEALTHCARE APPOINTMENTS (MEDICAL, DENTAL, EYE CARE) | 7 | 23 | 30 |
| ASSISTED IN OBTAINING A GOVT. PHONE | 0 | 6 | 6 |
| ASSISTED IN OBTAINING PET DOCUMENTATION | 1 | 2 | 3 |
| ASSISTED IN OBTAINING BIRTH CERTIFICATE | 5 | 21 | 26 |
| ASSISTED IN OBTAINING DRIVER'S LICENSE | 0 | 1 | 1 |
| REFERRALS MADE TO DSS HSP | 3 | 20 | 23 |
| REFERRALS MADE TO THE VA | 0 | 6 | 6 |
| REFERRALS MADE TO CPS | 1 | 4 | 5 |
| REFERRALS MADE TO VICTIM SERVICES | 2 | 7 | 9 |
| REFERRAL TO FOSTER CARE SERVICES | 0 | 0 | 0 |
| PROVIDED SHOES OR CLOTHES TO CLIENT | 5 | 11 | 16 |
| PROVIDED DMV VOUCHER FOR ID | 15 | 43 | 58 |
| DELIVERED COMMODITIES | 41 | 86 | 127 |
| ARRANGED TRANSPORTATION | 19 | 29 | 48 |

| | | | |
|--------------------------------|----|----|----|
| CONNECTED TO VOLUNTEER WORK | 0 | 0 | 0 |
| ADVOCACY WITH LEGAL MATTER | 9 | 11 | 20 |
| TRANSITIONAL AGE YOUTH CLIENTS | 14 | 32 | 46 |

| OTHER HELP CENTER SERVICES | |
|--|----|
| LIHEAP REFERRALS | 3 |
| HOUSING GUIDE PROVIDED | 6 |
| RENTAL ASSISTANCE APPLICATION PROVIDED | 16 |
| ONGOING RAPID REHOUSING | 3 |
| HOUSEHOLDS IN EMERGENCY SHELTER | 24 |



Report to the Board of Directors

Agenda Item Number: E-1

Board of Directors Meeting for: January 13, 2022

Author: Leticia Murillo

DATE: January 13, 2022

TO: Board of Directors

FROM: Leticia Murillo, Child Care APP/R&R Program Manager

SUBJECT: Adopt a Resolution in order to certify the approval of the Governing Board to enter into transaction and subsequent amendments with the California Department of Social Services (CDSS) for the purpose of providing child care and development services and to authorize designated personnel to sign contract documents for Fiscal Year 2022 – 2023.

I. RECOMMENDATION:

Review and consider adopting a resolution to authorize the Executive Director to sign contracts, subcontracts and subsequent amendments, as applicable, with the California Department of Social Services.

II. SUMMARY:

CAPMC is requesting the Board adopt and approve the Resolution.

III. DISCUSSION:

CDSS is currently sending contracts to all delegates via-email; CAPMC's contracts for the 2022-2023 program year are:

- A. C2AP – Alternate Payment Stage 2
- B. C3AP – Alternate Payment Stage 3
- C. CAPP – Alternate Payment General
- D. CRRP – Child Care Resource & Referral
- E. CCIP – Child Care Initiative Project
- F. CHST – Child Care Health & Safety Training
- G. CMIG/CMSS – Migrant Program/Migrant Special Services; CAPMC is a sub-contractor agency to Stanislaus County Office of Education rather than a direct recipient.

IV. FINANCING:

Compliance with CDSS and the continued funding of Child Care and Development Division contracts with an estimate amount of \$15,458,297.00



BEFORE

THE COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
 OF THE COUNTY OF MADERA
 STATE OF CALIFORNIA

In the Matter of)
 State of California)
 Department of Social Services)

Resolution No. 2022-02
 Resolution to Authorize the
 Executive Director to sign
CDSS Contracts for FY2022-23

As Chairperson of Community Action Partnership of Madera County, Inc., Board of Directors, and acting on behalf of the entire Board of Directors. I authorize for the Executive Director of Community Action Partnership of Madera County, Inc. to enter into transactions and subsequent amendments with the California Department of Social Services (CDSS) for the purpose of providing child care and development services and to authorize designated personnel to sign contract documents for **Fiscal Year 2022-23**.

The person authorized as the official representative of Community Action Partnership of Madera County, Inc. to enter into Agreement, submit any amendments and provide additional information as may be required by the State, is the Executive Director of the Community Action Partnership of Madera County, Inc.

The Board of Directors passed the foregoing Resolution for the Community Action Partnership of Madera County, Inc. at a regular meeting held on **January 13, 2022** by the following vote:

Vote: _____ Ayes: _____
 Absent: _____ Noes: _____

 Tyson Pogue, Board of Directors Chairperson

 Date

 ATTEST: David Hernandez, Secretary/Treasurer

 Date



Report to the Board of Directors

Agenda Item Number: E-2

Board of Directors Meeting for: January 13, 2022

Author: Leticia Murillo

DATE: January 13, 2022
TO: Board of Directors
FROM: Leticia Murillo, Child Care APP/R&R Program Manager
SUBJECT: Continue Funding Application Fiscal Year 2022 – 2023.

I. RECOMMENDATION:

Review and consider approving the submission of the application requesting continued funding from the California Department of Social Services – Child Care and Development Division for fiscal year 2022 – 2023.

II. SUMMARY:

The agency is required annually to complete an application requesting the continued funding for all contracts currently held for Child Care Alternative Payment and Resource & Referral Program – Alternative Payment (CAPP), CalWORKs Stage 2 (C2AP), CalWORKs Stage 3 (C3AP) and Resource & Referral (CRRP).

III. DISCUSSION:

- The application will be submitted on **January 17, 2022** before 5:00pm.
- If, and when the contracts are approved, amendments may occur with the current contracts.

IV. FINANCING:

Current contract amounts for 2021 – 2022 are as follows:

Contract amounts are subject to change annually based on state budget outcomes.

| | |
|---|-----------------|
| Alternative Payment (Madera County) - FY2020 – 2022 | \$10,459,026.00 |
| CalWORKs Stage 2 (Madera County) | \$2,141,104.00 |
| CalWORKs Stage 3 (Madera County) | \$1,359,008.00 |
| Resource & Referral (Madera County) | \$387,343.50 |
| Bridge Program (Madera County) | \$197,138.00 |

CONTINUED FUNDING APPLICATION FISCAL YEAR 2022-23

Contractor Name: Community Action Partnership of Madera County, Inc.**Vendor Number:** B509**County:** 20Madera

Contractors who wish to be considered for continued funding for Fiscal Year (FY) 2022-23 must read the accompanying instructions and fully and accurately complete this application for continued funding. Please note that contractors have no vested right to a subsequent contract. Failure to respond to this application by the noted due date shall constitute notice to the Child Care and Development Division (CCDD) of the intent to discontinue services at the end of the current contract year unless the contractor has received a written notice of extension of time from the CCDD. If this application is returned to the CCDD by the noted due date, but is not fully and accurately completed, funding for FY 2022-23, if awarded, may be delayed. Completion of this Continued Funding Application (CFA) does not guarantee a renewal of funding. Any contractors who are approved for continued funding will be expected to execute a contract with the California Department of Social Services (CDSS) and comply with all applicable federal and state laws as well as all Funding Terms and Conditions and applicable Program Requirements incorporated into the contract. Please contact your Program Quality and Improvement (PQI) Assigned Consultant if your agency does not intend to continue services. PQI Assigned Consultants may be contacted at the information on the [CDSS Child Care and Development Contractor Landing web page](#). Please note that PQI Assigned Consultant assignments may have changed from previous fiscal years.

Instructions may be accessed on the Child Care and Development [CFA Webpage](#).

Contractor Name: Community Action Partnership of Madera County, Inc.**Vendor Number:** B509**County:** 20Madera**Section I – Contractor Information**

| | |
|---|---|
| Legal Name of Contractor: | Community Action Partnership of Madera County, Inc. |
| Contractor "Doing Business As" (DBA): | Community Action Partnership of Madera County, |
| Headquartered County: | 20 Madera |
| Vendor Number: | B509 |
| Executive Director Name: | Mattie Mendez |
| Executive Director Telephone Number: | 559-675-5749 |
| Executive Director Email Address: | mmendez@maderacap.org |
| Program Director Name: | Mattie Mendez |
| Program Director Telephone Number: | 559-675-5749 |
| Program Director Email Address: | mmendez@maderacap.org |
| Legal Business Address: | Community Action Partnership of Madera County, |
| City: | Madera |
| Zip Code: | 93637 |
| Mailing Address (if different from above): | |
| City: | |
| Zip Code: | |
| Name of Person Completing Application: | Leticia Murillo |
| Title of Contact Person Completing Application: | APP/R&R Program Manager |
| Contact Person Telephone Number: | 559-675-5733 |
| Contact Person Email Address: | lmurillo@maderacap.org |

Contractor Name: Community Action Partnership of Madera County, Inc.

Vendor Number: B509

County: 20Madera

| Section II – Contract Types | |
|---|--|
| Check all applicable boxes indicating the programs the contractor intends to continue to administer for FY 2022-23. The contractor agrees to continue implementation of these programs with funds provided by the CDSS. | |
| Center-Based Programs | Alternative Payment Programs |
| <input type="checkbox"/> General Child Care and Development (CCTR) <input type="checkbox"/> Infant/Toddler <input type="checkbox"/> School-age Program for Special Needs (Handicapped) Children (CHAN) <input type="checkbox"/> Migrant Center-Based (CMIG) and Migrant Special Services (CMSS) | <input checked="" type="checkbox"/> Alternative Payment Program (CAPP) <input type="checkbox"/> CaWORKs Stage 2 (C2AP) <input checked="" type="checkbox"/> CaWORKs Stage 3 (C3AP) Migrant Alternative Payment (CMAP) Resource and Referral Programs <input checked="" type="checkbox"/> Resource and Referral (CRRP) Family Child Care Home Programs <input type="checkbox"/> Family Child Care Home Education Network (CFCC) |

For informational purposes only, please indicate if your agency has one of the following programs:

- CaWORKs Stage 1
- Child Care Bridge Program

Contractor Name: Community Action Partnership of Madera County, Inc.

Vendor Number: B509

County: 20 Madera

Section III – Contractor’s Officers and Board of Directors Information

| | | |
|--|---|-----------------------------|
| Does the contractor have a board of directors? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

If no, please explain the entity type and the governance structure (i.e., number of owners and partnership):

Have any of the listed officers, board members, owners or other governing individuals ever served as an officer, board member, owner or governing individual with an agency that received state or federal funding and which agency funding was terminated or involuntarily non-renewed, or the agency was debarred from funding for any period of time?

Yes

No

If yes, list the officer(s), board member(s), owner(s) or other governing individual(s) to which this applies and include the former agency(ies) with which the individual(s) was/were previously affiliated and the circumstances leading to the termination, involuntary non-renewal or debarment.

Contractor Name: Community Action Partnership of Madera County, Inc.**Vendor Number:** B509**County:** 20 Madera**Section III – Contractor’s Officers and Board of Directors Information (Continued)**

List all officers and board members/governing individuals (i.e., owner, director, etc.). Attach additional sheets as necessary.

1. Officer, Board Member, Owner or Governing Individual

| | | |
|---|---|------------------------------------|
| Name: Deborah Martinez | | Title: Social Services Director |
| Telephone Number: 559-675-7841 | Email Address: deborah.martinez@co.madera.ca.gov | |
| Address: 1625 Sunrise Avenue, Madera, CA 93638 | | |

2. Officer, Board Member, Owner or Governing Individual

| | | |
|---|---|------------------------------------|
| Name: Miguel Gonzalez | | Title: Finance Committee Member |
| Telephone Number: 559-479-4888 | Email Address: miguel.gonzalez@co.madera.ca.us | |
| Address: 1625 Sunrise Avenue, Madera, CA 93638 | | |

3. Officer, Board Member, Owner or Governing Individual

| | | |
|--|--|-----------------------------------|
| Name: David Hernandez | | Title: MUSD Secretary/Treasure |
| Telephone Number: 559-675-4417 | Email Address: davidhernandez@maderausd.org | |
| Address: 1816 Howard Road, Madera, CA 93637 | | |

4. Officer, Board Member, Owner or Governing Individual

| | | |
|-----------------------------------|---|--|
| Name: Robert Poythress | | Title: Fiscal Management/Accounting |
| Telephone Number: 559-662-6030 | Email Address: Robert.Poythress@maderacounty.com | |

Address:

200 West 4th Street, Madera, CA 93637

Contractor Name: Community Action Partnership of Madera County, Inc.**Vendor Number:** B509**County:** 20 Madera**Section IV – Subcontractor Certification**

A. The following types of contracts do not have subcontractors (check all that apply):

- Alternative Payment Programs (C2AP, C3AP, CAPP, CMAP)
- General Child Care and Development (CCTR)
- Program for Special Needs (Handicapped) Children (CHAN)
- Migrant Center-Based (CMIG)

B. The following types of contracts do have subcontractors (check all that apply). For each contract type selected, submit a separate form [CCD 30B](#). The form is available on the [CFA web page](#).

- Alternative Payment Programs (C2AP, C3AP, CAPP, CMAP)
- General Child Care and Development (CCTR)
- Program for Special Needs (Handicapped) Children (CHAN)
- Migrant Center-Based (CMIG)

| | |
|--|-----------------------------------|
| Signature of Contractor's Authorized Representative: | |
| Printed Name and Title of Contractor's Authorized Representative: | Mattie Mendez, Executive Director |
| Date of Signature: | |
| Authorized Representative's Telephone Number: | 559-675-5749 |
| Authorized Representative's Email Address: | mmendez@maderacap.org |

Contractor Name: Community Action Partnership of Madera County, Inc.

Vendor Number: B509

County: 20 Madera

Section V – Contractor Certifications

INSTRUCTIONS: Please indicate “Yes” or “No” to the following as they apply to your agency. By providing a signature at the end of this section, the signer certifies and understands the following:

Personnel Certification

Applies only to agencies who are Center-Based Programs and Family Child Care Home Education Networks.

The State of California requires any contractor receiving child care and development funds, disbursed by the CDSS to employ fully qualified personnel as stipulated in California Education Code (EC); California Code of Regulations, Title 5 (5 CCR); and Funding Terms and Conditions.

I certify, as the authorized agent representing this contractor, that I have read and understand the staffing requirements for Program Director, Site Supervisor, and Teacher as stipulated in Welfare and Institution Code (WIC), EC, 5 CCR, and Funding Terms and Conditions. All child care staff employed in CDSS funded program(s) are fully qualified for their respective positions. The exception to this certification is a person employed as Program Director or Site Supervisor who possesses a current Staffing Qualifications Waiver approved by the CCDD.

I am a Center-Based Program or a Family Child Care Home Education Network.

YES NO

Contractors with Subcontracts

Applies only to agencies with subcontracts.

I certify that the contractual arrangement(s) listed in Section IV – Subcontract Certification are made in adherence to the required subcontract provisions contained in the 5 CCR, and the Funding Terms and Conditions.

I understand that signing this certificate does not lessen the legal responsibility for the child care and development service contract requirements. As the contractor, it is my responsibility to monitor the performance of the subcontractor to ensure services are provided appropriately through the entire contract term.

I understand the subcontracting requirements, including competitive bidding, CDSS approval, and audit requirements in 5 CCR section 18026 et. seq.

I subcontract part of my subsidized funding.

YES NO

Contractor Name: Community Action Partnership of Madera County, Inc.

Vendor Number: B509

County: 20 Madera

Board of Directors

Applies only to agencies with a Board of Directors.

I am authorized by the Contractor's Board of Directors or other governing authority to execute this CFA.

On behalf of the Contractor and its governing authority, we understand some information requested in this application is intended for use by CDSS auditors in connection with future audit work and performance reviews and may not be used or even reviewed or considered by the CDSS until well after the contract has expired, if ever. Therefore, we further understand that the information (and any underlying transactions) disclosed by this Application shall not be considered properly noticed to the CDSS nor approved, accepted or authorized by the CDSS, even if our request for continued funding by the CDSS is subsequently approved.

The governing board members have been trained in understanding conflict of interest requirements associated with their positions on the board and have reported all known conflicts of interest.

I have a board of directors or other governing authority to execute this CFA.

YES

NO

Program and Fiscal Operations

Applies to all applying agencies.

I have supervisory authority over the child development program, have actual, personal knowledge of the information provided in this Application and certify that it is true and correct in all material respects.

I am familiar with and will ensure that the Contractor complies with all applicable program statutes and regulations, including:

- Prohibitions on conflicts of interests, including (i) the assurances required to establish that transactions with officers, directors and other related party transactions are conducted at arm's length, and (ii) employment limitations stated in WIC 10399.
- Cost reimbursement requirements, including reimbursable and non-reimbursable costs, documentation requirements, the provisions for determining the reimbursable amount and other provisions in 5 CCR section 18033 et. seq.
- Accounting and reporting requirements in 5 CCR section 18063 et. seq.
- Operational and programmatic requirements.

Contractor Name: Community Action Partnership of Madera County, Inc.

Vendor Number: B509

County: 20Madera

By providing a signature at the end of this section, I certify that all of the above (pages 7 and 8) is true.

| | |
|--|-----------------------------------|
| Signature of Contractor's Authorized Representative: | |
| Printed Name and Title of Contractor's Authorized Representative: | Mattie Mendez, Executive Director |
| Date of Signature: | |
| Authorized Representative's Telephone Number: | 559-675-5749 |
| Authorized Representative's Email Address: | mmendez@maderacap.org |

Contractor Name: Community Action Partnership of Madera County, Inc.

Vendor Number: B509

County: 20 Madera

Section VI – Certification of Contractor Information in the CDMIS

Contractors are required to review all information in the Child Development Management Information System (CDMIS) and update any outdated information. To review the information and submit changes, log on to the CDMIS.

I certify, as the authorized representative of the agency listed below, I have reviewed all the information for Community Action Partnership of Madera County, Inc.

(Contractor Name)

and updates, additions, or deletions have been submitted as needed for information in all of the areas below:

- Executive Director/Superintendent information
- Program Director information
- Sites and Licenses and/or Office information
- Family Child Care Home summary information

To the best of my knowledge, the information on the CDMIS Web site reflects accurate information for Community Action Partnership of Madera County, Inc.

(Contractor Name)

as of the date this certification was signed.

(Program Director/Authorized Representative Signature) Date Signed: _____

Mattie Mendez, Executive Director
(Printed Name of Program Director/Authorized Representative)

Contractor Name: Community Action Partnership of Madera County, Inc.

Vendor Number: B509

County: 20 Madera

| Section VII – Required Attachments |
|---|
|---|

| |
|--|
| All attachments must be completed and attached to the application. These attachments are located on the CFA web page . |
|--|

| |
|---|
| A. Continued Funding Application Fiscal Year 2022-23 Program Calendar (CCD 33) |
|---|

| |
|---|
| B. Payee Data Record (STD. 204) (Non-public agencies only) |
|---|

| |
|---|
| C. Secretary of State (Non-public agencies only) |
|---|

| |
|--|
| D. Verification of School District Name and Address |
|--|

| |
|---|
| E. Subcontract Certification (CCD 30B) |
|---|

Contractor Name: Community Action Partnership of Madera County, Inc.**Vendor Number:** B509**County:** 20 Madera

| Section VIII – Application Checklist | | | |
|--|--|---------------------|--------------------------|
| Sections listed below with the asterisk (*) require a signature. | | | |
| Section Number* | Section Description | Page Number | Check Box |
| Section I | Contractor Information | 2 | <input type="checkbox"/> |
| Section II | Contract Types | 3 | <input type="checkbox"/> |
| Section III | Contractor's Officers and Board of Directors Information | 4 & 5 | <input type="checkbox"/> |
| Section IV* | Subcontractor Certification | 6 | <input type="checkbox"/> |
| Section V* | Contractor Certifications | 7-9 | <input type="checkbox"/> |
| Section VI* | Certification of Contractor Information in the CDMIS Database | 10 | <input type="checkbox"/> |
| Section VII A. | Continued Funding Application Fiscal Year 2022-23 Program Calendar (CCD 33) (one for each contract type) | 11 | <input type="checkbox"/> |
| Section VII B.* | State of California, Payee Data Record (STD. 204) (non-public agencies only) | 11 | <input type="checkbox"/> |
| Section VII C. | Secretary of State search results (non-public agencies only) | 11 | <input type="checkbox"/> |
| Section VII D. | Verification of School District Name and Address search | 11 | <input type="checkbox"/> |
| Section VII E. | Subcontract Certification (CCD 30B) | Insert after page 6 | <input type="checkbox"/> |



Report to the Board of Directors

Agenda Item Number: E-3

Board of Directors Meeting for: January 13, 2022

Author: Jennifer Coronado

DATE: January 4, 2022

TO: Board of Directors

FROM: Jennifer Coronado, Program Manager, Victim Services

SUBJECT: Request for proposal by California Office of Emergency Services (Cal OES), for the Intimate Partner Violence Prevention (FD) Program.

I. RECOMMENDATION:

Review and consider authorizing the Executive Director to sign and submit the grant proposal to the California Office of Emergency Services (Cal OES), for the *Intimate Partner Violence* Prevention (FD) Program including any amendments or extensions.

II. SUMMARY:

The purpose of the FD Program is to prevent intimate partner violence, including teen dating violence, prioritize underserved populations within communities, and build the capacity of local organizations. Funding amount of \$125,753, plus a match requirement of \$15,813 for a total of \$141,566 for the 12-month Grant Subaward performance period.

III. DISCUSSION:

Cal OES has provided a new funding opportunity for prevention programs to address intimate partner violence including teen dating violence. Teen dating violence is a type of intimate partner violence also known as domestic violence occurring between the ages of 12-17.

Funds will be used to hire one full-time Prevention Advocate. The prevention advocate will teach safe and healthy relationship skills to prevent sexual violence, domestic violence and teen dating violence, community presentations and promote social norms that protect against violence.

IV. FINANCING:

The total project costs are \$141,566, comprised of the following:

21FVPS: \$63,253

21FVPS MATCH: \$15,813

21STOP: \$62,500

GAVIN NEWSOM
GOVERNOR

MARK S. GHILARDUCCI
DIRECTOR



Proposal Cover Sheet

RFP PROCESS

INTIMATE PARTNER VIOLENCE PREVENTION (FD) PROGRAM

Submitted by:
Community Action Partnership of Madera County
1225 Gill Avenue, Madera, California 93637
(559) 673-9173

| | | | | | | | |
|-----------|--|--------|--|-----|--|------------|--|
| Cal OES # | | FIPS # | | VS# | | Subaward # | |
|-----------|--|--------|--|-----|--|------------|--|

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET**

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

1. **Subrecipient:** Community Action Partnership of Madera County, Inc. **1a. DUNS#:** 034241133
2. **Implementing Agency:** Community Action Partnership of Madera County, Inc. **2a. DUNS#:** 034241133
3. **Implementing Agency Address:** 1225 Gill Avenue Madera 93637-5234
(Street) (City) (Zip+4)
4. **Location of Project:** City of Madera Madera 93637-5234
(City) (County) (Zip+4)
5. **Disaster/Program Title:** FD - Interpersonal Violence Prevention Program **6. Performance/Budget Period:** 1/1/2022 **to** 12/31/2022
(Start Date) (End Date)
7. **Indirect Cost Rate:** Federally Approved ICR **Federally Approved ICR (if applicable):** 9.10 %

| Item Number | Grant Year | Fund Source | A. State | B. Federal | C. Total | D. Cash Match | E. In-Kind Match | F. Total Match | G. Total Cost |
|--------------|----------------|-------------|----------|------------------|------------------|---------------|------------------|-----------------|------------------|
| 8. | 2021 | FVPS | | \$63,253 | | | | | \$63,253 |
| 9. | 2021 | FVPS | | | | | \$15,813 | \$15,813 | \$15,813 |
| 10. | 2021 | STOP | | \$62,500 | | | | | \$62,500 |
| 11. | Select | Select | | | | | | | |
| 12. | Select | Select | | | | | | | |
| Total | Project | Cost | | \$125,753 | \$125,753 | | \$15,813 | \$15,813 | \$141,566 |

13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. **Official Authorized to Sign for Subrecipient:**

Name: Mattie Mendez Title: Executive Director

Payment Mailing Address: 1225 Gill Avenue City: Madera Zip Code+4: 93637-5234

Signature: *Mattie Mendez* Date: 11/17/2021

16. **Federal Employer ID Number:** 941612823

(FOR Cal OES USE ONLY)

I hereby certify upon my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

(Cal OES Fiscal Officer) (Date) (Cal OES Director or Designee) (Date)



Grant Subaward Contact Information

Grant Subaward #: FD - Intimate Partner Violence Prevention Program

Subrecipient: Community Action Partnership pf Madera County, Inc.

1. **Grant Subaward Director:**

Name: Jennifer Coronado Title: Victim Services Program Manager

Telephone #: (559) 675-5706 Email Address: jcoronado@maderacap.org

Address/City/ Zip Code (9-digit): 812 W. Yosemite Ave, Suite 101, Madera CA 93637-5234

2. **Financial Officer:**

Name: Daniel Seeto Title: Chief Financial Officer

Telephone #: (559) 673-5755 Email Address: dseeto@maderacap.org

Address/City/ Zip Code (9-digit): 1225 Gill Avenue, Madera CA 93637-5234

3. **Programmatic Point of Contact:**

Name: Jennifer Coronado Title: Victim Services Program Manager

Telephone #: (559) 675-5706 Email Address: jcoronado@maderacap.org

Address/City/ Zip Code (9-digit): 812 W. Yosemite Ave, Suite 101, Madera CA 93637-5234

4. **Financial Point of Contact:**

Name: Nicole Vulich Title: Accountant Program Manager

Telephone #: (559) 675-5762 Email Address: nvulich@maderacap.org

Address/City/ Zip Code (9-digit): 1225 Gill Avenue, Madera, CA 93637-5234

5. **Executive Director** of a Non-Governmental Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Mattie Mendez Title: Executive Director

Telephone #: (559) 675-5749 Email Address: mmendez@maderacap.org

Address/City/ Zip Code (9-digit): 1225 Gill Avenue, Madera, CA 93637-5234

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Mattie Mendez Title: Executive Director

Telephone #: (559) 675-5749 Email Address: mmendez@maderacap.org

Address/City/ Zip Code (9-digit): 1225 Gill Avenue, Madera, CA 93637-5234

7. **Chair** of the **Governing Body** of the Subrecipient:

Name: Tyson Pogue Title: Board Chairperson

Telephone #: (559) 675-7770 Email Address: tpogue@maderacounty.com

Address/City/ Zip Code (9-digit): 2725 Falcon Drive, Madera, CA 93637-5677



Grant Subaward Signature Authorization

Grant Subaward #: FD - Intimate Partner Violence Prevention Program

Subrecipient: Community Action Partnership of Madera County, Inc.

Implementing Agency: Community Action Partnership of Madera County, Inc.

The **Grant Subaward Director** and **Financial Officer** are **REQUIRED** to sign this form.

Grant Subaward Director:

Printed Name: Jennifer Coronado

Signature: *Jennifer Coronado*

Date: 11/18/21

Financial Officer:

Printed Name: Daniel Seeto

Signature: *Daniel Seeto*

Date: 11/18/21

The following persons are authorized to sign for the **Grant Subaward Director**:

Signature: *Leticia Lujan-Rojas*

Printed Name: Leticia Lujan-Rojas

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

The following persons are authorized to sign for the **Financial Officer**:

Signature: *Nicole Vulich*

Printed Name: Nicole Vulich

Signature: *Belinda Javius*

Printed Name: Belinda Javius

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____



Grant Subaward Certification of Assurance of Compliance Information and Instructions

The Certification of Assurance of Compliance is a binding affirmation that Subrecipients will comply with the following regulations and restrictions:

- State and federal civil rights laws,
- Drug-Free Workplace,
- California Environmental Quality Act,
- Lobbying restrictions,
- Debarment and Suspension requirements,
- Proof of Authority documentation from the city council/governing board, and
- Federal grant fund requirements.

The Applicant is required to obtain written authorization by the governing body (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee to enter into a Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES (see *Subrecipient Handbook (SRH)* Section 1.005 and Section IV. of this form).

The Official Designee (see SRH Section 3.030) and the individual granting that authority (i.e., City/County Financial Officer, City/County Manager, or Governing Board Chair) must sign this form. For State agencies, only the Official Designee must sign this form.

Complete all sections of this form and then submit:

- As part of the Grant Subaward Application,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new fund source is being added to the Grant Subaward, (applicable Certification of Assurance of Compliance would be needed), with a Grant Subaward Modification (Cal OES Form 2-223) if the Official Designee or Board Chair changes and the Resolution identifies them by name, and/or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the federal program Special Conditions change after the approval of the Grant Subaward.



Grant Subaward Certification of Assurance of Compliance

Family Violence Prevention and Services/Domestic Violence Shelter and Supportive Services Program & STOP Violence Against Women Formula Grant Program

Grant Subaward #: FD22 01 1245

Subrecipient: Community Action Partnership of Madera County, Inc.

I, Mattie Mendez (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

I. Federal Grant Funds – SRH Sections 14.005

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure a single audit pursuant to Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to allocate federal funds for the audit costs.

- Subrecipient expends \$750,000 or more in federal funds annually.
- Subrecipient does not expend \$750,000 or more in federal funds annually

II. Equal Employment Opportunity – SRH Section 2.025

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requested or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law.

Subrecipients certify that they will comply with all state and federal requirements regarding EEO, nondiscrimination, and civil rights.

EEO Officer: Irene Yang

Title: Human Resources Director

Address: 1225 Gill Avenue, Madera, CA 93637

Telephone Number: (559) 675-5766

Email Address: iyang@maderacap.org

III. Drug-Free Workplace Act of 1990 – SRH Section 2.030

The State of California requires that every person or organization receiving a Grant Subaward or contract shall certify it will provide a drug-free workplace.

IV. California Environmental Quality Act (CEQA) – SRH Section 2.035

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES-funded Subrecipients to certify compliance with CEQA. Subrecipients must certify they have completed, and will maintain on file, the appropriate CEQA compliance documentation.

V. Lobbying – SRH Sections 2.040 and 4.105

Grant Subaward funds, property, and funded positions must not be used for any lobbying activities. This includes, but is not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

VI. Debarment and Suspension – SRH Section 2.045

Subrecipients receiving federal funds must certify that they will adhere to Federal Executive Order 12549, Debarment and Suspension. The Subrecipient certifies that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency.

The Subrecipient certifies that it will not make any Second-Tier Subaward, or enter into any contract greater than \$25,000, with parties that are debarred, suspended, or otherwise excluded or ineligible for participation in Federal programs or activities.

VII. Proof of Authority from City Council/Governing Board – SRH Section 1.055

Subrecipients accept responsibility for and must comply with the requirement to obtain a signed resolution from governing body (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. It is agreed that any liability arising out of the performance of this Grant Subaward, including civil court actions for damages, shall be the responsibility of the Subrecipient. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also

agreed that Grant Subaward funds received from Cal OES shall not be used to supplant expenditures controlled by the governing board.

Subrecipients are required to obtain written authorization by the governing body (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. The Applicant is also required to maintain said written authorization on file and make readily available upon demand.

VIII. Civil Rights Compliance – SRH Section 2.020

The Subrecipient complies with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

IX. Special Conditions for Grant Subawards with Family Violence Prevention and Services/Domestic Violence Shelter and Supportive Services Program

1. Applicability of Uniform Administrative Requirements

Subrecipients must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 45 CFR Part 75 for Department of Health and Human Services (HHS), Family Violence Prevention and Services/Domestic Violence Shelter and Supportive Services (FVPS) federal awards.

The following provisions apply to FVPS-funded programs:

- Subpart A – Acronyms and Definitions
- Subpart B – General Provisions
- Subpart D – Post Federal Award Requirements only portions apply to all:
 - 45 CFR §75.303 – Internal Controls
 - 45 CFR §75.351 through §75.353 – Subrecipient Monitoring and Management

Unless otherwise stated, Subrecipients must refer to the HHS-specific language in 45 CFR Part 75 rather than 2 CFR Part 200.

2. Applicability of Additional Federal Regulations

In addition to 45 CFR Part 75, Subrecipients must also comply with the following federal regulations:

- 2 CFR Part 25 – Universal Identifier and System for Award Management
- 2 CFR Part 170 – Reporting Subaward and Executive Compensation Information
- 2 CFR Part 175 – Award Term for Trafficking in Persons
- 2 CFR Part 176 – Award Terms for Assistance Agreements that include Funds under the American Recovery and Reinvestment Act of 2009, Public Law 111-5
- 2 CFR Part 180 – OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Non Procurement)
- 2 CFR Part 376 – Non Procurement Debarment and Suspension
- 2 CFR Part 382 – Requirements for Drug-Free Workplace (Financial Assistance)
- 31 U.S.C. §3335, §6501, and §6503 (see also 31 CFR Part 205 – Rules and Procedures for Efficient Federal-State Funds Transfers) – Cash Management Improvement Act
- 45 CFR Part 16 – Procedures of the Departmental Grant Appeals Board
- 45 CFR Part 30 – Claims Collection
- 45 CFR Part 80 – Nondiscrimination Under Programs Receiving Federal Assistance through the Department of Health and Human Services, Effectuation of Title VI of the Civil Rights Act of 1964
- 45 CFR Part 81 – Practice and Procedure for Hearings Under Part 80 of this Title
- 45 CFR Part 84 – Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving Federal Financial Assistance
- 45 CFR Part 86 – Nondiscrimination on the Basis of Sex in Education Programs and Activities Receiving or Benefiting from Federal Financial Assistance
- 45 CFR Part 87 – Equal Treatment for Faith-Based Organizations

- 45 CFR Part 91 – Nondiscrimination on the Basis of Age in HHS Programs or Activities Receiving Federal Financial Assistance
- 45 CFR Part 93 – New Restrictions on Lobbying
- 45 CFR Part 95 – General Administration – Grant Programs
- 45 CFR Part 100 – Intergovernmental Review of Department of Health and Human Services Programs and Activities

3. Statutory and National Policy Requirements

Subrecipients must comply with the following statutory and/or national policy requirements:

Human Trafficking Provisions: Subrecipients must comply with the requirements of Section 106(g) of the "Trafficking Victims Protection Act of 2000" (22 U.S.C. 7104). The full text of this requirement is found at <http://www.acf.hhs.gov/grants/award-term-and-condition-for-trafficking-in-persons>.

- a) Mandatory Disclosures: Subrecipients are subject to the requirements in 31 U.S.C. 3321, 41 U.S.C. 2313, and provisions found in Federal regulations at 45 CFR §75.113 and Appendix XII of this part, and 2 CFR Parts 180 and 376 for debarment and suspension. Non-Federal entities must disclose all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to comply may result in any noncompliance remedies, including debarment and suspension.

Administration for Children and Families (ACF) is required to review and consider information about any current or potential recipient, Subrecipient, contractor, or subcontractor contained in the Federal Awardee Performance and Integrity Information System (FAPIS) (<https://www.fapiis.gov>) and System for Award Management (SAM). Non-Federal entities may review and comment on any information about itself that has been entered into FAPIS. ACF will consider any comments by the non-Federal entity, in addition to other information in FAPIS to judge the Subrecipient's integrity, business ethics, and record of performance under Federal awards when completing its review of risk.

- b) Posting Federally Funded Disclaimer Language on Documents: In accordance with Section 505 of Public Law 115-31, the Consolidated Appropriations Act of 2017, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, Subrecipients receiving Federal funds included in this Act, including but

not limited to State and local governments and Subrecipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

- c) Salary Limitation – Federal Executive Level II: Subrecipients must not pay the salary of an individual through a Grant Subaward, Second-Tier Subaward, or other extramural mechanism, including non-federal share, that exceeds the amount of the Federal Executive Level II salary for that calendar year as per a provision as part of the Consolidated Appropriations Act (e.g., Public Law 115-31, May 5, 2017) from Congress.

This amount is published annually by the U.S. Office of Personnel Management and can be found on their website at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/> under the "Rates of Pay for the Executive Schedule" link. This amount reflects an individual's base salary exclusive of fringe benefits and any income that an individual may be permitted to earn outside of the duties of the non-Federal entities' organization.

This salary limitation also applies to subawards, contracts, and subcontracts under an ACF grant or cooperative agreement.

- d) Smoking Prohibitions: In accordance with Title XII of Public Law 103-227, the "PROKIDS Act of 1994," Subrecipients must ensure that smoking is not permitted in any portion of any indoor facility owned or regularly used for the provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs whether directly or through State, Territories, local and Tribal governments. Federal programs include grants, cooperative agreements, loans and loan guarantees, subawards, and contracts. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions or facilities used for inpatient drug and alcohol treatment.

The above language must be included in any Operational Agreements and Second-Tier Subawards that contain provisions for children's services and all shall certify compliance accordingly. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to \$1,000 per day.

- e) Micro-purchase and Simplified Acquisition Threshold for Financial Assistance: Pursuant to statutory changes set forth in the National

Defense Authorization Act for Fiscal Year 2018, which became law on December 12, 2017, the threshold for micro-purchases is now set at \$10,000, and the threshold for simplified acquisition is now \$250,000. In accordance with 41 U.S.C. § 1902(f), changes to the thresholds are not effective until implemented in the Federal Acquisition Regulations (FAR). However, pursuant to 2 CFR §200.102, OMB has issued an exception to allow Subrecipients to use these higher thresholds in advance of revisions to the FAR at 48 CFR Subpart 2.1 and the Uniform Guidance.

Further, the National Defense Authorization Act for Fiscal Year 2017, which became law on December 23, 2016, establishes a uniform process by which institutions of higher education, or related or affiliated nonprofit entities, nonprofit research organizations or independent research institutes can request a micro-purchase threshold above \$10,000. Prior to requesting a higher threshold, please contact your Cal OES Program Specialist.

4. Monitoring

According to the applicability table in 45 CFR §75.101(b)(1), the exceptions described in §75.101(d) and 75.101(e), Subrecipients must comply with Monitoring and Management requirements described in subpart D, §75.351 through §75.353.

5. Debarment or Suspension

Subrecipients may not participate in any capacity or be a Subrecipient of Federal funds designated if the organization has been debarred or suspended or otherwise found to be ineligible for participation in Federal assistance programs or activities. Please see Executive Orders 12549 and 12689, as well as 2 CFR Parts 180 and 376 for debarment and suspension provisions.

Subrecipients must include a similar term and condition for all Second-Tier Subawards or contracts awarded under these programs. Prior to issuing Second-Tier Subawards or contracts under this grant, Subrecipients must review information available through the System for Award Management, <https://www.sam.gov>, to determine whether an entity is ineligible.

6. Subrecipient and Contractor Determinations

Subrecipients are required to make case-by-case determinations whether the substance of an agreement creates a Federal assistance relationship (Second-Tier Subaward) or a procurement relationship (contract). The presence of one or more characteristics may not be present in all cases; as such, the Subrecipient must use judgment as the substance of the

relationship is more important than the form of the agreement. The ACF may also supply and require Subrecipients to comply with additional guidance to support these determinations.

- a) **Second-Tier Subaward:** A Subrecipient provides a Second-Tier Subaward for the purpose of carrying out a portion of a Federal program and creates a Federal assistance relationship with the Second-Tier Subrecipient. The terms and conditions of Federal awards flow down to Second-Tier Subawards unless a particular section of 45 CFR Part 75 or the terms and conditions of the Federal award specifically indicates otherwise.

One or more of the following characteristics support the classification of Second-Tier Subaward:

- Determines who is eligible to receive federal financial assistance.
- Has its performance measured in relation to whether objectives of a Federal program are met.
- Has responsibility for programmatic decision making.
- Is responsible for adherence to applicable Federal program requirements specified in the award.
- In accordance with its agreement, uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods and services for the benefit of the Subrecipient.
- In cases when any State, local, Tribal, or Territorial governments engages in a Second-Tier Subaward with another entity, that entity is also considered a Subrecipient.

- b) **Subrecipient Monitoring:** Subrecipients are required to advise Second-Tier Subrecipients of requirements imposed on them by Federal laws, regulations, and the provisions of grant agreements as well as any supplemental requirements imposed by Cal OES. These include grant administrative and audit requirements (where applicable) under 45 CFR Part 75.

Subrecipients are responsible for monitoring the activities of the Second Tier Subrecipient to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward, and that subaward performance goals are achieved. Monitoring must cover each program, function and

activity. Records must be maintained by the Subrecipient and be sufficiently detailed for compliance.

- c) Audits: Subrecipients must ensure that any non-Federal Second-Tier Subrecipients that expend Federal funds totaling \$750,000 or more during the course of its fiscal year must arrange for a financial audit in compliance with the requirements of 45 CFR Part 75 Subpart F.
- d) Contractors: A contract is for the purpose of obtaining goods and services for the Subrecipient's own use and creates a procurement relationship with a contractor. "Goods and services" are routine items and activities that are intended for the direct benefit or use by the Subrecipient.
 - Examples of routine "goods" are tangible items such as supplies (e.g., pens, paper, and folders) and equipment (e.g., computers and copiers) for the sole use by the Subrecipient. Examples of routine "services" are activities provided, such as janitorial and building maintenance services for the Subrecipient.
 - "Good and services" are not intended to carry out (in whole or part) a public purpose, unless specifically authorized by law.
 - One or more of the following characteristics support the classification of contractor:
 - Provides the goods and services within normal business operations.
 - Provides similar goods or services to many different purchasers.
 - Operates in a competitive environment.
 - Provides goods or services that are ancillary to the operation of the Federal program.
 - Is not subject to compliance requirements of the Federal program as a result of the agreement, through similar requirements may apply for other reasons.
- e) Contract Monitoring: Subrecipients are responsible for ensuring that contracts contain the applicable provisions described in Appendix II of 45 CFR Part 75. Subrecipients are responsible for maintaining oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of the contract or purchase order. Records must be maintained by Subrecipients and be sufficiently detailed for compliance.

X. Federal Services*Training*Officers*Prosecutors (STOP) Violence Against Women Formula Grant Program Special Conditions

1. Applicability of Part 200 Uniform Requirements and DOJ Grants Financial Guide

The Subrecipient must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements"), and the current edition of the DOJ Grants Financial Guide as posted on the OVW website, including any updated version that may be posted during the period of performance. The Subrecipient also agrees that all financial records pertinent to this award, including the general accounting ledger and all supporting documents, are subject to agency review throughout the life of the award, during the close-out process, and for three years after submission of the final Federal Financial Report (SF-425) or as long as the records are retained, whichever is longer, pursuant to 2 C.F.R. 200.333, 200.336.

2. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OVW authority to terminate award)

The Subrecipient must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of Subrecipients or individuals defined (for purposes of this condition) as "employees" of any Subrecipient.

The details of the Subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Prohibited conduct by Subrecipients related to trafficking in persons (including reporting requirements and OVW authority to terminate award)), and are incorporated by reference here.

3. Compliance with Applicable Rules Regarding Approval, Planning, and Reporting of Conferences, Meetings, Trainings, and Other Events

The Subrecipient must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears on the OVW website at <https://www.justice.gov/ovw/conference-planning>.

4. Effect of Failure to Address Audit Issues

The Subrecipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the Subrecipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

5. Reporting Potential Fraud, Waste, Abuse, and Similar Misconduct

The Subrecipients must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

6. Compliance with General Appropriations-Law Restrictions on the Use of Federal Funds for this Fiscal Year

The Subrecipient must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are set out at <https://www.justice.gov/ovw/award-conditions> (Award Condition: General appropriations-law restrictions on use of federal award funds), and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of an appropriations-law restriction, the Subrecipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

7. Restrictions and Certifications Regarding Non-Disclosure Agreements and Related Matters

No Subrecipient, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

- a. In accepting this award, the Subrecipient:
 - o Represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
 - o Certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
- b. If the Subrecipient does or is authorized under this award to make Subawards, procurement contracts, or both:
 - o It represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive award funds (whether through a Second-Tier Subaward, procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and (2) it has made

appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

- o It certifies that, if it learns or is notified that any Subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

8. Encouragement of Policies to Ban Text Messaging while Driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Subrecipient understands that DOJ encourages Subrecipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

9. Additional DOJ Awarding Agency Requirements

The Subrecipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the Subrecipient is designated as "high- risk" for purposes of the DOJ high-risk grantee list.

10. OVW Training Guiding Principles

The Subrecipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OVW Training Guiding Principles for Subrecipients, available at <https://www.justice.gov/ovw/resources-and-faqs-grantees#Discretionary>.

11. Compliance with Statutory and Regulatory Requirements

The Subrecipient must comply with all relevant statutory and regulatory requirements, which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Violence Against Women and

Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, the Omnibus Crime Control and Safe Streets Act of 1968, 34 U.S.C. §§ 10101 et seq., and OVW's implementing regulations at 28 C.F.R. Part 90.

12. Misuse of Award Funds

The Subrecipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

13. Consultant Compensation Rates

The Subrecipient acknowledges that consultants paid with award funds generally may not be paid at a rate in excess of \$81.25 per hour, not to exceed \$650 per day. To exceed this specified maximum rate, Subrecipients must submit to OVW a detailed justification and have such justification approved by OVW, prior to obligation or expenditure of such funds. Issuance of this award or approval of the award budget alone does not indicate approval of any consultant rate in excess of \$81.25 per hour, not to exceed \$650 per day. Although prior approval is not required for consultant rates below this specified maximum rate, Subrecipients are required to maintain documentation to support all daily or hourly consultant rates.

14. Publications disclaimer for STOP Formula Subrecipients

The Subrecipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from Grant Subaward activities shall contain the following statement: "This project was supported by Grant Subaward No. _____ awarded by the state administering office for the Office on Violence Against Women, U.S. Department of Justice's STOP Formula Grant Program. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the state or the U.S. Department of Justice."

15. Activities that compromise victim safety and recovery or undermine offender accountability

The Subrecipient agrees that Grant Subaward funds will not support activities that compromise victim safety and recovery or undermine offender accountability, such as: procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical

health condition, criminal record, work in the sex industry, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; procedures or policies that impose requirements on victims in order to receive services (e.g., seek an order of protection, receive counseling, participate in couples' counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.); procedures or policies that fail to ensure service providers conduct safety planning with victims; project design and budgets that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or are Deaf or hard of hearing; or any other activities outlined in the solicitation under which the approved application was submitted.

16. Copyrighted Works

Pursuant to 2 C.F.R. 200.315(b), the Subrecipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. OVW reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so.

OVW also reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a Subrecipient of this award, for federal purposes, and to authorize others to do so.

In addition, the Subrecipient must obtain advance written approval from the OVW program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval, before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

It is the responsibility of the Subrecipient (and of each contractor, or subcontractor as applicable) to ensure that this condition is included in any Second-Tier Subaward, contract, or subcontract under this award.

17. Requirement to report actual or imminent breach of personally identifiable information (PII)

The Subrecipient must have written procedures in place to respond in the event of an actual or imminent breach (as defined in OMB M-17-12) if it -- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.79) within the scope of an OVW grant-funded program or activity, or 2)

uses or operates a Federal information system (as defined in OMB Circular A-130). The Subrecipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OVW Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

18. Unreasonable restrictions on competition under the award; association with federal government

No Subrecipient may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by DOJ. The details of the Subrecipient's obligations under this condition are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Unreasonable restrictions on competition under the award; association with federal government), and are incorporated by reference here.

19. Determinations of suitability to interact with participating minors

This condition applies to this award if it is indicated in the application for the award (as approved by DOJ), the DOJ funding announcement (solicitation), or an associated federal statute - that a purpose of some or all of the activities to be carried out under the award (whether by the Subrecipient) is to benefit a set of individuals under 18 years of age.

The Subrecipient must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status. The details of this requirement are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

20. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to Subrecipient organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients and Subrecipients that are faith-based or religious organizations.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

23. Restrictions on "lobbying" and policy development

In general, as a matter of federal law, federal funds may not be used by the Subrecipient, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, in order to avoid violation of 18 U.S.C. § 1913. The Subrecipient may, however, use federal funds to collaborate with and provide information to federal, state, local, tribal and territorial public officials and agencies to develop and implement policies and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 34 U.S.C. § 12291 (a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

Another federal law generally prohibits federal funds awarded by OVW from being used by the Subrecipient to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, Second-Tier Subaward, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. § 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of these prohibitions, the

Subrecipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

24. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The Subrecipient must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The Subrecipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the Subrecipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

25. VAWA 2013 nondiscrimination condition

The Subrecipient acknowledges that 34 U.S.C. § 12291(b)(13) prohibits recipients of OVW awards from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. Subrecipients may provide sex-segregated or sex-specific programming if doing so is necessary to the essential operations of the program, so long as the Subrecipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. The Subrecipient agrees that it will comply with this provision.

26. Non-supplantation

The Subrecipient agrees that Grant Subaward funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this grant.

27. Confidentiality and information sharing

The Subrecipient agrees to comply with the provisions of 34 U.S.C. § 12291(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. The Subrecipient

also agrees to comply with the regulations implementing this provision at 28 CFR 90.4(b) and "Frequently Asked Questions (FAQs) on the VAWA Confidentiality Provision (34 U.S.C. §12291(b)(2))" on the OVW website at <https://www.justice.gov/ovw/resources-and-faqs-grantees>.

28. Requirements for Subrecipients providing legal assistance

The Subrecipient agrees that the legal assistance eligibility requirements, as set forth below, are a continuing obligation on the part of the Subrecipient. The legal assistance eligibility requirements are: (1) any person providing legal assistance through a program funded under this grant program (A) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault, or stalking in the targeted population; or (B) (i) is partnered with an entity or person that has demonstrated expertise described in subparagraph (A); and (ii) has completed or will complete training in connection with domestic violence, dating violence, stalking, or sexual assault and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide; (2) any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a state, local, territorial, or tribal domestic violence, dating violence, sexual assault, or stalking victim service provider or coalition, as well as appropriate state, local, territorial, and tribal law enforcement officials; (3) any person or organization providing legal assistance through this grant program has informed and will continue to inform state, local, territorial, or tribal domestic violence, dating violence, stalking, or sexual assault programs and coalitions, as well as appropriate state and local law enforcement officials of their work; and (4) the Subrecipient's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, dating violence, domestic violence, or child sexual abuse is an issue. The Subrecipient also agrees to ensure that any Second-Tier Subrecipient or contractor will comply with this condition. The Subrecipient agrees that it will comply with this provision.

29. Hiring Documents

The Subrecipient must keep, maintain, and preserve all documentation (such as Form I-9s or equivalents) regarding the eligibility of employees hired using the funds.

30. Policy for response to workplace-related incidents of sexual misconduct, domestic violence, and dating violence

The Subrecipient, must have a policy, or issue a policy within 270 days of the award date, to address workplace-related incidents of sexual misconduct,

domestic violence, and dating violence involving an employee, volunteer, consultant, or contractor. The details of this requirement are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Policy for response to workplace-related sexual misconduct, domestic violence, and dating violence), and are incorporated by reference here.

31. Requirements related to System for Award Management and unique entity identifiers

The Subrecipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov>. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM.

The Subrecipient also must comply with applicable restrictions on Second-Tier Subawards, including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Requirements related to System for Award Management (SAM) and unique entity identifiers), and are incorporated by reference here.

32. Performance progress reports and final report submission

The Subrecipient agrees to submit an annual report. Subrecipients must use the designated forms and/or systems made available by OVW for performance reporting, which identify the information that Subrecipients must collect and report as a condition of receiving funding.

All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for Subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

| | |
|--|---|
| CERTIFICATION | |
| I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California. | |
| Official Designee's Signature: | <u>Mattie Mendez</u> |
| Official Designee's Typed Name: | <u>Mattie Mendez</u> |
| Official Designee's Title: | <u>Executive Director</u> |
| Date Executed: | <u>11/9/2021</u> |
| Federal Employer ID #: | <u>94-1612823</u> |
| Federal DUNS #: | <u>034241133</u> |
| Current System for Award Management (SAM) Expiration Date: | <u>03/03/2022</u> |
| Executed in the City/County of: | <u>City of Madera/County of Madera</u> |
| AUTHORIZED BY: | |
| <input type="checkbox"/> City Financial Officer | <input type="checkbox"/> County Financial Officer |
| <input type="checkbox"/> City Manager | <input type="checkbox"/> County Manager |
| <input checked="" type="checkbox"/> Governing Board Chair | |
| Signature: | <u>Tyson Pogue</u> |
| Typed Name: | <u>Tyson Pogue</u> |
| Title: | <u>Board Chairperson</u> |



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Community Action Partnership of Madera County, Inc. | | | Grant Subaward #: FD | |
|---|---------|--------------|----------------------|------------------------|
| A. Personnel Costs - Line-item description and calculation | 21FVPS | 21FVPS Match | 21STOP | Total Amount Allocated |
| <p>Victim Services Program Manager FTE 10% The Victim Services Program Manager is responsible for the daily project operations and supervises the program staff. The manager assures compliance with requirements, ensures daily operations are meeting standards, and assists with direct client service. Salary (\$6,439.16 x 12 MOS = \$77,269.92 x 10% = \$7,726.99) 58% Funded By 21FVPS (01/01/22 to 07/31/22): 42% Funded by 21STOP (08/01/22 to 12/31/22): Benefits (\$7,726.99 x 19.909% benefit rate = \$1,538.37) 100% Funded by 21STOP (01/01/22 to 12/31/22):</p> | \$4,482 | | \$3,245 | \$4,482 |
| <p>Admin Aide-FTE 15% The Administrative Aide assists the program manager and provides secretarial back up to the staff. Screens correspondence, scheduling, and compiles data for statistical reports. Salary (\$3,964.47 x 12 MOS = \$47,573.64 x 15% = \$7,136.05) 58% Funded By 21FVPS (01/01/22 to 07/31/22): 42% Funded by 21STOP (08/01/22 to 12/31/22): Benefits (\$7,136.04 x 34.813% benefit rate = \$2,484.27) 100% Funded by 21STOP (01/01/22 to 12/31/22):</p> | \$4,139 | | \$2,997 | \$4,139 |
| | | | \$1,537 | \$1,537 |
| | | | \$2,484 | \$2,484 |



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Community Action Partnership of Madera County, Inc. | | | Grant Subaward #: FD | |
|---|---------------|---------------------|-----------------------------|-------------------------------|
| A. Personnel Costs - Line-item description and calculation | 21FVPS | 21FVPS Match | 21STOP | Total Amount Allocated |
| <p>Victim Services Coordinator FTE 5% Oversees operation of daily activities including collecting data, enforcing program policies, and supervising staff. Salary (\$5,978.70 x 12 MOS = \$71,744.40 x 5% = \$3,587.22) 58% Funded By 21FVPS (01/01/22 to 07/31/22): 42% Funded by 21STOP (08/01/22 to 12/31/22): Benefits (\$3,587.22 x 28.001% benefit rate = \$1,004.46) 100% Funded by 21STOP (01/01/22 to 12/31/22):</p> | \$2,081 | | \$1,507 | \$2,081 \$1,507 |
| <p>Prevention Advocate-FTE 100% The Prevention Advocate is responsible for providing IPV prevention education to schools, community organizations, and professionals. The Prevention Advocate can also provide direct services to clients including crisis intervention, counseling, advocacy, accompaniment, and referrals. The Prevention Advocate maintains records of service delivery. Salary (\$3,407.27 x 12 MOS = \$40,887.24 x 100% = \$40,887.24) 58% Funded By 21FVPS (01/01/22 to 07/31/22): 42% Funded by 21STOP (08/01/22 to 12/31/22): Benefits (\$40,887.24 x 26.99556% benefit rate = \$11,037.74) 58% Funded By 21FVPS (01/01/22 to 07/31/22): 42% Funded by 21STOP (08/01/22 to 12/31/22):</p> | \$23,714 | | \$17,173 | \$23,714 \$17,173 |
| <p>58% Funded By 21FVPS (01/01/22 to 07/31/22): 42% Funded by 21STOP (08/01/22 to 12/31/22):</p> | \$6,402 | | \$4,636 | \$6,402 \$4,636 |



Cal OES

GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Community Action Partnership of Madera County, Inc. | | | Grant Subaward #: FD | |
|---|----------|--------------|----------------------|------------------------|
| A. Personnel Costs - Line-item description and calculation | 21FVPS | 21FVPS Match | 21STOP | Total Amount Allocated |
| <p>Volunteer Education and Outreach Advocates - In-Kind Match</p> <p>Volunteers to provide education, outreach, and support for the IPV program. Support and attend events for the purpose of education and outreach to the underserved communities, the at-risk population's peer groups, and influential adults. Also provides referrals for direct services to those in need and at-risk for IPV. 849.25 Hrs x \$18.62/hr (20.0A) = \$15,813.04</p> | | \$15,813 | | \$15,813 |
| Personnel Costs Fund Source Totals | \$40,818 | \$15,813 | \$34,583 | \$91,214 |
| PERSONNEL COSTS CATEGORY TOTAL | | | | \$91,214 |



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Community Action Partnership of Madera County, Inc. | | | Grant Subaward #: FD | |
|--|---------|--------------|----------------------|------------------------|
| B. Operating Costs - Line-item description and calculation | 21FVPS | 21FVPS Match | 21STOP | Total Amount Allocated |
| <p>Office Supplies Supplies necessary for operation of program. Pens, paper, printer cartridges and other as needed for client meetings and services. \$100.00/mo x 12mo = \$1,200.00 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$1,200 | \$1,200 |
| <p>Data Processing Supplies Desktop supplies, copy machine toner, supplies for paperless processing, and other supplies needed to process client information and provide client services. \$518.33/mo x 12mo = \$6,219.96 42.974% Funded By 21FVPS (01/01/22 to 05/31/22): \$2,672.97 57.025% Funded by 21STOP (06/01/22 to 12/31/22): \$3,546.93</p> | \$2,673 | | \$3,547 | \$6,220 |
| <p>Program Supplies Outreach and resource materials to support programs for IPV. Brochures that list services and how to access them, banners, clipboards, etc. \$267.08/mo x 12mo = \$3,204.96 57.971% Funded By 21FVPS (01/01/22 to 07/31/22): \$1,857.97 42.028% Funded by 21STOP (08/01/22 to 12/31/22): \$1,346.98</p> | \$1,858 | | \$1,347 | \$3,205 |
| <p>Custodial Supplies Supplies/maintenance for cleaning. \$30/mo x 12mo = \$360.00 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$360 | \$360 |



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Community Action Partnership of Madera County, Inc. | | | Grant Subaward #: FD | |
|--|---------|--------------|----------------------|------------------------|
| B. Operating Costs - Line-item description and calculation | 21FVPS | 21FVPS Match | 21STOP | Total Amount Allocated |
| <p>Postage Postage for mailings to support IPV outreach and education. \$50/mo x 12mo = \$600.00 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$600 | \$600 |
| <p>Equipment Rental Rental of postage meter - meters are required to be rented and may not be purchased. \$40/Qtr x 4 Qtrs = \$160 Dispenser rental \$20/mo x 12mo = \$240 Copy machine use per month \$30/mo x 12 mo = \$360 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$760 | \$760 |
| <p>Equipment Maintenance Photo copier, maintenance based on number of copies made \$15/mo x 12 mo. 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$180 | \$180 |
| <p>Advertising & Promotion Advertising for staff recruitment, billboards, outreach and educational signage to support our efforts to reach the community as a whole, beyond the organizations that we are partnering with. \$945.25/mo x 12mo = \$11,343.00 58% Funded By 21FVPS (01/01/22 to 07/31/22): \$6,578.94 42% Funded by 21STOP (08/01/22 to 12/31/22): \$4,764.06</p> | \$6,579 | | \$4,764 | \$11,343 |



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Community Action Partnership of Madera County, Inc. | | | Grant Subaward #: FD | |
|--|---------------|---------------------|-----------------------------|-------------------------------|
| B. Operating Costs - Line-item description and calculation | 21FVPS | 21FVPS Match | 21STOP | Total Amount Allocated |
| <p>Telephone Telephone, Bandwidth, MPLS, and fax services for direct staff \$24,000 x10% = \$2,400 Comcast Internet for Yosemite Office \$100/mo x 12mo = \$1,200 Verizon - Cell phone for staff \$100/mo x 12 mo = \$1,200 58% Funded By 21FVPS (01/01/22 to 07/31/22): \$2,784.00 42% Funded by 21STOP (08/01/22 to 12/31/22): \$2,016.00</p> | \$2,784 | | \$2,016 | \$4,800 |
| <p>Rent Office space for program-assigned staff and for use when working, including office and common areas of reception, conference rooms, restrooms, and hallways. Yosemite St. location is 3,264 Sqft. In total. Rent = \$3,394.51/mo x 12 = \$40,734.12. FD share is rent \$353.06/mo x 12 mo = \$4,236.71 breakdown as follows: Direct Staff: 1.30 FTE x 125 Sqft. x 1.04/Sqft. x 12mo = \$2,028.00 Intake Areas: 210 Sqft. X 7.310% x 1.04 Sqft. X 12mo = \$191.57 Common Area: 1,554 Sqft. x 10.4006% for FD = 161.63 Sqft. x 1.04/Sqft. X 12mo = \$2,017.14 57.99% Funded By 21FVPS (01/01/22 to 07/31/22): \$2,456.87 42.01% Funded by 21STOP (08/01/22 to 12/31/22): \$1,779.85</p> | \$2,457 | | \$1,780 | \$4,237 |



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Community Action Partnership of Madera County, Inc. | | | Grant Subaward #: FD | |
|--|--------|--------------|----------------------|------------------------|
| B. Operating Costs - Line-item description and calculation | 21FVPS | 21FVPS Match | 21STOP | Total Amount Allocated |
| <p>Utilities</p> <p>Utilities including water, sewer, disposal, natural gas, and electricity at office for Advocates and Coordinator, Admin Aide, and Program Manager. \$50/mo x 12mo 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$600 | \$600 |
| <p>Building Maintenance</p> <p>Building maintenance in order to ensure safe and sanitary working conditions for clients and staff. \$20.83 x 12mo = \$249.96. 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$250 | \$250 |
| <p>Burglar and Fire Alarm</p> <p>Alarm services for building. \$10/mo x 12mo 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$120 | \$120 |
| <p>Property Insurance</p> <p>Building insurance. \$12/mo x 12mo. 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$144 | \$144 |
| <p>Custodial Services</p> <p>Cleaning services. \$45/mo x 12mo 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$540 | \$540 |



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Community Action Partnership of Madera County, Inc. | | | Grant Subaward #: FD | |
|--|---------------|---------------------|-----------------------------|-------------------------------|
| B. Operating Costs - Line-item description and calculation | 21FVPS | 21FVPS Match | 21STOP | Total Amount Allocated |
| <p>Gas & Oil</p> <p>The portion of fuel used for agency vehicles used to travel to cites for education and outreach. \$115.33/mo x 12mo 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$1,384 | \$1,384 |
| <p>Vehicle Insurance</p> <p>Insurance to cover the portion of agency provided vehicles that will be used to travel to cites for education and outreach. \$150/mo x 12mo 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$1,800 | \$1,800 |
| <p>Vehicle Repair & Maintenance</p> <p>Provide for maintenance of the portion of agency vehicle used for education and outreach, and other services due to transportation being a barrier for the population. \$50/mo X 12mo. 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$600 | \$600 |
| <p>Insurance & Bonding</p> <p>Blanket Fidelity Bond required by CAL OES = \$240 Annually Liability Insurance - \$5/mo x 12mo = \$60 100% Funded by 21STOP (01/01/22 to 12/31/22).</p> | | | \$300 | \$300 |



Grant Subaward Budget Pages
Multiple Fund Sources

| Subrecipient: Community Action Partnership of Madera County, Inc. | | | Grant Subaward #: FD | |
|---|----------|--------------|----------------------|------------------------|
| B. Operating Costs - Line-item description and calculation | 21FVPS | 21FVPS Match | 21STOP | Total Amount Allocated |
| <p>Indirect Cost Indirect Cost: 9.1% of direct project cost (\$115,263.98) based on cognizant agency - Dept. of Health and Human Services, total direct cost excluding equipment and donated services. $\\$115,263.98 \times .091 = \\$10,489.02$</p> <p>Indirect cost covers personal services, and fringe benefits of Administrative, Accounting, and Human Resources staff. It also covers indirect administrative operating expenses such as rent, telephone, audit, supplies, etc. associated with the administrative and indirect staff. Indirect cost rate agreement is provided.</p> <p>58% Funded By 21FVPS (01/01/22 to 07/31/22): \$6,083.63 42% Funded by 21STOP (08/01/22 to 12/31/22): \$4,405.39</p> | \$6,084 | | \$4,405 | \$10,489 |
| Operating Costs Fund Source Totals | \$22,435 | | \$27,917 | \$50,352 |
| OPERATING COSTS CATEGORY TOTAL | | | | \$50,352 |



Grant Subaward Budget Narrative

Grant Subaward #: FD – Intimate Partner Violence Prevention Program

Subrecipient: Community Action Partnership of Madera County, Inc.

Budget Narrative

The proposed Grant Subaward Budget Pages provide some detail as to how the funds will be spent to support IPV outreach and education of the at-risk population and the community as a whole. This Budget Narrative provides some explanations of budget items that merited further discussion.

I. Personnel Costs – Salaries/Employee Benefits/Volunteers

In addition to the Prevention Advocate that will focus 100% their time to this program, there are other support staff that will be partially allocated. CAPMC is requesting funding for the Victim Services Program Manager at 10% FTE, one Victim Services Coordinator at 5% FTE, and one Administrative Aide at 15% FTE. All three of these positions are to help support the program and the Prevention Advocate. The budget also includes any mid-year salary adjustments or merit increases, and all of the required taxes and benefits employers are required to provide. Funds are primarily allocated to personnel in direct support of the clients and their immediate supervisors thus reducing administrative costs.

Volunteer hours will be utilized to support education and outreach for the IPV programs. Volunteers will also provide support for community outreach and education events for the at-risk population, the community, at-risk peer groups,



Grant Subaward Budget Narrative

Grant Subaward #: FD – Intimate Partner Violence Prevention Program

Subrecipient: Community Action Partnership of Madera County, Inc.

and influential adults. In addition, the volunteers will provide referrals to direct services to those in need and at-risk.

II. Operating Expenses

While many of the requested expenses and budget lines are basic costs to any program, there are a few areas that CAPMC would like to elaborate on.

CAPMC is requesting \$11,343 for Advertising and Promotion for IPV outreach and education. This program is not only focused on connecting with the at-risk population, but also connecting and educating the entire community. As the Programmatic Narrative lays out, the plan is to address generational domestic violence and the community as a whole to help change the community, and to reinforce the education and outreach of the targeted at-risk population.

CAPMC is requesting \$3,784 for vehicle related cost like gas, insurance, repairs and maintenance. This program has no plans to purchase a vehicle but will utilize a vehicle already owned by CAPMC. The program will be charged accordingly depending on usage, and records will be kept to support the charges.

Transportation can be a barrier in the community, so it is essential to the program to have access to a vehicle to go out into the community and to sites.



Grant Subaward Budget Narrative

Grant Subaward #: FD – Intimate Partner Violence Prevention Program

Subrecipient: Community Action Partnership of Madera County, Inc.

CAPMC is requesting \$4,237 for rent associated with this program. The rent of the location that is utilized for this program is allocated based on the square footage allowed per person and, if they are not working a 100% on the program, how much time is allocated to this program. The rent covers the space for each employee to work and the allowed common areas.

CAPMC is requesting \$125,753 in total Cal OES Victim Services Branch, Intimate Partner Violence Prevention Program Funds, and will utilize volunteers to meet the match requirement of \$15,813. Of the \$125,753 requested, \$75,401 will be utilized for salaries and employee benefits and \$50,352 will be used for operating expenses. The Agency does not anticipate the need for subcontracts during the grant period nor foresees any unusual expenditures.

The budget supports the staff required for the program to operate, and operational necessities to support the IPV education and outreach. All of the items listed in the budget are required to achieve the objectives, while also providing critical referrals to services to those at-risk as needed.



Grant Subaward Programmatic Narrative

Grant Subaward #: Intimate Partner Violence Prevention (FD) Program

Subrecipient: Community Action Partnership of Madera County, Inc.

A. Problem Statement

Community Action Partnership of Madera County, Inc. (CAPMC) has been providing services to crime victims in Madera County for more than forty years.

Madera County is a rural county geographically located in the center of the State of California. The county consists of 2,153 square miles, of which 2,137 is land and 16 square miles is water. The population of Madera County is 157,327 and is predominantly Hispanic/Latino at 58% of the total population, followed by White 34%, and African American 3.1%, with the remaining consisting of all other races (Census.gov, 2019). 45% of households speak a language other than English as their primary language at home. 17.6% of the county is in poverty and the unemployment rate is currently at 9.1%. The county has two incorporated cities: Madera with a population of 61,416 and Chowchilla 18,720. Madera County has an additional fifteen rural communities. More than 27% of the population of Madera County consists of persons under the age of 18.

CAPMC has identified juveniles between the ages of 14 to 19 as our target population, prioritizing "at-risk" or troubled youth in continuation or alternative schools and the juvenile detention system. In many cases this underserved population has already faced many adverse childhood experiences and runs the



Grant Subaward Programmatic Narrative

Grant Subaward #: Intimate Partner Violence Prevention (FD) Program

Subrecipient: Community Action Partnership of Madera County, Inc.

risk of continuing the cycle of intimate partner violence (IPV) as adults and then later as parents.

Juveniles, especially at-risk juveniles, in our community have to overcome several barriers to obtain services and assistance. Because Madera is mostly a rural county, public transportation is limited and juveniles must rely on parents and family members to access services. Often times, juveniles are enduring parents and family members that have issues with drugs and alcohol and/or family violence in the home. At-risk youth may be using drugs and alcohol to cope with the pressures of home life and peer pressure or bullying at school. Peer pressure contributes to juveniles not seeking services or participating in prevention activities for fear of being labeled as a victim.

Because many of our students are in continuation and alternatives schools including the court day school or the juvenile detention center, continuity of services is a challenge. Although a juvenile begins the program, his/her circumstances may have him/her moving in and out of placement or detention centers where services are not offered.

B. Plan

The Intimate Partner Violence Prevention (FD) Program will provide services to the juveniles and underserved population identified earlier due to their



Grant Subaward Programmatic Narrative

Grant Subaward #: Intimate Partner Violence Prevention (FD) Program

Subrecipient: Community Action Partnership of Madera County, Inc.

susceptibility to peer pressure and limitations accessing services. We plan to take the services directly to them at high schools, continuation schools, alternative education schools, and juvenile detention centers. By providing information and real world examples of intimate partner violence (IPV), it could challenge the juvenile's cultural beliefs on violence and intimate partner relationships.

The CDC states promoting healthy, respectful, and non-violent relationships and communities can help reduce the occurrence of IPV. CAPMC plans to approach the prevention of IPV among juveniles through teaching safe and healthy relationship skills to prevent sexual violence, domestic violence, and teen dating violence and promote social norms that protect against violence. Evidenced-based prevention curriculum such as Safe Dates will be used to educate the target population. Safe Dates curriculum consists of ten interactive sessions that deal with attitudes and behaviors associated with dating abuse and violence.

To address IPV with the youth we would first address generational domestic violence within the family structure starting with individuals. Research shows that individuals that grow up in homes where domestic violence occurs are twice as likely to be in a domestic violence relationship. They can become the abuser or the victim and continue the cycle of generational violence. Prevention



Grant Subaward Programmatic Narrative

Grant Subaward #: Intimate Partner Violence Prevention (FD) Program

Subrecipient: Community Action Partnership of Madera County, Inc.

education to the youth can reduce IPV by teaching them healthy, safe dating, and intimate relationship skills. Potential outcomes are: increases in the use of healthy relationship skills, reduction in perpetration of physical, sexual and emotional IPV, stalking, and reductions in victimization of IPV.

Pre and post-tests will be conducted to measure the knowledge gained by participants in our program. We will look for changes in societal views on intimate partner violence. Providing participants a voice on how they feel they benefited from the program and suggesting improvements that could be made, gives them a chance to create a lasting impact on the administration of the program to other underserved youth. CAPMC's experience in the past with implementing Safe Dates in schools and the detention center promoted healthy, respectful, and non-violent relationships. Providing IPV education to juveniles can help reduce the occurrence of IPV in our community.

We will then address the community as a whole to prevent IPV. According to the social-ecological model, the third level community explores schools, workplaces, and social relationships. Engaging educators and other community partners can help reduce the likelihood of IPV. They would be able to recognize signs in students and other youth in their lives, which leads to a societal change in



Grant Subaward Programmatic Narrative

Grant Subaward #: Intimate Partner Violence Prevention (FD) Program

Subrecipient: Community Action Partnership of Madera County, Inc.

thinking. Engaging youth to challenge social norms on violence in relationships can influence the next generation to stand up against intimate partner violence.

Prior to the pandemic, Community Action Partnership of Madera County was providing prevention education to juveniles through a partnership with Madera County Juvenile Probation. CAPMC was also able to provide prevention education to the high schools in our county, court day school, and juvenile detention center. The juveniles participated in Teen Dating Violence Awareness Month events by creating posters to distribute throughout our community. Staff was also administrating the Safe Dates curriculum to the youth at Juvenile Hall. We still maintain an operational agreement with Madera County Probation to provide prevention education and crisis intervention services. CAPMC also has an operational agreement with Madera County Superintendent of Schools that allowed us to implement Safe Dates at Independence Continuation High School in rural Madera County. We plan to start implementing IPV prevention strategies as early as mid-January 2022, with the hope to be fully operational by February in time for Teen Dating Violence Awareness Month.

CAPMC will hire one full-time employee as a Prevention Advocate. The employee must be able to read, write and speak Spanish to reflect the underserved community. Madera County is predominantly Hispanic and many of



Grant Subaward Programmatic Narrative

Grant Subaward #: Intimate Partner Violence Prevention (FD) Program

Subrecipient: Community Action Partnership of Madera County, Inc.

the youth in our community come from monolingual Spanish-speaking homes with a low English proficiency. The prevention advocate must be able to conduct public presentations and must be well versed in social media platforms and technology to keep up with the youth. One responsibility the Prevention Advocate will be tasked with is to review and implement prevention education curriculum regarding teen dating violence and sexual violence. The Prevention Advocate must be able to coordinate with other organizations and groups to identify and implement events where prevention education may be distributed to juveniles. The Prevention Advocate is responsible in securing collaborative relationships with community partners to organize events promoting intimate partner violence and sexual assault awareness and prevention. Training to staff and volunteers will be conducted by the Prevention Advocate. The employee must keep up to date with latest trends and be willing to travel for training and events.

C. Capabilities

Community Action Partnership of Madera County has a rich history of providing prevention education to the youth and agency partners in our community. Staff has conducted presentations and training to the Department of Social Services, law enforcement, the District Attorney's Office, Madera County



Grant Subaward Programmatic Narrative

Grant Subaward #: Intimate Partner Violence Prevention (FD) Program
Subrecipient: Community Action Partnership of Madera County, Inc.

Probation, high schools, Madera Unified School District staff, community partners, and civic organizations. We have conducted the Safe Dates curriculum to three high schools and the Juvenile Detention Center. During Teen Dating Violence Prevention Month, we conducted workshops for teen parents in the Madera Unified School District and presentations on healthy relationships, cyber stalking and dating violence to Chowchilla High School and parents enrolled with Head Start and First 5. Prior to the pandemic, we were conducting RAD (Rape Aggression Defense) training to Madera High School Girls PE classes. Currently we have seven certified RAD trainers within our department; training to the community will resume early next year.

The Prevention Advocate must have a Bachelor's Degree in Criminology, Human Services, Public Health, or a related field. The employee must have a minimum of one year of experience in public speaking, prevention education or teaching. The Prevention Advocate will be required to complete the 65-hour Sexual Assault/Domestic Violence Counselor Training. Completing the sexual/domestic violence counselor training allows for confidentiality and privileged communication between the Prevention Advocate and the target population, fostering healthy relationships between the youth and the advocate.



Grant Subaward Programmatic Narrative

Grant Subaward #: Intimate Partner Violence Prevention (FD) Program

Subrecipient: Community Action Partnership of Madera County, Inc.

It also allows juveniles to build trust with an adult, feel safe and secure to speak about any problems they may be experiencing.

CAPMC has experience with providing outreach in the community and receiving questions in regards to how parents should speak to their children about sexual violence and teen dating violence. Staff and volunteers receive calls to the 24-hour hotline and have experience answering questions about IPV. Often times we have friends and family members reaching out for information on behalf of the victim. We provide information on how to have a conversation with loved ones about intimate partner violence and sexual assault. We have provided presentations to school counselors and teachers about intimate partners violence and teen dating violence. Some of the topics discussed are Teen Dating Violence Prevention, the Do's and Don'ts of Cyber Dating, the power and control wheel, LGBTQ and sexual assault.

Staff also participate in several multi-disciplinary teams (MDT) in Madera County: Child Forensic Interview Team, Sexual Assault Response Team, Child Death Review, Child Abuse Prevention Council, Suspect Child Abuse and Neglect, Elder Abuse, and Domestic Violence Immigration Task Force. At these meetings, we discuss on how different agencies can collaborate to provide services to families to prevent additional family violence. Through our operational



Grant Subaward Programmatic Narrative

Grant Subaward #: Intimate Partner Violence Prevention (FD) Program

Subrecipient: Community Action Partnership of Madera County, Inc.

agreement with the Department of Social Services, we provide assistance and input at their Child and Family Team meetings. Most of the requests for our presence is for families experiencing domestic violence. The children are in danger of being removed from their parent due to the intimate partner violence they are witnessing in the home. Our office provides assistance and domestic violence educational classes to the non-offending parent. Unfortunately, some of the children growing up in these homes will later find themselves in unhealthy relationships as the victim or the abuser. Some will find other outlets to deal with the trouble at home that may result with their own run-in with the criminal justice system.

In the past CAPMC has conducted presentations to the at-risk underserved population at the high schools, court day school, alternative high schools, and juvenile hall. Topics covered with juveniles were unhealthy and healthy relationships, sexual assault prevention, and teen dating violence. We have received referrals from Juvenile Probation staff and minor defense attorney to speak one-on-one with the at-risk youth in detention centers to provide education and services on domestic and sexual violence prevention.

CAPMC has extensive experience with data collection through the requirements with Cal OES funds including Victims of Crime Act (VOCA)



Grant Subaward Programmatic Narrative

Grant Subaward #: Intimate Partner Violence Prevention (FD) Program
Subrecipient: Community Action Partnership of Madera County, Inc.

Performance Measurement Platform quarterly reports. In 2021, and every two years, CAPMC completes the Community Needs Assessment. The community needs assessment describes the needs of people with low incomes from our service area, which have led to priorities for the 2022-2023 program years. A cross-sectoral approach is taken, ensuring input from staff, community organizations, and community residents with low incomes. CAPMC did extensive research into secondary sources of information about our region and analyzed responses from surveys and focus groups completed with staff, community organizations, and adult constituents with lower incomes.

For the Intimate Partner Violence Prevention Program to be successfully implemented, CAPMC needs community partners willing to allow us into their facilities to conduct prevention strategies previously mentioned. We have established operational agreements with key members that serve the described underserved population. One full-time employee will need to be hired to focus on the implementation of the program to juveniles in our county. Interns and volunteers will be used to assist the prevention advocate as needed. The employee will be responsible for the activities and data collection of the IPV program. Funds will be allocated for a full-time employee, program supplies, outreach materials, and other program related items.

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

| |
|---|
| Subrecipient <u>Community Action Partnership of Madera County, Inc.</u> Duns# <u>034241133</u> FIPS# <u>039-00000</u> |
| Disaster/Program Title: <u>Intimate Partner Violence Prevention (FD) Program</u> |
| Performance Period: <u>01/01/22</u> to <u>12/31/22</u> Subaward Amount Requested: <u>\$ 125,753</u> |
| Type of Non-Federal Entity (Check Box): <input type="checkbox"/> State Gov. <input type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe |

Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, grant manager is the individual who has primary responsibility for day-to-day administration of the grant, bookkeeper/accounting staff means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and organization refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

| Assessment Factors | Response |
|---|---------------|
| 1. How many years of experience does your current grant manager have managing grants? | >5 years |
| 2. How many years of experience does your current bookkeeper/accounting staff have managing grants? | >5 years |
| 3. How many grants does your organization currently receive? | >10 grants |
| 4. What is the approximate total dollar amount of all grants your organization receives? | \$ 29,000,000 |
| 5. Are individual staff members assigned to work on multiple grants? | Yes |
| 6. Do you use timesheets to track the time staff spend working on specific activities/projects? | Yes |
| 7. How often does your organization have a financial audit? | Annually |
| 8. Has your organization received any audit findings in the last three years? | No |
| 9. Do you have a written plan to charge costs to grants? | Yes |
| 10. Do you have written procurement policies? | Yes |
| 11. Do you get multiple quotes or bids when buying items or services? | Sometimes |
| 12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.? | >5 years |
| 13. Do you have procedures to monitor grant funds passed through to other entities? | Yes |

Certification: *This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.*

| | |
|--|-------------------------------------|
| Signature: <i>(Authorized Agent)</i>  | Date: <i>11/17/2021</i> |
| Print Name and Title: Mattie Mendez, Executive Director | Phone Number: (559) 675-5749 |
| Cal OES Staff Only: SUBAWARD # | |



Grant Subaward Service Area Information

Grant Subaward #: FD - Intimate Partner Violence Prevention Program

Subrecipient: Community Action Partnership of Madera County, Inc.

1. County or Counties Served:
Madera County

County where principal office is located: Madera County

2. U.S. Congressional District(s) Served:
CA 16
CA 4

U.S. Congressional District where principal office is located: CA 16

3. State Assembly District(s) Served:
District 5

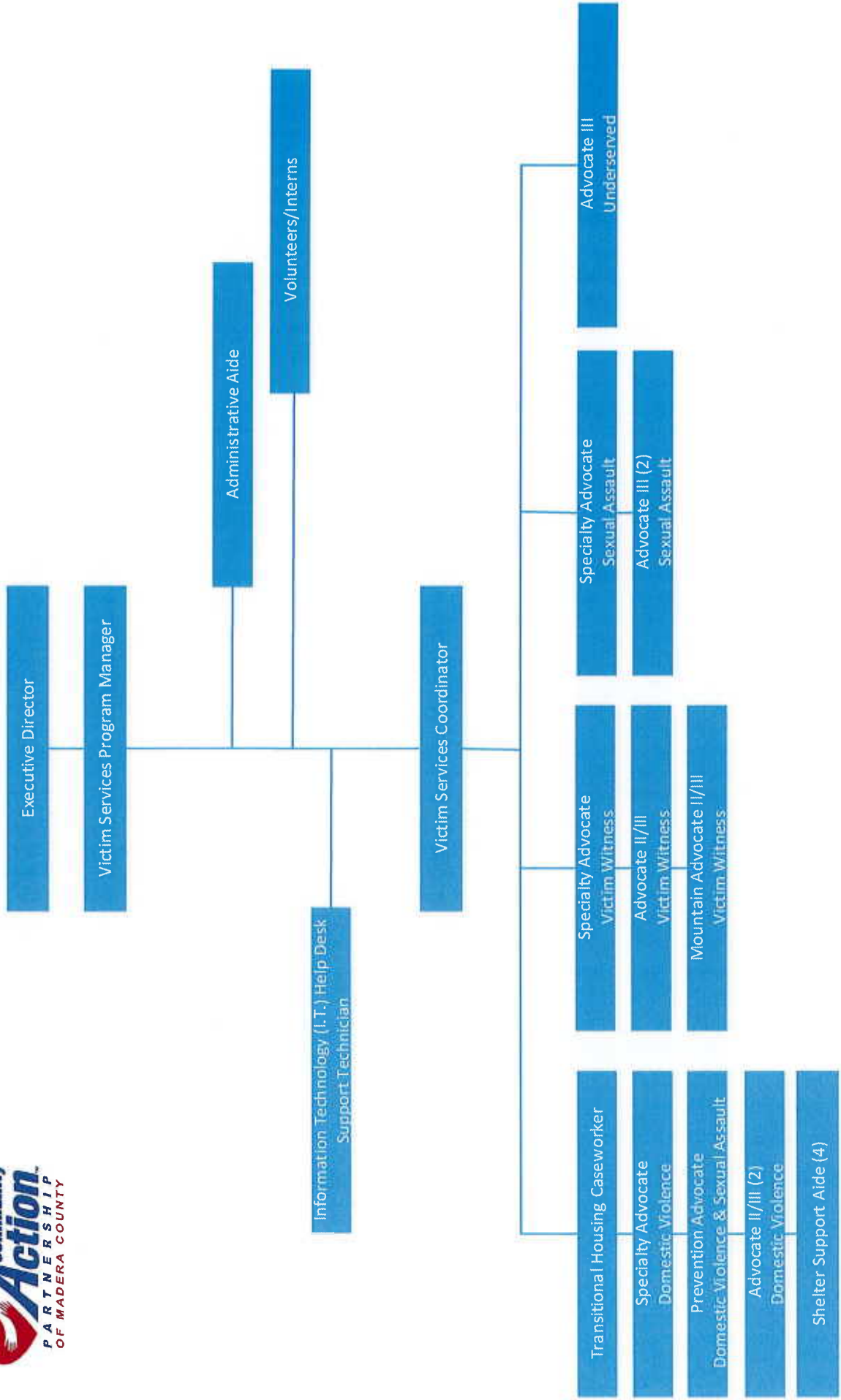
State Assembly District where principal office is located: District 5

4. State Senate District(s) Served:
District 14
District 12

State Senate District where principal office is located: District 12

5. Population of Service Area: 157,327 (Census.gov, 2019)

VICTIM SERVICES





Operational Agreement Summary

Grant Subaward #: FD - Intimate Partner Violence Prevention Program

Subrecipient: Community Action Partnership of Madera County, Inc.

| Participating Agency/Organization/Individual | Date Signed | Time Frame of OA | |
|--|-------------------|------------------|--------------------|
| 1. <u>Lideres Campesinas</u> | <u>11/15/2019</u> | <u>10/01/19</u> | <u>to 09/30/22</u> |
| 2. <u>Madera County District Attorney</u> | <u>05/07/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 3. <u>Madera Police Department</u> | <u>05/07/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 4. <u>Chowchilla Police Department</u> | <u>05/07/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 5. <u>Madera Sheriff's Office</u> | <u>05/07/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 6. <u>California Highway Patrol</u> | <u>06/25/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 7. <u>Madera Community Hospital</u> | <u>05/07/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 8. <u>Madera County Public Health Department</u> | <u>05/07/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 9. <u>Madera Unified School District</u> | <u>06/04/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 10. <u>Madera County Department of</u> | <u>06/26/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 11. <u>Camarena Health Center</u> | <u>07/18/2019</u> | <u>10/01/19</u> | <u>to 09/30/22</u> |
| 12. <u>Haven's Women's Center of Star</u> | <u>07/23/2019</u> | <u>10/01/19</u> | <u>to 09/30/22</u> |
| 13. <u>Family Services of Tulare</u> | <u>07/18/2019</u> | <u>10/01/19</u> | <u>to 09/30/22</u> |
| 14. <u>Marjaree Mason Center</u> | <u>07/20/2019</u> | <u>10/01/19</u> | <u>to 09/30/22</u> |
| 15. <u>Madera County Behavioral Health</u> | <u>06/07/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 16. <u>Housing Authority of the City of Madera</u> | <u>06/10/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 17. <u>Madera County Superintendent of Schools</u> | <u>06/27/2019</u> | <u>07/01/19</u> | <u>to 09/30/22</u> |
| 18. _____ | | | to _____ |
| 19. _____ | | | to _____ |
| 20. _____ | | | to _____ |



Report to the Board of Directors

Agenda Item Number: E-4

Board of Directors Meeting for: January 13, 2022

Author: Jennifer Coronado

DATE: January 4, 2022

TO: Board of Directors

FROM: Jennifer Coronado, Program Manager, Victim Services

SUBJECT: Request for proposal by California Office of Emergency Services (Cal OES), for the Sexual and Domestic Violence Prevention (SD) Program.

I. RECOMMENDATION:

Review and consider authorizing the Executive Director to submit the grant proposal to the California Office of Emergency Services (Cal OES), for the *Sexual and Domestic Violence* Prevention (SD) Program including any amendments or extensions.

II. SUMMARY:

The purpose of the SD Program is to prevent sexual and domestic violence through primary and secondary prevention efforts, prioritize marginalized/underserved populations within communities, and build the capacity of local organizations. Funding amount of \$300,000, for the 24-month Grant Subaward performance period.

III. DISCUSSION:

Cal OES has provided a new funding opportunity for organizations to develop prevention programs to address sexual and domestic violence prevention.

Funds will be used to hire one full-time Prevention Advocate. The prevention advocate will teach safe and healthy relationship skills to prevent sexual and domestic violence. Training in Rape Aggression Defense (RAD) and presentations will be provided to the community.

IV. FINANCING:

The total project costs are \$300,000, comprised of 2021DSVP.



Grant Subaward Certification of Assurance of Compliance Information and Instructions

The Certification of Assurance of Compliance is a binding affirmation that the Subrecipient will comply with the requirements and restrictions outlined in the Subrecipient Handbook, including but not limited to:

- Proof of Authority,
- State and federal civil rights laws,
- Equal Employment Opportunity,
- Drug-Free Workplace,
- California Environmental Quality Act, and
- Lobbying.

The Official Designee (see SRH Section 3.030) and the individual granting that authority (i.e., City/County Financial Officer, City/County Manager, or Governing Board Chair) must sign this form. For State agencies, only the Official Designee must sign this form.

Complete all sections of this form and then submit:

- As part of the Grant Subaward Application,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new fund source is being added to the Grant Subaward, (applicable Certification of Assurance of Compliance would be needed), or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the Official Designee or Board Chair changes and the Resolution identifies them by name



Grant Subaward Certification of Assurance of Compliance

Subrecipient: _____

| | Cal OES Program Name | Grant Subaward #: | Grant Subaward Performance Period |
|---|----------------------|-------------------|-----------------------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |

I, _____ (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

I. Proof of Authority – SRH 1.055

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

II. Civil Rights Compliance – SRH Section 2.020

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

III. Equal Employment Opportunity – SRH Section 2.025

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

V. California Environmental Quality Act (CEQA) – SRH Section 2.035

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a “project” pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

VI. Lobbying – SRH Sections 2.040 and 4.105

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.

| | | | |
|--|--|--|--|
| CERTIFICATION | | | |
| <p>I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California.</p> <p>Official Designee's Signature: _____</p> <p>Official Designee's Typed Name: _____</p> <p>Official Designee's Title: _____</p> <p>Date Executed: _____</p> | | | |
| AUTHORIZED BY: | | | |
| <p>I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> City Financial Officer <input type="checkbox"/> City Manager <input type="checkbox"/> Governing Board Chair </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> County Financial Officer <input type="checkbox"/> County Manager </td> </tr> </table> <p>Signature: _____</p> <p>Typed Name: _____</p> <p>Title: _____</p> <p>Date Executed: _____</p> | | <input type="checkbox"/> City Financial Officer <input type="checkbox"/> City Manager <input type="checkbox"/> Governing Board Chair | <input type="checkbox"/> County Financial Officer <input type="checkbox"/> County Manager |
| <input type="checkbox"/> City Financial Officer <input type="checkbox"/> City Manager <input type="checkbox"/> Governing Board Chair | <input type="checkbox"/> County Financial Officer <input type="checkbox"/> County Manager | | |



Report to the Board of Directors

Agenda Item Number: E-5

Board of Directors Meeting for: January 13, 2022

Author: Jeannie Stapleton

DATE: January 5, 2022

TO: Board of Directors

FROM: Mattie Mendez, Executive Director

SUBJECT: 2022 Low Income Home and Energy Assistance Program Local Plan

I. RECOMMENDATION:

Review and consider approving the Executive Director to submit the 2022 Low Income Home and Energy Assistance Program (LIHEAP) Local Plan on behalf of the Board of Directors to the Department of Community Services and Development (CSD).

II. SUMMARY:

Each year CSD requests LIHEAP providers to submit a Local Plan that outlines the agency's policies and procedures for operating the LIHEAP program as well as CAPMC's priority plan for determining eligibility.

III. DISCUSSION:

A. The following categories are used to determine eligibility for the program; applicants need to have a total of 16 points to be eligible for assistance. A maximum of 60 points is possible. Applicants may receive up to 10 points based on income and up to another 10 points for the household energy burden. A household residing in the disadvantage census area can receive 5 points. A household with a vulnerable population may receive points in each of the six categories below, up to a maximum of 45 points per household in this grouping. Clients are awarded points for each category once, no matter how many people live in the household that meet the definition.

| | |
|---|-------------|
| Category 1. 1 or more persons 5 years or younger | = 10 points |
| Category 2. 1 or more persons 2 years or younger | = 5 points |
| Category 3. 1 or more persons 60 years or older | = 10 points |
| Category 4. 1 or more persons 70 years or older | = 5 points |
| Category 5. 1 or more persons disabled | = 10 points |
| Category 6. 1 household residing in the disadvantaged census area | = 5 points |

B. The approved plan helps to ensure we are serving the most vulnerable populations first.

C. Applicants applying for weatherization services who have the highest energy burden are given a higher priority. Consideration is also given to the most vulnerable populations. Customers must have a 10% or higher energy burden to be considered for weatherization services.

- D. To ensure CAPMC is not giving priority to employees CAPMC staff who qualify for assistance may apply after March 1 unless they have been placed on lay-off. Employees who have been laid-off prior to March 1 may apply. All employee applications are reviewed and signed by both the Program Manager and the Executive Director.
- E. Depending on the household size and the poverty group level applicants that are non-emergency assisted can receive anywhere from \$338 to \$635 and up to \$1,000 for households with an energy bill of \$600.00 or higher through Fast Track.
- F. Applications can be obtained by visiting the agency webpage at www.maderacap.org or an application can be mailed to the client.
- G. CAPMC has modified the service delivery model due to the COVID-19 pandemic. To protect both clients and staff the Gill Street office the main doors remain locked to the public. Applications can be returned by mail to 1225 Gill Avenue, Madera, CA 93637 or placed in the drop box on the side of the building. All correspondence is conducted by letter or by phone and we do not anticipate a delay in services. Qualifying applicants will be notified in writing by mail to let them know the amount they qualify for.
- H. Outreach for LIHEAP will be conducted through advertisements in the local newspaper and social media. Door to door flyers in the low income census tracks were delivered when PG&E was promoting the Arrears Assistance Program to help customers keep their bills paid and up to date. Applications are also dropped off at the local PG&E office, senior complexes, and other locations where low-income people will see them. Customers may also call the 311 Madera County Information line to inquire about the LIHEAP Program.

IV. FINANCING:

N/A



Report to the Board of Directors

Agenda Item Number: E-6

Board of Directors Meeting for: January 13, 2022

Author: Jeannie Stapleton

DATE: January 3, 2022

TO: Board of Directors

FROM: Mattie Mendez, Executive Director

SUBJECT: 2022 Low-Income Home Energy Assistance Program (LIHEAP)

I. RECOMMENDATION:

Review and consider authorizing the Executive Director to sign and submit the 2022 LIHEAP Contract with the Department of Community Services & Development and enter into a sub-recipient agreement for Weatherization Services with the Merced County Community Action Agency.

II. SUMMARY:

The 2022 LIHEAP contract term is November 1, 2021 through June 30, 2023.

III. DISCUSSION:

1. The LIHEAP program assists clients with paying utility bills, purchasing firewood, propane or heating oil and providing weatherization services.
2. Program participants must meet an income guideline and meet the utility assistance priority plan in order to receive assistance. The applicant's income must fall below 60% of the State's median income level.
3. CAPMC plans to subcontract the Weatherization program to Merced County Community Action Agency.
4. The initial contract represents the first allocation of the funding. CAPMC will normally receive a few contract amendments during the year and we usually do not know what the final award will be until we receive the last amendment.
5. Based on the LIHEAP Production Plan applicants need to have at least 16 points to be eligible for benefit amounts ranging from \$338 to \$635 and up to \$1,000 for Fast Track emergency assistance depending on points received. The Production

Plan will be submitted in this Board of Directors packet. CSD provides the guidelines as to the amount of benefit the customer is assisted with.

6. As for the 2021 and ARPA LIHEAP funds, they are still active assisting households that qualify; normally there is enough funding to last until December, however due to COVID – 19 there is a larger amount of money. The 2022 LIHEAP funds will be utilized once the customer has been assisted with the 2021 LIHEAP and 2021 LIHEAP ARPA funding.

III. FINANCING:

The first allocation of funding for the program year 2022 is \$1,046,177. This represents 50 percent of the projected total funding. This includes \$522,451 for utility payment assistance, \$249,310 for Administration, Assurance 16, Wood/Propane/Oil, and \$274,416 for Weatherization.



BEFORE
 THE COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
 OF THE COUNTY OF MADERA
 STATE OF CALIFORNIA

In the Matter of)
 2022 Low Income Home)
 Energy Assistance Program)
 (LIHEAP) Contract # 22B-4019)

Resolution No. 2022-01

2022 Low-Income Home Energy
 Assistance Program (LIHEAP)

As Chairperson of Community Action Partnership of Madera County, Inc., Board of Directors, and acting on behalf of the entire Board of Directors, I authorize the Executive Director to sign and submit the 2022 Low Income Home Energy Assistance Program (LIHEAP) Contract with the Department of Community Services & Development (CSD) and enter into a sub-recipient agreement for Weatherization Services with the Merced County Community Action Agency.

The persons authorized as the official representative of Community Action Partnership of Madera County, Inc. to enter into the Agreement, submit any amendments and provide additional information as may be required by the Community Services & Development, is the Executive Director or the Chief Financial Officer of Community Action Partnership of Madera County, Inc.

Vote: _____
 Absent: _____

Ayes: _____
 Noes: _____

 Tyson Pogue, Chairperson Board of Directors

 Date

 ATTEST: David Hernandez, Secretary/Treasurer

 Date

LIHEAP Allocation to MCCA

| 2022 LIHEAP | Contract 2022 | To MCCA | Amend #1 2022 | To MCCA | Amend #2 2022 | To MCCA |
|---------------------------|---------------|--------------|---------------|---------|---------------|---------|
| WX | | | | | | |
| Admin | - | 8.00% 21,953 | 0 | 8.00% 0 | | 8.00% 0 |
| Intake | 21953 | | | | | |
| Outreach | 13721 | | | | | |
| Madera Training | 0 | | | | | |
| Training | 13721 | | | | | |
| Minor Equip. | 0 | | | | | |
| Liability Insurance | 0 | | | | 0 | |
| General Operating | 0 | | | | 0 | |
| Direct Program Activities | 0 | | | | 0 | |
| MCCA | 225,021 | | 0 | | 0 | |
| Total WX | 274,416 | | 0 | | 0 | |
| EHA | | | | | | |
| Assurance 16 Madera | 27,608 | | | | | |
| Assurance 16 Merced | 27,607 | | | | | |
| Admin | 55,215 | 0.05278 | #DIV/0! | | | #DIV/0! |
| Intake | 52,906 | | | | | |
| Outreach | 33,067 | | | | | |
| Training | 5,000 | | | | | |
| ECIP/HEAP | 10,000 | | | | | |
| WPO | 6,000 | | | | | |
| General Operating | 31,907 | | | | | |
| Total EHA | 249,310 | | 0 | | 0 | |
| Total Consideration | | | | | | |
| Fast Track | 261,226 | | | | | |
| HEAP | 261,226 | | | | | |
| | 522,451 | | 0 | | 0 | |
| Total Allocation | 1,046,177.00 | | - | | - | |
| Total to MCCA | | \$298,302 | | \$0 | | \$0 |
| EHA | | \$59,560 | | \$0 | | \$0 |
| WX | | \$238,742 | | \$0 | | \$0 |
| Total | | \$298,302 | | \$0 | | \$0 |

523,726

**Community Action Partnership of Madera County
Community Services
Community Services - LIHEAP Projections
November 2021 - June 2023**

| | |
|--------------------|----------------|
| OPERATION EXPENSES | Budget |
| Salaries | 122,349 |
| Fringe Benefits | <u>31,908</u> |
| | <u>154,257</u> |

ORIGINAL

| | | | |
|------------------------------|-----------------------------|-------------------------|-------------------|
| Office Supplies | \$1,000 | Madera Salaries | 154,257.00 |
| Data Processing Supplies | \$2,000 | Madera Operating | 65,167.00 |
| Program Supplies | \$2,422 | Madera WPO | <u>6,000.00</u> |
| Medical&Dental Supplies | \$0 | Total Madera | 225,424.00 |
| Linen/Laundry | \$5 | | |
| Postage & Shipping | \$800 | Merced WX | 238,742.00 |
| Equipment Rental | \$1,600 | Merced Admin | 21,953.00 |
| Equipment Maintenance | \$300 | Merced H&C | 10,000.00 |
| Printing & Publications | \$100 | Merced Assur. 16 | <u>27,607.00</u> |
| Advertising & Promotion | \$500 | Total Merced | 298,302.00 |
| Telephone | \$8,200 | | |
| Rent | \$14,000 | Total EHA/WX | 523,726.00 |
| Utilities/Disposal | \$3,566 | | |
| Building Repairs/Maintenance | \$20 | Fast Track | 261,226.00 |
| Property Insurance | \$575 | HEAP | <u>261,225.00</u> |
| Consultants | \$0 | Total | 522,451.00 |
| Contracts | \$288,302 Merced WX + Admin | | |
| Legal | \$50 | Total 21B-5019 Contract | 1,046,177.00 |
| Medical Screening/DEAT/Staff | \$150 | | |
| Gas & Oil | \$2,500 | | |
| Vehicle Repair & Maintenance | \$1,500 | | |
| Staff Travel-Local | \$250 | | |
| Staff Travel-Out of Area | \$0 | | |
| Per Diem-Staff | \$0 | | |
| Training-Staff-Non Payroll | \$2,478 "-19" | | |
| Interest Expense | \$1 | | |
| Fees & Licenses | \$50 | | |
| Fingerprint | \$100 | | |
| Depreciation Expense | \$0 | | |
| Employee Health & Welfare | \$60 | | |
| Direct Benefits | \$6,000 WPO | | |
| Furnace Repairs/replacement | \$10,000 ECIP/HEAP Merced | | |
| Indirect Cost Allocation | \$22,690 Madera Admin | | |
| IT Support | <u>\$250</u> | | |
| Total Operating Expense | <u>\$369,469</u> | | |

| | |
|-----------------------------------|-------------------------|
| Total Operating & Salaries Budget | <u><u>\$523,726</u></u> |
|-----------------------------------|-------------------------|



Report to the Board of Directors

Agenda Item Number: E-7

Board of Directors Meeting for: January 13, 2022

Author: Irene Yang

DATE: January 5, 2022
TO: Board of Directors
FROM: Irene Yang, Human Resources Director
SUBJECT: Mandatory COVID-19 Vaccine Policy

I. RECOMMENDATION:

Review and consider approving the COVID-19 Vaccine Policy for its implementation.

II. SUMMARY:

President Biden announced on September 9, 2021 with strategies to combat COVID-19 pandemic. Federal Office of Head Start issued an interim final rule on November 30, 2021 to require all Head Start funded personnel to receive their COVID-19 vaccination. The California Department of Public Health has issued vaccine mandates on several industries, and the California Department of Fair Employment also issued guidance that employers may require employees to be fully vaccinated against COVID-19 virus with the exceptions of medical or religious belief exemptions.

The serious nature of the life-threatening of the COVID-19 pandemic prompted the Agency to develop the COVID-19 vaccine policy for all personnel rendered clients' services to follow.

III. DISCUSSION:

- A. Prepared policy and exemption request will be issued to employees to understand the COVID-19 vaccine requirement and exemptions from vaccine requirement.
- B. Applicable personnel are expected to initiate their COVID-19 vaccine requirement by January 31, 2022; applicable personnel are not considered fully vaccinated until 14 days after the final vaccine dose.
- C. Those who choose not be vaccinated can complete and submit their vaccination exemption requests to Human Resources. All received requests will be reviewed by the Agency's legal counsel and being notified of outcomes.
- D. Those with exemption approval will participate the weekly COVID-19 PCR or antigen tests. Testing cost and testing time will be paid by the applicable personnel's programs.
- E. Reasons will be given for the denial and a reasonable time period, up to a maximum of 30 calendar unpaid administrative leave, will be allotted to those personnel for reconsideration.

IV. **FINANCING**: Incurred costs on testing will be allocated to the appropriate funding sources.

MOTSCHIEDLER, MICHAELIDES, WISHON,
BREWER & RYAN, LLP

ATTORNEYS AT LAW

1690 WEST SHAW AVENUE

SUITE 200

FRESNO, CALIFORNIA 93711

POST OFFICE BOX 9099

FRESNO, CALIFORNIA 93790-9099

J. CARL MOTSCHIEDLER
PHILLIP G. MICHAELIDES
A. EMORY WISHON III
C. WILLIAM BREWER*
RUSSELL K. RYAN†

TELEPHONE (559) 439-4000
FACSIMILE (559) 439-5654

*A PROFESSIONAL CORPORATION
†ALSO ADMITTED IN UTAH

January 14, 2022

Board of Directors
COMMUNITY ACTION PARTNERSHIP
OF MADERA COUNTY
1225 Gill Avenue
Madera, California 93637

Re: **Proposed Mandatory COVID-19 Vaccine Policy**

Dear Members of the Board:

As general counsel for the Community Action Partnership of Madera County (“CAPMC”) I provide the following overview, analysis and recommendation that the Board of Directors approve the proposed Mandatory COVID-19 Vaccine Policy and cause to go into immediate effect.

A. Overview

As the COVID-19 Pandemic enters its third year, both state and federal governments have been encouraging and now mandating many companies and organizations to require their workers (which includes employees, volunteers and consultants) to receive their COVID-19 vaccines. While there are ongoing court challenges to some aspects of these mandates, there is currently in place a requirement that all Head Start employees, workers, volunteers and contractors be vaccinated in California and a majority of other states.

Additionally, employers in nearly all segments of society and virtually all industries (and *especially* larger employers similar to CAPMC) are being requested—and in some places directed—to require that all of their employees receive the COVID-19 vaccination. The State of California is at the forefront of these directives. The Governor of California and the California Department of Public Health have issued various orders mandating vaccines for numerous employee classifications and industries in California

including those working in state government, school districts, health care facilities, prisons, jails and correctional facilities, etc. These mandates have recently expanded to have the COVID-19 vaccine be added to the list of vaccinations required for students to attend in-person school (K-6 and 7-12 grades), the first state in the country to do so. College students who attend public universities and colleges in California are also subject to vaccine mandates. Regulations have been implemented or are in process to expand the vaccine mandate to much of the remaining employers in California, particularly those of any significant size or who provide services to vulnerable, at-risk, underserved and underprivileged communities as does CAPMC.

Last September President Biden announced a multi-prong strategy to combat the variants of the COVID-19 pandemic. One aspect of this plan, as reiterated by the Office of Head Start (“OHS”) in its Interim Final Rule with Comment Period on November 30, 2021, is to require all Head Start Staff, certain contractors and volunteers to take necessary steps to protect our youngest population by receiving their COVID-19 vaccination.

In its Final Rule, the OHS emphasized that health and safety have always been core components of the Head Start program. Head Start children are not yet eligible for the vaccine and may not be for some time. The OHS reiterated that it is critically important that our Head Start teachers and staff be fully vaccinated, and that a “vaccinated workforce is a key component to building the Head Start program back and preparing for stronger, more vibrant opportunities ahead.”

B. Legal Challenges and Analysis

While there is likely to be ongoing litigation challenging the vaccine mandate in *federal* courts for some time, those arguments focus on the boundaries of federal mandates and what the federal government can do. Theoretically, the reach of federal government is supposed to be limited although in practice most of us would agree that federal government today looks far from limited and permeates every aspect of our lives. That is one of the first concepts a first year law student learns. Even with those arguments, no court has ruled that the Head Start mandate cannot move forward in California and 25 other states.

Thus, absent some new legal challenge or intervention by the U.S. Supreme Court, CAPMC will be required to have all of its Head Start workers in the process of

being fully vaccinated with at least one dose by January 31, 2022. The only exceptions would be those who meet qualifying medical and religious exemptions.

More importantly, there is no significant legal challenge or theory that prevents the State of California from imposing mandatory vaccine requirements, and as noted above it has done so in a number of industries, including health care, prisons, state employees, etc. Other mandatory vaccination requirements are in the works by either the California Governor's office, Cal-OSHA and/or the Department of Health, and there is already a rule in place to require mandatory testing for larger employers of 100+ employees when the new federal OSHA mandatory vaccine requirement goes into effect. Many legal experts predict that Cal-OSHA will move forward with such a mandatory vaccine requirement *regardless* of what happens in the federal OSHA litigation much like New York has done in the last several months.

What this means from a legal perspective as an attorney working in employment and health care law for more than 30 years is that mandatory vaccine requirements are here to stay and will likely be expanded in the State of California to cover most, if not all, California employers as it has all students and other segments of the population.

To the extent possible, CAPMC has always worked to make its policies and procedures applicable to all employees and not to a certain program such as Head Start. Head Start is a large majority of CAPMC's employees and given the status of California law towards mandatory vaccinations for all, I highly recommend that a proposed mandatory vaccine policy be applicable to all CAPMC employees and not just those employed in the Head Start program. To do otherwise is likely to cause a severe disruption to the relationships between Agency employees, morale issues, efforts to transfer among programs to avoid vaccine requirements and related issues. It is my view—shared by CAPMC management--that having a mandatory vaccine policy for only a portion of CAPMC employees—even a large portion—should ***not*** be an approach the Board should consider.

C. The Covid-19 Mandatory Vaccine Policy

The policy under consideration has been drafted in such a way to comply with and integrate both federal and state requirements applicable to vaccine policies, including the latest updates that have surfaced with Covid-19 vaccine mandates. I have

drafted Covid-19 policies for employers and companies in many industries over the past two years (including many mandatory vaccine policies) and the policy and accompanying forms include what are believed to be the current best practices.

Applicability and Timing

The policy applies for all CAPMC workers (employees, contractors, volunteers and consultants) and requires them to receive the COVID-19 vaccine and have at least their first vaccination dose completed by January 31, 2022. As noted, vaccines are free and easily available at local health clinics, pharmacies and doctor's offices. CAPMC also intends to work with local health providers and the Madera County Health Department to provide times and locations for CAPMC employees to receive their vaccination.

All workers must provide documentation that they have started the vaccination process (at least one dose by January 31, 2022), been fully vaccinated or meet one of the two exemptions from vaccination to continue to work at CAPMC. Such documentation can include providing a copy of the worker's vaccine card or a note from an approved health care provider attesting that the worker has received the Covid-19 vaccine.

The Agency realizes that the timing is relatively short for all workers to become vaccinated (through no fault of the Agency as the Head Start first issued its rules on November 30, 2021 the Monday after Thanksgiving and it is still subject to ongoing updates). Thus, the Agency has in place a process in place to extend the due date for the first vaccine dose through February 28, 2022. Should a worker not receive their first dose by February 28, 2022, the worker would then be subject to placement on unpaid administrative leave (up to a maximum of 30 calendar days) until the first dose of the vaccine is obtained or an exemption request is granted. The Agency will continue to work with workers during these time periods to make sure they have the time and resources to either obtain the first vaccine dose or have their exemption requests considered.

Vaccine Exemptions

The two exemptions from the vaccine recognized under both federal and California law are: (1) the Qualifying Medical Reason exemption; and (2) the Religious exemption.

Qualifying Medical Reasons Exemption

To be eligible for a Qualified Medical Reasons exemption the worker must provide a written statement signed by a physician, nurse practitioner, or other licensed medical professional practicing under the license of a physician stating that the worker qualifies for the exemption (but the statement should not describe the underlying medical condition or disability) and indicating the probable duration of the worker's inability to receive the vaccine (or if the duration is unknown or permanent, so indicate). "Under the license of a physician" would include physician assistants and nurse practitioners being supervised or overseen by a physician but does not include health providers such as chiropractors, behavioral health providers and other ancillary or alternative providers.

Religious Belief Exemption

To be eligible for this Religions Belief exemption, a worker must demonstrate that the worker has a sincerely held religious belief, practice or observance that is in conflict with the vaccination requirement. Federal and California laws do ***not*** protect social, political, or economic views, or personal preferences.

If CAPMC has an objective basis for questioning either the religious nature or the sincerity of a worker's particular belief, CAPMC may make a reasonable request for verification of the sincerity or religious nature of the worker's professed belief and seek additional supporting information regarding the exemption request. An employee who fails to cooperate with such a request risks losing any subsequent claim that CAPMC improperly denied the exemption.

Procedure For Review Of Exemption Requests.

For purposes of uniformity, consistency and compliance with applicable state and federal law, the Agency has asked that ***all*** requests for exemptions based on Qualifying Medical Reasons or Religious Belief be submitted to CAPMC's Human Resources then forwarded to me as legal counsel to ensure the request meets the applicable exemption. Most of my clients do so now and since August 2021 I have reviewed hundreds of exemption requests. In undertaking this review, my role is limited to determining whether: (a) the health care provider is an appropriate provider to provide an exemption and has clearly stated that the worker qualifies (without questioning the

basis for the decision); and (b) determining whether the worker has met the requirements of the religious exemption by demonstrating the worker has a sincerely held religious belief, practice or observance.

Reconsideration of Denial

The policy further provides that if an exemption request is denied, the worker will be given the reasons for the denial and a reasonable time period to provide any additional information or documentation for reconsideration.

Testing of those with Exemptions. For those workers who meet one of the exemptions they are required to be tested on a weekly basis (without exception) and wear a surgical mask or higher-level respirator approved by NIOSH such as an N95 filtering face-piece respirator, at all times while in any CAPMC site or facility.

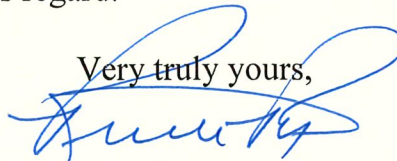
The testing must be at CAPMC's expense and masks must likewise be made available. CAPMC is engaging contractors to provide this testing in a way to be the least disruptive to the workers and programs.

Please note that workers cannot choose to be tested instead of being vaccinated. If a worker does not meet one of the exemptions, then the worker must be vaccinated.

I hope this overview, analysis and explanation of the mandatory vaccine policy is helpful, I do recommend that the Board consider and approve the policy right away to become effective immediately so that the Agency can meet the requirements of the OHS and federal regulations.

I am available to answer any questions or concerns that the Board of its individual members may have in this regard.

Very truly yours,



Russell K. Ryan

Board of Directors
January 14, 2022
Page 7

MOTSCHIEDLER, MICHAELIDES, WISHON,
BREWER & RYAN, LLP
ATTORNEYS AT LAW

cc: Ms. Mattie Mendez (via e-mail)

Applies to: All Employees, Volunteers, Consultants, Independent Contractors

Effective: 1/14/22

POLICY

The Agency requires all employees, volunteers, consultants, and independent contractors (collectively “worker” or “workers”) who currently or hereafter provide services or work in any capacity at CAPMC, a CAPMC facility or with any CAPMC customer or client to be vaccinated with the COVID-19 vaccine by January 31, 2022.

POLICY GUIDELINES

311.01.00 VACCINE MANDATES:

HEAD START: On September 9, 2021, President Biden announced a multi-prong strategy to combat the variants of the COVID-19 pandemic. One aspect of this plan, as reiterated by the Office of Head Start in its Interim Final Rule with Comment Period on November 30, 2021, is to require all Head Start Staff, certain contractors and volunteers to take necessary steps to protect our youngest population by receiving their COVID-19 vaccination. Health and safety have always been core components of the Head Start program. Head Start children are not yet eligible for the vaccine and may not be for some time. This means it is critically important that our Head Start teachers and staff be fully vaccinated. A vaccinated workforce is a key component to building the Head Start program back and preparing for stronger, more vibrant opportunities ahead.

ALL CAPMC EMPLOYEES: Federal and state regulations and orders strongly encourage employers in all segments of society—including agencies and organizations such as CAPMC who provide health, social and related services and/or work with or in at-risk communities—to mandate and require that their employees receive their COVID-19 vaccination and, as appropriate, boosters. The Governor of California and the CDPH have also issued various orders mandating vaccines for numerous employee classifications and industries in California including, without limitation, those working in state government, school districts, any and all health care facilities where services are provided or where patients are present for any purpose, prisons, jails and correctional facilities, etc. These mandates have expanded to have the COVID-19 vaccine be added to the list of vaccinations required for students to attend in-person school (K-6 and 7-12), the first in the United States to do so. Regulations have been implemented or are in process to expand the vaccine mandate to requires all employers the size of CAPMC.

The U.S. Food and Drug Administration (FDA), the U.S. Centers for Diseases Control and Prevention (CDC) and the Department of Health and Human Services (including the Administration for Children & Families and Office of Head Start) and the California

Department of Public Health (CDPH) have publicly stated that COVID-19 vaccines are safe and recommended. They are also very effective at preventing severe disease, hospitalization, and death from the COVID-19 virus and its current variants, including the Delta variant. The science continues to show us how essential and effective vaccines are, and we must do everything we can to protect our Head Start children, families, and each other from the COVID-19 virus.

The California Department of Fair Employment and Housing has also specifically issued guidance that employers may requires their employees to be fully vaccinated against the COVID-19 (SARS-CoV-2) virus subject to exceptions for those who have one or more “Qualifying Medical Reasons” or qualify for the “Religious Belief Exemption.”

- 311.02.00 AUTHORIZATION TO REQUIRE MANDATORY COVID-19 VACCINES. CAPMC recognizes the seriousness and potentially life-threatening and deadly nature of the COVID-19 Pandemic and has directed and authorized by its Board of Directors to require all employees, workers, volunteers or contractors who provide services or work in CAPMC facilities to become fully vaccinated and receive the COVID-19 Vaccine as set forth in this policy. This includes, without limitation, all employees, volunteers, consultants, and independent contractors who currently or hereafter provide services or work in any CAPMC facility or with any CAPMC customer or client.
- 311.03.00 WHO IS REQUIRED TO GET A COVID-19 VACCINE. All CAPMC employees, volunteers, consultants, and contractors who currently or hereafter provide services or work in any CAPMC facility or with any CAPMC customer or client, regardless of whether services are presently delivered in-person, virtually, or remotely. The requirement is in place regardless of whether remote services may have been previously approved by CAPMC or an agency with whom CAPMC contracts, such as Head Start. All employees are required to report their vaccination status and to provide proof of vaccination. Employees must provide truthful and accurate information about their COVID-19 vaccination status, and, if applicable, their testing results. Employees not in compliance with this policy will be subject to discipline for violation of CAPMC’s Personnel Rules and Regulations including, without limitation, Personnel Policy 801 *et seq.* and may be subject to discipline as provided for in Personnel Policy 1001 *et seq.*, up to and including the possibility of being placed on unpaid administrative leave or disqualified from employment. This vaccine requirement will apply for all new employees, workers, volunteers, contractors, etc. who will be required to be fully vaccinated before beginning work on or after February 1, 2022. This vaccine mandate likewise authorizes CAPMC to require COVID-19 vaccine boosters as recommended by federal and state authorities such as the CDC and CDPH.
- 311.04.00 TIMING FOR COVID-19 VACCINATION. All CAPMC workers must receive first dose of an authorized vaccine by January 31, 2022. While workers are not considered fully-vaccinated until 14 days after the final vaccine dose, so long as a worker has received a first dose by January 31, 2022 they will be deemed to have met this vaccination requirement even if they have not yet completed the 14-day waiting period. While workers are to use their best efforts to obtain at least the first vaccine dose by January 31, 2022, upon a showing of good cause due to circumstances beyond the employee’s control such as scheduling, family obligations, provider availability, etc., CAPMC may exercise its discretion to extend the due date on a case-by-base through a date no later

than February 28, 2022. Should a worker not receive their first dose by February 28, 2022, the worker will be subject to placement on unpaid administrative leave (up to a maximum of 30 calendar days) until the first dose of the vaccine is obtained or an exemption request is granted. This timing flexibility only applies to the initial implementation of this policy and has no bearing on ongoing compliance. Authorized vaccines are all those currently or hereafter authorized under FDA regulations (emergency or otherwise) including, without limitation, those offered by Pfizer, Moderna and Johnson & Johnson.

- 311.05.00 EXEMPTIONS FROM VACCINE REQUIREMENTS – QUALIFYING MEDICAL REASONS OR RELIGIOUS BELIEF.
- 311.05.01 QUALIFYING MEDICAL REASONS. To be eligible for a Qualified Medical Reasons exemption the worker must provide a written statement signed by a physician, nurse practitioner, or other licensed medical professional practicing under the license of a physician stating that the worker qualifies for the exemption (but the statement should not describe the underlying medical condition or disability) and indicating the probable duration of the worker’s inability to receive the vaccine (or if the duration is unknown or permanent, so indicate). “Under the license of a physician” would include physician assistants and nurse practitioners being supervised or overseen by a physician but does not include health providers such as chiropractors, behavioral health providers and other ancillary or alternative providers.
- 311.05.02 PREGNANT EMPLOYEES. On May 21, 2021, the California Department Public Health issued a Guidance for Vaccination During Pregnancy and strongly encouraged vaccinations during pregnancy. The American College of Obstetricians and Gynecologists and the Society for Maternal and Fetal Medicine have come out with strong recommendations that pregnant and lactating women receive the COVID-19 vaccine. Research suggests that vaccinating pregnant women even confers some protection against the virus to their babies through the placenta and breast milk.
- Pregnant employees will be treated as all other employees and required to obtain a COVID-19 vaccine unless the employee’s physician submits qualifying medical reason documentation for the duration of the pregnancy. Once the CAPMC worker is no longer pregnant and the qualifying medical reason no longer exists, the worker will be required to provide proof of COVID-19 vaccination.
- 311.05.03 LACTATING EMPLOYEES. The COVID-19 vaccination is recommended for people who are breastfeeding. The CDC guidance is that COVID-19 vaccines cannot cause COVID-19 infection in anyone, including the mother or the baby, and vaccines are effective at preventing COVID-19 in people who are breastfeeding. Recent reports have shown that breastfeeding people who have received mRNA COVID-19 vaccines have antibodies in their breastmilk, which could help protect their babies.
- 311.05.04 RELIGIOUS BELIEF. To be eligible for this Religions Belief exemption, a worker must demonstrate that the worker has a sincerely held religious belief, practice or observance that is in conflict with the vaccination requirement. Federal and California laws do ***not*** protect social, political, or economic views, or personal preferences. Thus, objections to COVID-19 vaccination that are based on social, political, or personal preferences, or on

nonreligious concerns about the possible effects of the vaccine, do not qualify as “religious beliefs” under the law.

If CAPMC has an objective basis for questioning either the religious nature or the sincerity of a worker’s particular belief, CAPMC may make a reasonable request for verification of the sincerity or religious nature of the worker’s professed belief and seek additional supporting information regarding the exemption request. An employee who fails to cooperate with such a request risks losing any subsequent claim that CAPMC improperly denied the exemption.

RELIGIONS THAT HAVE PUBLICLY STATED THAT THEY DO NOT PROHIBIT VACCINES. The vast majority of recognized religions have publicly issued statements that they have no theological objections to vaccines or vaccinations, including Islam, Buddhism, Hinduism, Judaism, Jainism, Scientology and the nearly all Christian denominations. Specifically, this includes Roman Catholicism, Eastern Orthodox, Amish, Anglican, Baptist, the Church of Jesus Christ of Latter-Day Saints (Mormon), Congregational, Episcopalian, Jehovah’s Witnesses (revised in 1952; recent affirmed that vaccines are promoted), Lutheran, Mennonite, Methodist, Quaker, Pentecostal, Presbyterian, Seventh-Day Adventist and Unitarian-Universalist.

While a worker may assert that their local priest or minister is against vaccines, this may not be the official position of that religious faith as its general leaders may have made statements on a national or international level that the church supports vaccines. Examples include the Catholic Church (where the Pope and national Catholic leaders have publicly stated their approval of COVID-19 vaccines even though some local priests may not) or the Church of Jesus Christ of Latter-Day Saints (Mormon), where the Church President has specifically approved of COVID-19 vaccines and prohibited church leaders in California from providing exemption letters.

- 311.05.05 PROCEDURE FOR REVIEW OF EXEMPTION REQUESTS. For purposes of uniformity, consistency and compliance with applicable state and federal law, CAPMC has designated that ***all*** requests for exemptions based on Qualifying Medical Reasons or Religious Belief will be submitted to CAPMC’s Human Resources the forwarded for review by CAPMC’s legal counsel to ensure the request meets the applicable exemption. If an exemption request is denied, the worker will be given the reasons for the denial and a reasonable time period (absent extenuating circumstances, five business days) to provide any additional information for reconsideration. CAPMC reserves the right to place an employee on administrative leave (paid or unpaid at the sole and absolute discretion of the Executive Director) while the exemption request and any supplemental information is considered. Decisions regarding exemption requests are not grievable and are not subject to Policy 1002.00.00 of the Personnel Rules and Regulations.
- 311.06.00 TREATMENT OF VACCINE-EXEMPT EMPLOYEES. If an employee is determined to be exempt from the vaccine requirement, the unvaccinated exempt worker must meet the following requirements when entering or working at any CAPMC site:
- 311.06.01 TESTING. Test for COVID-19 with either PCR or antigen test that either has Emergency Use Authorization by the FDA or be operating per the Laboratory Developed Test requirements. Testing must occur one each week and is at the expense of CAPMC.

Employees may be required to travel to another CAPMC site or an off-site testing location during or after work-hours.

No Testing Opt-Outs: State and federal rules and regulations do ***not*** permit workers to opt out of weekly testing due to claims or concerns regarding the use of certain testing procedures, materials, processes, difficulty providing saliva, concerns about types or compositions of swabs, etc. If an employee has been granted a vaccine exemption, the employee must be tested on a weekly basis. **There are no exceptions to this weekly testing requirement.**

Additional Testing: Notwithstanding the fact that employees or other workers have been vaccinated, CAPMC reserves the right to require testing in the event of an actual or potential exposure or other reasons that CAPMC has a reasonable belief that the worker may have been exposed to COVID-19.

- 311.06.02 WEAR A SURGICAL OR N95 MASK. Wear a surgical mask or higher-level respirator approved by NIOSH such as an N95 filtering face-piece respirator, at all times while in the facility. CAPMC will make masks available to workers.
- 311.06.03 NO OPTION TO TEST/WEAR MASK INSTEAD OF VACCINE. Workers subject to this policy do ***not*** have the option to submit to weekly testing and the wearing of masks instead of receiving a vaccine. Only workers who have Qualifying Medical Reasons or Religious Exemptions will be allowed to comply with this policy through a combination of testing and mask wearing.
- 311.06.03 MAINTAIN RECORDS OF VACCINE-EXEMPT EMPLOYEES. Consistent with applicable privacy laws and regulations, CAPMC will maintain records of workers' vaccination or exemption status as well as all testing and test results. CAPMC will make the records available to the local or state Public Health Officer promptly upon request, and in any event no later than the next business day after receiving the request.
- 311.06.04 VACCINE RECORDS. CAPMC will maintain records pursuant to state and federal guidance (including the CDPH) for Vaccine Records Guidelines & Standards with the following information: (1) full name and date of birth; (2) vaccine manufacturer; and (3) date of vaccine administration (for first dose and, if applicable, second dose).
- Acceptable proof of vaccination status is: (1) the record of immunization from a healthcare provider or pharmacy; (2) a copy of the COVID-19 Vaccination Record Card; (3) a copy of medical records documenting the vaccination; (4) a copy of immunization records from a public health, state, or tribal immunization information system; or (5) a copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) administering the vaccine(s).
- 311.07.00 UNVACCINATED WORKERS. Signed exemption request forms with written health care provider's statement or documentation of religious exemption request where applicable. Testing records must be maintained.

311.08.00 VACCINE ACCESS AND INFORMATION. CAPMC will use reasonable efforts to continue to provide onsite vaccinations, easy access to nearby vaccinations, and education and outreach on vaccinations, including: (a) access to physicians, and other counselors who can answer questions or concerns related to vaccinations and provide culturally sensitive advice; and (b) access to online resources providing up to date information on COVID-19 science and research.



COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY

VACCINATION EXEMPTION REQUEST

Employee Name: _____ Program: _____ Phone: _____

All CAPMC Employees/Workers seeking an exemption from the mandatory COVID-19 vaccination requirement must complete this Section:

By completing this Section 1, I am declaring that I request accommodation to NOT be vaccinated against COVID-19 based upon the following (check all that apply):

- Qualifying Medical Reason.** I have a qualifying medical reason that prevents me from receiving any COVID-19 vaccine. To be eligible for this exemption, I understand that I must also provide to CAPMC a formal statement signed by a licensed physician (M.D. or D.O.), or nurse practitioner or physician assistant practicing under the license of a physician, stating that I qualify for the exemption. The written statement should not describe the underlying medical condition or disability. The statement must indicate the probable duration of my inability to receive the vaccine (or if the duration is unknown or permanent, so indicate).
- Religious Belief Accommodation.** I have a sincerely held religious belief, practice or observance that is conflict with the vaccination requirement and provide the attached supporting information/documentation regarding this belief, practice or observance.

I understand that CAPMC may make a reasonable request for verification of the sincerity or religious nature of the individual's professed belief and seek additional supporting information regarding the exemption request, and that if I fail to cooperate with such a request risks losing any subsequent claim that CAPMC improperly denied the exemption.

I acknowledge that federal and California law do ***not*** protect social, political, or economic views, or personal preferences, and that these or other nonreligious concerns about the possible effects of the vaccine do not qualify as "religious beliefs" under the law.

NOTE: RELIGIONS THAT HAVE PUBLICLY STATED THAT THEY DO NOT PROHIBIT VACCINES. The vast majority of recognized religions have publicly issued statements that they have no theological objections to vaccines or vaccinations, including Islam, Buddhism, Hinduism, Judaism, Jainism, Scientology and the nearly all Christian denominations. Specifically, this includes Roman Catholicism, Eastern Orthodox, Amish, Anglican, Baptist, the Church of Jesus Christ of Latter-Day Saints

(Mormon), Congregational, Episcopalian, Jehovah's Witnesses (revised in 1952; recent affirmed that vaccines are promoted), Lutheran, Mennonite, Methodist, Quaker, Pentecostal, Presbyterian, Seventh-Day Adventist and Unitarian-Universalist.

While some individuals may assert that their local priest or minister is against vaccines, this may not be the official position of that religious faith as its general leaders may have made statements on a national or international level that the church supports vaccines. Examples include the Catholic Church (where the Pope and national Catholic leaders have publicly stated their approval of Covid-19 vaccines even though some local priests may not) or the Church of Jesus Christ of Latter-Day Saints (Mormon), where the Church President has specifically approved of Covid-19 vaccines and prohibited church leaders in California from providing exemption letters.

EXEMPTION GRANTED - TESTING AND MASKING REQUIREMENTS:

Treatment Of Vaccine-Exempt Workers. If a worker is determined to be exempt from the vaccine requirement, the unvaccinated exempt worker ***must*** meet the following requirements when entering or working at any CAPMC site:

Testing. Test for COVID-19 with either PCR or antigen test that either has Emergency Use Authorization by the FDA or be operating per the Laboratory Developed Test requirements. Testing must occur one each week and is at the expense of CAPMC. workers may be required to travel to another CAPMC site or an off-site testing location during or after work-hours.

No Testing Opt-Outs: State and federal rules and regulations do ***not*** permit workers to opt out of weekly testing due to claims or concerns regarding the use of certain testing procedures, materials, processes, difficulty providing saliva, concerns about types or compositions of swabs, etc. If a worker has been granted a vaccine exemption, the worker must be tested on a weekly basis. **There are no exceptions to this weekly testing requirement.**

Additional Testing: Notwithstanding the fact that workers or other workers have been vaccinated, CAPMC reserves the right to require testing in the event of an actual or potential exposure or other reasons that CAPMC has a reasonable belief that the worker may have been exposed to COVID-19.

Wear a Surgical or N95 Mask. Wear a surgical mask or higher-level respirator approved by NIOSH such as an N95 filtering face-piece respirator, at all times while in the facility. CAPMC will make masks available to workers.

No Option To Test/Mask Instead Of Vaccine. Workers at CAPMC do ***not*** have the option to submit to weekly testing and wear masks instead of receiving a vaccine. Only

workers who have Qualifying Medical Reasons or Religious Exemptions will be allowed to comply with this policy through a combination of testing and mask wearing.

Section 2 - Signature and Attestation

All Employees/Workers who complete any section of this form must complete the following attestation:

I declare under penalty of perjury under the laws of the State of California that the statement(s) set forth above in Section 1 above are true and correct.

Signature: _____

Date: _____

Printed name: _____

Phone Number: _____



COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY

HEALTH CARE PROVIDER SUPPORTING STATEMENT QUALIFYING MEDICAL REASONS EXEMPTION

To be eligible for a Qualified Medical Reasons exemption the CAPMC employee/worker must provide a written statement signed by a physician (M.D. or D.O.), physician assistant or nurse practitioner practicing *under the license of a physician* stating that the individual qualifies for the exemption (but the statement should not describe the underlying medical condition or disability) and indicating the probable duration of the worker's inability to receive the vaccine (or if the duration is unknown or permanent, so indicate). "Under the license of a physician" includes physician assistants and nurse practitioners being supervised or overseen by a physician but does ***not*** include health providers such as chiropractors, behavior health providers, alternative health practitioners and other ancillary or alternative providers.

IMPORTANT: Do not state that nature of the underlying medical condition or disability.

Employee/Worker Name Seeking Qualified Medical Reasons Exemption:

Employee/Worker Date of Birth: _____

Does this Employee/Worker have a Qualifying Medical Reason Preventing a COVID-19 vaccination?

YES NO (Circle One)

If Yes, Anticipated Duration of Qualifying Medical Reason (enter date range, or indicate if the duration is unknown or permanent):

By completing and signing this form, and as duly licensed physician or medical professional working under the license of a physician, I certify that my patient listed above has Qualifying Medical Reason that prevents them from receiving any COVID-19 vaccine.

Note to Provider: The Medical Board of California has issued a statement to the public and the providers it regulates that a physician or other health care professional for whom the Medical Board has oversight who grants a mask or other exemption *without* conducting an appropriate

prior exam and without a finding of a legitimate medical reason supporting such an exemption within the standard of care may be subjecting their license to disciplinary action.

I further understand that falsifying medical records is potentially punishable under federal and California law.

| | |
|---|---------------------|
| Name of Medical Provider (print legibly): | |
| Medical Provider Signature: | Date: |
| Practice Name & Address: | Provider Telephone: |

HR USE ONLY

Date of initial request: _____ Date certification received: _____

Accommodation request: Approved / Denied ___ / ___ / ___

Reason:

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2021**

| DEPARTMENT/ PROGRAM TITLE | AMOUNT FUNDED | FUNDS SPENT YTD | BUDGET % YTD | ACTUAL % YTD | PROGRAM DESCRIPTION |
|---|------------------|--------------------|-----------------|-----------------|---|
| CSBG (01/01/21 - 12/31/21) 218 | 287,694.00 | 276,764.72 | 100.00% | 96.20% | Large % of administrative costs to operate social services programs |
| CSBG DISCRETIONARY 2021 (06/01/21 - 5/31/22) 217 | 28,250.00 | 9,447.98 | 58.33% | 33.44% | Discretionary grant to serve community needs or increase agency capacity |
| CSBG CARES 2020 (03/27/20 - 5/31/22) 219 | 390,168.00 | 307,782.21 | 80.77% | 78.88% | CARES funding to prevent, prepare for and respond to COVID-19 for CSBG clients |
| CSBG CARES DISCRETIONARY (03/27/20 - 5/31/22) 251 | 40,370.00 | 42,098.64 | 80.77% | 104.28% | CARES funding to prevent, prepare for and respond to COVID-19 for CSBG clients |
| HEAD START & CHILD DEVELOPMENT | | | | | |
| HEAD START REGIONAL (06/1/21 - 05/31/22) 311/380 | 4,060,640.00 | 2,268,212.28 | 58.33% | 55.86% | Provide HS services to 246 low income preschool children and families |
| HEAD START T/TA (06/01/21 - 05/31/22) 310 | 46,025.00 | 32,033.71 | 58.33% | 69.60% | Provide training for staff and parents |
| EARLY HEAD START REGIONAL (06/01/21 - 05/31/22) 312 | 601,117.00 | 340,222.52 | 58.33% | 56.60% | Provide early HS services to 42 low income infant, toddlers and pregnant women |
| EARLY HEAD START T/TA (06/01/21 - 05/31/22) 309 | 13,373.00 | 10,177.37 | 58.33% | 76.10% | Provide training for staff and parents |
| MADERA STATE CSPP/RHS LAYERED (07/01/21 - 06/30/22) 319 | 761,724.00 | 320,951.00 | 50.00% | 42.13% | Provide child care services to HS preschool children and families |
| REGIONAL HEAD START - ARP AMERICAN RESCUE PLAN 04/01/2021 - 03/31/2023 814 | 344,592.00 | 261,003.51 | 37.50% | 75.74% | Provide funds to continue supporting children, families, staff and respond to Covid19 in the Head Start program |
| MADERA STATE CSPP/RHS - AB82 07/01/2021 - 06/30/2022 815 | 54,023.00 | 11,288.32 | 50.00% | 20.90% | Provide funds to continue supporting children, families, staff and respond to Covid19 in the Head Start program |
| REGIONAL HEAD START - CRRSA COVID RESPONSE & RELIEF SUPPLEMENT APPROPRIATIONS 04/01/2021 - 03/31/2023 818 | 86,679.00 | 13,767.22 | 37.50% | 15.88% | Provide funds to continue supporting children, families, staff and respond to Covid19 in the Head Start program |
| CHILD & ADULT CARE FOOD PROGRAM (10/01/21 - 09/30/22) 390 | 513,902.00 | 85,901.94 | 25.00% | 16.72% | Provide funds to serve hot meals to HS & state childcare children |
| MADERA MIGRANT HEAD START (03/01/21 - 02/28/22) 321/362 | 5,159,852.00 | 4,453,861.19 | 83.33% | 86.32% | Provide HS services to 458 migrant and 121 seasonal children and families |
| MADERA MIGRANT HS TRAINING (03/01/21 - 02/28/22) 320 | 31,845.00 | 23,668.19 | 83.33% | 74.32% | Provide training for staff and parents |
| MADERA MIGRANT CHILD CARE - PART YEAR (07/01/21 - 06/30/22) 322/324 | 883,339.00 | 389,736.60 | 50.00% | 44.12% | Provide child care services to migrant eligible infant and toddlers |
| MADERA MIGRANT CHILD CARE - SPECIALIZED SRV (07/01/21 - 06/30/22) 325 | 134,765.00 | 67,551.86 | 50.00% | 50.13% | Provide start up funding for supplies and staff to provide services to migrant eligible infant and toddlers |

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2021**

| DEPARTMENT/ PROGRAM TITLE | AMOUNT FUNDED | FUNDS SPENT YTD | BUDGET % YTD | ACTUAL % YTD | PROGRAM DESCRIPTION |
|---|------------------|--------------------|-----------------|-----------------|--|
| MADERA MIGRANT CHILD CARE - PART YEAR COVID FUND - CMIG AB82 07/01/2021 - 06/30/22 822 | 28,114.00 | 18,917.44 | 50.00% | 67.29% | Provide funds to prevent, prepare for and respond to COVID-19 in the Madera Migrant Child Care program |
| MADERA MIGRANT HEAD START - CRRSA COVID RESPONSE & RELIEF SUPPLEMENT APPROPRIATIONS 04/01/2021 - 03/31/2023 826 | 163,857.00 | 6,247.32 | 37.50% | 3.81% | Provide funds to continue supporting children, families, staff and respond to Covid19 in the Head Start program |
| MIGRANT HEAD START - ARP AMERICAN RESCUE PLAN 04/01/2021 - 03/31/2023 827 | 535,575.00 | 74,716.36 | 37.50% | 13.95% | Provide funds to continue supporting children, families, staff and respond to Covid19 in the Head Start program |
| FRESNO MIGRANT HEAD START (09/01/21 - 08/31/22) 331 | 4,652,471.00 | 1,557,706.51 | 33.33% | 33.48% | Provide HS services to to 519 migrant children and families |
| FRESNO MIGRANT HS -TRAINING (09/01/21 - 08/31/22) 330 | 82,690.00 | 9,132.62 | 33.33% | 11.04% | Provide training for staff and parents |
| FRESNO MIGRANT EARLY HEAD START (09/01/21 - 08/31/22) 337 | 330,420.00 | 800.85 | 33.33% | 0.24% | Provide early HS services to 30 low income infant, toddlers and pregnant women |
| FRESNO MIGRANT EARLY HS -TRAINING (09/01/21 - 08/31/22) 338 | Inactive | Inactive | #VALUE! | #VALUE! | Provide training for staff and parents |
| FRESNO MIGRANT HEAD START CARES (09/01/21 - 08/31/22) 831 | 60,391.06 | 32.71 | 33.33% | 0.05% | Provide funds to prevent, prepare for and respond to COVID-19 in the Fresno Migrant Head Start |
| FRESNO MIGRANT EARLY HEAD START CARES (09/01/21 - 08/31/22) 837 | 0.00 | 0.00 | #DIV/0! | #DIV/0! | Provide funds to prevent, prepare for and respond to COVID-19 in the Fresno Early Head Start |
| DSS STRENGTHENING FAMILIES (07/01/2021 - 06/30/2022) 371 | 189,600.00 | 89,093.78 | 50.00% | 46.99% | Provides training and education to parents to strengthen family relationships |
| RESOURCE & REFERRAL: | | | | | |
| CCDF-HEALTH & SAFETY (07/01/21 - 06/30/22) CONTRACT PENDING 411 | 4,702.00 | 1,261.58 | 50.00% | 26.83% | Training and supplies for child care providers |
| R & R GENERAL (07/01/21 - 06/30/22) CONTRACT PENDING 401 | 196,708.00 | 105,020.40 | 50.00% | 53.39% | Provide resources and referrals regarding child care and related issues |
| EMERGENCY CHILD CARE BRIDGE PROGRAM (07/01/21 - 06/30/23) CONTRACT PENDING 407 | 394,276.00 | 70,399.09 | 50.00% | 17.86% | Provide subsidized child care for eligible foster children |
| CHILD CARE INITIATIVE PROJECT (07/01/21 - 06/30/22) CONTRACT PENDING 424 | 33,509.00 | 10,695.65 | 50.00% | 31.92% | Recruiting and training child care providers for infants and toddlers |
| ALTERNATIVE PAYMENT (07/01/20 - 06/30/22) 426/432 | 6,544,277.00 | 4,938,099.77 | 75.00% | 75.46% | Provide subsidized child care for eligible families |
| ALTERNATIVE PAYMENT STAGE 2 (07/01/21 - 06/30/22) CONTRACT PENDING 427 | 2,659,629.00 | 736,680.91 | 50.00% | 27.70% | Provide subsidized child care for eligible families |
| ALTERNATIVE PAYMENT STAGE 3 (07/01/21 - 06/30/22) CONTRACT PENDING 428 | 1,317,464.00 | 467,869.72 | 50.00% | 35.51% | Provide subsidized child care for eligible families |
| CRRSA ONE TIME ONLY PROVIDER STIPENDS (04/01/20 - 06/30/22) 440 | 433,833.75 | 431,628.75 | 77.78% | 99.49% | Provide supplies and one-time stipend to child care providers through the Coronavirus Response and Relief Supplemental Appropriations Act. |

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2021**

| DEPARTMENT/ PROGRAM TITLE | AMOUNT FUNDED | FUNDS SPENT YTD | BUDGET % YTD | ACTUAL% YTD | PROGRAM DESCRIPTION |
|--|------------------|--------------------|-----------------|----------------|--|
| VICTIM SERVICES: | | | | | |
| RSVP/CALOES (10/01/21 - 09/30/22) 500 | 332,174.00 | 68,118.30 | 25.00% | 20.51% | Assist victims of sexual assault |
| VICTIM WITNESS/CALOES (10/01/21 - 09/30/22) 501 | 354,836.00 | 80,615.11 | 25.00% | 22.72% | Assist victims of crime |
| DOM. VIO. MARRIAGE LICENSE (07/01/21 - 06/30/22) 502 | 57,200.00 | 1,964.68 | 50.00% | 3.43% | Provides shelter and services to domestic violence victims |
| DOMESTIC VIOLENCE RESTITUTION (07/01/21 - 06/30/22) 504 | 5,000.00 | 180.54 | 50.00% | 3.61% | Provides shelter and services to domestic violence victims |
| VSC DOMESTIC VIOLENCE GENERAL FUND (07/01/21 - 06/30/22) DONATIONS ONLY 507/525 | 2,000.00 | 1,056.28 | 50.00% | 52.81% | Assist victims of domestic violence |
| UNSERVED/UNDERSERVED VICTIM ADVOCACY & OUTREACH (01/01/21 - 12/31/21) 508 | 162,896.00 | 162,423.92 | 100.00% | 99.71% | Assist unserved/underserved, primarily Hispanic, victims of crime |
| VICTIM SERVICES CENTER FUND (07/01/21 - 06/30/22) DONATIONS ONLY 510 | 2,500.00 | 1,070.19 | 50.00% | 42.81% | Assist with program operations for all Victim Services clients |
| SHELTER-BASED DOMESTIC VIOLENCE (10/01/20 - 09/30/22) 533 | 1,140,174.00 | 707,920.60 | 62.50% | 62.09% | Provide shelter services for domestic violence victims |
| TRANSITIONAL HOUSING (01/01/21 - 12/31/21) 531 | 126,808.00 | 126,408.52 | 100.00% | 99.68% | Provide long-term shelter services for domestic violence and human trafficking victims |
| YOUTH AND SPECIALIZED SERVICES: | | | | | |
| MENTAL HEALTH FULL SERVICES (07/01/21 - 6/30/22) 607 | 5,000.00 | 860.12 | 50.00% | 17.20% | Provides direct benefits for clients |
| CHILD ADVOCACY CENTER (07/01/21 - 6/30/22) 516 | 1,000.00 | 312.88 | 50.00% | 31.29% | Provide child sexual assault interviews |
| COMMUNITY SERVICES - EMERGENCY & OTHER SERVICES: | | | | | |
| E.C.I.P./LIHEAP (10/01/19 - 10/31/21) 203 | Inactive | Inactive | #VALUE! | #VALUE! | Assistance for low income clients for energy bills and weatherization services |
| FEMA (01/01/20 - 10/31/21) 205 | Inactive | Inactive | #VALUE! | #VALUE! | Administration of the FEMA program |
| E.C.I.P./LIHEAP (11/01/20 - 06/30/22) 207 | 684,900.00 | 394,305.47 | 70.00% | 57.57% | Assistance for low income clients for energy bills and weatherization services |
| FEMA (01/01/20 - 10/31/21) 235 | Inactive | Inactive | #VALUE! | #VALUE! | Administration of the FEMA program |
| LIHEAP CARES (07/01/20 - 09/30/21) 234 | Inactive | Inactive | | | Assistance for low income clients for energy bills impacted by COVID-19 |
| SENIOR MEAL - MADERA COUNTY (07/01/21 - 06/30/22) 237 | 43,734.00 | 12,058.70 | 50.00% | 27.57% | Provides lunch meal program for seniors in eastern Madera County & Ranchos |

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2021**

| DEPARTMENT/ PROGRAM TITLE | AMOUNT FUNDED | FUNDS SPENT YTD | BUDGET % YTD | ACTUAL% YTD | PROGRAM DESCRIPTION |
|--|------------------|--------------------|-----------------|----------------|---|
| MADERA CO. SENIOR MEAL HOME DELIVERY (07/01/21 - 06/30/22) 247 | 350,000.00 | 110,756.07 | 36.36% | 31.64% | Provides meals for seniors in eastern Madera County & Ranchos due to COVID-19 restrictions |
| DRINKING WATER - STATE WATER RESOURCES (07/01/19 - 02/28/22) 252 | 115,500.00 | 65,196.50 | 93.75% | 56.45% | Provides bottled water for continuation of drought water assistance |
| MADERA MENTAL HEALTH PROPERTY MGMT (07/01/21 - 06/30/22) 216 | 50,000.00 | 6,794.42 | 50.00% | 13.59% | Provides property management services for the County of Madera Behavioral Health |
| COMMUNITY SERVICES - HOMELESS PROGRAMS: | | | | | |
| FEMA CARES (01/27/20 - 10/31/21) 210 | Inactive | Inactive | #VALUE! | #VALUE! | Housing assistance for clients impacted by COVID-19 and administration of FEMA CARES |
| SHUNAMMITE PLACE (11/01/21 - 10/31/22) 224 | 581,016.00 | 68,114.99 | 16.67% | 11.72% | Provides permanent supportive housing for homeless people with disabilities |
| CITY OF MADERA - CDBG (07/01/21 - 06/30/22) CONTRACT PENDING 231 | 20,000.00 | 3,640.22 | 50.00% | 18.20% | Provides funding for Fresno-Madera Continuum of Care and homeless support |
| CITY OF MADERA - CDBG CARES (07/01/20 - 08/31/21) CONTRACT EXTENDED 244 | Inactive | Inactive | #VALUE! | #VALUE! | Provides utility and rental assistance for clients within the City of Madera jurisdiction |
| HOMELESS HOUSING, ASSISTANCE & PREVENTION (HHAP) BEHAVIORAL HEALTH (06/01/20 - 6/30/25) 246 | 411,434.00 | 344,216.25 | 38.78% | 83.66% | Provides rental assistance and rapid rehousing, outreach and coordination, prevention and shelter diversion to permanent housing |
| KAISER RAPID REHOUSING (12/01/2020 - 12/31/2021) 249 | 90,000.00 | 90,000.00 | 100.00% | 100.00% | Provides rental assistance to clients |
| WESTCARE RAPID REHOUSING (03/01/2021 - 2/28/2022) 253 | 65,000.00 | 5,587.19 | 83.33% | 8.60% | Provides rent, security deposits, utility deposits, and moving and storage costs for homeless clients |
| BEHAVIORAL HEALTH PATH PROGRAM (07/01/2021 - 06/30/2022) CONTRACT PENDING 259 | 39,136.00 | 17,070.39 | 50.00% | 43.62% | Provides rental assistance to clients |
| EMERGENCY RENTAL ASSISTANCE PROGRAM MADERA COUNTY (05/17/21 - 12/31/21) 261 | 61,745.00 | 6,467.08 | 100.00% | 10.47% | Provides promotion, advertising, and outreach activities to deliver information and technical assistance for rental program related to Covid 19 |
| EMERGENCY SOLUTIONS GRANT (01/01/21 - 12/31/21) 268 | 110,000.00 | 99,708.77 | 100.00% | 90.64% | Provides funds for hotel emergency housing, rapid rehousing, homeless prevention, HMIS and outreach |
| ESG CARES (01/01/21 - 12/31/21) CONTRACT PENDING 269 | 396,000.00 | 137,053.16 | 100.00% | 34.61% | Provides emergency shelter and rapid rehousing to homeless |
| HOMELESS OUTREACH CCP AB109 (07/01/21 - 06/30/22) CONTRACT PENDING 272 | 231,000.00 | 118,206.39 | 50.00% | 51.17% | Provides outreach workers to offer case management and resources to homeless or at-risk |
| CITY OF MADERA - CDBG CARES ROUND 2 (07/01/21 - 06/30/22) CONTRACT PENDING 255 | 122,322.19 | 12,055.27 | 50.00% | 9.86% | Provides utility and rental assistance for clients within the City of Madera jurisdiction |
| CITY OF MADERA - CDBG CAPITAL PROJECT FUND (07/01/21 - 06/30/22) CONTRACT PENDING | 345,000.00 | 0.00 | 50.00% | 0.00% | Provides housing, supportive services, and landlord engagement activities |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Consolidated Balance Sheet by Object November 30, 2021

| | <u>This Year</u> |
|---|-------------------------|
| Assets | |
| 1113- CASH IN WESTAMERICA PAYROLL CK | 4,184.95 |
| 1115- CASH IN WESTAMERICA MENTAL HEALTH | 4,096.35 |
| 1116- CASH IN WESTAMERICA HEAD START MONEY MARKET | 2,514.77 |
| 1117- CASH IN WESTAMERICA ACCTS PAYABLE CHECKING | 32,790.94 |
| 1122- SAVINGS - WESTAMERICA | 3,599,112.25 |
| 1130- PETTY CASH | 810.00 |
| 1310- GRANTS RECEIVABLE | 4,211,072.87 |
| 1320- ACCOUNTS RECEIVABLE | 1,977.21 |
| 1322- A/R INTERSTATE ASSOC. - CHURCH OF GOD | 901.98 |
| 1327- A/R-OTHER | 241.33 |
| 1328- EMPLOYEE & TRAVEL ADVANCES | 223.00 |
| 1329- ADVANCE CLEARING | 11,833.13 |
| 1410- PREPAID EXPENSES | 94,639.34 |
| 1420- SECURITY DEPOSITS | 37,366.04 |
| 1421- WORKERS' COMP DEPOSIT | 74,733.94 |
| 1450- INVENTORY | 14,036.65 |
| 1512- EQUIPMENT | 1,300,368.95 |
| 1513- VEHICLES | 1,000,268.86 |
| 1514- BUILDINGS | 4,364,110.45 |
| 1515- LAND IMPROVEMENTS | 190,835.13 |
| 1516- BUILDING IMPROVEMENTS | 297,449.87 |
| 1519- LAND | 59,005.00 |
| 1522- ACC DEPR - EQUIPMENT | (983,887.94) |
| 1523- ACC DEPR - VEHICLES | (796,555.67) |
| 1524- ACC DEPR - BUILDINGS | (3,484,836.00) |
| 1525- ACC DEPR - LAND IMPROVE. | (138,958.91) |
| 1526- ACC DEPR - BUILDING IMPROVE. | (79,822.71) |
| Total Assets | 9,818,511.78 |
| Liabilities and Net Assets | |
| 2101- ACCOUNTS PAYABLE | 1,223,404.70 |
| 2111- ACCOUNTS PAYABLE - MANUAL | 264,465.29 |
| 2112- ACCOUNTS PAY-FUNDING SOURCE | 186,187.84 |
| 2115- A/P OTHERS | 2,393.81 |
| 2121- ACCRUED PAYROLL | 570,052.29 |
| 2122- ACCRUED VACATION | 1,190,107.92 |
| 2123- ACCRUED PAYROLL - MANUAL | 1,502.61 |
| 2211- FICA PAYABLE | 26,584.22 |
| 2212- FICA-MED PAYABLE | 6,217.24 |
| 2213- FIT PAYABLE | 17,548.00 |
| 2215- SIT PAYABLE | 7,537.86 |
| 2216- SDI PAYABLE | 2,572.70 |

| | |
|--|---------------------|
| 2217- SUI PAYABLE | 4.81 |
| 2220- WORKER'S COMP PAYABLE | 70,118.55 |
| 2231- RETIREMENT PAYABLE-ER CONTRIB | 536,699.72 |
| 2233- W/H RETIREMENT-ER403B BENEFIT | 1,400.00 |
| 2244- KAISER MID20 | (61.82) |
| 2245- KAISER HIGH15 | (766.29) |
| 2248- KAISER LOW30 | 0.00 |
| 2252- SELF INSURANCE - LIFE & ADD | (114.45) |
| 2253- VISION INSURANCE PAYABLE | (115.99) |
| 2254- SELF INSURANCE - DENTAL | 80,562.93 |
| 2255- UNION DUES & FEE PAYMENTS | 0.00 |
| 2258- TELEMEDICINE | 8.00 |
| 2260- MADERA RHS PARENT GROUPS | 552.34 |
| 2262- FRESNO MHS PARENT GROUPS | 2,130.16 |
| 2264- MCAC EMP FUND-UNIFICATION | 64.15 |
| 2265- FRESNO - EDS - FUNDS | 1,854.17 |
| 2266- R & R PROGRAM | 6,291.02 |
| 2410- DEFERRED GRANT REVENUE | 2,968,005.87 |
| 2415- RESERVE ACCOUNT | 39,974.00 |
| 2420- OTHER DEFERRED REVENUE | 10,206.17 |
| Total Liabilities | <u>7,215,387.82</u> |
| 3000- NET ASSETS W/O DONOR RESTRICTIONS | 339,987.55 |
| 3050- NET ASSETS - BOARD DESIGNATED | 560,000.00 |
| 3100- NET ASSETS - RESTRICTED FIXED ASSETS | 1,636,155.62 |
| Change in Net Assets | <u>66,980.79</u> |
| Total Net Assets | <u>2,603,123.96</u> |
| Total Liabilities and Net Assets | <u>9,818,511.78</u> |

-

| |
|---|
| COMMUNITY ACTION PARTERNSHIP OF MADERA COUNTY, INC. Consolidated Revenue and Expense November 30, 2021 |
|---|

| | <u>Year-To-Date</u> |
|-------------------------------------|---------------------|
| <u>Revenues</u> | |
| 4110- GRANT INCOME-FEDERAL | 10,655,211.27 |
| 4120- GRANT INCOME-STATE | 3,104,887.08 |
| 4130- GRANT INCOME-AREA | 193,730.98 |
| 4210- DONATIONS | 20,481.66 |
| 4220- IN KIND CONTRIBUTIONS | 920,250.98 |
| 4315- CHILD CRE REVENUE-STATE | 0.00 |
| 4320- INTEREST INCOME | 595.14 |
| 4330- SALE OF ASSETS | 3,000.00 |
| 4350- RENTAL INCOME | 23,984.94 |
| 4370- MERCHANDISE SALES | 0.00 |
| 4390- MISCELLANEOUS INCOME | 684.00 |
| 4900- INDIRECT COST REIMBURSEMENT | 1,081,590.94 |
| Total Revenues | 16,004,416.99 |
| <u>Expenses</u> | |
| 5010- SALARIES & WAGES | 6,117,423.32 |
| 5012- DIRECTOR'S SALARY | 72,079.01 |
| 5020- ACCRUED VACATION PAY | 353,345.00 |
| 5112- HEALTH INSURANCE | 543,578.24 |
| 5114- WORKER'S COMPENSATION | 143,482.74 |
| 5116- PENSION | 353,134.93 |
| 5122- FICA | 483,434.45 |
| 5124- SUI | 10,561.00 |
| 5125- DIRECTOR'S FRINGE | 31,688.09 |
| 5130- ACCRUED VACATION FRINGE | 21,681.52 |
| 6110- OFFICE SUPPLIES | 44,693.86 |
| 6112- DATA PROCESSING SUPPLIES | 170,887.08 |
| 6121- FOOD | 163,097.44 |
| 6122- KITCHEN SUPPLIES | 33,734.11 |
| 6130- PROGRAM SUPPLIES | 687,167.36 |
| 6132- MEDICAL & DENTAL SUPPLIES | 1,646.81 |
| 6134- INSTRUCTIONAL SUPPLIES | 4,157.83 |
| 6140- CUSTODIAL SUPPLIES | 49,221.20 |
| 6142- LINEN/LAUNDRY | 0.00 |
| 6143- FURNISHINGS | 35,901.61 |
| 6160- RESALE ITEMS | 242.27 |
| 6170- POSTAGE & SHIPPING | 12,590.43 |
| 6180- EQUIPMENT RENTAL | 63,145.17 |
| 6181- EQUIPMENT MAINTENANCE | 26,535.25 |
| 6216- CAPITAL EXPENDITURES > \$1000 | 28,784.38 |
| 6221- EQUIPMENT OVER > \$5000 | 98,053.04 |
| 6310- PRINTING & PUBLICATIONS | 4,264.27 |
| 6312- ADVERTISING & PROMOTION | 853.96 |

| | |
|--|----------------------|
| 6320- TELEPHONE | 228,347.77 |
| 6410- RENT | 487,192.40 |
| 6420- UTILITIES/ DISPOSAL | 183,135.60 |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 96,704.07 |
| 6433- GROUNDS MAINTENANCE | 36,180.76 |
| 6436- PEST CONTROL | 8,585.40 |
| 6437- BURGLAR & FIRE ALARM | 11,395.24 |
| 6440- PROPERTY INSURANCE | 25,283.67 |
| 6510- AUDIT | 17,000.00 |
| 6520- CONSULTANTS | 36,742.05 |
| 6522- CONSULTANT EXPENSES | 3,888.66 |
| 6524- CONTRACTS | 221,626.70 |
| 6530- LEGAL | 92,433.73 |
| 6540- CUSTODIAL SERVICES | 50,490.09 |
| 6555- MEDICAL SCREENING/DEAT/STAFF | 1,005.00 |
| 6610- GAS & OIL | 15,043.63 |
| 6620- VEHICLE INSURANCE | 34,791.81 |
| 6630- VEHICLE LICENSE & FEES | 430.00 |
| 6640- VEHICLE REPAIR & MAINTENANCE | 28,471.66 |
| 6712- STAFF TRAVEL-LOCAL | 8,352.17 |
| 6714- STAFF TRAVEL-OUT OF AREA | 35.18 |
| 6722- PER DIEM - STAFF | 198.00 |
| 6742- TRAINING - STAFF | 61,485.62 |
| 6745- TRAINING - PARTICIPANT/CLIENTS | 0.00 |
| 6810- BANK CHARGES | 2,733.26 |
| 6832- LIABILITY INSURANCE | 15,849.57 |
| 6834- STUDENT ACTIVITY INSURANCE | 3,374.89 |
| 6840- PROPERTY TAXES | 526.85 |
| 6850- FEES & LICENSES | 11,742.80 |
| 6851- CPR FEES | 75.00 |
| 6852- FINGERPRINT | 885.00 |
| 6875- EMPLOYEE HEALTH & WELFARE COSTS | 22,726.18 |
| 7111- PARENT MILEAGE | 186.36 |
| 7112- PARENT INVOLVEMENT | 451.48 |
| 7114- PC ALLOWANCE | 3,140.00 |
| 7116- POLICY COUNCIL FOOD ALLOWANCE | 389.09 |
| 7210- TRANSPORTATION VOUCHERS | 632.35 |
| 7224- CLIENT RENT | 106,585.22 |
| 7226- CLIENT LODGING/SHELTER | 181,329.06 |
| 7230- CLIENT FOOD | 179.20 |
| 7234- FOOD - INDIVIDUAL | 9.04 |
| 7240- DIRECT BENEFITS | 2,370,824.65 |
| 7245- DIRECT BENEFITS - STATE | 0.00 |
| 7250- FURNACE REPAIRS/REPLACEMENT | 9,750.70 |
| 8110- IN KIND SALARIES | 693,859.18 |
| 8120- IN KIND RENT | 225,809.80 |
| 8130- IN KIND - OTHER | 582.00 |
| 9010- INDIRECT COST ALLOCATION | 1,081,590.94 |
| Total Expenses | <u>15,937,436.20</u> |
| Excess Revenue Over (Under) Expenditures | <u>66,980.79</u> |

U.S Department of Housing and Urban Development Shunammite Place Grant Period November 2021 through October 2022 Revenue and Expense with Encumbrance and Net Assets November 2021

| | <u>Grant</u> | <u>Current</u> | <u>YTD Actual</u> | <u>YTD</u> | | <u>YTD</u> | <u>Actual Plus</u> | <u>Budget</u> |
|---|---------------|----------------|-------------------|-----------------|----------------|------------------|--------------------|----------------|
| | <u>Budget</u> | <u>Month</u> | <u>November</u> | <u>Budget</u> | <u>% Spent</u> | <u>Encumbran</u> | <u>Encumbran</u> | <u>Balance</u> |
| <u>224 0 HUD SHUNAMMITE PLACE</u> | | <u>Actual</u> | <u>30. 2021</u> | <u>November</u> | | <u>ce</u> | <u>ce</u> | |
| <u>Revenues</u> | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 0.00 | 36,787.64 | 36,787.64 | 0.00 | 0.00 | 0.00 | 36,787.64 | (36,787.64) |
| 4350- RENTAL INCOME | 0.00 | 3,257.34 | 3,257.34 | 0.00 | 0.00 | 0.00 | 3,257.34 | (3,257.34) |
| Total Revenues | 0.00 | 40,044.98 | 40,044.98 | 0.00 | 0.00 | 0.00 | 40,044.98 | (40,044.98) |
| <u>Expenses</u> | | | | | | | | |
| 5010- SALARIES & WAGES | 0.00 | 11,544.72 | 11,544.72 | 0.00 | 0.00 | 0.00 | 11,544.72 | (11,544.72) |
| 5020- ACCRUED VACATION PAY | 0.00 | 529.53 | 529.53 | 0.00 | 0.00 | 0.00 | 529.53 | (529.53) |
| 5112- HEALTH INSURANCE | 0.00 | 1,650.78 | 1,650.78 | 0.00 | 0.00 | 0.00 | 1,650.78 | (1,650.78) |
| 5114- WORKER'S COMPENSATION | 0.00 | 161.75 | 161.75 | 0.00 | 0.00 | 0.00 | 161.75 | (161.75) |
| 5116- PENSION | 0.00 | 404.51 | 404.51 | 0.00 | 0.00 | 0.00 | 404.51 | (404.51) |
| 5122- FICA | 0.00 | 883.16 | 883.16 | 0.00 | 0.00 | 0.00 | 883.16 | (883.16) |
| 5130- ACCRUED VACATION FICA | 0.00 | 36.85 | 36.85 | 0.00 | 0.00 | 0.00 | 36.85 | (36.85) |
| 6110- OFFICE SUPPLIES | 0.00 | 41.67 | 41.67 | 0.00 | 0.00 | 0.00 | 41.67 | (41.67) |
| 6112- DATA PROCESSING SUPPLIES | 0.00 | 69.17 | 69.17 | 0.00 | 0.00 | 0.00 | 69.17 | (69.17) |
| 6122- KITCHEN SUPPLIES | 0.00 | 151.51 | 151.51 | 0.00 | 0.00 | 0.00 | 151.51 | (151.51) |
| 6130- PROGRAM SUPPLIES | 0.00 | 812.85 | 812.85 | 0.00 | 0.00 | 200.00 | 1,012.85 | (1,012.85) |
| 6143- FURNISHINGS | 0.00 | 2,569.61 | 2,569.61 | 0.00 | 0.00 | 0.00 | 2,569.61 | (2,569.61) |
| 6180- EQUIPMENT RENTAL | 0.00 | 59.96 | 59.96 | 0.00 | 0.00 | 0.00 | 59.96 | (59.96) |
| 6181- EQUIPMENT MAINTENANCE | 0.00 | 268.79 | 268.79 | 0.00 | 0.00 | 0.00 | 268.79 | (268.79) |
| 6320- TELEPHONE | 0.00 | 389.22 | 389.22 | 0.00 | 0.00 | 0.00 | 389.22 | (389.22) |
| 6410- RENT | 0.00 | 14,775.00 | 14,775.00 | 0.00 | 0.00 | 0.00 | 14,775.00 | (14,775.00) |
| 6420- UTILITIES/ DISPOSAL | 0.00 | 1,440.97 | 1,440.97 | 0.00 | 0.00 | 0.00 | 1,440.97 | (1,440.97) |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 175.50 | 175.50 | (175.50) |
| 6433- GROUNDS MAINTENANCE | 0.00 | 40.00 | 40.00 | 0.00 | 0.00 | 0.00 | 40.00 | (40.00) |
| 6440- PROPERTY INSURANCE | 0.00 | 200.25 | 200.25 | 0.00 | 0.00 | 0.00 | 200.25 | (200.25) |
| 6530- LEGAL | 0.00 | 350.00 | 350.00 | 0.00 | 0.00 | 0.00 | 350.00 | (350.00) |
| 6540- CUSTODIAL SERVICES | 0.00 | 375.00 | 375.00 | 0.00 | 0.00 | 0.00 | 375.00 | (375.00) |
| 6610- GAS & OIL | 0.00 | 47.03 | 47.03 | 0.00 | 0.00 | 0.00 | 47.03 | (47.03) |
| 6620- VEHICLE INSURANCE | 0.00 | 1,594.76 | 1,594.76 | 0.00 | 0.00 | 0.00 | 1,594.76 | (1,594.76) |
| 6640- VEHICLE REPAIR & MAINTENANCE | 0.00 | 21.00 | 21.00 | 0.00 | 0.00 | 0.00 | 21.00 | (21.00) |
| 6832- LIABILITY INSURANCE | 0.00 | 1.35 | 1.35 | 0.00 | 0.00 | 0.00 | 1.35 | (1.35) |
| 6875- EMPLOYEE HEALTH & WELFARE | 0.00 | 17.54 | 17.54 | 0.00 | 0.00 | 11.53 | 29.07 | (29.07) |
| 7210- TRANSPORTATION VOUCHERS | 0.00 | 34.00 | 34.00 | 0.00 | 0.00 | 0.00 | 34.00 | (34.00) |
| 7224- CLIENT RENT | 0.00 | 1,574.00 | 1,574.00 | 0.00 | 0.00 | 0.00 | 1,574.00 | (1,574.00) |
| Total Expenses | 0.00 | 40,044.98 | 40,044.98 | 0.00 | 0.00 | 387.03 | 40,432.01 | (40,432.01) |
| Excess Revenue Over (Under) Expenditures | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (387.03) | (387.03) | 387.03 |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (387.03) | (387.03) | 387.03 |

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
November 30, 2021**

| <u>246 0 HOMELESS HOUSING ASSIST. & PREVENTION (HHAP) - MADERA CO BEHAVIORAL HEALTH</u> | <u>Grant Budget</u> | <u>Current Month Actual</u> | <u>YTD Actual November 30, 2021</u> | <u>YTD Budget November 30, 2021</u> | <u>% Spent</u> | <u>YTD Encumbran ce</u> | <u>Actual Plus Encumbran ce</u> | <u>Budget Balance</u> |
|---|-------------------------|-------------------------------------|---|---|----------------|---------------------------------|---|---------------------------|
| <u>Revenues</u> | | | | | | | | |
| 4120- GRANT INCOME-STATE | 411,434.00 | 1,902.96 | 336,711.24 | 0.00 | (0.82) | 0.00 | 336,711.24 | 74,722.76 |
| Total Revenues | 411,434.00 | 1,902.96 | 336,711.24 | 0.00 | (0.82) | 0.00 | 336,711.24 | 74,722.76 |
| <u>Expenses</u> | | | | | | | | |
| 5010- SALARIES & WAGES | 55,865.00 | 629.61 | 18,587.32 | 0.00 | 0.33 | 0.00 | 18,587.32 | 37,277.68 |
| 5020- ACCRUED VACATION PAY | 0.00 | 33.70 | 2,383.27 | 0.00 | 0.00 | 0.00 | 2,383.27 | (2,383.27) |
| 5112- HEALTH INSURANCE | 3,455.00 | 88.18 | 2,094.01 | 0.00 | 0.61 | 0.00 | 2,094.01 | 1,360.99 |
| 5114- WORKER'S COMPENSATION | 303.00 | 8.51 | 138.32 | 0.00 | 0.46 | 0.00 | 138.32 | 164.68 |
| 5116- PENSION | 2,344.00 | 17.35 | 851.70 | 0.00 | 0.36 | 0.00 | 851.70 | 1,492.30 |
| 5122- FICA | 4,483.00 | 48.07 | 1,446.30 | 0.00 | 0.32 | 0.00 | 1,446.30 | 3,036.70 |
| 5124- SUI | 445.00 | 10.74 | 214.03 | 0.00 | 0.48 | 0.00 | 214.03 | 230.97 |
| 5130- ACCRUED VACATION FICA | 0.00 | 1.23 | 91.50 | 0.00 | 0.00 | 0.00 | 91.50 | (91.50) |
| 6110- OFFICE SUPPLIES | 0.00 | 136.35 | 168.15 | 0.00 | 0.00 | 0.00 | 168.15 | (168.15) |
| 6112- DATA PROCESSING SUPPLIES | 500.00 | 0.00 | 577.80 | 0.00 | 1.16 | 0.00 | 577.80 | (77.80) |
| 6130- PROGRAM SUPPLIES | 1,379.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,379.00 |
| 6180- EQUIPMENT RENTAL | 300.00 | 80.28 | 302.93 | 0.00 | 1.01 | 0.00 | 302.93 | (2.93) |
| 6181- EQUIPMENT MAINTENANCE | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| 6320- TELEPHONE | 600.00 | 7.19 | 410.20 | 0.00 | 0.68 | 0.00 | 410.20 | 189.80 |
| 6410- RENT | 1,300.00 | 20.72 | 1,037.37 | 0.00 | 0.80 | 0.00 | 1,037.37 | 262.63 |
| 6420- UTILITIES/ DISPOSAL | 400.00 | 2.33 | 156.53 | 0.00 | 0.39 | 0.00 | 156.53 | 243.47 |
| 6610- GAS & OIL | 180.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 180.00 |
| 6640- VEHICLE REPAIR & MAINTENANCE | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 6712- STAFF TRAVEL-LOCAL | 3,242.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,242.00 |
| 6875- EMPLOYEE HEALTH & WELFARE | 0.00 | 2.70 | 10.29 | 0.00 | 0.00 | 1.14 | 11.43 | (11.43) |
| 7210- TRANSPORTATION VOUCHERS | 3,750.00 | 0.00 | 130.99 | 0.00 | 0.03 | 0.00 | 130.99 | 3,619.01 |
| 7224- CLIENT RENT | 297,420.00 | 2,730.00 | 280,184.27 | 0.00 | 0.94 | 0.00 | 280,184.27 | 17,235.73 |
| 7230- CLIENT FOOD | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 9010- INDIRECT COST ALLOCATION | 34,318.00 | 0.00 | 27,926.26 | 0.00 | 0.81 | 0.00 | 27,926.26 | 6,391.74 |
| Total Expenses | 411,434.00 | 3,816.96 | 336,711.24 | 0.00 | 0.82 | 1.14 | 336,712.38 | 74,721.62 |
| Excess Revenue Over (Under) | 0.00 | (1,914.00) | 0.00 | 0.00 | 0.00 | (1.14) | (1.14) | 1.14 |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | 0.00 | (1,914.00) | 0.00 | 0.00 | 0.00 | (1.14) | (1.14) | 1.14 |

**Fiscal Year July 20- June 22
November 30, 2021**

| <u>426/432 ALT. PYMT. - GENERAL - FEDERAL 2020-2022</u> | <u>Grant Budget</u> | <u>Current Month Actual</u> | <u>YTD Actual November 30, 2021</u> | <u>YTD Budget November 30, 2021</u> | <u>% Spent</u> | <u>YTD Encumbrance</u> | <u>Actual Plus Encumbrance</u> | <u>Budget Balance</u> |
|---|-------------------------|-------------------------------------|---|---|----------------|----------------------------|------------------------------------|---------------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 5,189,879.00 | 11,988.53 | 3,742,270.86 | 0.00 | (0.72) | 0.00 | 3742270.86 | 1447608.14 |
| 4120- GRANT INCOME-STATE | 1,354,398.00 | 291,620.02 | 1,335,296.99 | 0.00 | (0.99) | 0.00 | 1335296.99 | 19101.01 |
| 4315- CHILD CRE REVENUE-STATE | 211,124.00 | 0.00 | 211,124.00 | 0.00 | (1.00) | 0.00 | 211124.00 | 0.00 |
| 4320- INTEREST INCOME | 0.00 | 0.00 | 645.00 | 0.00 | 0.00 | 0.00 | 645.00 | (645.00) |
| Total Revenues | 6,755,401.00 | 303,608.55 | 5,289,336.85 | 0.00 | (0.78) | 0.00 | 5289336.85 | 1466064.15 |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 381,564.00 | 14,656.86 | 299,266.72 | 0.00 | 0.78 | 0.00 | 299,266.72 | 82,297.28 |
| 5020- ACCRUED VACATION PAY | 18,030.00 | 770.48 | 18,109.05 | 0.00 | 1.00 | 0.00 | 18,109.05 | (79.05) |
| 5112- HEALTH INSURANCE | 38,362.00 | 1,837.03 | 29,889.57 | 0.00 | 0.78 | 0.00 | 29,889.57 | 8,472.43 |
| 5114- WORKER'S COMPENSATION | 1,629.00 | (105.84) | 1,539.54 | 0.00 | 0.95 | 0.00 | 1,539.54 | 89.46 |
| 5116- PENSION | 13,939.00 | 829.74 | 13,297.24 | 0.00 | 0.95 | 0.00 | 13,297.24 | 641.76 |
| 5122- FICA | 26,488.00 | 1,289.00 | 23,323.64 | 0.00 | 0.88 | 0.00 | 23,323.64 | 3,164.36 |
| 5124- SUI | 2,499.00 | 0.00 | 2,538.85 | 0.00 | 1.02 | 0.00 | 2,538.85 | (39.85) |
| 5130- ACCRUED VACATION FICA | 421.00 | 14.04 | 802.21 | 0.00 | 1.91 | 0.00 | 802.21 | (381.21) |
| 6110- OFFICE SUPPLIES | 8,680.00 | 0.00 | 3,702.72 | 0.00 | 0.43 | 0.00 | 3,702.72 | 4,977.28 |
| 6112- DATA PROCESSING SUPPLIES | 14,540.00 | 192.05 | 14,656.09 | 0.00 | 1.01 | 0.00 | 14,656.09 | (116.09) |
| 6121- FOOD | 0.00 | 0.00 | 13.47 | 0.00 | 0.00 | 0.00 | 13.47 | (13.47) |
| 6130- PROGRAM SUPPLIES | 2,700.00 | 0.00 | 764.78 | 0.00 | 0.28 | 0.00 | 764.78 | 1,935.22 |
| 6143- FURNISHINGS | 2,756.00 | 0.00 | 2,750.49 | 0.00 | 1.00 | 0.00 | 2,750.49 | 5.51 |
| 6170- POSTAGE & SHIPPING | 4,700.00 | 151.81 | 4,661.97 | 0.00 | 0.99 | 0.00 | 4,661.97 | 38.03 |
| 6180- EQUIPMENT RENTAL | 3,910.00 | 253.48 | 4,070.23 | 0.00 | 1.04 | 0.00 | 4,070.23 | (160.23) |
| 6181- EQUIPMENT MAINTENANCE | 2,046.00 | 83.09 | 185.02 | 0.00 | 0.09 | 0.00 | 185.02 | 1,860.98 |
| 6310- PRINTING & PUBLICATIONS | 1,190.00 | 114.47 | 114.47 | 0.00 | 0.10 | 0.00 | 114.47 | 1,075.53 |
| 6312- ADVERTISING & PROMOTION | 1,240.00 | 0.00 | 127.84 | 0.00 | 0.10 | 0.00 | 127.84 | 1,112.16 |
| 6320- TELEPHONE | 6,844.00 | 91.31 | 6,464.52 | 0.00 | 0.94 | 0.00 | 6,464.52 | 379.48 |
| 6410- RENT | 45,616.00 | 2,836.40 | 30,706.75 | 0.00 | 0.67 | 0.00 | 30,706.75 | 14,909.25 |
| 6420- UTILITIES/ DISPOSAL | 5,154.00 | 319.53 | 5,385.60 | 0.00 | 1.04 | 0.00 | 5,385.60 | (231.60) |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 6,060.00 | 0.00 | 5,786.98 | 0.00 | 0.95 | 0.00 | 5,786.98 | 273.02 |
| 6440- PROPERTY INSURANCE | 758.00 | 54.07 | 855.77 | 0.00 | 1.13 | 0.00 | 855.77 | (97.77) |
| 6520- CONSULTANTS | 1,400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,029.30 | 1,029.30 | 370.70 |
| 6530- LEGAL | 2,480.00 | 0.00 | 1,829.85 | 0.00 | 0.74 | 0.00 | 1,829.85 | 650.15 |
| 6555- MEDICAL SCREENING/DEAT/STAFF | 696.00 | 0.00 | 693.00 | 0.00 | 1.00 | 0.00 | 693.00 | 3.00 |
| 6610- GAS & OIL | 62.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 62.00 |
| 6620- VEHICLE INSURANCE | 62.00 | 18.84 | 277.09 | 0.00 | 4.47 | 0.00 | 277.09 | (215.09) |
| 6640- VEHICLE REPAIR & MAINTENANCE | 61.00 | 0.00 | 30.72 | 0.00 | 0.50 | 0.00 | 30.72 | 30.28 |
| 6712- STAFF TRAVEL-LOCAL | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 6722- PER DIEM - STAFF | 10.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10.00 |
| 6742- TRAINING - STAFF | 1,958.00 | 138.65 | 2,053.31 | 0.00 | 1.05 | 0.00 | 2,053.31 | (95.31) |
| 6840- PROPERTY TAXES | 124.00 | 0.00 | 49.24 | 0.00 | 0.40 | 0.00 | 49.24 | 74.76 |
| 6850- FEES & LICENSES | 2,480.00 | 20.80 | 2,177.43 | 0.00 | 0.88 | 0.00 | 2,177.43 | 302.57 |
| 6852- FINGERPRINT | 186.00 | 0.00 | 87.50 | 0.00 | 0.47 | 0.00 | 87.50 | 98.50 |
| 6875- EMPLOYEE HEALTH & WELFARE | 447.00 | 37.24 | 255.29 | 0.00 | 0.57 | 16.01 | 271.30 | 175.70 |
| 7240- DIRECT BENEFITS | 5,399,029.00 | 254,535.77 | 4,178,173.60 | 0.00 | 0.77 | 0.00 | 4,178,173.60 | 1,220,855.40 |
| 7245- DIRECT BENEFITS - STATE | 211,124.00 | 0.00 | 211,124.00 | 0.00 | 1.00 | 0.00 | 211,124.00 | 0.00 |
| 9010- INDIRECT COST ALLOCATION | 545,856.00 | 25,323.91 | 423,572.30 | 0.00 | 0.78 | 0.00 | 423,572.30 | 122,283.70 |
| Total Expenses | 6,755,401.00 | 303,462.73 | 5,289,336.85 | 0.00 | 0.78 | 1,045.31 | 5,290,382.16 | 1,465,018.84 |
| Excess Revenue Over (Under) Expenditures | 0.00 | 145.82 | 0.00 | 0.00 | 0.00 | (1045.31) | (1045.31) | 1045.31 |
| Beginning Net Assets - Unrestricted | 0.00 | (1719.50) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | 0.00 | (1573.68) | 0.00 | 0.00 | 0.00 | (1045.31) | (1045.31) | 1045.31 |

**Fiscal Year July 21- June 22
November 30, 2021**

| <u>427 ALT. PYMT. PROG. STG 2 - FEDERAL</u> | <u>Grant Budget</u> | <u>Current Month Actual</u> | <u>YTD Actual November 30, 2021</u> | <u>YTD Budget November 30, 2021</u> | <u>% Spent</u> | <u>YTD Encumbrance</u> | <u>Actual Plus Encumbrance</u> | <u>Budget Balance</u> |
|---|---------------------|-----------------------------|-------------------------------------|-------------------------------------|----------------|------------------------|--------------------------------|-----------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 560,258.00 | 25,909.81 | 25,909.81 | 0.00 | (0.05) | 0.00 | 25,909.81 | 534,348.19 |
| 4120- GRANT INCOME-STATE | 1,580,846.00 | 103,843.26 | 692,298.80 | 0.00 | (0.44) | 0.00 | 692,298.80 | 888,547.20 |
| Total Revenues | 2,141,104.00 | 129,753.07 | 718,208.61 | 0.00 | (0.34) | 0.00 | 718,208.61 | 1,422,895.39 |
| EXPENSES | | | | | | | | |
| 5010- SALARIES & WAGES | 130,585.00 | 8,811.10 | 48,862.15 | 0.00 | 0.37 | 0.00 | 48,862.15 | 81,722.85 |
| 5020- ACCRUED VACATION PAY | 3,330.00 | 483.90 | 2,363.01 | 0.00 | 0.71 | 0.00 | 2,363.01 | 966.99 |
| Total Salaries | 133,915.00 | 9,295.00 | 51,225.16 | 0.00 | 0.38 | 0.00 | 51,225.16 | 82,689.84 |
| 5112- HEALTH INSURANCE | 10,046.00 | 926.42 | 4,420.98 | 0.00 | 0.44 | 0.00 | 4,420.98 | 5,625.02 |
| 5114- WORKER'S COMPENSATION | 743.00 | 37.57 | 222.87 | 0.00 | 0.30 | 0.00 | 222.87 | 520.13 |
| 5116- PENSION | 3,190.00 | 546.28 | 2,581.01 | 0.00 | 0.81 | 0.00 | 2,581.01 | 608.99 |
| 5122- FICA | 8,110.00 | 784.82 | 3,869.01 | 0.00 | 0.48 | 0.00 | 3,869.01 | 4,240.99 |
| 5124- SUI | 1,164.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,164.00 |
| 5130- ACCRUED VACATION FICA | 121.00 | (4.97) | 65.04 | 0.00 | 0.54 | 0.00 | 65.04 | 55.96 |
| Fringe Benefits | 23,374.00 | 2,290.12 | 11,158.91 | 0.00 | 0.48 | 0.00 | 11,158.91 | 12,215.09 |
| 6110- OFFICE SUPPLIES | 1,850.00 | 0.00 | 309.88 | 0.00 | 0.17 | 0.00 | 309.88 | 1,540.12 |
| 6112- DATA PROCESSING SUPPLIES | 2,333.00 | 158.91 | 1,235.49 | 0.00 | 0.53 | 0.00 | 1,235.49 | 1,097.51 |
| 6130- PROGRAM SUPPLIES | 1,000.00 | 0.00 | 299.01 | 0.00 | 0.30 | 0.00 | 299.01 | 700.99 |
| 6143- FURNISHINGS | 3,305.00 | 0.00 | 2,580.28 | 0.00 | 0.78 | 0.00 | 2,580.28 | 724.72 |
| 6170- POSTAGE & SHIPPING | 1,250.00 | 141.69 | 1,142.61 | 0.00 | 0.91 | 0.00 | 1,142.61 | 107.39 |
| Supplies | 9,738.00 | 300.60 | 5,567.27 | 0.00 | 0.57 | 0.00 | 5,567.27 | 4,170.73 |
| 6180- EQUIPMENT RENTAL | 1,375.00 | 230.75 | 939.76 | 0.00 | 0.68 | 0.00 | 939.76 | 435.24 |
| 6181- EQUIPMENT MAINTENANCE | 825.00 | 75.70 | 168.57 | 0.00 | 0.20 | 0.00 | 168.57 | 656.43 |
| 6310- PRINTING & PUBLICATIONS | 480.00 | 46.28 | 46.28 | 0.00 | 0.10 | 0.00 | 46.28 | 433.72 |
| 6312- ADVERTISING & PROMOTION | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 6320- TELEPHONE | 1,550.00 | 86.60 | 379.56 | 0.00 | 0.24 | 0.00 | 379.56 | 1,170.44 |
| 6410- RENT | 17,950.00 | 2,269.12 | 11,345.60 | 0.00 | 0.63 | 0.00 | 11,345.60 | 6,604.40 |
| 6420- UTILITIES/ DISPOSAL | 1,955.00 | 255.49 | 1,824.22 | 0.00 | 0.93 | 0.00 | 1,824.22 | 130.78 |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 750.00 | 0.00 | 125.51 | 0.00 | 0.17 | 0.00 | 125.51 | 624.49 |
| 6440- PROPERTY INSURANCE | 225.00 | 43.49 | 210.52 | 0.00 | 0.94 | 0.00 | 210.52 | 14.48 |
| 6520- CONSULTANTS | 417.00 | 0.00 | 0.00 | 0.00 | 0.00 | 416.10 | 416.10 | 0.90 |
| 6530- LEGAL | 1,000.00 | 0.00 | 464.60 | 0.00 | 0.46 | 0.00 | 464.60 | 535.40 |
| 6555- MEDICAL SCREENING/DEAT/STAFF | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 6610- GAS & OIL | 20.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 20.00 |
| 6620- VEHICLE INSURANCE | 150.00 | 18.84 | 87.79 | 0.00 | 0.59 | 0.00 | 87.79 | 62.21 |
| 6640- VEHICLE REPAIR & MAINTENANCE | 25.00 | 0.00 | 1.52 | 0.00 | 0.06 | 0.00 | 1.52 | 23.48 |
| 6712- STAFF TRAVEL-LOCAL | 125.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 125.00 |
| 6742- TRAINING - STAFF | 225.00 | 56.05 | 128.05 | 0.00 | 0.57 | 0.00 | 128.05 | 96.95 |
| 6840- PROPERTY TAXES | 50.00 | 0.00 | 22.06 | 0.00 | 0.44 | 0.00 | 22.06 | 27.94 |
| 6850- FEES & LICENSES | 1,000.00 | 18.00 | 19.00 | 0.00 | 0.02 | 0.00 | 19.00 | 981.00 |
| 6852- FINGERPRINT | 75.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75.00 |
| 6875- EMPLOYEE HEALTH & WELFARE | 180.00 | 29.79 | 113.78 | 0.00 | 0.63 | 12.55 | 126.33 | 53.67 |
| Total Other & Services | 29,077.00 | 3,130.11 | 15,876.82 | 0.00 | 0.55 | 428.65 | 16,305.47 | 12,771.53 |
| Equipment & Blding Improvements | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Depreciation Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7240- DIRECT BENEFITS | 1,766,411.00 | 103,789.91 | 574,474.87 | 0.00 | 0.33 | 0.00 | 574,474.87 | 1,191,936.13 |
| Direct Benefits | 1,766,411.00 | 103,789.91 | 574,474.87 | 0.00 | 0.33 | 0.00 | 574,474.87 | 1,191,936.13 |
| 9010- INDIRECT COST ALLOCATION | 178,589.00 | 10,822.67 | 59,905.58 | 0.00 | 0.34 | 0.00 | 59,905.58 | 118,683.42 |
| TOTAL EXPENSES | 2,141,104.00 | 129,628.41 | 718,208.61 | 0.00 | 0.34 | 428.65 | 718,637.26 | 1,422,466.74 |
| Excess Revenue Over (Under) Expenditures | 0.00 | 124.66 | 0.00 | 0.00 | 0.00 | (428.65) | (428.65) | 428.65 |

**Fiscal Year July 21- June 22
November 30, 2021**

| 428 ALT. PYMT. PROG. STG 3 - FEDERAL | <u>Grant Budget</u> | <u>Current Month Actual</u> | <u>YTD Actual November 30, 2021</u> | <u>YTD Budget</u> | | <u>YTD Encumbrance</u> | <u>Actual Plus Encumbrance</u> | <u>Budget Balance</u> |
|---|-------------------------|-------------------------------------|---|------------------------------|----------------|----------------------------|------------------------------------|---------------------------|
| | | | | <u>November 30, 2021</u> | <u>% Spent</u> | | | |
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 646,683.00 | 32,110.78 | 210,975.21 | 0.00 | (0.33) | 0.00 | 210,975.21 | 435,707.79 |
| 4120- GRANT INCOME-STATE | 712,325.00 | 65,765.43 | 247,666.55 | 0.00 | (0.35) | 0.00 | 247,666.55 | 464,658.45 |
| Total Revenues | 1,359,008.00 | 97,876.21 | 458,641.76 | 0.00 | (0.34) | 0.00 | 458,641.76 | 900,366.24 |
| EXPENSES | | | | | | | | |
| 5010- SALARIES & WAGES | 80,182.00 | 4,408.74 | 26,047.52 | 0.00 | 0.32 | 0.00 | 26,047.52 | 54,134.48 |
| 5020- ACCRUED VACATION PAY | 2,744.00 | 214.75 | 1,085.71 | 0.00 | 0.40 | 0.00 | 1,085.71 | 1,658.29 |
| Total Salaries | 82,926.00 | 4,623.49 | 27,133.23 | 0.00 | 0.33 | 0.00 | 27,133.23 | 55,792.77 |
| 5112- HEALTH INSURANCE | 10,065.00 | 578.51 | 2,654.61 | 0.00 | 0.26 | 0.00 | 2,654.61 | 7,410.39 |
| 5114- WORKER'S COMPENSATION | 382.00 | 19.17 | 144.83 | 0.00 | 0.38 | 0.00 | 144.83 | 237.17 |
| 5116- PENSION | 2,744.00 | 284.75 | 1,492.09 | 0.00 | 0.54 | 0.00 | 1,492.09 | 1,251.91 |
| 5122- FICA | 5,234.00 | 399.94 | 2,081.23 | 0.00 | 0.40 | 0.00 | 2,081.23 | 3,152.77 |
| 5124- SUI | 669.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 669.00 |
| 5130- ACCRUED VACATION FICA | 134.00 | (9.00) | 25.76 | 0.00 | 0.19 | 0.00 | 25.76 | 108.24 |
| Fringe Benefits | 19,228.00 | 1,273.37 | 6,398.52 | 0.00 | 0.33 | 0.00 | 6,398.52 | 12,829.48 |
| 6110- OFFICE SUPPLIES | 1,820.00 | 0.00 | 140.55 | 0.00 | 0.08 | 0.00 | 140.55 | 1,679.45 |
| 6112- DATA PROCESSING SUPPLIES | 1,012.00 | 75.59 | 704.18 | 0.00 | 0.70 | 0.00 | 704.18 | 307.82 |
| 6130- PROGRAM SUPPLIES | 650.00 | 0.00 | 5.66 | 0.00 | 0.01 | 0.00 | 5.66 | 644.34 |
| 6143- FURNISHINGS | 1,159.00 | 0.00 | 1,109.03 | 0.00 | 0.96 | 0.00 | 1,109.03 | 49.97 |
| 6170- POSTAGE & SHIPPING | 650.00 | 43.86 | 357.26 | 0.00 | 0.55 | 0.00 | 357.26 | 292.74 |
| Supplies | 5,291.00 | 119.45 | 2,316.68 | 0.00 | 0.44 | 0.00 | 2,316.68 | 2,974.32 |
| 6180- EQUIPMENT RENTAL | 715.00 | 78.81 | 327.87 | 0.00 | 0.46 | 0.00 | 327.87 | 387.13 |
| 6181- EQUIPMENT MAINTENANCE | 429.00 | 25.86 | 57.57 | 0.00 | 0.13 | 0.00 | 57.57 | 371.43 |
| 6310- PRINTING & PUBLICATIONS | 250.00 | 21.92 | 21.92 | 0.00 | 0.09 | 0.00 | 21.92 | 228.08 |
| 6312- ADVERTISING & PROMOTION | 345.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 345.00 |
| 6320- TELEPHONE | 806.00 | 34.26 | 154.37 | 0.00 | 0.19 | 0.00 | 154.37 | 651.63 |
| 6410- RENT | 9,334.00 | 972.48 | 4,862.40 | 0.00 | 0.52 | 0.00 | 4,862.40 | 4,471.60 |
| 6420- UTILITIES/ DISPOSAL | 871.00 | 109.24 | 779.99 | 0.00 | 0.90 | 0.00 | 779.99 | 91.01 |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 390.00 | 0.00 | 59.45 | 0.00 | 0.15 | 0.00 | 59.45 | 330.55 |
| 6440- PROPERTY INSURANCE | 117.00 | 20.08 | 97.15 | 0.00 | 0.83 | 0.00 | 97.15 | 19.85 |
| 6520- CONSULTANTS | 198.00 | 0.00 | 0.00 | 0.00 | 0.00 | 197.10 | 197.10 | 0.90 |
| 6530- LEGAL | 520.00 | 0.00 | 142.92 | 0.00 | 0.27 | 0.00 | 142.92 | 377.08 |
| 6555- MEDICAL SCREENING/DEAT/STAFF | 104.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 104.00 |
| 6610- GAS & OIL | 13.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13.00 |
| 6620- VEHICLE INSURANCE | 13.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13.00 |
| 6640- VEHICLE REPAIR & MAINTENANCE | 13.00 | 0.00 | 0.72 | 0.00 | 0.06 | 0.00 | 0.72 | 12.28 |
| 6712- STAFF TRAVEL-LOCAL | 65.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 65.00 |
| 6742- TRAINING - STAFF | 117.00 | 26.55 | 60.66 | 0.00 | 0.52 | 0.00 | 60.66 | 56.34 |
| 6840- PROPERTY TAXES | 26.00 | 0.00 | 6.83 | 0.00 | 0.26 | 0.00 | 6.83 | 19.17 |
| 6850- FEES & LICENSES | 520.00 | 7.20 | 7.20 | 0.00 | 0.01 | 0.00 | 7.20 | 512.80 |
| 6852- FINGERPRINT | 39.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 39.00 |
| 6875- EMPLOYEE HEALTH & WELFARE | 93.00 | 12.77 | 48.76 | 0.00 | 0.52 | 5.49 | 54.25 | 38.75 |
| Total Other & Services | 14,978.00 | 1,309.17 | 6,627.81 | 0.00 | 0.44 | 202.59 | 6,830.40 | 8,147.60 |
| Equipment & Bldg Improvements | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Depreciation Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7240- DIRECT BENEFITS | 1,121,182.00 | 82,346.74 | 377,910.34 | 0.00 | 0.34 | 0.00 | 377,910.34 | 743,271.66 |
| Direct Benefits | 1,121,182.00 | 82,346.74 | 377,910.34 | 0.00 | 0.34 | 0.00 | 377,910.34 | 743,271.66 |
| 9010- INDIRECT COST ALLOCATION | 115,403.00 | 8,163.83 | 38,255.18 | 0.00 | 0.33 | 0.00 | 38,255.18 | 77,147.82 |
| TOTAL EXPENSES | 1,359,008.00 | 97,836.05 | 458,641.76 | 0.00 | 0.34 | 202.59 | 458,844.35 | 900,163.65 |
| Excess Revenue Over (Under) Expenditures | 0.00 | 40.16 | 0.00 | 0.00 | 0.00 | (202.59) | (202.59) | 202.59 |

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
November 30, 2021**

| <u>203 0 HOME ENERGY ASSISTANCE PROGRAM</u> | <u>Grant Budget</u> | <u>Current Month Actual</u> | <u>YTD Actual November 30, 2021</u> | <u>YTD Budget November 30, 2021</u> | <u>% Spent</u> | <u>YTD Encumbrance</u> | <u>Actual Plus Encumbrance</u> | <u>Budget Balance</u> |
|---|---------------------|-----------------------------|-------------------------------------|-------------------------------------|----------------|------------------------|--------------------------------|-----------------------|
| <u>Revenues</u> | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 754,299.00 | 0.00 | 738,892.51 | 754,299.00 | (0.98) | 0.00 | 738,892.51 | 15,406.49 |
| Total Revenues | 754,299.00 | 0.00 | 738,892.51 | 754,299.00 | (0.98) | 0.00 | 738,892.51 | 15,406.49 |
| <u>Expenses</u> | | | | | | | | |
| 5010- SALARIES & WAGES | 203,621.00 | 0.00 | 182,351.16 | 203,621.00 | 0.90 | 0.00 | 182,351.16 | 21,269.84 |
| 5019- SALARIES & WAGES C19 | 0.00 | 0.00 | 7,500.45 | 0.00 | 0.00 | 0.00 | 7,500.45 | (7,500.45) |
| 5020- ACCRUED VACATION PAY | 0.00 | 0.00 | 13,986.18 | 0.00 | 0.00 | 0.00 | 13,986.18 | (13,986.18) |
| 5112- HEALTH INSURANCE | 22,592.00 | 0.00 | 16,324.74 | 22,592.00 | 0.72 | 0.00 | 16,324.74 | 6,267.26 |
| 5114- WORKER'S COMPENSATION | 1,254.00 | 0.00 | 1,132.78 | 1,254.00 | 0.90 | 0.00 | 1,132.78 | 121.22 |
| 5115- Worker's Compensation C19 | 0.00 | 0.00 | 39.90 | 0.00 | 0.00 | 0.00 | 39.90 | (39.90) |
| 5116- PENSION | 11,529.00 | 0.00 | 8,063.74 | 11,529.00 | 0.70 | 0.00 | 8,063.74 | 3,465.26 |
| 5117- Pension C19 | 0.00 | 0.00 | 223.01 | 0.00 | 0.00 | 0.00 | 223.01 | (223.01) |
| 5121- FICA C19 | 0.00 | 0.00 | 559.00 | 0.00 | 0.00 | 0.00 | 559.00 | (559.00) |
| 5122- FICA | 16,131.00 | 0.00 | 14,721.93 | 16,131.00 | 0.91 | 0.00 | 14,721.93 | 1,409.07 |
| 5124- SUI | 2,356.00 | 0.00 | 2,867.57 | 2,356.00 | 1.22 | 0.00 | 2,867.57 | (511.57) |
| 5130- ACCRUED VACATION FICA | 0.00 | 0.00 | 306.39 | 0.00 | 0.00 | 0.00 | 306.39 | (306.39) |
| 6110- OFFICE SUPPLIES | 3,747.00 | 0.00 | 3,294.29 | 3,747.00 | 0.88 | 0.00 | 3,294.29 | 452.71 |
| 6112- DATA PROCESSING SUPPLIES | 16,335.00 | 0.00 | 18,523.67 | 16,335.00 | 1.13 | 0.00 | 18,523.67 | (2,188.67) |
| 6130- PROGRAM SUPPLIES | 650.00 | 0.00 | 673.47 | 650.00 | 1.04 | 0.00 | 673.47 | (23.47) |
| 6142- LINEN/LAUNDRY | 10.00 | 0.00 | 0.00 | 10.00 | 0.00 | 0.00 | 0.00 | 10.00 |
| 6170- POSTAGE & SHIPPING | 2,360.00 | 0.00 | 2,225.39 | 2,360.00 | 0.94 | 0.00 | 2,225.39 | 134.61 |
| 6180- EQUIPMENT RENTAL | 3,030.00 | 0.00 | 2,487.68 | 3,030.00 | 0.82 | 0.00 | 2,487.68 | 542.32 |
| 6181- EQUIPMENT MAINTENANCE | 4,505.00 | 0.00 | 3,190.74 | 4,505.00 | 0.71 | 0.00 | 3,190.74 | 1,314.26 |
| 6310- PRINTING & PUBLICATIONS | 10.00 | 0.00 | 0.00 | 10.00 | 0.00 | 0.00 | 0.00 | 10.00 |
| 6312- ADVERTISING & PROMOTION | 30.00 | 0.00 | 5,155.14 | 30.00 | 171.84 | 0.00 | 5,155.14 | (5,125.14) |
| 6320- TELEPHONE | 7,050.00 | 0.00 | 8,594.54 | 7,050.00 | 1.22 | 0.00 | 8,594.54 | (1,544.54) |
| 6410- RENT | 16,400.00 | 0.00 | 17,231.61 | 16,400.00 | 1.05 | 0.00 | 17,231.61 | (831.61) |
| 6420- UTILITIES/ DISPOSAL | 3,160.00 | 0.00 | 3,680.91 | 3,160.00 | 1.16 | 0.00 | 3,680.91 | (520.91) |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 10.00 | 0.00 | 0.00 | 10.00 | 0.00 | 0.00 | 0.00 | 10.00 |
| 6440- PROPERTY INSURANCE | 770.00 | 0.00 | 576.03 | 770.00 | 0.75 | 0.00 | 576.03 | 193.97 |

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
November 30, 2021**

| <u>207 0 HOME ENERGY ASSIST. PROG.</u> | <u>Grant Budget</u> | <u>Current Month Actual</u> | <u>YTD Actual November 30, 2021</u> | <u>YTD Budget November 30, 2021</u> | <u>% Spent</u> | <u>YTD Encumbran ce</u> | <u>Actual Plus Encumbran ce</u> | <u>Budget Balance</u> |
|--|-------------------------|-------------------------------------|---|---|----------------|---------------------------------|---|---------------------------|
| <u>Revenues</u> | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 684,900.00 | 24,030.78 | 367,062.95 | 407,634.00 | (0.54) | 0.00 | 367,062.95 | 317,837.05 |
| Total Revenues | 684,900.00 | 24,030.78 | 367,062.95 | 407,634.00 | (0.54) | 0.00 | 367,062.95 | 317,837.05 |
| <u>Expenses</u> | | | | | | | | |
| 5010- SALARIES & WAGES | 155,029.00 | 13,298.06 | 149,589.64 | 106,857.00 | 0.96 | 0.00 | 149,589.64 | 5,439.36 |
| 5020- ACCRUED VACATION PAY | 0.00 | 806.84 | 8,945.36 | 0.00 | 0.00 | 0.00 | 8,945.36 | (8,945.36) |
| 5112- HEALTH INSURANCE | 19,459.00 | 1,821.22 | 18,434.62 | 13,156.00 | 0.95 | 0.00 | 18,434.62 | 1,024.38 |
| 5114- WORKER'S COMPENSATION | 818.00 | (17.57) | 670.67 | 581.00 | 0.82 | 0.00 | 670.67 | 147.33 |
| 5116- PENSION | 8,479.00 | 804.05 | 7,918.24 | 5,592.00 | 0.93 | 0.00 | 7,918.24 | 560.76 |
| 5122- FICA | 12,320.00 | 1,087.31 | 11,929.59 | 8,353.00 | 0.97 | 0.00 | 11,929.59 | 390.41 |
| 5124- SUI | 1,717.00 | 0.00 | 769.57 | 1,108.00 | 0.45 | 0.00 | 769.57 | 947.43 |
| 5130- ACCRUED VACATION FICA | 0.00 | 32.58 | 145.70 | 0.00 | 0.00 | 0.00 | 145.70 | (145.70) |
| 6110- OFFICE SUPPLIES | 4,000.00 | 711.94 | 7,818.01 | 2,500.00 | 1.95 | 0.00 | 7,818.01 | (3,818.01) |
| 6112- DATA PROCESSING SUPPLIES | 15,300.00 | 1,544.52 | 15,771.16 | 15,264.00 | 1.03 | 0.00 | 15,771.16 | (471.16) |
| 6130- PROGRAM SUPPLIES | 150.00 | 0.00 | 99.44 | 10.00 | 0.66 | 0.00 | 99.44 | 50.56 |
| 6142- LINEN/LAUNDRY | 5.00 | 0.00 | 0.00 | 5.00 | 0.00 | 0.00 | 0.00 | 5.00 |
| 6170- POSTAGE & SHIPPING | 2,800.00 | 404.64 | 5,654.10 | 1,200.00 | 2.02 | 0.00 | 5,654.10 | (2,854.10) |
| 6180- EQUIPMENT RENTAL | 3,581.00 | 1,133.11 | 7,489.75 | 1,500.00 | 2.09 | 0.00 | 7,489.75 | (3,908.75) |
| 6181- EQUIPMENT MAINTENANCE | 3,005.00 | 224.17 | 1,005.19 | 1,800.00 | 0.33 | 0.00 | 1,005.19 | 1,999.81 |
| 6310- PRINTING & PUBLICATIONS | 10.00 | 0.00 | 81.18 | 25.00 | 8.12 | 0.00 | 81.18 | (71.18) |
| 6312- ADVERTISING & PROMOTION | 2,096.00 | 105.00 | 105.00 | 2,990.00 | 0.05 | 0.00 | 105.00 | 1,991.00 |
| 6320- TELEPHONE | 8,000.00 | 210.12 | 4,270.30 | 8,200.00 | 0.53 | 0.00 | 4,270.30 | 3,729.70 |
| 6410- RENT | 16,000.00 | 1,377.15 | 14,437.62 | 16,900.00 | 0.90 | 0.00 | 14,437.62 | 1,562.38 |
| 6420- UTILITIES/ DISPOSAL | 2,000.00 | 155.10 | 2,224.46 | 3,566.00 | 1.11 | 0.00 | 2,224.46 | (224.46) |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 20.00 | 0.00 | 678.61 | 20.00 | 33.93 | 468.00 | 1,146.61 | (1,126.61) |
| 6440- PROPERTY INSURANCE | 840.00 | 75.93 | 1,066.09 | 575.00 | 1.27 | 0.00 | 1,066.09 | (226.09) |
| 6520- CONSULTANTS | 800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 800.00 |
| 6524- CONTRACTS | 377,007.00 | 0.00 | 64,549.44 | 180,864.00 | 0.17 | 0.00 | 64,549.44 | 312,457.56 |
| 6530- LEGAL | 100.00 | 0.00 | 0.00 | 88.00 | 0.00 | 0.00 | 0.00 | 100.00 |

| | | | | | | | | |
|--|-------------|----------------|-------------|-------------|-------------|-----------------|-----------------|---------------|
| 6555- MEDICAL SCREENING/DEAT/STAFF | 260.00 | 0.00 | 255.50 | 0.00 | 0.98 | 0.00 | 255.50 | 4.50 |
| 6610- GAS & OIL | 30.00 | 0.00 | 80.84 | 30.00 | 2.69 | 0.00 | 80.84 | (50.84) |
| 6640- VEHICLE REPAIR & MAINTENANCE | 10.00 | 0.00 | 0.00 | 10.00 | 0.00 | 0.00 | 0.00 | 10.00 |
| 6712- STAFF TRAVEL-LOCAL | 125.00 | 17.92 | 17.92 | 125.00 | 0.14 | 0.00 | 17.92 | 107.08 |
| 6742- TRAINING - STAFF | 428.00 | 0.00 | 0.00 | 428.00 | 0.00 | 0.00 | 0.00 | 428.00 |
| 6810- BANK CHARGES | 25.00 | 0.00 | 25.00 | 0.00 | 1.00 | 0.00 | 25.00 | 0.00 |
| 6820- INTEREST EXPENSE | 1.00 | 0.00 | 0.00 | 1.00 | 0.00 | 0.00 | 0.00 | 1.00 |
| 6840- PROPERTY TAXES | 30.00 | 0.00 | 76.23 | 10.00 | 2.54 | 0.00 | 76.23 | (46.23) |
| 6850- FEES & LICENSES | 540.00 | 61.00 | 1,379.53 | 150.00 | 2.55 | 0.00 | 1,379.53 | (839.53) |
| 6852- FINGERPRINT | 0.00 | 0.00 | 17.75 | 0.00 | 0.00 | 0.00 | 17.75 | (17.75) |
| 6875- EMPLOYEE HEALTH & WELFARE | 150.00 | 25.83 | 137.00 | 60.00 | 0.91 | 10.88 | 147.88 | 2.12 |
| 7240- DIRECT BENEFITS | 8,000.00 | 0.00 | 8,386.00 | 6,000.00 | 1.05 | 0.00 | 8,386.00 | (386.00) |
| 7250- FURNACE REPAIRS/REPLACEMENT | 16,000.00 | 0.00 | 9,185.68 | 10,000.00 | 0.57 | 0.00 | 9,185.68 | 6,814.32 |
| 9010- INDIRECT COST ALLOCATION | 25,765.00 | 0.00 | 23,847.76 | 19,666.00 | 0.93 | 0.00 | 23,847.76 | 1,917.24 |
| Total Expenses | 684,900.00 | 23,878.92 | 367,062.95 | 407,634.00 | 0.54 | 478.88 | 367,541.83 | 317,358.17 |
| Excess Revenue Over (Under) | 0.00 | 151.86 | 0.00 | 0.00 | 0.00 | (478.88) | (478.88) | 478.88 |
| Expenditures | | | | | | | | |
| Beginning Net Assets - Unrestricted | 0.00 | (38.11) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | 0.00 | 113.75 | 0.00 | 0.00 | 0.00 | (478.88) | (478.88) | 478.88 |

Victims Services-Domestic Violence Program
October 1, 2020 to November 30, 2021

| <u>533 0 SHELTER BASED DV SERVICES</u> | <u>Grant Budget</u> | <u>Current Month Actual</u> | <u>YTD Actual November 30, 2021</u> | <u>YTD Budget November 30, 2021</u> | <u>% Spent</u> | <u>YTD Encumbrance</u> | <u>Actual Plus Encumbrance</u> | <u>Budget Balance</u> |
|---|----------------------------|------------------------------------|--|--|-----------------------|-------------------------------|---------------------------------------|------------------------------|
| 6530- LEGAL | 0.00 | 0.00 | 700.00 | 0.00 | 0.00 | 0.00 | 700.00 | (700.00) |
| 6540- CUSTODIAL SERVICES | 5,400.00 | 261.14 | 4,706.12 | 0.00 | 0.87 | 0.00 | 4,706.12 | 693.88 |
| 6555- MEDICAL SCREENING/DEAT/STAFF | 0.00 | 0.00 | 120.00 | 0.00 | 0.00 | 0.00 | 120.00 | (120.00) |
| 6610- GAS & OIL | 2,400.00 | 307.69 | 2,486.78 | 0.00 | 1.04 | 0.00 | 2,486.78 | (86.78) |
| 6620- VEHICLE INSURANCE | 5,160.00 | 227.01 | 3,014.69 | 0.00 | 0.58 | 0.00 | 3,014.69 | 2,145.31 |
| 6640- VEHICLE REPAIR & MAINTENANCE | 1,320.00 | 0.00 | 1,869.24 | 0.00 | 1.42 | 0.00 | 1,869.24 | (549.24) |
| 6712- STAFF TRAVEL-LOCAL | 290.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 290.00 |
| 6742- TRAINING - STAFF | 0.00 | 453.24 | 453.24 | 0.00 | 0.00 | 0.00 | 453.24 | (453.24) |
| 6830- INSURANCE & BONDING | 720.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 720.00 |
| 6832- LIABILITY INSURANCE | 972.00 | 76.50 | 1,180.70 | 0.00 | 1.21 | 0.00 | 1,180.70 | (208.70) |
| 6840- PROPERTY TAXES | 876.00 | 0.00 | 925.62 | 0.00 | 1.06 | 0.00 | 925.62 | (49.62) |
| 6850- FEES & LICENSES | 1,920.00 | 1.00 | 1,167.58 | 0.00 | 0.61 | 0.00 | 1,167.58 | 752.42 |
| 6852- FINGERPRINT | 0.00 | 0.00 | 58.75 | 0.00 | 0.00 | 0.00 | 58.75 | (58.75) |
| 6875- EMPLOYEE HEALTH & WELFARE | 0.00 | 67.54 | 568.01 | 0.00 | 0.00 | 28.43 | 596.44 | (596.44) |
| 7226- CLIENT LODGING/SHELTER | 25,720.00 | 0.00 | 8,414.40 | 0.00 | 0.33 | 0.00 | 8,414.40 | 17,305.60 |
| 7230- CLIENT FOOD | 0.00 | 0.06 | 287.21 | 0.00 | 0.00 | 0.00 | 287.21 | (287.21) |
| 7240- DIRECT BENEFITS | 800.00 | 0.00 | 46.50 | 0.00 | 0.06 | 0.00 | 46.50 | 753.50 |
| 8120- IN KIND RENT | 0.00 | 0.00 | 20,718.00 | 0.00 | 0.00 | 0.00 | 20,718.00 | (20,718.00) |
| 8130- IN KIND - OTHER | 0.00 | 0.00 | 566.00 | 0.00 | 0.00 | 0.00 | 566.00 | (566.00) |
| 9010- INDIRECT COST ALLOCATION | 95,102.00 | 3,057.27 | 55,234.91 | 0.00 | 0.58 | 0.00 | 55,234.91 | 39,867.09 |
| Total Expenses | <u>1,140,174.00</u> | <u>38,567.42</u> | <u>686,264.80</u> | <u>0.00</u> | <u>0.60</u> | <u>251.00</u> | <u>686,515.80</u> | <u>453,658.20</u> |
| Excess Revenue Over (Under) Expenditures | 0.00 | 43,120.26 | 0.00 | 0.00 | 0.00 | (251.00) | (251.00) | 251.00 |
| Beginning Net Assets - Unrestricted | 0.00 | (82.75) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | 0.00 | 43,037.51 | 0.00 | 0.00 | 0.00 | (251.00) | (251.00) | 251.00 |

**Fresno Migrant Head Start
Budget to Actual (Combined)
Period Ending Nov-21**

| Account Description | Grant Budget | Current Period | Current Mth YTD | Prior Month YTD | YTD Budget | % Spent | Encumbered | YTD Actual + Encumbered | Budget Balance |
|----------------------------------|------------------------|-------------------|---------------------|---------------------|-------------|---------------|------------------|-------------------------|-----------------------|
| REVENUES | | | | | | | | | |
| 4110 GRANT INCOME-FEDERAL | 4,735,161.00 | 315,554.10 | 1,455,768.11 | 1,140,214.01 | 0.00 | 30.74% | 25,345.91 | 1,481,114.02 | (3,254,046.98) |
| 4130 GRANT INCOME-AREA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 4210 DONATIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 4220 IN KIND CONTRIBUTIONS | 645,704.00 | 91,200.78 | 226,715.66 | 135,514.88 | 0.00 | 35.11% | 0.00 | 226,715.66 | (418,988.34) |
| 4330- SALE OF ASSETS | 0.00 | 0.00 | 2,250.00 | 2,250.00 | 0.00 | | 0.00 | 2,250.00 | 2,250.00 |
| 4390 MISC INCOME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| TOTAL REVENUES | 5,380,865.00 | 406,754.88 | 1,684,733.77 | 1,277,978.89 | 0.00 | 31.31% | 25,345.91 | 1,710,079.68 | (3,670,785.32) |
| 5010 SALARIES & WAGES | 6A 2,781,656.00 | 166,897.16 | 881,822.62 | 714,925.46 | 0.00 | 31.70% | 0.00 | 881,822.62 | (1,899,833.38) |
| 5012- DIRECTOR'S SALARY | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 5019- SALARIES & WAGES C19 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 5020 ACCRUED VACATION PAY | 6A 169,703.00 | 10,429.04 | 54,483.26 | 44,054.22 | 0.00 | 32.11% | 0.00 | 54,483.26 | (115,219.74) |
| 5112 HEALTH INSURANCE | 6B 180,114.00 | 5,642.32 | 53,741.64 | 48,099.32 | 0.00 | 29.84% | 0.00 | 53,741.64 | (126,372.36) |
| 5114 WORKER'S COMPENSATION | 6B 111,323.00 | 3,268.60 | 26,686.76 | 23,418.16 | 0.00 | 23.97% | 0.00 | 26,686.76 | (84,636.24) |
| 5115- Worker's Compensation C19 | | | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 5116 PENSION | 6B 158,842.00 | 14,606.77 | 59,981.34 | 45,374.57 | 0.00 | 37.76% | 0.00 | 59,981.34 | (98,860.66) |
| 5117- Pension C19 | | | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 5121- FICA C19 | | | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 5122 FICA | 6B 209,737.00 | 21,555.80 | 77,015.11 | 55,459.31 | 0.00 | 36.72% | 0.00 | 77,015.11 | (132,721.89) |
| 5124 SUI | 6B 41,926.00 | 4.81 | 30.62 | 25.81 | 0.00 | 0.07% | 0.00 | 30.62 | (41,895.38) |
| 5125- DIRECTOR'S FRINGE | | | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 5130 ACCRUED VACATION FRINGE | 6B 12,795.00 | 796.53 | 4,166.49 | 3,369.96 | 0.00 | 32.56% | 0.00 | 4,166.49 | (8,628.51) |
| 6714 STAFF TRAVEL-OUT OF AREA | 6C 14,950.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (14,950.00) |
| 6722 PER DIEM - STAFF | 6C 4,462.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (4,462.00) |
| 6221 EQUIPMENT OVER > \$5000 | 6D 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 6110 OFFICE SUPPLIES | 6E 20,000.00 | 92.93 | 2,113.84 | 2,020.91 | 0.00 | 10.57% | 65.99 | 2,179.83 | (17,820.17) |
| 6112 DATA PROCESSING SUPPLIES | 6E 27,000.00 | 7,716.68 | 12,525.54 | 4,808.86 | 0.00 | 46.39% | 1,475.15 | 14,000.69 | (12,999.31) |
| 6121 FOOD | 6E 4,000.00 | 2,954.19 | 2,967.32 | 13.13 | 0.00 | 74.18% | 0.00 | 2,967.32 | (1,032.68) |
| 6122 KITCHEN SUPPLIES | 6E 1,050.00 | 0.00 | 114.84 | 114.84 | 0.00 | 10.94% | 0.00 | 114.84 | (935.16) |
| 6130 PROGRAM SUPPLIES | 6E 37,966.00 | 848.34 | 12,654.68 | 11,806.34 | 0.00 | 33.33% | 11,297.69 | 23,952.37 | (14,013.63) |
| 6134 INSTRUCTIONAL SUPPLIES | 6E 4,400.00 | 228.91 | 228.91 | 0.00 | 0.00 | 5.20% | 0.00 | 228.91 | (4,171.09) |
| 6140 CUSTODIAL SUPPLIES | 6E 38,285.00 | 1,897.27 | 9,419.92 | 7,522.65 | 0.00 | 24.60% | 0.00 | 9,419.92 | (28,865.08) |
| 6142 LINEN/LAUNDRY | 6E 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6170 POSTAGE & SHIPPING | 6E 1,500.00 | 70.45 | 135.93 | 65.48 | 0.00 | 9.06% | 0.00 | 135.93 | (1,364.07) |
| 6132 MEDICAL & DENTAL SUPPLIES | 6H 140.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (140.00) |
| 6150 UNIFORM RENTAL/PURCHASE | 6H 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6180 EQUIPMENT RENTAL | 6H 21,984.00 | 3,507.56 | 7,068.30 | 3,560.74 | 0.00 | 32.15% | 0.00 | 7,068.30 | (14,915.70) |
| 6181 EQUIPMENT MAINTENANCE | 6H 18,120.00 | 4,400.04 | 6,344.33 | 1,944.29 | 0.00 | 35.01% | 0.00 | 6,344.33 | (11,775.67) |
| 6212 EQUIPMENT PURCHASES < \$500 | 6H 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6214 EQUIPMENT OVER > 500 | 6H 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6216 EQUIPMENT OVER > \$1000 | 6H 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6231 BUILDING RENOVATION | 6H 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6232 BUILDING IMPROVEMENTS | 6H 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6310 PRINTING & PUBLICATIONS | 6H 7,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (7,000.00) |
| 6312 ADVERTISING & PROMOTION | 6H 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (250.00) |
| 6320 TELEPHONE | 6H 73,782.00 | 11,314.67 | 30,589.56 | 19,274.89 | 0.00 | 41.46% | 0.00 | 30,589.56 | (43,192.44) |
| 6410 RENT | 6H 80,036.00 | 9,844.77 | 28,449.31 | 18,604.54 | 0.00 | 35.55% | 0.00 | 28,449.31 | (51,586.69) |
| 6420 UTILITIES/ DISPOSAL | 6H 53,136.00 | 5,619.04 | 17,200.20 | 11,581.16 | 0.00 | 32.37% | 0.00 | 17,200.20 | (35,935.80) |
| 6432 BUILDING REPAIRS/ MAINT | 6H 57,000.00 | 4,893.93 | 10,348.97 | 5,455.04 | 0.00 | 18.16% | 8,558.20 | 18,907.17 | (38,092.83) |
| 6433 GROUNDS MAINTENANCE | 6H 17,940.00 | 1,896.14 | 6,059.17 | 4,163.03 | 0.00 | 33.77% | 0.00 | 6,059.17 | (11,880.83) |
| 6436 PEST CONTROL | 6H 6,600.00 | 557.00 | 1,696.00 | 1,139.00 | 0.00 | 25.70% | 0.00 | 1,696.00 | (4,904.00) |
| 6437 BURGLAR & FIRE ALARM | 6H 2,155.00 | 302.54 | 1,311.20 | 1,008.66 | 0.00 | 60.84% | 0.00 | 1,311.20 | (843.80) |
| 6440 PROPERTY INSURANCE | 6H 12,048.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (12,048.00) |
| 6520 CONSULTANTS | 6H 18,590.00 | 1,800.00 | 2,220.00 | 420.00 | 0.00 | 11.94% | 0.00 | 2,220.00 | (16,370.00) |

**Fresno Migrant Head Start
Budget to Actual (Combined)
Period Ending Nov-21**

| Account Description | Grant Budget | Current Period | Current Mth YTD | Prior Month YTD | YTD Budget | % Spent | Encumbered | YTD Actual + Encumbered | Budget Balance | |
|--------------------------------------|--------------|---------------------|-------------------|---------------------|---------------------|-------------|---------------|-------------------------|---------------------|-----------------------|
| 6522 CONSULTANT EXPENSES | 6H | 800.00 | 0.00 | 70.51 | 70.51 | 0.00 | 8.81% | 0.00 | 70.51 | (729.49) |
| 6524 CONTRACTS | 6H | 24,912.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (24,912.00) |
| 6530 LEGAL | 6H | 9,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (9,000.00) |
| 6540 CUSTODIAL SERVICES | 6H | 4,776.00 | 398.00 | 1,194.00 | 796.00 | 0.00 | 25.00% | 0.00 | 1,194.00 | (3,582.00) |
| 6555 MEDICAL SCREENING/DEAT/S | 6H | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (1,000.00) |
| 6562 MEDICAL EXAM | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6564 MEDICAL FOLLOW-UP | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6566 DENTAL EXAM | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6568 DENTAL FOLLOW-UP | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6610 GAS & OIL | 6H | 10,000.00 | 1,345.96 | 3,427.99 | 2,082.03 | 0.00 | 34.28% | 0.00 | 3,427.99 | (6,572.01) |
| 6620 VEHICLE INSURANCE | 6H | 12,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (12,000.00) |
| 6630 VEHICLE LICENSE AND FEES | 6H | 0.00 | 0.00 | 430.00 | 430.00 | 0.00 | 0.00% | 0.00 | 430.00 | 430.00 |
| 6640 VEHICLE REPAIR & MAINTENANCE | 6H | 15,000.00 | 782.49 | 8,062.32 | 7,279.83 | 0.00 | 53.75% | 0.00 | 8,062.32 | (6,937.68) |
| 6712 STAFF TRAVEL-LOCAL | 6H | 28,395.00 | 869.26 | 1,923.89 | 1,054.63 | 0.00 | 6.78% | 0.00 | 1,923.89 | (26,471.11) |
| 6724 PER DIEM - PARENT | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6730 VOLUNTEER TRAVEL | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6742 TRAINING - STAFF | 6H | 10,200.00 | 2,608.34 | 4,775.34 | 2,167.00 | 0.00 | 46.82% | 0.00 | 4,775.34 | (5,424.66) |
| 6744 TRAINING - VOLUNTEER | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6745 TRAINING - PARTICIPANTS/CLIENTS | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6746 TRAINING - PARENT | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6748 EDUCATION REIMBURSEMENT | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6750 FIELD TRIPS | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6820 INTEREST EXPENSE | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6832 LIABILITY INSURANCE | 6H | 504.00 | 36.36 | 109.08 | 72.72 | 0.00 | 21.64% | 0.00 | 109.08 | (394.92) |
| 6834 STUDENT ACTIVITY INSURAN | 6H | 1,175.00 | 190.47 | 571.41 | 380.94 | 0.00 | 48.63% | 0.00 | 571.41 | (603.59) |
| 6840 PROPERTY TAXES | 6H | 5,260.00 | 1,361.86 | 1,365.69 | 3.83 | 0.00 | 25.96% | 0.00 | 1,365.69 | (3,894.31) |
| 6850 FEES & LICENSES | 6H | 17,850.00 | 1.00 | 9.00 | 8.00 | 0.00 | 0.05% | 0.00 | 9.00 | (17,841.00) |
| 6851 CPR FEES | 6H | 240.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (240.00) |
| 6852 FINGER PRINTING | 6H | 75.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (75.00) |
| 6860 DEPRECIATION EXPENSE | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6870 EMPLOYEE RECOGNITION | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 6875- EMPLOYEE HEALTH & WELFARE | 6H | 8,475.00 | 736.76 | 4,430.15 | 3,693.39 | 0.00 | 52.27% | 1,834.78 | 6,264.93 | (2,210.07) |
| 6892 CASH SHORT/OVER | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 7110 PARENT ACTIVITIES | 6H | 700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (700.00) |
| 7111- PARENT MILEAGE | 6H | 750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (750.00) |
| 7112 PARENT INVOLVEMENT | 6H | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| 7114 PC ALLOWANCE | 6H | 0.00 | 330.00 | 660.00 | 330.00 | 0.00 | 0.00% | 0.00 | 660.00 | 660.00 |
| 7116 PC FOOD | 6H | 600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (600.00) |
| 8110 INKIND SALARIES | | 560,230.00 | 76,293.03 | 181,992.41 | 105,699.38 | 0.00 | 32.49% | 0.00 | 181,992.41 | (378,237.59) |
| 8120 INKIND RENT | | 83,944.00 | 14,907.75 | 44,723.25 | 29,815.50 | 0.00 | 53.28% | 0.00 | 44,723.25 | (39,220.75) |
| 8130 INKIND OTHER | | 1,530.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | (1,530.00) |
| 9010 INDIRECT EXPENSE | 6J | 394,959.00 | 25,748.11 | 121,612.87 | 95,864.76 | 0.00 | 30.79% | 2,114.10 | 123,726.97 | (271,232.03) |
| TOTAL EXPENSES | | 5,380,865.00 | 406,754.88 | 1,684,733.77 | 1,277,978.89 | 0.00 | 31.31% | 25,345.91 | 1,710,079.68 | (3,670,785.32) |
| CHANGE IN NET ASSETS | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 |

Contract 32%

FUND #311 Basic
Madera Regional Head Start
Budget to Actual
For the period ending November 30, 2021

| Account | Grant | Current | Current Mth | Prior Mth | YTD | | | | |
|---------------------------------|---------------------|-------------------|---------------------|---------------------|---------------------|------------|------------------|------------------------|-----------------------|
| Description | Budget | Period | YTD | YTD | Budget | % Spent | Encumbered | Actual + Encumbered | Balance |
| Revenues | | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 4,110,180.00 | 245,727.49 | 1,918,902.06 | 1,673,174.57 | 1,483,807.89 | 48% | 52,635.49 | 1,971,537.55 | (2,138,642.45) |
| 4210- DONATIONS | - | - | - | - | - | 0% | - | - | - |
| 4220- IN KIND CONTRIBUTIONS | 1,039,051.00 | 73,827.02 | 290,212.45 | 216,385.43 | 358,209.00 | 28% | - | 290,212.45 | (748,838.55) |
| 4330- SALE OF ASSETS | - | - | - | - | - | 0% | - | - | - |
| 4350- RENTAL INCOME | - | - | - | - | - | 0% | - | - | - |
| 4390- MISC INCOME | - | - | - | - | - | 0% | - | - | - |
| Total Revenues | 5,149,231.00 | 319,554.51 | 2,209,114.51 | 1,889,560.00 | 1,842,016.89 | 43% | 52,635.49 | 2,261,750.00 | (2,887,481.00) |
| 5010 SALARIES & WAGES | 2,214,386.00 | 107,535.90 | 964,795.07 | 857,259.17 | 799,409.49 | 44% | - | 964,795.07 | (1,249,590.93) |
| 5019- SALARIES & WAGES C19 | - | - | - | - | - | 0% | - | - | - |
| 5020 ACCRUED VACATION PAY | 150,147.00 | 6,279.99 | 55,002.95 | 48,722.96 | 54,053.00 | 37% | - | 55,002.95 | (95,144.05) |
| 5112 HEALTH INSURANCE | 278,976.00 | 11,027.42 | 97,398.82 | 86,371.40 | 89,274.15 | 35% | - | 97,398.82 | (181,577.18) |
| 5114 WORKER'S COMPENSATION | 87,529.00 | (2,136.55) | 29,447.49 | 31,584.04 | 31,596.00 | 34% | - | 29,447.49 | (58,081.51) |
| 5115- Worker's Compensation C19 | - | - | - | - | - | 0% | - | - | - |
| 5116 PENSION | 139,381.00 | 6,590.42 | 54,742.43 | 48,152.01 | 50,318.00 | 39% | - | 54,742.43 | (84,638.57) |
| 5117- Pension C19 | - | - | - | - | - | 0% | - | - | - |
| 5121- FICA C19 | - | - | - | - | - | 0% | - | - | - |
| 5122 FICA | 165,643.00 | 8,953.19 | 76,535.19 | 67,582.00 | 59,800.00 | 46% | - | 76,535.19 | (89,107.81) |
| 5123- SUI C19 | - | - | - | - | - | 0% | - | - | - |
| 5124 SUI | 32,508.00 | 397.18 | 1,597.71 | 1,200.53 | 11,737.00 | 5% | - | 1,597.71 | (30,910.29) |
| 5130 ACCRUED VACATION FRINGE | 11,231.00 | 479.74 | 4,206.13 | 3,726.39 | 4,055.00 | 37% | - | 4,206.13 | (7,024.87) |
| 6110 OFFICE SUPPLIES | 30,070.00 | 1,272.49 | 7,623.75 | 6,351.26 | 11,093.00 | 30% | 1,255.16 | 8,878.91 | (21,191.09) |
| 6112 DATA PROCESSING | 50,000.00 | 11,432.63 | 35,622.20 | 24,189.57 | 16,715.00 | 85% | 6,845.10 | 42,467.30 | (7,532.70) |
| 6121 FOOD | 4,000.00 | 10,479.08 | 10,493.14 | 14.06 | 450.00 | 262% | - | 10,493.14 | 6,493.14 |
| 6122 KITCHEN SUPPLIES | 1,000.00 | - | 49.22 | 49.22 | 500.00 | 5% | - | 49.22 | (950.78) |
| 6130 PROGRAM SUPPLIES | 52,003.00 | 6,481.12 | 38,541.97 | 32,060.85 | 17,885.00 | 101% | 14,124.59 | 52,666.56 | 663.56 |
| 6132 MEDICAL & DENTAL SUPPLIES | 7,195.00 | - | - | - | 2,157.00 | 0% | - | - | (7,195.00) |
| 6134 INSTRUCTIONAL SUPPLIES | 22,200.00 | 449.41 | 3,232.42 | 2,783.01 | 6,891.00 | 15% | 99.33 | 3,331.75 | (18,868.25) |
| 6140 CUSTODIAL SUPPLIES | 20,200.00 | - | 5,743.69 | 5,743.69 | 6,060.00 | 30% | 400.00 | 6,143.69 | (14,056.31) |
| 6142 LINEN/LAUNDRY | 1,200.00 | - | - | - | 360.00 | 0% | - | - | (1,200.00) |
| 6150 UNIFORM RENTAL/PURCHASE | 300.00 | - | - | - | 300.00 | 0% | - | - | (300.00) |
| 6170 POSTAGE & SHIPPING | 900.00 | 135.99 | 421.22 | 285.23 | 375.00 | 47% | - | 421.22 | (478.78) |
| 6180 EQUIPMENT RENTAL | 31,200.00 | 2,399.27 | 10,287.75 | 7,888.48 | 11,635.00 | 33% | - | 10,287.75 | (20,912.25) |
| 6181 EQUIPMENT MAINTENANCE | 13,700.00 | 2,344.36 | 7,893.73 | 5,549.37 | 4,250.00 | 58% | - | 7,893.73 | (5,806.27) |
| 6221 EQUIPMENT OVER >\$5000 | - | - | - | - | - | 0% | - | - | - |
| 6231- BUILDING RENOVATION | - | - | - | - | - | 0% | - | - | - |
| 6310 PRINTING & PUBLICATIONS | 5,500.00 | - | 348.55 | 348.55 | 2,750.00 | 8% | 75.52 | 424.07 | (5,075.93) |
| 6312 ADVERTISING & PROMOTION | 1,000.00 | 62.00 | 62.00 | - | 500.00 | 6% | - | 62.00 | (938.00) |
| 6320 TELEPHONE | 48,000.00 | 17,281.69 | 110,006.61 | 92,724.92 | 20,000.00 | 229% | - | 110,006.61 | 62,006.61 |
| 6410 RENT | 113,786.00 | 15,892.72 | 95,713.99 | 79,821.27 | 46,012.00 | 84% | - | 95,713.99 | (18,072.01) |
| 6420 UTILITIES/ DISPOSAL | 76,404.00 | 6,369.08 | 46,078.04 | 39,708.96 | 31,835.00 | 60% | - | 46,078.04 | (30,325.96) |
| 6432 BUILDING REPAIRS/ MAINTEN | 45,000.00 | 2,778.50 | 30,144.00 | 27,365.50 | 18,750.00 | 71% | 1,888.19 | 32,032.19 | (12,967.81) |
| 6433 GROUNDS MAINTENANCE | 21,652.00 | 2,671.48 | 13,191.39 | 10,519.91 | 9,021.25 | 61% | - | 13,191.39 | (8,460.61) |
| 6435 BUILDING IMPROVEMENTS | - | - | - | - | - | 0% | - | - | - |
| 6436 PEST CONTROL | 5,292.00 | 639.43 | 2,894.12 | 2,254.69 | 2,205.00 | 55% | - | 2,894.12 | (2,397.88) |
| 6437 BURGLAR & FIRE ALARM | 1,630.00 | 165.22 | 1,868.12 | 1,702.90 | 1,406.00 | 115% | - | 1,868.12 | 238.12 |
| 6440 PROPERTY INSURANCE | 7,772.00 | - | 2,613.63 | 2,613.63 | 2,355.00 | 34% | - | 2,613.63 | (5,158.37) |
| 6520 CONSULTANTS | - | 682.50 | 3,567.50 | 2,885.00 | - | 0% | 12,000.00 | 15,567.50 | 15,567.50 |
| 6522 CONSULTANT EXPENSES | - | 83.96 | 515.16 | 431.20 | - | 0% | - | 515.16 | 515.16 |
| 6524 CONTRACTS | 41,930.00 | - | - | - | 11,453.00 | 0% | - | - | (41,930.00) |
| 6530 LEGAL | - | - | 2,143.75 | 2,143.75 | 700.00 | 0% | - | 2,143.75 | 2,143.75 |
| 6540 CUSTODIAL SERVICES | - | 2,340.39 | 8,913.41 | 6,573.02 | - | 0% | 11,340.00 | 20,253.41 | 20,253.41 |
| 6555 MEDICAL SCREENING/DEAT/ST | 1,500.00 | - | 725.00 | 725.00 | 800.00 | 48% | - | 725.00 | (775.00) |
| 6562 MEDICAL EXAM | - | - | - | - | - | 0% | - | - | - |
| 6564 MEDICAL FOLLOW-UP | - | - | - | - | - | 0% | - | - | - |

FUND #311 Basic
Madera Regional Head Start
Budget to Actual
For the period ending November 30, 2021

| Account | Grant | Current | Current Mth | Prior Mth | YTD | | | | |
|---|---------------------|-------------------|---------------------|---------------------|---------------------|------------|------------------|------------------------|-----------------------|
| Description | Budget | Period | YTD | YTD | Budget | % Spent | Encumbered | Actual + Encumbered | Balance |
| 6566 DENTAL EXAM | | - | | | | 0% | - | - | - |
| 6568 DENTAL FOLLOW-UP | | - | | | | 0% | - | - | - |
| 6610 GAS & OIL | 2,100.00 | 385.71 | 3,443.14 | 3,057.43 | 875.00 | 164% | - | 3,443.14 | 1,343.14 |
| 6620 VEHICLE INSURANCE | 13,992.00 | - | 2,977.54 | 2,977.54 | 5,830.00 | 21% | - | 2,977.54 | (11,014.46) |
| 6640 VEHICLE REPAIR & MAINTENA | 6,000.00 | 30.00 | 5,156.07 | 5,126.07 | 2,500.00 | 86% | - | 5,156.07 | (843.93) |
| 6712 STAFF TRAVEL-LOCAL | 4,300.00 | 218.96 | 1,907.53 | 1,688.57 | 1,290.00 | 44% | - | 1,907.53 | (2,392.47) |
| 6714 STAFF TRAVEL-OUT OF AREA | 9,500.00 | - | - | - | 9,500.00 | 0% | - | - | (9,500.00) |
| 6722 PER DIEM - STAFF | 100.00 | - | - | - | 100.00 | 0% | - | - | (100.00) |
| 6724 PER DIEM - PARENT | - | - | - | - | - | 0% | - | - | - |
| 6730 VOLUNTEER TRAVEL | - | - | - | - | - | 0% | - | - | - |
| 6742 TRAINING - STAFF | 10,000.00 | 59.69 | 15,810.31 | 15,750.62 | 5,100.00 | 158% | - | 15,810.31 | 5,810.31 |
| 6744 TRAINING VOLUNTEERS | - | - | - | - | - | 0% | - | - | - |
| 6746 TRAINING PARENTS | - | - | - | - | - | 0% | - | - | - |
| 6748 EDUCATION REIMBURSEMENT | - | - | - | - | - | 0% | - | - | - |
| 6750 FIELD TRIPS | 2,800.00 | - | - | - | - | 0% | - | - | (2,800.00) |
| 6810 BANK CHARGES | - | - | - | - | - | 0% | - | - | - |
| 6820 INTEREST CHARGES | | | | | | 0% | | | |
| 6832 LIABILITY INSURANCE | 840.00 | 26.93 | 160.79 | 133.86 | 350.00 | 19% | - | 160.79 | (679.21) |
| 6834 STUDENT ACTIVITY INSURANC | 2,010.00 | 205.52 | 1,029.94 | 824.42 | 603.00 | 51% | - | 1,029.94 | (980.06) |
| 6840 PROPERTY TAXES | - | - | 2.23 | 2.23 | - | 0% | - | 2.23 | 2.23 |
| 6850 FEES & LICENSES | 5,374.00 | 2.00 | 530.00 | 528.00 | 2,245.00 | 10% | - | 530.00 | (4,844.00) |
| 6851 CPR FEES | - | - | - | - | - | 0% | - | - | - |
| 6852 FINGER PRINTING | 1,500.00 | 332.26 | 556.51 | 224.25 | 750.00 | 37% | - | 556.51 | (943.49) |
| 6860 DEPRECIATION EXPENSE | | | | | | 0% | | | |
| 6870 EMPLOYEE RECOGNITION | - | - | - | - | - | 0% | - | - | - |
| 6875- EMPLOYEE HEALTH & WELFARE COSTS | 12,000.00 | 515.72 | 3,911.58 | 3,395.86 | - | 34% | 217.29 | 4,128.87 | (7,871.13) |
| 6880 VOLUNTEER RECONGNITION | - | - | - | - | - | 0% | - | - | - |
| 6892 CASH SHORT / OVER | - | - | - | - | - | 0% | - | - | - |
| 7110 PARENT ACTIVITIES | - | - | - | - | - | 0% | - | - | - |
| 7111 PARENT MILEAGE | 1,200.00 | - | 41.20 | 41.20 | 360.00 | 3% | - | 41.20 | (1,158.80) |
| 7112 PARENT INVOLVEMENT | 8,100.00 | - | - | - | 2,430.00 | 0% | - | - | (8,100.00) |
| 7114 PPC ALLOWANCE | 3,300.00 | 390.00 | 900.00 | 510.00 | 990.00 | 27% | - | 900.00 | (2,400.00) |
| 7115 PPC FOOD ALLOWANCE | - | - | - | - | - | 0% | - | - | - |
| 7116 POLICY COUN. FOOD ALLOWAN | 1,000.00 | - | - | - | 419.00 | 0% | - | - | (1,000.00) |
| 8110 IN KIND SALARIES | | | | | | 200% | | | |
| 8120 IN KIND RENT | 85,394.00 | 53,803.47 | 170,671.15 | 116,867.68 | 29,439.00 | 37% | - | 170,671.15 | 85,277.15 |
| 8130 IN KIND - OTHER | 318,251.00 | 19,826.55 | 118,959.30 | 99,132.75 | 109,716.00 | 0% | - | 118,959.30 | (199,291.70) |
| 9010 INDIRECT COST ALLOCATION | 635,406.00 | 210.00 | 582.00 | 372.00 | 219,054.00 | 0% | - | 582.00 | (634,824.00) |
| 9010 INDIRECT COST ALLOCATION | | | | | | 48% | 4,390.31 | 164,445.38 | (178,383.62) |
| Total Expenses | 5,149,231.00 | 319,554.51 | 2,209,114.51 | 1,889,560.00 | 1,842,016.89 | 44% | 52,635.49 | 2,261,750.00 | (2,887,481.00) |
| Excess Revenue Over (Under) Expenditures | - | - | - | - | - | - | - | - | - |
| | | 225,255.40 | 1,758,846.99 | 1,533,591.59 | | | | | |
| | | 20,498.24 | 160,055.08 | 139,556.83 | 9.10% | | | | |
| | | | | | | | | | |

| | |
|--------------------------------|---------------------|
| ADMINISTRATIVE EXPENSES | \$342,010.86 |
| PERCENT ADMINISTATIVE | 15.26% |
| LIMIT IS 15% | |

YTD Contract % 47.97%

Madera Migrant Head Start
Budget to Actual

For the Period Ending **11/30/2021**

Start Date 3/1/2021
Current Mnth 9.00
76%

| Account | Description | Grant Budget | Current PTD | Current Actual YTD | Previous Actual YTD | YTD Budget | % Spent | Encumbered | Actual + Encumb | Budget Balance |
|---------------------|----------------------------------|------------------|-------------------|-----------------------|------------------------|---------------------|------------|------------------|---------------------|---------------------|
| REVENUES | | | | | | | | | | |
| 4110 | GRANT INCOME-FEDERAL | 5,468,877 | 346,870.52 | 3,803,619.64 | 3,456,749.12 | 4,101,657.75 | 70% | 60,975.59 | 3,864,595.23 | 1,604,281.77 |
| 4220 | IN KIND CONTRIBUTIONS | 364,695 | 44,449.93 | 388,651.37 | 344,201.44 | 273,521.25 | 107% | - | 388,651.37 | (23,956.37) |
| 4120 | GRANT INCOME-STATE | - | - | - | - | - | - | - | - | - |
| 4390 | MISCELLANEOUS INCOME | - | - | 54,901.33 | 54,901.33 | - | - | - | 54,901.33 | (54,901.33) |
| | TOTAL REVENUES | 5,833,572 | 391,320.45 | 4,247,172.34 | 3,855,851.89 | 4,375,179.00 | 73% | 60,975.59 | 4,308,147.93 | 1,525,424.07 |
| EXPENDITURES | | | | | | | | | | |
| 5010 | Salaries & Wages | 2,983,231 | 177,704.77 | 2,049,708.53 | 1,872,003.76 | 2,237,423.25 | 69% | - | 2,049,708.53 | 933,522.47 |
| 5020 | Accrued Vacation Pay | 182,000 | 10,833.20 | 124,871.82 | 114,038.62 | 136,500.00 | 69% | - | 124,871.82 | 57,128.18 |
| 5112 | Health Insurance | 321,025 | 18,451.62 | 234,383.68 | 215,932.06 | 240,768.75 | 73% | - | 234,383.68 | 86,641.32 |
| 5114 | Worker's Compensation | 95,848 | (152.90) | 70,555.76 | 70,708.66 | 71,886.00 | 74% | - | 70,555.76 | 25,292.24 |
| 5116 | Pension | 149,365 | 10,115.31 | 116,990.34 | 106,875.03 | 112,023.75 | 78% | - | 116,990.34 | 32,374.66 |
| 5122 | FICA | 222,552 | 13,909.74 | 161,604.01 | 147,694.27 | 166,914.00 | 73% | - | 161,604.01 | 60,947.99 |
| 5124 | SUI | 37,910 | (21.43) | 4,568.68 | 4,590.11 | 28,432.50 | 12% | - | 4,568.68 | 33,341.32 |
| 5130 | Accrued Vacation Fringe | 13,200 | 831.55 | 9,592.85 | 8,761.30 | 9,900.00 | 73% | - | 9,592.85 | 3,607.15 |
| 6110 | Office supplies | 25,003 | 2,505.08 | 15,296.04 | 12,790.96 | 18,752.25 | 61% | 3,310.76 | 18,606.80 | 6,396.20 |
| 6112 | Data Processing Supplies | 89,745 | 3,944.98 | 76,292.31 | 72,347.33 | 67,308.75 | 85% | 297.31 | 76,589.62 | 13,155.38 |
| 6121 | Food | 9,500 | 96.30 | 5,954.08 | 5,857.78 | 7,125.00 | 63% | - | 5,954.08 | 3,545.92 |
| 6122 | Kitchen Supplies | 1,250 | - | - | - | 937.50 | 0% | - | - | 1,250.00 |
| 6130 | Program Supplies | 171,474 | 3,285.13 | 53,646.28 | 50,361.15 | 128,605.50 | 31% | 7,595.28 | 61,241.56 | 110,232.44 |
| 6132 | Medical & Dental Supplies | 15,000 | - | 5,433.83 | 5,433.83 | 11,250.00 | 36% | - | 5,433.83 | 9,566.17 |
| 6134 | Instructional Supplies | 25,000 | - | 4,488.19 | 4,488.19 | 18,750.00 | 18% | 10,684.75 | 15,172.94 | 9,827.06 |
| 6140 | Custodial Supplies | 42,000 | 15.57 | 19,795.10 | 19,779.53 | 31,500.00 | 47% | - | 19,795.10 | 22,204.90 |
| 6142 | Linen / Laundry | - | - | - | - | - | - | - | - | - |
| 6143 | Furnishing | 15,000 | - | 11,928.61 | 11,928.61 | 11,250.00 | - | 3,815.27 | 15,743.88 | (743.88) |
| 6150 | Uniform Rental / Purchases | 300 | - | 150.00 | 150.00 | 225.00 | 50% | - | 150.00 | 150.00 |
| 6170 | Postage & Shipping | 650 | 73.54 | 348.46 | 274.92 | 487.50 | 54% | - | 348.46 | 301.54 |
| 6221 | Equipment Over > \$5,000 | 52,844 | 15,816.94 | 66,709.49 | 50,892.55 | 39,633.00 | 126% | 14,604.11 | 81,313.60 | (28,469.60) |
| 6233 | Land Improvements | - | - | - | - | - | - | - | - | - |
| 6180 | Equipment Rental | 22,500 | 2,278.18 | 16,438.29 | 14,160.11 | 16,875.00 | 73% | - | 16,438.29 | 6,061.71 |
| 6181 | Equipment Maintenance | 13,350 | 5,286.11 | 10,665.40 | 5,379.29 | 10,012.50 | 80% | 500.00 | 11,165.40 | 2,184.60 |
| 6310 | Printing & Publications | 5,500 | 2,825.33 | 7,862.68 | 5,037.35 | 4,125.00 | 143% | - | 7,862.68 | (2,362.68) |
| 6312 | Advertising & Promotion | - | 61.00 | 61.00 | - | - | - | - | 61.00 | (61.00) |
| 6320 | Telephone | 36,017 | 12,626.97 | 97,358.41 | 84,731.44 | 27,012.75 | 270% | - | 97,358.41 | (61,341.41) |
| 6410 | Rent | 98,130 | 14,656.28 | 118,471.49 | 103,815.21 | 73,597.50 | 121% | - | 118,471.49 | (20,341.49) |
| 6420 | Utilities / Disposal | 103,150 | 8,577.25 | 82,573.96 | 73,996.71 | 77,362.50 | 80% | - | 82,573.96 | 20,576.04 |
| 6432 | Building Repairs / Maintenance | 48,600 | 3,244.57 | 40,627.35 | 37,382.78 | 36,450.00 | 84% | 3,338.19 | 43,965.54 | 4,634.46 |
| 6433 | Grounds Maintenance | 34,400 | 2,214.73 | 31,700.72 | 29,485.99 | 25,800.00 | 92% | - | 31,700.72 | 2,699.28 |
| 6436 | Pest Control | 2,600 | 473.37 | 2,181.61 | 1,708.24 | 1,950.00 | 84% | - | 2,181.61 | 418.39 |
| 6437 | Burglar & Fire Alarm | 1,200 | 219.74 | 4,304.74 | 4,085.00 | 900.00 | 359% | - | 4,304.74 | (3,104.74) |
| 6440 | Property Insurance | 16,300 | - | 8,395.75 | 8,395.75 | 12,225.00 | 52% | - | 8,395.75 | 7,904.25 |
| 6521 / 6520 | Consultants | 45,000 | 1,137.50 | 1,625.00 | 487.50 | 33,750.00 | 4% | 10,000.00 | 11,625.00 | 33,375.00 |
| 6522 | Consultants Expense | 100 | 177.52 | 262.64 | 85.12 | 75.00 | 263% | - | 262.64 | (162.64) |
| 6524 | Contracts | - | - | - | - | - | - | - | - | - |
| 6530 | Legal | 6,500 | - | 2,531.25 | 2,531.25 | 4,875.00 | 39% | - | 2,531.25 | 3,968.75 |
| 6540 | Custodial Services | 47,100 | 6,204.16 | 46,558.42 | 40,354.26 | 35,325.00 | 99% | - | 46,558.42 | 541.58 |
| 6555 | Medical Screening / DEAT / Staff | 2,800 | - | 1,813.31 | 1,813.31 | 2,100.00 | 65% | - | 1,813.31 | 986.69 |
| 6562 | Medical Exam | - | - | - | - | - | #DIV/0! | - | - | - |
| 6564 | Medical Follow-up | - | - | - | - | - | - | - | - | - |
| 6566 | Dental Exam | - | - | - | - | - | #DIV/0! | - | - | - |

| Account | Description | Grant Budget | Current PTD | Current Actual YTD | Previous Actual YTD | YTD Budget | % Spent | Encumbered | Actual + Encumb | Budget Balance | 76% |
|-----------------------------------|------------------------------|------------------|-------------------|-----------------------|------------------------|---------------------|------------|------------------|---------------------|---------------------|-----|
| 6568 | Dental Follow-up | - | - | - | - | - | - | - | - | - | - |
| 6610 | Gas & Oil | 5,600 | 544.11 | 4,463.37 | 3,919.26 | 4,200.00 | 80% | - | 4,463.37 | 1,136.63 | |
| 6620 | Vehicle Insurance | 17,800 | - | 6,243.79 | 6,243.79 | 13,350.00 | 35% | - | 6,243.79 | 11,556.21 | |
| 6630 | Vehicle License & Fees | - | - | - | - | - | - | - | - | - | |
| 6640 | Vehicle Repair & Maintenance | 11,700 | 13.21 | 11,740.18 | 11,726.97 | 8,775.00 | 100% | - | 11,740.18 | (40.18) | |
| 6712 | Staff Travel-Local | 300 | - | 8.96 | 8.96 | 225.00 | 3% | - | 8.96 | 291.04 | |
| 6714 | Staff Travel-Out of Area | 463 | - | - | - | 347.25 | 0% | - | - | 463.00 | |
| 6722 | Per Diem-Staff | - | - | - | - | - | - | - | - | - | |
| 6724 | Per Diem-Parent | - | - | - | - | - | - | - | - | - | |
| 6730 | Volunteer Travel | - | - | - | - | - | - | - | - | - | |
| 6742 | Training - Staff | 6,050 | (202.42) | 2,265.24 | 2,467.66 | 4,537.50 | 37% | - | 2,265.24 | 3,784.76 | |
| 6746 | Training - Parent | - | - | - | - | - | - | - | - | - | |
| 6748 | Education Reimbursement | - | - | - | - | - | - | - | - | - | |
| 6750 | Field Trips | - | - | - | - | - | - | - | - | - | |
| 6810 | Bank Charges | - | - | - | - | - | - | - | - | - | |
| 6820 | Interest Expense | - | - | - | - | - | - | - | - | - | |
| 6832 | Liability Insurance | 640 | 37.72 | 319.18 | 281.46 | 480.00 | 50% | - | 319.18 | 320.82 | |
| 6834 | Student Activity Insurance | 2,200 | 217.23 | 1,555.33 | 1,338.10 | 1,650.00 | 71% | - | 1,555.33 | 644.67 | |
| 6840 | Property Taxes | - | - | 1.48 | 1.48 | - | - | - | 1.48 | (1.48) | |
| 6850 | Fees & Licenses | 10,000 | 9.00 | 306.63 | 297.63 | 7,500.00 | 3% | - | 306.63 | 9,693.37 | |
| 6852 | Finger Printing | 900 | 111.74 | 634.99 | 523.25 | 675.00 | 71% | - | 634.99 | 265.01 | |
| 6860 | Depreciation Expense | - | - | - | - | - | - | - | - | - | |
| 6875 | Employee Health & Welfare | 8,730 | 687.63 | 5,833.27 | 5,145.64 | 6,547.50 | 67% | 2,962.09 | 8,795.36 | (65.36) | |
| 7110 | Parent Activities | 9,000 | - | - | - | 6,750.00 | 0% | - | - | 9,000.00 | |
| 7111 | Parent Mileage | 400 | - | 253.98 | 253.98 | 300.00 | 64% | - | 253.98 | 146.02 | |
| 7112 | Parent Involvement | 2,600 | 451.48 | 451.48 | - | 1,950.00 | 17% | - | 451.48 | 2,148.52 | |
| 7114 | PPC Allowance | 3,600 | - | 2,030.00 | 2,030.00 | 2,700.00 | 56% | - | 2,030.00 | 1,570.00 | |
| 7116 | PPC Food Allowance | 1,000 | (4.37) | 389.09 | 393.46 | 750.00 | 39% | - | 389.09 | 610.91 | |
| 8110 | In-Kind Salaries | 238,563 | 34,022.27 | 294,802.43 | 260,780.16 | 178,922.25 | 124% | - | 294,802.43 | (56,239.43) | |
| 8120 | In-Kind Rent | 125,132 | 10,427.66 | 93,848.94 | 83,421.28 | 93,849.00 | 75% | - | 93,848.94 | 31,283.06 | |
| 8130 | In-Kind Other | 1,000 | - | - | - | 750.00 | 0% | - | - | 1,000.00 | |
| 9010 | In-Direct Cost Allocation | 451,750 | 27,613.08 | 316,273.92 | 288,660.84 | 338,812.50 | 70% | 3,867.83 | 320,141.75 | 131,608.25 | |
| Total Expenses | | 5,833,572 | 391,320.45 | 4,247,172.34 | 3,855,851.89 | 4,375,179.00 | 73% | 60,975.59 | 4,308,147.93 | 1,525,424.07 | |
| Excess Revenue Over | | - | - | - | - | - | - | - | - | - | |
| Total Expenses w/o In Kind | | 5,468,877 | 346,870.52 | 3,858,520.97 | 3,511,650.45 | | | | 3,919,496.56 | 1,549,380.44 | |
| In-Kind | | 364,695 | 44,449.93 | | | | | | 71.67% | | |

| | |
|-------------------------------------|------------------|
| ADMINISTRATION BUDGET LIMIT | \$616,514 |
| YEAR-TO DATE ADMIN EXP. | \$420,511 |
| PERCENT OF TOTAL EXPENSES | 6.55% |
| ADMINISTRATION LIMIT IS 9.5% | |

| | |
|----------------------|-------------------|
| ID Cost Calc. @ 9.1% | 316,273.92 |
| | 316,273.92 |

State Migrant Full-Day Program - Basic Program

Budget to Actual

For the Period Ending

11/30/2021

Start Date **7/1/2021**
 Current Mnth **5**
 45%

| Account | Description | Budget | MTD | Current Actual YTD | Previous Actual YTD | YTD Budget | % Spent | Encumbered | Actual + Encumb | Budget Balance |
|---------------------|-------------------------------|----------------|------------------|--------------------|---------------------|----------------|---------------|------------|-------------------|-------------------|
| REVENUES | | | | | | | | | | |
| 4120 | GRANT INCOME-STATE | 750,881 | 99,615.45 | 341,307.74 | 241,692.29 | 312,867 | 45.45% | - | 341,307.74 | 409,573.26 |
| 4220 | IN KIND CONTRIBUTIONS | - | - | - | - | - | - | - | - | - |
| 4315 | CHILD CRE REVENUE-STATE | - | - | - | - | - | - | - | - | - |
| 4350 | RENTAL INCOME | - | - | - | - | - | - | - | - | - |
| | TOTAL REVENUES | 750,881 | 99,615.45 | 341,307.74 | 241,692.29 | 312,867 | 45.45% | - | 341,307.74 | 409,573.26 |
| EXPENDITURES | | | | | | | | | | |
| 5010 | SALARIES & WAGES | 496,680 | 66,600.43 | 226,597.26 | 159,996.83 | 206,950 | 45.62% | - | 226,597.26 | 270,082.74 |
| 5020 | ACCRUED VACATION PAY | 31,000 | 4,024.67 | 13,755.24 | 9,730.57 | 12,917 | 44.37% | - | 13,755.24 | 17,244.76 |
| 5112 | HEALTH INSURANCE | 56,742 | 10,219.16 | 29,330.40 | 19,111.24 | 23,643 | 51.69% | - | 29,330.40 | 27,411.60 |
| 5114 | WORKER'S COMPENSATION | 22,734 | 364.89 | 8,173.81 | 7,808.92 | 9,473 | 35.95% | - | 8,173.81 | 14,560.19 |
| 5116 | PENSION | 27,992 | 3,613.32 | 13,004.50 | 9,391.18 | 11,663 | 46.46% | - | 13,004.50 | 14,987.50 |
| 5122 | FICA | 36,367 | 5,150.99 | 17,121.70 | 11,970.71 | 15,153 | 47.08% | - | 17,121.70 | 19,245.30 |
| 5124 | SUI | 6,610 | 146.05 | 371.91 | 225.86 | 2,754 | 5.63% | - | 371.91 | 6,238.09 |
| 5130 | ACCRUED VACATION FRINGE | 2,100 | 303.61 | 1,010.01 | 706.40 | 875 | 48.10% | - | 1,010.01 | 1,089.99 |
| 6110 | OFFICE SUPPLIES | 673 | - | - | - | 280 | - | - | - | 673.00 |
| 6112 | DATA PROCESSING SUPPLIES | - | - | - | - | - | - | - | - | - |
| 6121 | FOOD | - | - | - | - | - | - | - | - | - |
| 6122 | KITCHEN SUPPLIES | - | - | - | - | - | - | - | - | - |
| 6130 | PROGRAM SUPPLIES | 3,202 | 804.66 | 804.66 | - | 1,334 | 25.13% | - | 804.66 | 2,397.34 |
| 6132 | MEDICAL & DENTAL SUPPLIES | - | - | - | - | - | - | - | - | - |
| 6134 | INSTRUCTIONAL SUPPLIES | - | - | - | - | - | - | - | - | - |
| 6140 | CUSTODIAL SUPPLIES | 2,700 | - | 1,600.90 | 1,600.90 | 1,125 | 59.29% | - | 1,600.90 | 1,099.10 |
| 6170 | POSTAGE & SHIPPING | - | - | - | - | - | - | - | - | - |
| 6180 | EQUIPMENT RENTAL | - | - | - | - | - | - | - | - | - |
| 6181 | EQUIPMENT MAINTENANCE | - | - | - | - | - | - | - | - | - |
| 6221 | EQUIPMENT OVER > \$5000 | - | - | - | - | - | - | - | - | - |
| 6310 | PRINTING & PUBLICATIONS | - | - | - | - | - | - | - | - | - |
| 6312 | ADVERTISING & PROMOTION | - | - | - | - | - | - | - | - | - |
| 6320 | TELEPHONE | - | - | - | - | - | - | - | - | - |
| 6410 | RENT | - | - | - | - | - | - | - | - | - |
| 6420 | UTILITIES/ DISPOSAL | - | - | - | - | - | - | - | - | - |
| 6432 | BUILDING REPAIRS/ MAINTENANCE | - | - | - | - | - | - | - | - | - |
| 6433 | GROUPS MAINTENANCE | - | - | - | - | - | - | - | - | - |
| 6540 | CUSTODIAL SERVICES | - | - | - | - | - | - | - | - | - |
| 6610 | GAS & OIL | 320 | 75.98 | 375.94 | 299.96 | 133 | 117.48% | - | 375.94 | (55.94) |
| 6620 | VEHICLE INSURANCE | 810 | - | 66.65 | 66.65 | 338 | 8.23% | - | 66.65 | 743.35 |
| 6630 | VEHICLE LICENSE & FEES | - | - | - | - | - | - | - | - | - |
| 6640 | VEHICLE REPAIR & MAINTENANCE | 320 | 2.79 | 626.37 | 623.58 | 133 | 195.74% | - | 626.37 | (306.37) |
| 6742 | TRAINING - STAFF | - | - | - | - | - | - | - | - | - |
| 6834 | STUDENT ACTIVITY INSURANCE | - | - | - | - | - | - | - | - | - |
| 6850 | FEES & LICENSES | - | - | - | - | - | - | - | - | - |
| 6852 | FINGER PRINTING | - | - | - | - | - | - | - | - | - |
| 6875 | EE HEALTH & WELFARE COSTS | - | - | - | - | - | - | - | - | - |
| 9010 | INDIRECT COST ALLOCATION | 62,631 | 8,308.90 | 28,468.39 | 20,159.49 | 26,096 | 45.45% | - | 28,468.39 | 34,162.61 |
| | Total Expenses | 750,881 | 99,615.45 | 341,307.74 | 241,692.29 | 312,867 | 45.45% | - | 341,307.74 | 409,573.26 |
| | | | | | | | | | 45.5% | |

| |
|------------------------|
| In Direct Calc. @ 9.1% |
| 28,468.39 |
| 28,468.39 Total |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|--------------------|----------------------------|------------------------------------|------------------------------------|--------------------|--------------------------|----------------------------|------------------------|
| 309 0 EARLY HEAD START T&TA | | | | | | | | |
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 13,373.00 | 0.00 | 10,177.37 | 0.00 | (0.76) | 0.00 | 10,177.37 | 3,195.63 |
| Total Revenues | <u>13,373.00</u> | <u>0.00</u> | <u>10,177.37</u> | <u>0.00</u> | <u>(0.76)</u> | <u>0.00</u> | <u>10,177.37</u> | <u>3,195.63</u> |
| Expenses | | | | | | | | |
| 6110- OFFICE SUPPLIES | 478.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 478.00 |
| 6130- PROGRAM SUPPLIES | 0.00 | 0.00 | 4,000.48 | 0.00 | 0.00 | 0.00 | 4,000.48 | (4,000.48) |
| 6714- STAFF TRAVEL-OUT OF AREA | 5,050.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,050.00 |
| 6722- PER DIEM - STAFF | 1,020.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,020.00 |
| 6742- TRAINING - STAFF | 3,710.00 | 0.00 | 5,328.00 | 0.00 | 1.44 | 2,375.00 | 7,703.00 | (3,993.00) |
| 6850- FEES & LICENSES | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 9010- INDIRECT COST ALLOCATION | 1,115.00 | 0.00 | 848.89 | 0.00 | 0.76 | 0.00 | 848.89 | 266.11 |
| Total Expenses | <u>13,373.00</u> | <u>0.00</u> | <u>10,177.37</u> | <u>0.00</u> | <u>0.76</u> | <u>2,375.00</u> | <u>12,552.37</u> | <u>820.63</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(2,375.00)</u> | <u>(2,375.00)</u> | <u>2,375.00</u> |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(2,375.00)</u> | <u>(2,375.00)</u> | <u>2,375.00</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|--------------------|----------------------------|------------------------------------|------------------------------------|--------------------|------------------------|----------------------------|----------------------|
| 310 0 HEAD START-MADERA REG. T&TA | | | | | | | | |
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 46,025.00 | 3,605.42 | 31,788.62 | 0.00 | (0.69) | 0.00 | 31,788.62 | 14,236.38 |
| Total Revenues | <u>46,025.00</u> | <u>3,605.42</u> | <u>31,788.62</u> | <u>0.00</u> | <u>(0.69)</u> | <u>0.00</u> | <u>31,788.62</u> | <u>14,236.38</u> |
| Expenses | | | | | | | | |
| 6121- FOOD | 0.00 | 0.00 | 2,634.96 | 0.00 | 0.00 | 0.00 | 2,634.96 | (2,634.96) |
| 6130- PROGRAM SUPPLIES | 2,071.00 | 3,025.00 | 16,624.52 | 0.00 | 8.03 | 0.00 | 16,624.52 | (14,553.52) |
| 6310- PRINTING & PUBLICATIONS | 2,443.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,443.00 |
| 6410- RENT | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 6714- STAFF TRAVEL-OUT OF AREA | 5,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,100.00 |
| 6722- PER DIEM - STAFF | 2,202.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,202.00 |
| 6742- TRAINING - STAFF | 23,095.00 | 279.70 | 9,877.60 | 0.00 | 0.43 | 105.00 | 9,982.60 | 13,112.40 |
| 6850- FEES & LICENSES | 6,275.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,275.00 |
| 9010- INDIRECT COST ALLOCATION | 3,839.00 | 300.72 | 2,651.54 | 0.00 | 0.69 | 0.00 | 2,651.54 | 1,187.46 |
| Total Expenses | <u>46,025.00</u> | <u>3,605.42</u> | <u>31,788.62</u> | <u>0.00</u> | <u>0.69</u> | <u>105.00</u> | <u>31,893.62</u> | <u>14,131.38</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(105.00)</u> | <u>(105.00)</u> | <u>105.00</u> |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(105.00)</u> | <u>(105.00)</u> | <u>105.00</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| 312 0 EARLY HEAD START - MADERA | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|-------------------------------------|-------------------|----------------------------|------------------------------------|------------------------------------|---------------|--------------------|----------------------------|-------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 608,451.00 | 45,014.37 | 295,627.99 | 0.00 | (0.49) | 0.00 | 295,627.99 | 312,823.01 |
| 4220- IN KIND CONTRIBUTIONS | 155,456.00 | 425.00 | 43,457.23 | 0.00 | (0.28) | 0.00 | 43,457.23 | 111,998.77 |
| Total Revenues | <u>763,907.00</u> | <u>45,439.37</u> | <u>339,085.22</u> | <u>0.00</u> | <u>(0.44)</u> | <u>0.00</u> | <u>339,085.22</u> | <u>424,821.78</u> |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 278,788.00 | 22,625.63 | 154,007.75 | 0.00 | 0.55 | 0.00 | 154,007.75 | 124,780.25 |
| 5020- ACCRUED VACATION PAY | 15,523.00 | 1,562.35 | 11,358.99 | 0.00 | 0.73 | 0.00 | 11,358.99 | 4,164.01 |
| 5112- HEALTH INSURANCE | 14,253.00 | 2,273.88 | 12,806.92 | 0.00 | 0.90 | 0.00 | 12,806.92 | 1,446.08 |
| 5114- WORKER'S COMPENSATION | 3,088.00 | (9.12) | 1,416.93 | 0.00 | 0.46 | 0.00 | 1,416.93 | 1,671.07 |
| 5116- PENSION | 16,716.00 | 1,560.99 | 9,573.75 | 0.00 | 0.57 | 0.00 | 9,573.75 | 7,142.25 |
| 5122- FICA | 21,838.00 | 1,913.17 | 11,945.12 | 0.00 | 0.55 | 0.00 | 11,945.12 | 9,892.88 |
| 5124- SUI | 5,862.00 | 0.00 | 0.27 | 0.00 | 0.00 | 0.00 | 0.27 | 5,861.73 |
| 5130- ACCRUED VACATION FRINGE | 0.00 | 119.53 | 868.95 | 0.00 | 0.00 | 0.00 | 868.95 | (868.95) |
| 6110- OFFICE SUPPLIES | 10,500.00 | 559.11 | 1,624.08 | 0.00 | 0.15 | 1.04 | 1,625.12 | 8,874.88 |
| 6112- DATA PROCESSING SUPPLIES | 5,000.00 | 297.90 | 3,554.34 | 0.00 | 0.71 | 0.00 | 3,554.34 | 1,445.66 |
| 6122- KITCHEN SUPPLIES | 1,776.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,776.00 |
| 6130- PROGRAM SUPPLIES | 28,406.00 | 163.89 | 4,722.94 | 0.00 | 0.17 | 1,483.01 | 6,205.95 | 22,200.05 |
| 6132- MEDICAL & DENTAL SUPPLIES | 8,400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,324.67 | 2,324.67 | 6,075.33 |
| 6134- INSTRUCTIONAL SUPPLIES | 4,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,200.00 |
| 6140- CUSTODIAL SUPPLIES | 2,400.00 | 0.00 | 427.09 | 0.00 | 0.18 | 0.00 | 427.09 | 1,972.91 |
| 6143- FURNISHINGS | 0.00 | 0.00 | 2,128.20 | 0.00 | 0.00 | 0.00 | 2,128.20 | (2,128.20) |
| 6170- POSTAGE & SHIPPING | 300.00 | 0.00 | (8.53) | 0.00 | (0.03) | 0.00 | (8.53) | 308.53 |
| 6180- EQUIPMENT RENTAL | 3,240.00 | 425.84 | 1,338.94 | 0.00 | 0.41 | 0.00 | 1,338.94 | 1,901.06 |
| 6181- EQUIPMENT MAINTENANCE | 6,600.00 | 3.94 | 177.25 | 0.00 | 0.03 | 0.00 | 177.25 | 6,422.75 |
| 6310- PRINTING & PUBLICATIONS | 840.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10.53 | 10.53 | 829.47 |
| 6312- ADVERTISING & PROMOTION | 0.00 | 62.00 | 62.00 | 0.00 | 0.00 | 0.00 | 62.00 | (62.00) |
| 6320- TELEPHONE | 26,400.00 | 1,052.55 | 9,208.29 | 0.00 | 0.35 | 0.00 | 9,208.29 | 17,191.71 |
| 6410- RENT | 56,220.00 | 4,221.36 | 26,040.42 | 0.00 | 0.46 | 0.00 | 26,040.42 | 30,179.58 |
| 6420- UTILITIES/ DISPOSAL | 9,600.00 | 3,509.39 | 6,816.10 | 0.00 | 0.71 | 0.00 | 6,816.10 | 2,783.90 |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 900.00 | 0.00 | 2,535.92 | 0.00 | 2.82 | 0.00 | 2,535.92 | (1,635.92) |
| 6433- GROUNDS MAINTENANCE | 1,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,200.00 |
| 6436- PEST CONTROL | 600.00 | 236.20 | 534.20 | 0.00 | 0.89 | 0.00 | 534.20 | 65.80 |
| 6437- BURGLAR & FIRE ALARM | 216.00 | 19.50 | 115.58 | 0.00 | 0.54 | 0.00 | 115.58 | 100.42 |
| 6440- PROPERTY INSURANCE | 2,880.00 | 0.00 | 549.56 | 0.00 | 0.19 | 0.00 | 549.56 | 2,330.44 |
| 6520- CONSULTANTS | 0.00 | 325.00 | 325.00 | 0.00 | 0.00 | 2,000.00 | 2,325.00 | (2,325.00) |
| 6522- CONSULTANT EXPENSES | 0.00 | 12.32 | 12.32 | 0.00 | 0.00 | 0.00 | 12.32 | (12.32) |
| 6524- CONTRACTS | 10,168.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,168.00 |
| 6530- LEGAL | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 6540- CUSTODIAL SERVICES | 0.00 | 103.50 | 765.78 | 0.00 | 0.00 | 0.00 | 765.78 | (765.78) |
| 6610- GAS & OIL | 420.00 | 47.59 | 140.26 | 0.00 | 0.33 | 0.00 | 140.26 | 279.74 |
| 6620- VEHICLE INSURANCE | 1,740.00 | 0.00 | 468.91 | 0.00 | 0.27 | 0.00 | 468.91 | 1,271.09 |
| 6640- VEHICLE REPAIR & MAINTENANCE | 1,500.00 | 8.00 | 3,859.38 | 0.00 | 2.57 | 0.00 | 3,859.38 | (2,359.38) |
| 6712- STAFF TRAVEL-LOCAL | 1,218.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,218.00 |
| 6714- STAFF TRAVEL-OUT OF AREA | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|--------------------|----------------------------|------------------------------------|------------------------------------|--------------------|--------------------------|----------------------------|------------------------|
| 312 0 EARLY HEAD START - MADERA | | | | | | | | |
| 6742- TRAINING - STAFF | 6,000.00 | 0.00 | 3,119.05 | 0.00 | 0.52 | 0.00 | 3,119.05 | 2,880.95 |
| 6748- EDUCATION REIMBURSEMENT | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 6750- FIELD TRIPS | 1,260.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,260.00 |
| 6834- STUDENT ACTIVITY INSURANCE | 732.00 | 35.09 | 243.13 | 0.00 | 0.33 | 0.00 | 243.13 | 488.87 |
| 6840- PROPERTY TAXES | 0.00 | 0.00 | 0.07 | 0.00 | 0.00 | 0.00 | 0.07 | (0.07) |
| 6850- FEES & LICENSES | 1,200.00 | 1.00 | 2.00 | 0.00 | 0.00 | 0.00 | 2.00 | 1,198.00 |
| 6875- EMPLOYEE HEALTH & WELFARE | 0.00 | 40.93 | 168.78 | 0.00 | 0.00 | 17.25 | 186.03 | (186.03) |
| 7111- PARENT MILEAGE | 56.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 56.00 |
| 7112- PARENT INVOLVEMENT | 3,060.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,060.00 |
| 7114- PC ALLOWANCE | 100.00 | 30.00 | 60.00 | 0.00 | 0.60 | 0.00 | 60.00 | 40.00 |
| 8110- IN KIND SALARIES | 154,356.00 | 425.00 | 43,457.23 | 0.00 | 0.28 | 0.00 | 43,457.23 | 110,898.77 |
| 8130- IN KIND - OTHER | 1,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,100.00 |
| 9010- INDIRECT COST ALLOCATION | 50,751.00 | 3,754.64 | 24,658.25 | 0.00 | 0.49 | 0.00 | 24,658.25 | 26,092.75 |
| Total Expenses | <u>763,907.00</u> | <u>45,381.18</u> | <u>339,085.22</u> | <u>0.00</u> | <u>0.44</u> | <u>5,836.50</u> | <u>344,921.72</u> | <u>418,985.28</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>58.19</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(5,836.50)</u> | <u>(5,836.50)</u> | <u>5,836.50</u> |
| Beginning Net Assets - Unrestricted | <u>0.00</u> | <u>(4,132.45)</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Beginning Net Assets - Board Designated | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Ending Net Assets | <u>0.00</u> | <u>(4,074.26)</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(5,836.50)</u> | <u>(5,836.50)</u> | <u>5,836.50</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|--------------------|----------------------------|------------------------------------|------------------------------------|--------------------|--------------------|----------------------------|---------------------------|
| 319 0 MADERA STATE CSPP/RHS LAYERED | | | | | | | | |
| Revenues | | | | | | | | |
| 4120- GRANT INCOME-STATE | 761,724.00 | 68,470.00 | 320,951.00 | 0.00 | (0.42) | 0.00 | 320,951.00 | 440,773.00 |
| Total Revenues | <u>761,724.00</u> | <u>68,470.00</u> | <u>320,951.00</u> | <u>0.00</u> | <u>(0.42)</u> | <u>0.00</u> | <u>320,951.00</u> | <u>440,773.00</u> |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 556,370.00 | 0.00 | 175,084.05 | 0.00 | 0.31 | 0.00 | 175,084.05 | 381,285.95 |
| 5020- ACCRUED VACATION PAY | 0.00 | 0.00 | 10,369.82 | 0.00 | 0.00 | 0.00 | 10,369.82 | (10,369.82) |
| 5112- HEALTH INSURANCE | 58,979.00 | 0.00 | 17,470.28 | 0.00 | 0.30 | 0.00 | 17,470.28 | 41,508.72 |
| 5114- WORKER'S COMPENSATION | 18,310.00 | 0.00 | 5,035.49 | 0.00 | 0.28 | 0.00 | 5,035.49 | 13,274.51 |
| 5116- PENSION | 21,121.00 | 0.00 | 9,268.01 | 0.00 | 0.44 | 0.00 | 9,268.01 | 11,852.99 |
| 5122- FICA | 36,997.00 | 0.00 | 13,238.59 | 0.00 | 0.36 | 0.00 | 13,238.59 | 23,758.41 |
| 5124- SUI | 6,413.00 | 0.00 | 161.52 | 0.00 | 0.03 | 0.00 | 161.52 | 6,251.48 |
| 5130- ACCRUED VACATION FICA | 0.00 | 0.00 | 793.24 | 0.00 | 0.00 | 0.00 | 793.24 | (793.24) |
| 9010- INDIRECT COST ALLOCATION | 63,534.00 | 5,709.67 | 26,770.00 | 0.00 | 0.42 | 0.00 | 26,770.00 | 36,764.00 |
| Total Expenses | <u>761,724.00</u> | <u>5,709.67</u> | <u>258,191.00</u> | <u>0.00</u> | <u>0.34</u> | <u>0.00</u> | <u>258,191.00</u> | <u>503,533.00</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>62,760.33</u> | <u>62,760.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>62,760.00</u> | <u>(62,760.00)</u> |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | <u>0.00</u> | <u>62,760.33</u> | <u>62,760.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>62,760.00</u> | <u>(62,760.00)</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| 356 0 REGIONAL QRIS FIRST5 CSPP | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|------------------|----------------------|------------------------------|------------------------------|---------------|-----------------|-------------------------|--------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 36,500.00 | 0.00 | 36,500.00 | 0.00 | (1.00) | 0.00 | 36,500.00 | 0.00 |
| Total Revenues | <u>36,500.00</u> | <u>0.00</u> | <u>36,500.00</u> | <u>0.00</u> | <u>(1.00)</u> | <u>0.00</u> | <u>36,500.00</u> | <u>0.00</u> |
| Expenses | | | | | | | | |
| 6130- PROGRAM SUPPLIES | 33,456.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 33,456.00 |
| 9010- INDIRECT COST ALLOCATION | 3,044.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,044.00 |
| Total Expenses | <u>36,500.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>36,500.00</u> |
| Excess Revenue Over (Under) Expenditures | 0.00 | 0.00 | 36,500.00 | 0.00 | 0.00 | 0.00 | 36,500.00 | (36,500.00) |
| Beginning Net Assets - Unrestricted | 0.00 | 36,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | 0.00 | 36,500.00 | 36,500.00 | 0.00 | 0.00 | 0.00 | 36,500.00 | (36,500.00) |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| 814 0 ARP COVID - REGIONAL | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|--------------------|----------------------|------------------------------|------------------------------|--------------------|--------------------|-------------------------|--------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 344,592.00 | 0.00 | 257,365.61 | 0.00 | (0.75) | 0.00 | 257,365.61 | 87,226.39 |
| Total Revenues | <u>344,592.00</u> | <u>0.00</u> | <u>257,365.61</u> | <u>0.00</u> | <u>(0.75)</u> | <u>0.00</u> | <u>257,365.61</u> | <u>87,226.39</u> |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 232,168.00 | 0.00 | 178,007.65 | 0.00 | 0.77 | 0.00 | 178,007.65 | 54,160.35 |
| 5020- ACCRUED VACATION PAY | 14,514.00 | 0.00 | 9,476.79 | 0.00 | 0.65 | 0.00 | 9,476.79 | 5,037.21 |
| 5112- HEALTH INSURANCE | 21,020.00 | 0.00 | 16,477.60 | 0.00 | 0.78 | 0.00 | 16,477.60 | 4,542.40 |
| 5114- WORKER'S COMPENSATION | 9,136.00 | 0.00 | 5,520.02 | 0.00 | 0.60 | 0.00 | 5,520.02 | 3,615.98 |
| 5116- PENSION | 14,156.00 | 0.00 | 10,124.86 | 0.00 | 0.72 | 0.00 | 10,124.86 | 4,031.14 |
| 5122- FICA | 18,444.00 | 0.00 | 14,117.45 | 0.00 | 0.77 | 0.00 | 14,117.45 | 4,326.55 |
| 5124- SUI | 0.00 | 0.00 | 757.44 | 0.00 | 0.00 | 0.00 | 757.44 | (757.44) |
| 5130- ACCRUED VACATION FICA | 0.00 | 0.00 | 724.97 | 0.00 | 0.00 | 0.00 | 724.97 | (724.97) |
| 6130- PROGRAM SUPPLIES | 6,412.00 | 0.00 | 692.04 | 0.00 | 0.11 | 0.00 | 692.04 | 5,719.96 |
| 9010- INDIRECT COST ALLOCATION | 28,742.00 | 0.00 | 21,466.79 | 0.00 | 0.75 | 0.00 | 21,466.79 | 7,275.21 |
| Total Expenses | <u>344,592.00</u> | <u>0.00</u> | <u>257,365.61</u> | <u>0.00</u> | <u>0.75</u> | <u>0.00</u> | <u>257,365.61</u> | <u>87,226.39</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|--------------------|----------------------------|------------------------------------|------------------------------------|--------------------|--------------------|----------------------------|--------------------|
| 815 0 Regional SCOE CSPP Covid | | | | | | | | |
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 0.00 | 0.00 | 11,288.32 | 0.00 | 0.00 | 0.00 | 11,288.32 | (11,288.32) |
| 4120- GRANT INCOME-STATE | 54,023.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 54,023.00 |
| Total Revenues | <u>54,023.00</u> | <u>0.00</u> | <u>11,288.32</u> | <u>0.00</u> | <u>(0.21)</u> | <u>0.00</u> | <u>11,288.32</u> | <u>42,734.68</u> |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 12,605.00 | 0.00 | 9,340.00 | 0.00 | 0.74 | 0.00 | 9,340.00 | 3,265.00 |
| 5114- WORKER'S COMPENSATION | 432.00 | 0.00 | 292.03 | 0.00 | 0.68 | 0.00 | 292.03 | 139.97 |
| 5116- PENSION | 498.00 | 0.00 | 377.00 | 0.00 | 0.76 | 0.00 | 377.00 | 121.00 |
| 5122- FICA | 872.00 | 0.00 | 714.47 | 0.00 | 0.82 | 0.00 | 714.47 | 157.53 |
| 5124- SUI | 151.00 | 0.00 | 27.28 | 0.00 | 0.18 | 0.00 | 27.28 | 123.72 |
| 6130- PROGRAM SUPPLIES | 36,892.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 36,892.00 |
| 9010- INDIRECT COST ALLOCATION | 2,573.00 | 0.00 | 537.54 | 0.00 | 0.21 | 0.00 | 537.54 | 2,035.46 |
| Total Expenses | <u>54,023.00</u> | <u>0.00</u> | <u>11,288.32</u> | <u>0.00</u> | <u>0.21</u> | <u>0.00</u> | <u>11,288.32</u> | <u>42,734.68</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|------------------|----------------------------|------------------------------------|------------------------------------|---------------|--------------------|----------------------------|-------------------|
| 818 0 CRRSA COVID-19 | | | | | | | | |
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 86,679.00 | 4,751.17 | 4,751.17 | 0.00 | (0.05) | 0.00 | 4,751.17 | 81,927.83 |
| Total Revenues | <u>86,679.00</u> | <u>4,751.17</u> | <u>4,751.17</u> | <u>0.00</u> | <u>(0.05)</u> | <u>0.00</u> | <u>4,751.17</u> | <u>81,927.83</u> |
| Expenses | | | | | | | | |
| 6112- DATA PROCESSING SUPPLIES | 0.00 | 4,354.88 | 4,354.88 | 0.00 | 0.00 | 0.00 | 4,354.88 | (4,354.88) |
| 6130- PROGRAM SUPPLIES | 55,449.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 55,449.00 |
| 6132- MEDICAL & DENTAL SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,517.93 | 6,517.93 | (6,517.93) |
| 6140- CUSTODIAL SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,176.87 | 2,176.87 | (2,176.87) |
| 6742- TRAINING - STAFF | 24,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 24,000.00 |
| 9010- INDIRECT COST ALLOCATION | 7,230.00 | 396.29 | 396.29 | 0.00 | 0.05 | 0.00 | 396.29 | 6,833.71 |
| Total Expenses | <u>86,679.00</u> | <u>4,751.17</u> | <u>4,751.17</u> | <u>0.00</u> | <u>0.05</u> | <u>8,694.80</u> | <u>13,445.97</u> | <u>73,233.03</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(8,694.80)</u> | <u>(8,694.80)</u> | <u>8,694.80</u> |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(8,694.80)</u> | <u>(8,694.80)</u> | <u>8,694.80</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| Report Recap | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|-------------------------------------|---------------------|----------------------------|------------------------------------|------------------------------------|---------------|--------------------|----------------------------|---------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 1,135,620.00 | 53,370.96 | 647,499.08 | 0.00 | (0.57) | 0.00 | 647,499.08 | 488,120.92 |
| 4120- GRANT INCOME-STATE | 815,747.00 | 68,470.00 | 320,951.00 | 0.00 | (0.39) | 0.00 | 320,951.00 | 494,796.00 |
| 4220- IN KIND CONTRIBUTIONS | 155,456.00 | 425.00 | 43,457.23 | 0.00 | (0.28) | 0.00 | 43,457.23 | 111,998.77 |
| Total Revenues | <u>2,106,823.00</u> | <u>122,265.96</u> | <u>1,011,907.31</u> | <u>0.00</u> | <u>(0.48)</u> | <u>0.00</u> | <u>1,011,907.31</u> | <u>1,094,915.69</u> |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 1,079,931.00 | 22,625.63 | 516,439.45 | 0.00 | 0.48 | 0.00 | 516,439.45 | 563,491.55 |
| 5020- ACCRUED VACATION PAY | 30,037.00 | 1,562.35 | 31,205.60 | 0.00 | 1.04 | 0.00 | 31,205.60 | (1,168.60) |
| 5112- HEALTH INSURANCE | 94,252.00 | 2,273.88 | 46,754.80 | 0.00 | 0.50 | 0.00 | 46,754.80 | 47,497.20 |
| 5114- WORKER'S COMPENSATION | 30,966.00 | (9.12) | 12,264.47 | 0.00 | 0.40 | 0.00 | 12,264.47 | 18,701.53 |
| 5116- PENSION | 52,491.00 | 1,560.99 | 29,343.62 | 0.00 | 0.56 | 0.00 | 29,343.62 | 23,147.38 |
| 5122- FICA | 78,151.00 | 1,913.17 | 40,015.63 | 0.00 | 0.51 | 0.00 | 40,015.63 | 38,135.37 |
| 5124- SUI | 12,426.00 | 0.00 | 946.51 | 0.00 | 0.08 | 0.00 | 946.51 | 11,479.49 |
| 5130- ACCRUED VACATION FRINGE | 0.00 | 119.53 | 2,387.16 | 0.00 | 0.00 | 0.00 | 2,387.16 | (2,387.16) |
| 6110- OFFICE SUPPLIES | 10,978.00 | 559.11 | 1,624.08 | 0.00 | 0.15 | 1.04 | 1,625.12 | 9,352.88 |
| 6112- DATA PROCESSING SUPPLIES | 5,000.00 | 4,652.78 | 7,909.22 | 0.00 | 1.58 | 0.00 | 7,909.22 | (2,909.22) |
| 6121- FOOD | 0.00 | 0.00 | 2,634.96 | 0.00 | 0.00 | 0.00 | 2,634.96 | (2,634.96) |
| 6122- KITCHEN SUPPLIES | 1,776.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,776.00 |
| 6130- PROGRAM SUPPLIES | 162,686.00 | 3,188.89 | 26,039.98 | 0.00 | 0.16 | 1,483.01 | 27,522.99 | 135,163.01 |
| 6132- MEDICAL & DENTAL SUPPLIES | 8,400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,842.60 | 8,842.60 | (442.60) |
| 6134- INSTRUCTIONAL SUPPLIES | 4,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,200.00 |
| 6140- CUSTODIAL SUPPLIES | 2,400.00 | 0.00 | 427.09 | 0.00 | 0.18 | 2,176.87 | 2,603.96 | (203.96) |
| 6143- FURNISHINGS | 0.00 | 0.00 | 2,128.20 | 0.00 | 0.00 | 0.00 | 2,128.20 | (2,128.20) |
| 6170- POSTAGE & SHIPPING | 300.00 | 0.00 | (8.53) | 0.00 | (0.03) | 0.00 | (8.53) | 308.53 |
| 6180- EQUIPMENT RENTAL | 3,240.00 | 425.84 | 1,338.94 | 0.00 | 0.41 | 0.00 | 1,338.94 | 1,901.06 |
| 6181- EQUIPMENT MAINTENANCE | 6,600.00 | 3.94 | 177.25 | 0.00 | 0.03 | 0.00 | 177.25 | 6,422.75 |
| 6310- PRINTING & PUBLICATIONS | 3,283.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10.53 | 10.53 | 3,272.47 |
| 6312- ADVERTISING & PROMOTION | 0.00 | 62.00 | 62.00 | 0.00 | 0.00 | 0.00 | 62.00 | (62.00) |
| 6320- TELEPHONE | 26,400.00 | 1,052.55 | 9,208.29 | 0.00 | 0.35 | 0.00 | 9,208.29 | 17,191.71 |
| 6410- RENT | 57,220.00 | 4,221.36 | 26,040.42 | 0.00 | 0.46 | 0.00 | 26,040.42 | 31,179.58 |
| 6420- UTILITIES/ DISPOSAL | 9,600.00 | 3,509.39 | 6,816.10 | 0.00 | 0.71 | 0.00 | 6,816.10 | 2,783.90 |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 900.00 | 0.00 | 2,535.92 | 0.00 | 2.82 | 0.00 | 2,535.92 | (1,635.92) |
| 6433- GROUNDS MAINTENANCE | 1,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,200.00 |
| 6436- PEST CONTROL | 600.00 | 236.20 | 534.20 | 0.00 | 0.89 | 0.00 | 534.20 | 65.80 |
| 6437- BURGLAR & FIRE ALARM | 216.00 | 19.50 | 115.58 | 0.00 | 0.54 | 0.00 | 115.58 | 100.42 |
| 6440- PROPERTY INSURANCE | 2,880.00 | 0.00 | 549.56 | 0.00 | 0.19 | 0.00 | 549.56 | 2,330.44 |
| 6520- CONSULTANTS | 0.00 | 325.00 | 325.00 | 0.00 | 0.00 | 2,000.00 | 2,325.00 | (2,325.00) |
| 6522- CONSULTANT EXPENSES | 0.00 | 12.32 | 12.32 | 0.00 | 0.00 | 0.00 | 12.32 | (12.32) |
| 6524- CONTRACTS | 10,168.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,168.00 |
| 6530- LEGAL | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 6540- CUSTODIAL SERVICES | 0.00 | 103.50 | 765.78 | 0.00 | 0.00 | 0.00 | 765.78 | (765.78) |
| 6610- GAS & OIL | 420.00 | 47.59 | 140.26 | 0.00 | 0.33 | 0.00 | 140.26 | 279.74 |
| 6620- VEHICLE INSURANCE | 1,740.00 | 0.00 | 468.91 | 0.00 | 0.27 | 0.00 | 468.91 | 1,271.09 |
| 6640- VEHICLE REPAIR & MAINTENANCE | 1,500.00 | 8.00 | 3,859.38 | 0.00 | 2.57 | 0.00 | 3,859.38 | (2,359.38) |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| Report Recap | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|---------------------|----------------------|------------------------------|------------------------------|-------------|--------------------|-------------------------|---------------------|
| 6712- STAFF TRAVEL-LOCAL | 1,218.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,218.00 |
| 6714- STAFF TRAVEL-OUT OF AREA | 13,150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,150.00 |
| 6722- PER DIEM - STAFF | 3,222.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,222.00 |
| 6742- TRAINING - STAFF | 56,805.00 | 279.70 | 18,324.65 | 0.00 | 0.32 | 2,480.00 | 20,804.65 | 36,000.35 |
| 6748- EDUCATION REIMBURSEMENT | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 6750- FIELD TRIPS | 1,260.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,260.00 |
| 6834- STUDENT ACTIVITY INSURANCE | 732.00 | 35.09 | 243.13 | 0.00 | 0.33 | 0.00 | 243.13 | 488.87 |
| 6840- PROPERTY TAXES | 0.00 | 0.00 | 0.07 | 0.00 | 0.00 | 0.00 | 0.07 | (0.07) |
| 6850- FEES & LICENSES | 9,475.00 | 1.00 | 2.00 | 0.00 | 0.00 | 0.00 | 2.00 | 9,473.00 |
| 6875- EMPLOYEE HEALTH & WELFARE | 0.00 | 40.93 | 168.78 | 0.00 | 0.00 | 17.25 | 186.03 | (186.03) |
| 7111- PARENT MILEAGE | 56.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 56.00 |
| 7112- PARENT INVOLVEMENT | 3,060.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,060.00 |
| 7114- PC ALLOWANCE | 100.00 | 30.00 | 60.00 | 0.00 | 0.60 | 0.00 | 60.00 | 40.00 |
| 8110- IN KIND SALARIES | 154,356.00 | 425.00 | 43,457.23 | 0.00 | 0.28 | 0.00 | 43,457.23 | 110,898.77 |
| 8130- IN KIND - OTHER | 1,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,100.00 |
| 9010- INDIRECT COST ALLOCATION | 160,828.00 | 10,161.32 | 77,329.30 | 0.00 | 0.48 | 0.00 | 77,329.30 | 83,498.70 |
| Total Expenses | 2,106,823.00 | 59,447.44 | 912,647.31 | 0.00 | 0.43 | 17,011.30 | 929,658.61 | 1,177,164.39 |
| Excess Revenue Over (Under) Expenditures | 0.00 | 62,818.52 | 99,260.00 | 0.00 | 0.00 | (17,011.30) | 82,248.70 | (82,248.70) |
| Beginning Net Assets - Unrestricted | 0.00 | 32,367.55 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | 0.00 | 95,186.07 | 99,260.00 | 0.00 | 0.00 | (17,011.30) | 82,248.70 | (82,248.70) |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| 311 0 HEAD START-MADERA REGIONAL | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|-------------------------------------|---------------------|----------------------------|------------------------------------|------------------------------------|---------------|--------------------|----------------------------|---------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 4,110,180.00 | 225,101.30 | 1,660,553.71 | 1,870,073.61 | (0.40) | 0.00 | 1,660,553.71 | 2,449,626.29 |
| 4220- IN KIND CONTRIBUTIONS | 1,039,051.00 | 0.00 | 216,385.43 | 459,521.00 | (0.21) | 0.00 | 216,385.43 | 822,665.57 |
| Total Revenues | 5,149,231.00 | 225,101.30 | 1,876,939.14 | 2,329,594.61 | (0.36) | 0.00 | 1,876,939.14 | 3,272,291.86 |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 2,214,386.00 | 151,753.59 | 854,604.78 | 1,000,019.69 | 0.39 | 0.00 | 854,604.78 | 1,359,781.22 |
| 5020- ACCRUED VACATION PAY | 150,147.00 | 8,757.75 | 48,308.76 | 67,706.00 | 0.32 | 0.00 | 48,308.76 | 101,838.24 |
| 5112- HEALTH INSURANCE | 278,976.00 | 15,248.11 | 86,217.53 | 116,374.42 | 0.31 | 0.00 | 86,217.53 | 192,758.47 |
| 5114- WORKER'S COMPENSATION | 87,529.00 | (881.89) | 26,264.50 | 39,526.00 | 0.30 | 0.00 | 26,264.50 | 61,264.50 |
| 5116- PENSION | 139,381.00 | 8,722.32 | 48,737.81 | 62,946.00 | 0.35 | 0.00 | 48,737.81 | 90,643.19 |
| 5122- FICA | 165,643.00 | 12,068.34 | 67,975.04 | 74,806.00 | 0.41 | 0.00 | 67,975.04 | 97,667.96 |
| 5124- SUI | 32,508.00 | 377.77 | 1,384.22 | 14,681.00 | 0.04 | 0.00 | 1,384.22 | 31,123.78 |
| 5130- ACCRUED VACATION FICA | 11,231.00 | 669.30 | 3,694.05 | 5,074.00 | 0.33 | 0.00 | 3,694.05 | 7,536.95 |
| 6110- OFFICE SUPPLIES | 30,070.00 | 1,272.49 | 6,550.58 | 13,804.00 | 0.22 | 1,255.16 | 7,805.74 | 22,264.26 |
| 6112- DATA PROCESSING SUPPLIES | 50,000.00 | 11,391.90 | 33,567.61 | 21,470.00 | 0.67 | 6,845.10 | 40,412.71 | 9,587.29 |
| 6121- FOOD | 4,000.00 | 89.64 | 10,493.14 | 600.00 | 2.62 | 0.00 | 10,493.14 | (6,493.14) |
| 6122- KITCHEN SUPPLIES | 1,000.00 | 0.00 | 27.15 | 500.00 | 0.03 | 0.00 | 27.15 | 972.85 |
| 6130- PROGRAM SUPPLIES | 52,003.00 | 5,679.83 | 33,730.37 | 22,758.00 | 0.65 | 12,445.30 | 46,175.67 | 5,827.33 |
| 6132- MEDICAL & DENTAL SUPPLIES | 7,195.00 | 0.00 | 0.00 | 2,876.00 | 0.00 | 0.00 | 0.00 | 7,195.00 |
| 6134- INSTRUCTIONAL SUPPLIES | 22,200.00 | 449.41 | 2,456.52 | 9,078.00 | 0.11 | 99.33 | 2,555.85 | 19,644.15 |
| 6140- CUSTODIAL SUPPLIES | 20,200.00 | 0.00 | 4,021.93 | 8,080.00 | 0.20 | 400.00 | 4,421.93 | 15,778.07 |
| 6142- LINEN/LAUNDRY | 1,200.00 | 0.00 | 0.00 | 480.00 | 0.00 | 0.00 | 0.00 | 1,200.00 |
| 6143- FURNISHINGS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 566.30 | 566.30 | (566.30) |
| 6150- UNIFORM RENTAL/PURCHASE | 300.00 | 0.00 | 0.00 | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 6170- POSTAGE & SHIPPING | 900.00 | 0.00 | 421.22 | 450.00 | 0.47 | 0.00 | 421.22 | 478.78 |
| 6180- EQUIPMENT RENTAL | 31,200.00 | 1,786.63 | 8,347.92 | 14,430.00 | 0.27 | 0.00 | 8,347.92 | 22,852.08 |
| 6181- EQUIPMENT MAINTENANCE | 13,700.00 | 2,344.36 | 5,884.38 | 5,600.00 | 0.43 | 0.00 | 5,884.38 | 7,815.62 |
| 6310- PRINTING & PUBLICATIONS | 5,500.00 | 0.00 | 348.55 | 2,750.00 | 0.06 | 75.52 | 424.07 | 5,075.93 |
| 6312- ADVERTISING & PROMOTION | 1,000.00 | 62.00 | 62.00 | 500.00 | 0.06 | 0.00 | 62.00 | 938.00 |
| 6320- TELEPHONE | 48,000.00 | 17,262.69 | 75,964.51 | 24,000.00 | 1.58 | 0.00 | 75,964.51 | (27,964.51) |
| 6410- RENT | 113,786.00 | 13,528.66 | 79,246.55 | 55,694.00 | 0.70 | 0.00 | 79,246.55 | 34,539.45 |
| 6420- UTILITIES/ DISPOSAL | 76,404.00 | 6,257.05 | 33,843.87 | 38,202.00 | 0.44 | 0.00 | 33,843.87 | 42,560.13 |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 45,000.00 | 2,728.70 | 26,103.27 | 22,500.00 | 0.58 | 1,888.19 | 27,991.46 | 17,008.54 |
| 6433- GROUNDS MAINTENANCE | 21,652.00 | 2,671.48 | 9,235.89 | 10,825.50 | 0.43 | 0.00 | 9,235.89 | 12,416.11 |
| 6436- PEST CONTROL | 5,292.00 | 639.43 | 2,297.24 | 2,646.00 | 0.43 | 0.00 | 2,297.24 | 2,994.76 |
| 6437- BURGLAR & FIRE ALARM | 1,630.00 | 165.22 | 1,280.36 | 1,438.00 | 0.79 | 0.00 | 1,280.36 | 349.64 |
| 6440- PROPERTY INSURANCE | 7,772.00 | 0.00 | 1,243.05 | 2,826.00 | 0.16 | 0.00 | 1,243.05 | 6,528.95 |
| 6520- CONSULTANTS | 0.00 | 682.50 | 2,561.93 | 0.00 | 0.00 | 12,000.00 | 14,561.93 | (14,561.93) |
| 6522- CONSULTANT EXPENSES | 0.00 | 83.96 | 363.74 | 0.00 | 0.00 | 0.00 | 363.74 | (363.74) |
| 6524- CONTRACTS | 41,930.00 | 0.00 | 0.00 | 19,026.00 | 0.00 | 0.00 | 0.00 | 41,930.00 |
| 6530- LEGAL | 0.00 | 0.00 | 2,143.75 | 1,400.00 | 0.00 | 0.00 | 2,143.75 | (2,143.75) |
| 6540- CUSTODIAL SERVICES | 0.00 | 2,340.39 | 8,747.64 | 0.00 | 0.00 | 11,340.00 | 20,087.64 | (20,087.64) |
| 6555- MEDICAL SCREENING/DEAT/STAFF | 1,500.00 | 0.00 | 725.00 | 900.00 | 0.48 | 0.00 | 725.00 | 775.00 |
| 6610- GAS & OIL | 2,100.00 | 425.71 | 3,443.14 | 1,050.00 | 1.64 | 0.00 | 3,443.14 | (1,343.14) |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|---------------------|----------------------------|------------------------------------|------------------------------------|--------------------|---------------------------|----------------------------|-------------------------|
| 311 0 HEAD START-MADERA REGIONAL | | | | | | | | |
| 6620- VEHICLE INSURANCE | 13,992.00 | 0.00 | 2,977.54 | 6,996.00 | 0.21 | 0.00 | 2,977.54 | 11,014.46 |
| 6640- VEHICLE REPAIR & MAINTENANCE | 6,000.00 | 29.00 | 5,156.07 | 3,000.00 | 0.86 | 0.00 | 5,156.07 | 843.93 |
| 6712- STAFF TRAVEL-LOCAL | 4,300.00 | 106.40 | 1,692.88 | 1,720.00 | 0.39 | 0.00 | 1,692.88 | 2,607.12 |
| 6714- STAFF TRAVEL-OUT OF AREA | 9,500.00 | 0.00 | 0.00 | 9,500.00 | 0.00 | 0.00 | 0.00 | 9,500.00 |
| 6722- PER DIEM - STAFF | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 6742- TRAINING - STAFF | 10,000.00 | 59.69 | 15,810.31 | 5,100.00 | 1.58 | 0.00 | 15,810.31 | (5,810.31) |
| 6750- FIELD TRIPS | 2,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,800.00 |
| 6832- LIABILITY INSURANCE | 840.00 | 26.93 | 160.79 | 420.00 | 0.19 | 0.00 | 160.79 | 679.21 |
| 6834- STUDENT ACTIVITY INSURANCE | 2,010.00 | 205.52 | 765.98 | 804.00 | 0.38 | 0.00 | 765.98 | 1,244.02 |
| 6840- PROPERTY TAXES | 0.00 | 0.00 | 2.23 | 0.00 | 0.00 | 0.00 | 2.23 | (2.23) |
| 6850- FEES & LICENSES | 5,374.00 | 2.00 | 530.00 | 2,692.00 | 0.10 | 0.00 | 530.00 | 4,844.00 |
| 6852- FINGERPRINT | 1,500.00 | 296.00 | 520.25 | 900.00 | 0.35 | 0.00 | 520.25 | 979.75 |
| 6875- EMPLOYEE HEALTH & WELFARE COSTS | 12,000.00 | 515.72 | 3,313.21 | 12,000.00 | 0.28 | 217.29 | 3,530.50 | 8,469.50 |
| 7111- PARENT MILEAGE | 1,200.00 | 0.00 | 41.20 | 480.00 | 0.03 | 0.00 | 41.20 | 1,158.80 |
| 7112- PARENT INVOLVEMENT | 8,100.00 | 0.00 | 0.00 | 3,240.00 | 0.00 | 0.00 | 0.00 | 8,100.00 |
| 7114- PC ALLOWANCE | 3,300.00 | 285.00 | 778.94 | 1,320.00 | 0.24 | 0.00 | 778.94 | 2,521.06 |
| 7116- POLICY COUNCIL FOOD ALLOWANCE | 1,000.00 | 0.00 | 0.00 | 502.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 8110- IN KIND SALARIES | 85,394.00 | 0.00 | 116,880.68 | 37,765.00 | 1.37 | 0.00 | 116,880.68 | (31,486.68) |
| 8120- IN KIND RENT | 318,251.00 | 0.00 | 99,132.75 | 140,747.00 | 0.31 | 0.00 | 99,132.75 | 219,118.25 |
| 8130- IN KIND - OTHER | 635,406.00 | 0.00 | 372.00 | 281,009.00 | 0.00 | 0.00 | 372.00 | 635,034.00 |
| 9010- INDIRECT COST ALLOCATION | 342,829.00 | 18,775.63 | 138,506.31 | 155,983.00 | 0.40 | 0.00 | 138,506.31 | 204,322.69 |
| Total Expenses | <u>5,149,231.00</u> | <u>286,879.23</u> | <u>1,876,939.14</u> | <u>2,329,594.61</u> | <u>0.36</u> | <u>47,132.19</u> | <u>1,924,071.33</u> | <u>3,225,159.67</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>(61,777.93)</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(47,132.19)</u> | <u>(47,132.19)</u> | <u>47,132.19</u> |
| Beginning Net Assets - Unrestricted | <u>0.00</u> | <u>(3,547.26)</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Beginning Net Assets - Board Designated | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Ending Net Assets | <u>0.00</u> | <u>(65,325.19)</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(47,132.19)</u> | <u>(47,132.19)</u> | <u>47,132.19</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| 380 0 MADERA REGIONAL HS BLENDED | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|--------------------|----------------------------|------------------------------------|------------------------------------|--------------------|--------------------------|----------------------------|------------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 0.00 | 182,797.65 | 258,348.35 | 0.00 | 0.00 | 0.00 | 258,348.35 | (258,348.35) |
| Total Revenues | <u>0.00</u> | <u>182,797.65</u> | <u>258,348.35</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>258,348.35</u> | <u>(258,348.35)</u> |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 0.00 | 68,529.03 | 110,190.29 | 0.00 | 0.00 | 0.00 | 110,190.29 | (110,190.29) |
| 5020- ACCRUED VACATION PAY | 0.00 | 4,219.48 | 6,694.19 | 0.00 | 0.00 | 0.00 | 6,694.19 | (6,694.19) |
| 5112- HEALTH INSURANCE | 0.00 | 7,025.62 | 11,181.29 | 0.00 | 0.00 | 0.00 | 11,181.29 | (11,181.29) |
| 5114- WORKER'S COMPENSATION | 0.00 | 1,985.67 | 3,182.99 | 0.00 | 0.00 | 0.00 | 3,182.99 | (3,182.99) |
| 5116- PENSION | 0.00 | 3,809.28 | 6,004.62 | 0.00 | 0.00 | 0.00 | 6,004.62 | (6,004.62) |
| 5122- FICA | 0.00 | 5,410.02 | 8,560.15 | 0.00 | 0.00 | 0.00 | 8,560.15 | (8,560.15) |
| 5124- SUI | 0.00 | 161.12 | 213.49 | 0.00 | 0.00 | 0.00 | 213.49 | (213.49) |
| 5130- ACCRUED VACATION FICA | 0.00 | 322.78 | 512.08 | 0.00 | 0.00 | 0.00 | 512.08 | (512.08) |
| 6110- OFFICE SUPPLIES | 0.00 | 0.00 | 1,073.17 | 0.00 | 0.00 | 0.00 | 1,073.17 | (1,073.17) |
| 6112- DATA PROCESSING SUPPLIES | 0.00 | 40.73 | 2,054.59 | 0.00 | 0.00 | 0.00 | 2,054.59 | (2,054.59) |
| 6122- KITCHEN SUPPLIES | 0.00 | 0.00 | 22.07 | 0.00 | 0.00 | 0.00 | 22.07 | (22.07) |
| 6130- PROGRAM SUPPLIES | 0.00 | 0.00 | 4,811.60 | 0.00 | 0.00 | 1,112.99 | 5,924.59 | (5,924.59) |
| 6134- INSTRUCTIONAL SUPPLIES | 0.00 | 0.00 | 775.90 | 0.00 | 0.00 | 0.00 | 775.90 | (775.90) |
| 6140- CUSTODIAL SUPPLIES | 0.00 | 0.00 | 1,721.76 | 0.00 | 0.00 | 0.00 | 1,721.76 | (1,721.76) |
| 6180- EQUIPMENT RENTAL | 0.00 | 0.00 | 1,939.83 | 0.00 | 0.00 | 0.00 | 1,939.83 | (1,939.83) |
| 6181- EQUIPMENT MAINTENANCE | 0.00 | 0.00 | 2,009.35 | 0.00 | 0.00 | 0.00 | 2,009.35 | (2,009.35) |
| 6320- TELEPHONE | 0.00 | 19.00 | 34,042.10 | 0.00 | 0.00 | 0.00 | 34,042.10 | (34,042.10) |
| 6410- RENT | 0.00 | 2,364.06 | 16,467.44 | 0.00 | 0.00 | 0.00 | 16,467.44 | (16,467.44) |
| 6420- UTILITIES/ DISPOSAL | 0.00 | 129.89 | 12,234.17 | 0.00 | 0.00 | 0.00 | 12,234.17 | (12,234.17) |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 0.00 | 0.00 | 4,040.73 | 0.00 | 0.00 | 0.00 | 4,040.73 | (4,040.73) |
| 6433- GROUNDS MAINTENANCE | 0.00 | 0.00 | 3,955.50 | 0.00 | 0.00 | 0.00 | 3,955.50 | (3,955.50) |
| 6436- PEST CONTROL | 0.00 | 0.00 | 596.88 | 0.00 | 0.00 | 0.00 | 596.88 | (596.88) |
| 6437- BURGLAR & FIRE ALARM | 0.00 | 0.00 | 587.76 | 0.00 | 0.00 | 0.00 | 587.76 | (587.76) |
| 6440- PROPERTY INSURANCE | 0.00 | 0.00 | 1,370.58 | 0.00 | 0.00 | 0.00 | 1,370.58 | (1,370.58) |
| 6520- CONSULTANTS | 0.00 | 0.00 | 1,005.57 | 0.00 | 0.00 | 0.00 | 1,005.57 | (1,005.57) |
| 6522- CONSULTANT EXPENSES | 0.00 | 0.00 | 151.42 | 0.00 | 0.00 | 0.00 | 151.42 | (151.42) |
| 6540- CUSTODIAL SERVICES | 0.00 | 0.00 | 165.77 | 0.00 | 0.00 | 0.00 | 165.77 | (165.77) |
| 6712- STAFF TRAVEL-LOCAL | 0.00 | 0.00 | 214.65 | 0.00 | 0.00 | 0.00 | 214.65 | (214.65) |
| 6834- STUDENT ACTIVITY INSURANCE | 0.00 | 0.00 | 263.96 | 0.00 | 0.00 | 0.00 | 263.96 | (263.96) |
| 6852- FINGERPRINT | 0.00 | 36.26 | 36.26 | 0.00 | 0.00 | 0.00 | 36.26 | (36.26) |
| 6875- EMPLOYEE HEALTH & WELFARE | 0.00 | 0.00 | 598.37 | 0.00 | 0.00 | 0.00 | 598.37 | (598.37) |
| 7114- PC ALLOWANCE | 0.00 | 0.00 | 121.06 | 0.00 | 0.00 | 0.00 | 121.06 | (121.06) |
| 9010- INDIRECT COST ALLOCATION | 0.00 | 15,247.10 | 21,548.76 | 0.00 | 0.00 | 0.00 | 21,548.76 | (21,548.76) |
| Total Expenses | <u>0.00</u> | <u>109,300.04</u> | <u>258,348.35</u> | <u>0.00</u> | <u>0.00</u> | <u>1,112.99</u> | <u>259,461.34</u> | <u>(259,461.34)</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>73,497.61</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(1,112.99)</u> | <u>(1,112.99)</u> | <u>1,112.99</u> |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| | <u>Grant Budget</u> | <u>Current Month Actual</u> | <u>YTD Actual November 30, 2021</u> | <u>YTD Budget November 30, 2021</u> | <u>% Spent</u> | <u>YTD Encumbrance</u> | <u>Actual Plus Encumbrance</u> | <u>Budget Balance</u> |
|----------------------------------|-------------------------|-------------------------------------|---|---|----------------|----------------------------|------------------------------------|---------------------------|
| 380 0 MADERA REGIONAL HS BLENDED | | | | | | | | |
| Ending Net Assets | 0.00 | 73,497.61 | 0.00 | 0.00 | 0.00 | (1,112.99) | (1,112.99) | 1,112.99 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| Report Recap | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|-------------------------------------|---------------------|----------------------|------------------------------|------------------------------|---------------|-----------------|-------------------------|---------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 4,110,180.00 | 407,898.95 | 1,918,902.06 | 1,870,073.61 | (0.47) | 0.00 | 1,918,902.06 | 2,191,277.94 |
| 4220- IN KIND CONTRIBUTIONS | 1,039,051.00 | 0.00 | 216,385.43 | 459,521.00 | (0.21) | 0.00 | 216,385.43 | 822,665.57 |
| Total Revenues | 5,149,231.00 | 407,898.95 | 2,135,287.49 | 2,329,594.61 | (0.41) | 0.00 | 2,135,287.49 | 3,013,943.51 |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 2,214,386.00 | 220,282.62 | 964,795.07 | 1,000,019.69 | 0.44 | 0.00 | 964,795.07 | 1,249,590.93 |
| 5020- ACCRUED VACATION PAY | 150,147.00 | 12,977.23 | 55,002.95 | 67,706.00 | 0.37 | 0.00 | 55,002.95 | 95,144.05 |
| 5112- HEALTH INSURANCE | 278,976.00 | 22,273.73 | 97,398.82 | 116,374.42 | 0.35 | 0.00 | 97,398.82 | 181,577.18 |
| 5114- WORKER'S COMPENSATION | 87,529.00 | 1,103.78 | 29,447.49 | 39,526.00 | 0.34 | 0.00 | 29,447.49 | 58,081.51 |
| 5116- PENSION | 139,381.00 | 12,531.60 | 54,742.43 | 62,946.00 | 0.39 | 0.00 | 54,742.43 | 84,638.57 |
| 5122- FICA | 165,643.00 | 17,478.36 | 76,535.19 | 74,806.00 | 0.46 | 0.00 | 76,535.19 | 89,107.81 |
| 5124- SUI | 32,508.00 | 538.89 | 1,597.71 | 14,681.00 | 0.05 | 0.00 | 1,597.71 | 30,910.29 |
| 5130- ACCRUED VACATION FICA | 11,231.00 | 992.08 | 4,206.13 | 5,074.00 | 0.37 | 0.00 | 4,206.13 | 7,024.87 |
| 6110- OFFICE SUPPLIES | 30,070.00 | 1,272.49 | 7,623.75 | 13,804.00 | 0.25 | 1,255.16 | 8,878.91 | 21,191.09 |
| 6112- DATA PROCESSING SUPPLIES | 50,000.00 | 11,432.63 | 35,622.20 | 21,470.00 | 0.71 | 6,845.10 | 42,467.30 | 7,532.70 |
| 6121- FOOD | 4,000.00 | 89.64 | 10,493.14 | 600.00 | 2.62 | 0.00 | 10,493.14 | (6,493.14) |
| 6122- KITCHEN SUPPLIES | 1,000.00 | 0.00 | 49.22 | 500.00 | 0.05 | 0.00 | 49.22 | 950.78 |
| 6130- PROGRAM SUPPLIES | 52,003.00 | 5,679.83 | 38,541.97 | 22,758.00 | 0.74 | 13,558.29 | 52,100.26 | (97.26) |
| 6132- MEDICAL & DENTAL SUPPLIES | 7,195.00 | 0.00 | 0.00 | 2,876.00 | 0.00 | 0.00 | 0.00 | 7,195.00 |
| 6134- INSTRUCTIONAL SUPPLIES | 22,200.00 | 449.41 | 3,232.42 | 9,078.00 | 0.15 | 99.33 | 3,331.75 | 18,868.25 |
| 6140- CUSTODIAL SUPPLIES | 20,200.00 | 0.00 | 5,743.69 | 8,080.00 | 0.28 | 400.00 | 6,143.69 | 14,056.31 |
| 6142- LINEN/LAUNDRY | 1,200.00 | 0.00 | 0.00 | 480.00 | 0.00 | 0.00 | 0.00 | 1,200.00 |
| 6143- FURNISHINGS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 566.30 | 566.30 | (566.30) |
| 6150- UNIFORM RENTAL/PURCHASE | 300.00 | 0.00 | 0.00 | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 6170- POSTAGE & SHIPPING | 900.00 | 0.00 | 421.22 | 450.00 | 0.47 | 0.00 | 421.22 | 478.78 |
| 6180- EQUIPMENT RENTAL | 31,200.00 | 1,786.63 | 10,287.75 | 14,430.00 | 0.33 | 0.00 | 10,287.75 | 20,912.25 |
| 6181- EQUIPMENT MAINTENANCE | 13,700.00 | 2,344.36 | 7,893.73 | 5,600.00 | 0.58 | 0.00 | 7,893.73 | 5,806.27 |
| 6310- PRINTING & PUBLICATIONS | 5,500.00 | 0.00 | 348.55 | 2,750.00 | 0.06 | 75.52 | 424.07 | 5,075.93 |
| 6312- ADVERTISING & PROMOTION | 1,000.00 | 62.00 | 62.00 | 500.00 | 0.06 | 0.00 | 62.00 | 938.00 |
| 6320- TELEPHONE | 48,000.00 | 17,281.69 | 110,006.61 | 24,000.00 | 2.29 | 0.00 | 110,006.61 | (62,006.61) |
| 6410- RENT | 113,786.00 | 15,892.72 | 95,713.99 | 55,694.00 | 0.84 | 0.00 | 95,713.99 | 18,072.01 |
| 6420- UTILITIES/ DISPOSAL | 76,404.00 | 6,386.94 | 46,078.04 | 38,202.00 | 0.60 | 0.00 | 46,078.04 | 30,325.96 |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 45,000.00 | 2,728.70 | 30,144.00 | 22,500.00 | 0.67 | 1,888.19 | 32,032.19 | 12,967.81 |
| 6433- GROUNDS MAINTENANCE | 21,652.00 | 2,671.48 | 13,191.39 | 10,825.50 | 0.61 | 0.00 | 13,191.39 | 8,460.61 |
| 6436- PEST CONTROL | 5,292.00 | 639.43 | 2,894.12 | 2,646.00 | 0.55 | 0.00 | 2,894.12 | 2,397.88 |
| 6437- BURGLAR & FIRE ALARM | 1,630.00 | 165.22 | 1,868.12 | 1,438.00 | 1.15 | 0.00 | 1,868.12 | (238.12) |
| 6440- PROPERTY INSURANCE | 7,772.00 | 0.00 | 2,613.63 | 2,826.00 | 0.34 | 0.00 | 2,613.63 | 5,158.37 |
| 6520- CONSULTANTS | 0.00 | 682.50 | 3,567.50 | 0.00 | 0.00 | 12,000.00 | 15,567.50 | (15,567.50) |
| 6522- CONSULTANT EXPENSES | 0.00 | 83.96 | 515.16 | 0.00 | 0.00 | 0.00 | 515.16 | (515.16) |
| 6524- CONTRACTS | 41,930.00 | 0.00 | 0.00 | 19,026.00 | 0.00 | 0.00 | 0.00 | 41,930.00 |
| 6530- LEGAL | 0.00 | 0.00 | 2,143.75 | 1,400.00 | 0.00 | 0.00 | 2,143.75 | (2,143.75) |
| 6540- CUSTODIAL SERVICES | 0.00 | 2,340.39 | 8,913.41 | 0.00 | 0.00 | 11,340.00 | 20,253.41 | (20,253.41) |
| 6555- MEDICAL SCREENING/DEAT/STAFF | 1,500.00 | 0.00 | 725.00 | 900.00 | 0.48 | 0.00 | 725.00 | 775.00 |
| 6610- GAS & OIL | 2,100.00 | 425.71 | 3,443.14 | 1,050.00 | 1.64 | 0.00 | 3,443.14 | (1,343.14) |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2021 to 11/30/2021

| Report Recap | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|---------------------|----------------------|------------------------------|------------------------------|-------------|--------------------|-------------------------|---------------------|
| 6620- VEHICLE INSURANCE | 13,992.00 | 0.00 | 2,977.54 | 6,996.00 | 0.21 | 0.00 | 2,977.54 | 11,014.46 |
| 6640- VEHICLE REPAIR & MAINTENANCE | 6,000.00 | 29.00 | 5,156.07 | 3,000.00 | 0.86 | 0.00 | 5,156.07 | 843.93 |
| 6712- STAFF TRAVEL-LOCAL | 4,300.00 | 106.40 | 1,907.53 | 1,720.00 | 0.44 | 0.00 | 1,907.53 | 2,392.47 |
| 6714- STAFF TRAVEL-OUT OF AREA | 9,500.00 | 0.00 | 0.00 | 9,500.00 | 0.00 | 0.00 | 0.00 | 9,500.00 |
| 6722- PER DIEM - STAFF | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 6742- TRAINING - STAFF | 10,000.00 | 59.69 | 15,810.31 | 5,100.00 | 1.58 | 0.00 | 15,810.31 | (5,810.31) |
| 6750- FIELD TRIPS | 2,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,800.00 |
| 6832- LIABILITY INSURANCE | 840.00 | 26.93 | 160.79 | 420.00 | 0.19 | 0.00 | 160.79 | 679.21 |
| 6834- STUDENT ACTIVITY INSURANCE | 2,010.00 | 205.52 | 1,029.94 | 804.00 | 0.51 | 0.00 | 1,029.94 | 980.06 |
| 6840- PROPERTY TAXES | 0.00 | 0.00 | 2.23 | 0.00 | 0.00 | 0.00 | 2.23 | (2.23) |
| 6850- FEES & LICENSES | 5,374.00 | 2.00 | 530.00 | 2,692.00 | 0.10 | 0.00 | 530.00 | 4,844.00 |
| 6852- FINGERPRINT | 1,500.00 | 332.26 | 556.51 | 900.00 | 0.37 | 0.00 | 556.51 | 943.49 |
| 6875- EMPLOYEE HEALTH & WELFARE COSTS | 12,000.00 | 515.72 | 3,911.58 | 12,000.00 | 0.33 | 217.29 | 4,128.87 | 7,871.13 |
| 7111- PARENT MILEAGE | 1,200.00 | 0.00 | 41.20 | 480.00 | 0.03 | 0.00 | 41.20 | 1,158.80 |
| 7112- PARENT INVOLVEMENT | 8,100.00 | 0.00 | 0.00 | 3,240.00 | 0.00 | 0.00 | 0.00 | 8,100.00 |
| 7114- PC ALLOWANCE | 3,300.00 | 285.00 | 900.00 | 1,320.00 | 0.27 | 0.00 | 900.00 | 2,400.00 |
| 7116- POLICY COUNCIL FOOD ALLOWANCE | 1,000.00 | 0.00 | 0.00 | 502.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 8110- IN KIND SALARIES | 85,394.00 | 0.00 | 116,880.68 | 37,765.00 | 1.37 | 0.00 | 116,880.68 | (31,486.68) |
| 8120- IN KIND RENT | 318,251.00 | 0.00 | 99,132.75 | 140,747.00 | 0.31 | 0.00 | 99,132.75 | 219,118.25 |
| 8130- IN KIND - OTHER | 635,406.00 | 0.00 | 372.00 | 281,009.00 | 0.00 | 0.00 | 372.00 | 635,034.00 |
| 9010- INDIRECT COST ALLOCATION | 342,829.00 | 34,022.73 | 160,055.07 | 155,983.00 | 0.47 | 0.00 | 160,055.07 | 182,773.93 |
| Total Expenses | 5,149,231.00 | 396,179.27 | 2,135,287.49 | 2,329,594.61 | 0.41 | 48,245.18 | 2,183,532.67 | 2,965,698.33 |
| Excess Revenue Over (Under) Expenditures | 0.00 | 11,719.68 | 0.00 | 0.00 | 0.00 | (48,245.18) | (48,245.18) | 48,245.18 |
| Beginning Net Assets - Unrestricted | 0.00 | (3,547.26) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | 0.00 | 8,172.42 | 0.00 | 0.00 | 0.00 | (48,245.18) | (48,245.18) | 48,245.18 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2021 to 11/30/2021

| | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|------------------|----------------------------|------------------------------------|------------------------------------|---------------|--------------------|----------------------------|-------------------|
| 330 0 HEAD START-FRESNO MIGRANT T&TA | | | | | | | | |
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 82,690.00 | 5,210.35 | 8,715.80 | 0.00 | (0.11) | 0.00 | 8,715.80 | 73,974.20 |
| Total Revenues | <u>82,690.00</u> | <u>5,210.35</u> | <u>8,715.80</u> | <u>0.00</u> | <u>(0.11)</u> | <u>0.00</u> | <u>8,715.80</u> | <u>73,974.20</u> |
| Expenses | | | | | | | | |
| 6130- PROGRAM SUPPLIES | 3,080.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,080.00 |
| 6170- POSTAGE & SHIPPING | 0.00 | 0.00 | 83.98 | 0.00 | 0.00 | 0.00 | 83.98 | (83.98) |
| 6410- RENT | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 6520- CONSULTANTS | 15,000.00 | 1,800.00 | 1,800.00 | 0.00 | 0.12 | 0.00 | 1,800.00 | 13,200.00 |
| 6712- STAFF TRAVEL-LOCAL | 25,101.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25,101.00 |
| 6714- STAFF TRAVEL-OUT OF AREA | 14,950.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 14,950.00 |
| 6722- PER DIEM - STAFF | 4,462.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,462.00 |
| 6742- TRAINING - STAFF | 10,200.00 | 2,249.00 | 4,344.00 | 0.00 | 0.43 | 0.00 | 4,344.00 | 5,856.00 |
| 6875- EMPLOYEE HEALTH & WELFARE | 0.00 | 736.76 | 1,770.84 | 0.00 | 0.00 | 310.41 | 2,081.25 | (2,081.25) |
| 9010- INDIRECT COST ALLOCATION | 6,897.00 | 424.59 | 716.98 | 0.00 | 0.10 | 0.00 | 716.98 | 6,180.02 |
| Total Expenses | <u>82,690.00</u> | <u>5,210.35</u> | <u>8,715.80</u> | <u>0.00</u> | <u>0.11</u> | <u>310.41</u> | <u>9,026.21</u> | <u>73,663.79</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(310.41)</u> | <u>(310.41)</u> | <u>310.41</u> |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(310.41)</u> | <u>(310.41)</u> | <u>310.41</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2021 to 11/30/2021

| 331 0 HEAD START-FRESNO MIGRANT | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|-------------------------------------|---------------------|----------------------------|------------------------------------|------------------------------------|---------------|--------------------|----------------------------|---------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 4,652,471.00 | 299,510.91 | 1,443,018.48 | 0.00 | (0.31) | 0.00 | 1,443,018.48 | 3,209,452.52 |
| 4220- IN KIND CONTRIBUTIONS | 645,704.00 | 0.00 | 135,514.88 | 0.00 | (0.21) | 0.00 | 135,514.88 | 510,189.12 |
| 4330- SALE OF ASSETS | 0.00 | 0.00 | 2,250.00 | 0.00 | 0.00 | 0.00 | 2,250.00 | (2,250.00) |
| Total Revenues | <u>5,298,175.00</u> | <u>299,510.91</u> | <u>1,580,783.36</u> | <u>0.00</u> | <u>(0.30)</u> | <u>0.00</u> | <u>1,580,783.36</u> | <u>3,717,391.64</u> |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 2,781,656.00 | 166,897.16 | 881,822.62 | 0.00 | 0.32 | 0.00 | 881,822.62 | 1,899,833.38 |
| 5020- ACCRUED VACATION PAY | 169,703.00 | 10,429.04 | 54,483.26 | 0.00 | 0.32 | 0.00 | 54,483.26 | 115,219.74 |
| 5112- HEALTH INSURANCE | 180,114.00 | 5,642.32 | 53,741.64 | 0.00 | 0.30 | 0.00 | 53,741.64 | 126,372.36 |
| 5114- WORKER'S COMPENSATION | 111,323.00 | 3,268.60 | 26,686.76 | 0.00 | 0.24 | 0.00 | 26,686.76 | 84,636.24 |
| 5116- PENSION | 158,842.00 | 14,606.77 | 59,981.34 | 0.00 | 0.38 | 0.00 | 59,981.34 | 98,860.66 |
| 5122- FICA | 209,737.00 | 21,555.80 | 77,015.11 | 0.00 | 0.37 | 0.00 | 77,015.11 | 132,721.89 |
| 5124- SUI | 41,926.00 | 4.81 | 30.62 | 0.00 | 0.00 | 0.00 | 30.62 | 41,895.38 |
| 5130- ACCRUED VACATION FICA | 12,795.00 | 796.53 | 4,166.49 | 0.00 | 0.33 | 0.00 | 4,166.49 | 8,628.51 |
| 6110- OFFICE SUPPLIES | 20,000.00 | 8.95 | 2,029.86 | 0.00 | 0.10 | 65.99 | 2,095.85 | 17,904.15 |
| 6112- DATA PROCESSING SUPPLIES | 27,000.00 | 5,383.16 | 12,525.54 | 0.00 | 0.46 | 1,475.15 | 14,000.69 | 12,999.31 |
| 6121- FOOD | 4,000.00 | 0.00 | 13.13 | 0.00 | 0.00 | 0.00 | 13.13 | 3,986.87 |
| 6122- KITCHEN SUPPLIES | 1,050.00 | 0.00 | 114.84 | 0.00 | 0.11 | 0.00 | 114.84 | 935.16 |
| 6130- PROGRAM SUPPLIES | 34,886.00 | 1,221.03 | 12,654.68 | 0.00 | 0.36 | 11,297.69 | 23,952.37 | 10,933.63 |
| 6132- MEDICAL & DENTAL SUPPLIES | 140.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 140.00 |
| 6134- INSTRUCTIONAL SUPPLIES | 4,400.00 | 0.00 | 228.91 | 0.00 | 0.05 | 0.00 | 228.91 | 4,171.09 |
| 6140- CUSTODIAL SUPPLIES | 38,285.00 | 1,897.27 | 9,419.92 | 0.00 | 0.25 | 0.00 | 9,419.92 | 28,865.08 |
| 6170- POSTAGE & SHIPPING | 1,500.00 | 70.45 | 135.93 | 0.00 | 0.09 | 0.00 | 135.93 | 1,364.07 |
| 6180- EQUIPMENT RENTAL | 21,984.00 | 2,805.67 | 7,068.30 | 0.00 | 0.32 | 0.00 | 7,068.30 | 14,915.70 |
| 6181- EQUIPMENT MAINTENANCE | 18,120.00 | 4,400.04 | 6,344.33 | 0.00 | 0.35 | 0.00 | 6,344.33 | 11,775.67 |
| 6310- PRINTING & PUBLICATIONS | 7,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,000.00 |
| 6312- ADVERTISING & PROMOTION | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 6320- TELEPHONE | 73,782.00 | 11,314.67 | 30,589.56 | 0.00 | 0.41 | 0.00 | 30,589.56 | 43,192.44 |
| 6410- RENT | 77,036.00 | 9,040.77 | 28,449.31 | 0.00 | 0.37 | 0.00 | 28,449.31 | 48,586.69 |
| 6420- UTILITIES/ DISPOSAL | 53,136.00 | 4,763.73 | 17,200.20 | 0.00 | 0.32 | 0.00 | 17,200.20 | 35,935.80 |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 57,000.00 | 3,346.86 | 10,348.97 | 0.00 | 0.18 | 8,558.20 | 18,907.17 | 38,092.83 |
| 6433- GROUNDS MAINTENANCE | 17,940.00 | 1,861.17 | 6,059.17 | 0.00 | 0.34 | 0.00 | 6,059.17 | 11,880.83 |
| 6436- PEST CONTROL | 6,600.00 | 667.00 | 1,696.00 | 0.00 | 0.26 | 0.00 | 1,696.00 | 4,904.00 |
| 6437- BURGLAR & FIRE ALARM | 2,155.00 | 302.54 | 1,311.20 | 0.00 | 0.61 | 0.00 | 1,311.20 | 843.80 |
| 6440- PROPERTY INSURANCE | 12,048.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,048.00 |
| 6520- CONSULTANTS | 3,590.00 | 0.00 | 420.00 | 0.00 | 0.12 | 0.00 | 420.00 | 3,170.00 |
| 6522- CONSULTANT EXPENSES | 800.00 | 0.00 | 70.51 | 0.00 | 0.09 | 0.00 | 70.51 | 729.49 |
| 6524- CONTRACTS | 24,912.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 24,912.00 |
| 6530- LEGAL | 9,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 9,000.00 |
| 6540- CUSTODIAL SERVICES | 4,776.00 | 398.00 | 1,194.00 | 0.00 | 0.25 | 0.00 | 1,194.00 | 3,582.00 |
| 6555- MEDICAL SCREENING/DEAT/STAFF | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 6610- GAS & OIL | 10,000.00 | 1,163.00 | 3,387.99 | 0.00 | 0.34 | 0.00 | 3,387.99 | 6,612.01 |
| 6620- VEHICLE INSURANCE | 12,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,000.00 |
| 6630- VEHICLE LICENSE & FEES | 0.00 | 0.00 | 430.00 | 0.00 | 0.00 | 0.00 | 430.00 | (430.00) |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2021 to 11/30/2021

| | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|---------------------|----------------------------|------------------------------------|------------------------------------|--------------------|---------------------------|----------------------------|-------------------------|
| 331 0 HEAD START-FRESNO MIGRANT | | | | | | | | |
| 6640- VEHICLE REPAIR & MAINTENANCE | 15,000.00 | 118.31 | 7,369.14 | 0.00 | 0.49 | 0.00 | 7,369.14 | 7,630.86 |
| 6712- STAFF TRAVEL-LOCAL | 3,294.00 | 508.56 | 1,923.89 | 0.00 | 0.58 | 0.00 | 1,923.89 | 1,370.11 |
| 6742- TRAINING - STAFF | 0.00 | 359.34 | 431.34 | 0.00 | 0.00 | 500.00 | 931.34 | (931.34) |
| 6832- LIABILITY INSURANCE | 504.00 | 36.36 | 109.08 | 0.00 | 0.22 | 0.00 | 109.08 | 394.92 |
| 6834- STUDENT ACTIVITY INSURANCE | 1,175.00 | 190.47 | 571.41 | 0.00 | 0.49 | 0.00 | 571.41 | 603.59 |
| 6840- PROPERTY TAXES | 5,260.00 | 1,361.86 | 1,365.69 | 0.00 | 0.26 | 0.00 | 1,365.69 | 3,894.31 |
| 6850- FEES & LICENSES | 17,850.00 | 1.00 | 9.00 | 0.00 | 0.00 | 0.00 | 9.00 | 17,841.00 |
| 6851- CPR FEES | 240.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 240.00 |
| 6852- FINGERPRINT | 75.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75.00 |
| 6875- EMPLOYEE HEALTH & WELFARE | 8,475.00 | 0.00 | 2,659.31 | 0.00 | 0.31 | 1,524.37 | 4,183.68 | 4,291.32 |
| 7110- PARENT ACTIVITIES | 700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 700.00 |
| 7111- PARENT MILEAGE | 750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 750.00 |
| 7114- PC ALLOWANCE | 0.00 | 270.00 | 660.00 | 0.00 | 0.00 | 0.00 | 660.00 | (660.00) |
| 7116- POLICY COUNCIL FOOD ALLOWANCE | 600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 600.00 |
| 8110- IN KIND SALARIES | 560,230.00 | 0.00 | 105,699.38 | 0.00 | 0.19 | 0.00 | 105,699.38 | 454,530.62 |
| 8120- IN KIND RENT | 83,944.00 | 0.00 | 29,815.50 | 0.00 | 0.36 | 0.00 | 29,815.50 | 54,128.50 |
| 8130- IN KIND - OTHER | 1,530.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,530.00 |
| 9010- INDIRECT COST ALLOCATION | <u>388,062.00</u> | <u>23,766.59</u> | <u>120,549.43</u> | <u>0.00</u> | <u>0.31</u> | <u>0.00</u> | <u>120,549.43</u> | <u>267,512.57</u> |
| Total Expenses | <u>5,298,175.00</u> | <u>298,457.83</u> | <u>1,580,783.36</u> | <u>0.00</u> | <u>0.30</u> | <u>23,421.40</u> | <u>1,604,204.76</u> | <u>3,693,970.24</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>1,053.08</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(23,421.40)</u> | <u>(23,421.40)</u> | <u>23,421.40</u> |
| Beginning Net Assets - Unrestricted | <u>0.00</u> | <u>(9,001.05)</u> | <u>(9,001.05)</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>(9,001.05)</u> | <u>9,001.05</u> |
| Beginning Net Assets - Board Designated | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Ending Net Assets | <u>0.00</u> | <u>(7,947.97)</u> | <u>(9,001.05)</u> | <u>0.00</u> | <u>0.00</u> | <u>(23,421.40)</u> | <u>(32,422.45)</u> | <u>32,422.45</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2021 to 11/30/2021

| | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|--------------------|----------------------------|------------------------------------|------------------------------------|--------------------|--------------------|----------------------------|----------------------------|
| 351 0 FRESNO COE 1-TIME FUND | | | | | | | | |
| Revenues | | | | | | | | |
| 4120- GRANT INCOME-STATE | 116,800.00 | 0.00 | 112,410.74 | 0.00 | (0.96) | 0.00 | 112,410.74 | 4,389.26 |
| Total Revenues | <u>116,800.00</u> | <u>0.00</u> | <u>112,410.74</u> | <u>0.00</u> | <u>(0.96)</u> | <u>0.00</u> | <u>112,410.74</u> | <u>4,389.26</u> |
| Expenses | | | | | | | | |
| 6110- OFFICE SUPPLIES | 15,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 15,000.00 |
| 6130- PROGRAM SUPPLIES | 92,058.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 92,058.00 |
| 9010- INDIRECT COST ALLOCATION | 9,742.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 9,742.00 |
| Total Expenses | <u>116,800.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>116,800.00</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>0.00</u> | <u>112,410.74</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>112,410.74</u> | <u>(112,410.74)</u> |
| Beginning Net Assets - Unrestricted | <u>0.00</u> | <u>56,112.32</u> | <u>56,112.32</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>56,112.32</u> | <u>(56,112.32)</u> |
| Beginning Net Assets - Board Designated | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Ending Net Assets | <u>0.00</u> | <u>56,112.32</u> | <u>168,523.06</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>168,523.06</u> | <u>(168,523.06)</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2021 to 11/30/2021

| 831 0 COVID-19 CARES - FRESNO MHS | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|--------------------|----------------------|------------------------------|------------------------------|--------------------|--------------------|-------------------------|--------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 60,931.06 | 16.35 | 16.35 | 0.00 | 0.00 | 0.00 | 16.35 | 60,914.71 |
| Total Revenues | <u>60,931.06</u> | <u>16.35</u> | <u>16.35</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>16.35</u> | <u>60,914.71</u> |
| Expenses | | | | | | | | |
| 6130- PROGRAM SUPPLIES | 55,848.82 | 14.99 | 14.99 | 0.00 | 0.00 | 0.00 | 14.99 | 55,833.83 |
| 9010- INDIRECT COST ALLOCATION | 5,082.24 | 1.36 | 1.36 | 0.00 | 0.00 | 0.00 | 1.36 | 5,080.88 |
| Total Expenses | <u>60,931.06</u> | <u>16.35</u> | <u>16.35</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>16.35</u> | <u>60,914.71</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2021 to 11/30/2021

| 838 0 COVID-19 ARP - FRESNO MHS | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|-------------------|----------------------|------------------------------|------------------------------|---------------|-----------------|-------------------------|------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 335,513.00 | 220,815.28 | 282,685.85 | 0.00 | (0.84) | 0.00 | 282,685.85 | 52,827.15 |
| Total Revenues | <u>335,513.00</u> | <u>220,815.28</u> | <u>282,685.85</u> | <u>0.00</u> | <u>(0.84)</u> | <u>0.00</u> | <u>282,685.85</u> | <u>52,827.15</u> |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 229,961.00 | 141,419.99 | 187,084.99 | 0.00 | 0.81 | 0.00 | 187,084.99 | 42,876.01 |
| 5020- ACCRUED VACATION PAY | 15,478.00 | 9,045.70 | 9,045.70 | 0.00 | 0.58 | 0.00 | 9,045.70 | 6,432.30 |
| 5112- HEALTH INSURANCE | 20,511.00 | 17,983.71 | 17,983.71 | 0.00 | 0.88 | 0.00 | 17,983.71 | 2,527.29 |
| 5114- WORKER'S COMPENSATION | 9,150.00 | 5,254.04 | 6,737.41 | 0.00 | 0.74 | 0.00 | 6,737.41 | 2,412.59 |
| 5116- PENSION | 13,923.00 | 12,661.61 | 14,711.61 | 0.00 | 1.06 | 0.00 | 14,711.61 | (788.61) |
| 5122- FICA | 18,506.00 | 11,262.11 | 14,755.45 | 0.00 | 0.80 | 0.00 | 14,755.45 | 3,750.55 |
| 5130- ACCRUED VACATION FICA | 0.00 | 692.08 | 692.08 | 0.00 | 0.00 | 0.00 | 692.08 | (692.08) |
| 6130- PROGRAM SUPPLIES | 0.00 | 4,077.90 | 8,096.15 | 0.00 | 0.00 | 0.00 | 8,096.15 | (8,096.15) |
| 9010- INDIRECT COST ALLOCATION | 27,984.00 | 18,418.14 | 23,578.75 | 0.00 | 0.84 | 0.00 | 23,578.75 | 4,405.25 |
| Total Expenses | <u>335,513.00</u> | <u>220,815.28</u> | <u>282,685.85</u> | <u>0.00</u> | <u>0.84</u> | <u>0.00</u> | <u>282,685.85</u> | <u>52,827.15</u> |
| Excess Revenue Over (Under) Expenditures | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Beginning Net Assets - Unrestricted | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2021 to 11/30/2021

| Report Recap | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|-------------------------------------|---------------------|----------------------------|------------------------------------|------------------------------------|---------------|--------------------|----------------------------|---------------------|
| Revenues | | | | | | | | |
| 4110- GRANT INCOME-FEDERAL | 5,131,605.06 | 525,552.89 | 1,734,436.48 | 0.00 | (0.34) | 0.00 | 1,734,436.48 | 3,397,168.58 |
| 4120- GRANT INCOME-STATE | 116,800.00 | 0.00 | 112,410.74 | 0.00 | (0.96) | 0.00 | 112,410.74 | 4,389.26 |
| 4220- IN KIND CONTRIBUTIONS | 645,704.00 | 0.00 | 135,514.88 | 0.00 | (0.21) | 0.00 | 135,514.88 | 510,189.12 |
| 4330- SALE OF ASSETS | 0.00 | 0.00 | 2,250.00 | 0.00 | 0.00 | 0.00 | 2,250.00 | (2,250.00) |
| Total Revenues | <u>5,894,109.06</u> | <u>525,552.89</u> | <u>1,984,612.10</u> | <u>0.00</u> | <u>(0.34)</u> | <u>0.00</u> | <u>1,984,612.10</u> | <u>3,909,496.96</u> |
| Expenses | | | | | | | | |
| 5010- SALARIES & WAGES | 3,011,617.00 | 308,317.15 | 1,068,907.61 | 0.00 | 0.35 | 0.00 | 1,068,907.61 | 1,942,709.39 |
| 5020- ACCRUED VACATION PAY | 185,181.00 | 19,474.74 | 63,528.96 | 0.00 | 0.34 | 0.00 | 63,528.96 | 121,652.04 |
| 5112- HEALTH INSURANCE | 200,625.00 | 23,626.03 | 71,725.35 | 0.00 | 0.36 | 0.00 | 71,725.35 | 128,899.65 |
| 5114- WORKER'S COMPENSATION | 120,473.00 | 8,522.64 | 33,424.17 | 0.00 | 0.28 | 0.00 | 33,424.17 | 87,048.83 |
| 5116- PENSION | 172,765.00 | 27,268.38 | 74,692.95 | 0.00 | 0.43 | 0.00 | 74,692.95 | 98,072.05 |
| 5122- FICA | 228,243.00 | 32,817.91 | 91,770.56 | 0.00 | 0.40 | 0.00 | 91,770.56 | 136,472.44 |
| 5124- SUI | 41,926.00 | 4.81 | 30.62 | 0.00 | 0.00 | 0.00 | 30.62 | 41,895.38 |
| 5130- ACCRUED VACATION FICA | 12,795.00 | 1,488.61 | 4,858.57 | 0.00 | 0.38 | 0.00 | 4,858.57 | 7,936.43 |
| 6110- OFFICE SUPPLIES | 35,000.00 | 8.95 | 2,029.86 | 0.00 | 0.06 | 65.99 | 2,095.85 | 32,904.15 |
| 6112- DATA PROCESSING SUPPLIES | 27,000.00 | 5,383.16 | 12,525.54 | 0.00 | 0.46 | 1,475.15 | 14,000.69 | 12,999.31 |
| 6121- FOOD | 4,000.00 | 0.00 | 13.13 | 0.00 | 0.00 | 0.00 | 13.13 | 3,986.87 |
| 6122- KITCHEN SUPPLIES | 1,050.00 | 0.00 | 114.84 | 0.00 | 0.11 | 0.00 | 114.84 | 935.16 |
| 6130- PROGRAM SUPPLIES | 185,872.82 | 5,313.92 | 20,765.82 | 0.00 | 0.11 | 11,297.69 | 32,063.51 | 153,809.31 |
| 6132- MEDICAL & DENTAL SUPPLIES | 140.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 140.00 |
| 6134- INSTRUCTIONAL SUPPLIES | 4,400.00 | 0.00 | 228.91 | 0.00 | 0.05 | 0.00 | 228.91 | 4,171.09 |
| 6140- CUSTODIAL SUPPLIES | 38,285.00 | 1,897.27 | 9,419.92 | 0.00 | 0.25 | 0.00 | 9,419.92 | 28,865.08 |
| 6170- POSTAGE & SHIPPING | 1,500.00 | 70.45 | 219.91 | 0.00 | 0.15 | 0.00 | 219.91 | 1,280.09 |
| 6180- EQUIPMENT RENTAL | 21,984.00 | 2,805.67 | 7,068.30 | 0.00 | 0.32 | 0.00 | 7,068.30 | 14,915.70 |
| 6181- EQUIPMENT MAINTENANCE | 18,120.00 | 4,400.04 | 6,344.33 | 0.00 | 0.35 | 0.00 | 6,344.33 | 11,775.67 |
| 6310- PRINTING & PUBLICATIONS | 7,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,000.00 |
| 6312- ADVERTISING & PROMOTION | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 6320- TELEPHONE | 73,782.00 | 11,314.67 | 30,589.56 | 0.00 | 0.41 | 0.00 | 30,589.56 | 43,192.44 |
| 6410- RENT | 80,036.00 | 9,040.77 | 28,449.31 | 0.00 | 0.36 | 0.00 | 28,449.31 | 51,586.69 |
| 6420- UTILITIES/ DISPOSAL | 53,136.00 | 4,763.73 | 17,200.20 | 0.00 | 0.32 | 0.00 | 17,200.20 | 35,935.80 |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 57,000.00 | 3,346.86 | 10,348.97 | 0.00 | 0.18 | 8,558.20 | 18,907.17 | 38,092.83 |
| 6433- GROUNDS MAINTENANCE | 17,940.00 | 1,861.17 | 6,059.17 | 0.00 | 0.34 | 0.00 | 6,059.17 | 11,880.83 |
| 6436- PEST CONTROL | 6,600.00 | 667.00 | 1,696.00 | 0.00 | 0.26 | 0.00 | 1,696.00 | 4,904.00 |
| 6437- BURGLAR & FIRE ALARM | 2,155.00 | 302.54 | 1,311.20 | 0.00 | 0.61 | 0.00 | 1,311.20 | 843.80 |
| 6440- PROPERTY INSURANCE | 12,048.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,048.00 |
| 6520- CONSULTANTS | 18,590.00 | 1,800.00 | 2,220.00 | 0.00 | 0.12 | 0.00 | 2,220.00 | 16,370.00 |
| 6522- CONSULTANT EXPENSES | 800.00 | 0.00 | 70.51 | 0.00 | 0.09 | 0.00 | 70.51 | 729.49 |
| 6524- CONTRACTS | 24,912.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 24,912.00 |
| 6530- LEGAL | 9,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 9,000.00 |
| 6540- CUSTODIAL SERVICES | 4,776.00 | 398.00 | 1,194.00 | 0.00 | 0.25 | 0.00 | 1,194.00 | 3,582.00 |
| 6555- MEDICAL SCREENING/DEAT/STAFF | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 6610- GAS & OIL | 10,000.00 | 1,163.00 | 3,387.99 | 0.00 | 0.34 | 0.00 | 3,387.99 | 6,612.01 |
| 6620- VEHICLE INSURANCE | 12,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,000.00 |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2021 to 11/30/2021

| Report Recap | Grant Budget | Current Month Actual | YTD Actual November 30, 2021 | YTD Budget November 30, 2021 | % Spent | YTD Encumbrance | Actual Plus Encumbrance | Budget Balance |
|---|---------------------|----------------------|------------------------------|------------------------------|-------------|--------------------|-------------------------|---------------------|
| 6630- VEHICLE LICENSE & FEES | 0.00 | 0.00 | 430.00 | 0.00 | 0.00 | 0.00 | 430.00 | (430.00) |
| 6640- VEHICLE REPAIR & MAINTENANCE | 15,000.00 | 118.31 | 7,369.14 | 0.00 | 0.49 | 0.00 | 7,369.14 | 7,630.86 |
| 6712- STAFF TRAVEL-LOCAL | 28,395.00 | 508.56 | 1,923.89 | 0.00 | 0.07 | 0.00 | 1,923.89 | 26,471.11 |
| 6714- STAFF TRAVEL-OUT OF AREA | 14,950.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 14,950.00 |
| 6722- PER DIEM - STAFF | 4,462.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,462.00 |
| 6742- TRAINING - STAFF | 10,200.00 | 2,608.34 | 4,775.34 | 0.00 | 0.47 | 500.00 | 5,275.34 | 4,924.66 |
| 6832- LIABILITY INSURANCE | 504.00 | 36.36 | 109.08 | 0.00 | 0.22 | 0.00 | 109.08 | 394.92 |
| 6834- STUDENT ACTIVITY INSURANCE | 1,175.00 | 190.47 | 571.41 | 0.00 | 0.49 | 0.00 | 571.41 | 603.59 |
| 6840- PROPERTY TAXES | 5,260.00 | 1,361.86 | 1,365.69 | 0.00 | 0.26 | 0.00 | 1,365.69 | 3,894.31 |
| 6850- FEES & LICENSES | 17,850.00 | 1.00 | 9.00 | 0.00 | 0.00 | 0.00 | 9.00 | 17,841.00 |
| 6851- CPR FEES | 240.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 240.00 |
| 6852- FINGERPRINT | 75.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75.00 |
| 6875- EMPLOYEE HEALTH & WELFARE | 8,475.00 | 736.76 | 4,430.15 | 0.00 | 0.52 | 1,834.78 | 6,264.93 | 2,210.07 |
| 7110- PARENT ACTIVITIES | 700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 700.00 |
| 7111- PARENT MILEAGE | 750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 750.00 |
| 7114- PC ALLOWANCE | 0.00 | 270.00 | 660.00 | 0.00 | 0.00 | 0.00 | 660.00 | (660.00) |
| 7116- POLICY COUNCIL FOOD ALLOWANCE | 600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 600.00 |
| 8110- IN KIND SALARIES | 560,230.00 | 0.00 | 105,699.38 | 0.00 | 0.19 | 0.00 | 105,699.38 | 454,530.62 |
| 8120- IN KIND RENT | 83,944.00 | 0.00 | 29,815.50 | 0.00 | 0.36 | 0.00 | 29,815.50 | 54,128.50 |
| 8130- IN KIND - OTHER | 1,530.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,530.00 |
| 9010- INDIRECT COST ALLOCATION | 437,767.24 | 42,610.68 | 144,846.52 | 0.00 | 0.33 | 0.00 | 144,846.52 | 292,920.72 |
| Total Expenses | 5,894,109.06 | 524,499.81 | 1,872,201.36 | 0.00 | 0.32 | 23,731.81 | 1,895,933.17 | 3,998,175.89 |
| Excess Revenue Over (Under) Expenditures | 0.00 | 1,053.08 | 112,410.74 | 0.00 | 0.00 | (23,731.81) | 88,678.93 | (88,678.93) |
| Beginning Net Assets - Unrestricted | 0.00 | 47,111.27 | 47,111.27 | 0.00 | 0.00 | 0.00 | 47,111.27 | (47,111.27) |
| Beginning Net Assets - Board Designated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Ending Net Assets | 0.00 | 48,164.35 | 159,522.01 | 0.00 | 0.00 | (23,731.81) | 135,790.20 | (135,790.20) |

CAPMC
Work Related Injuries Report - December 2021
BOARD OF DIRECTORS

Recordable Injuries

| Position/Program | Injury Location | Type of Injury | DOI | TOI | Description | Loss Days | Outcomes |
|------------------------|--------------------------------|------------------|------------|--------|---|-----------|--|
| Instructional Aide III | Sierra Vista | Fall | 12/15/2021 | 3:15PM | EE placed a teacher's chair back to the area it belonged. EE was walking back to the dramatic play area where the children were, EE tripped over a baby doll crib causing EE to fall. EE injured left side of body (knee, elbow, shoulder, lower back, and buttock. | 0 | 12/15/21: EE declined to seek medical treatment. |
| Housing Case Worker | K Street / 6th Street (Madera) | Vehicle Accident | 12/30/2021 | 4:50PM | EE was driving to back to worksite when EE was hit on the driver side by another vehicle that ran the stop sign. EE felt pain in shoulder, back, and neck. | 0 | 12/30/21: EE declined to seek medical treatment. |

First Aid

| Position/Program | Injury Location | Type of Injury | DOI | TOI | Description | Loss Days |
|------------------|-----------------|----------------|-----|-----|-------------|-----------|
|------------------|-----------------|----------------|-----|-----|-------------|-----------|

Claims

| Position/Program | Injury Location | Type of Injury | DOI | TOI | Description | Loss Days | Outcomes |
|------------------|-----------------|----------------|-----|-----|-------------|-----------|----------|
|------------------|-----------------|----------------|-----|-----|-------------|-----------|----------|

Up To Date Injuries: January 2021 to December 2021

| | | | | | | | |
|-----------------------|----------------------|--------------------------|------------|--|--|--|--|
| (4) Hand Injuries | (1) Feet Injuries | () Chest Injuries | | | | | |
| (5) Back Injuries | (1) Eye Injuries | (1) Neck Injuries | (4) Bottom | | | | |
| (13) Knee Injuries | (4) Leg Injuries | (1) Head Injuries | (3) Hip | | | | |
| (3) Arm Injuries | (3) Wrist Injuries | (8) Ankle Injuries | (2) Psyche | | | | |
| (2) Elbow Injuries | () Burn Injuries | () Respiratory Injuries | | | | | |
| (6) Shoulder Injuries | (1) Abdomen Injuries | () Face Injuries | | | | | |
| | | DOI: DATE OF INJURY | | | | | |
| | | TOI: TIME OF INJURY | | | | | |



BOARD OF DIRECTORS 2021 ATTENDANCE

| Director | Area Represented | January | February | March | April | May | June | July | August | September | October | November | December |
|---|---|---------|----------|-------|-------|-------|-------|------|--------|--|---------|---|----------|
| Public Officials | | | | | | | | | | | | | |
| Deborah Martinez A: Miguel Gonzalez | Department of Social Services | P | X | P | X | P | X | X | P | Quorum Not Established. Meeting Canceled. | X | Meeting Canceled due to Veteran's Day Holiday. | X |
| David Hernandez <i>Secretary/Treasurer</i> | Madera Unified School District | P | P | P | P | P | P | P | P | | P | | P |
| Leticia Gonzalez A: Robert Poythress | Madera County Board of Supervisors | P | P | P | P | P | P | P | A | | P | | P |
| Steve Montes A: Artemio Villegas | Madera City Council | P | P/A | P/A | P | P | A | P | P | | P | | P |
| John Chavez A: Diana Palmer | Chowchilla City Council | P | X | X | P | P | P | P | X | | P | | P |
| Private Sector Officials | | | | | | | | | | | | | |
| Debi Bray | Madera Chamber of Commerce | P | X | X | P | X | P | X | P | | P | | P |
| Patricia Trevino | Head Start Policy Council | P | X | X | X | P | X | X | X | | X | | X |
| Donald Holley | Community Affairs | P | P | P | P | P | P | P | P | | P | | P |
| Eric LiCalsi <i>Vice-Chairperson</i> | Attorney at Law | P | P | P | P | X | P | P | X | | P | | P |
| Vicki Bandy | Early Childhood Education & Development | P | P | P | X | X | P | X | P | | X | | X |
| Low-Income Target Area Officials | | | | | | | | | | | | | |
| Martha Garcia A: Joann Lorange | Central Madera/Alpha | P | P | P | P | P | P | P | X | | P | | P |
| Tyson Pogue <i>Chairperson</i> | Eastern Madera County | P | X | P | P | P | P | X | P | | P | | P |
| Richard Gutierrez | Eastside/Parksdale | P | P | X | X | X | P | P | P | | P | | P |
| Molly Hernandez | Fairmead/Chowchilla | P | P | P | P | P | P | X | X | | P | | P |
| Aurora Flores A: Octavio Pineda | Monroe/Washington | X | P | P | X | P | X | P | X | | P | | P |
| <i>Total Directors</i> | | 14/15 | 10/15 | 11/15 | 10/15 | 11/15 | 12/15 | 9/15 | 9/15 | 0/0 | 12/15 | 0/0 | 12/15 |

P = Primary Present | A = Alternate Present | X = Absent

STAFFING CHANGES
November 30, 2021 - January 5, 2022
BOARD OF DIRECTORS

| NON-HEAD START DEPARTMENTS | | | | | |
|-----------------------------------|---|--|----------------|-------|---------------|
| NEW HIRES | | | | | |
| Identification Number | Position | Location | Effective Date | Hours | Justification |
| 61332 | Customer Assistance Technician | Gill - Community Services | 12/14/2021 | 80 | Open Position |
| 61334 | Program Assistant / Clerk Typist II | Gill - Alternative Payment Program & Resources and Referrals | 1/5/2022 | 80 | Open Position |
| SUBSTITUTES | | | | | |
| Identification Number | Position | Location | Effective Date | Hours | Justification |
| | | | | | |
| VOLUNTARY RESIGNATIONS | | | | | |
| Identification Number | Position | Location | Effective Date | Hours | Justification |
| 60996 | Family Services Quality Assurance Associate | Gill - Alternative Payment Program & Resources and Referrals | 12/1/2021 | 80 | Resignation |
| 61033 | Family Services Associate III | Gill - Alternative Payment Program & Resources and Referrals | 12/8/2021 | 80 | Resignation |
| 61301 | Human Resources Assistant II | Gill - Human Resources | 12/20/2021 | 80 | Resignation |
| TERMINATION | | | | | |
| Identification Number | Position | Location | Effective Date | Hours | Justification |
| | | | | | |
| HEAD START DEPARTMENTS | | | | | |
| NEW HIRES | | | | | |
| Identification Number | Position | Location | Effective Date | Hours | Justification |
| 61333 | Site Supervisor / Teacher | North Fork - Madera Regional Head Start | 12/14/2021 | 60 | Open Position |
| 61335 | Instructional Aide II/Janitor | Valley West - Madera Regional Head Start | 1/5/2022 | 80 | Open Position |
| 61338 | Instructional Aide I/Janitor | Oakhurst - Madera Regional Head Start | 1/5/2022 | 60 | Open Position |
| SUBSTITUTES | | | | | |
| Identification Number | Position | Location | Effective Date | Hours | Justification |
| | | | | | |
| VOLUNTARY RESIGNATIONS | | | | | |
| Identification Number | Position | Location | Effective Date | Hours | Justification |
| 61180 | Teacher | Sierra Vista - Madera Migrant Head Start | 11/30/2021 | 80 | Resignation |
| 60350 | Site Supervisor / Teacher | Cottonwood - Madera Regional Head Start | 12/16/2021 | 80 | Resignation |
| TERMINATION | | | | | |
| Identification Number | Position | Location | Effective Date | Hours | Justification |
| | | | | | |



ADMINISTRATION FOR
CHILDREN & FAMILIES

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

January 07, 2022

Madera County Board of Supervisors/CAPMC

Re: Grant No. 09CH011519

Dear Head Start Grantee:

The Administration for Children and Families (ACF), Office of Head Start (OHS) recently conducted a monitoring review of your program. The attached report contains information about your agency's performance and compliance with the requirements of the Head Start Program Performance Standards, Public Law 110-134, Improving Head Start for School Readiness Act of 2007, and other applicable regulations.

Please contact your Regional Office for guidance should you have any questions or concerns. Your Regional Office will follow up on the content of this report and can work with you to identify resources to support your program's continuous improvement.

If the report has findings the corrective action period will begin 72 hours from the time this email was sent.

Sincerely,

OHS Monitoring Team



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 4th Floor – Switzer Memorial Building, 330 C Street SW, Washington DC 20024 eclkc.ohs.acf.hhs.gov

Program Performance Summary Report

To: Authorizing Official/Board Chairperson

Mr. Tyson Pogue

Madera County Board of Supervisors/CAPMC

1225 Gill Ave

Madera, CA 93637 - 5234

From: Responsible HHS Official

Date: 01/06/2022

Dr. Bernadine Futrell

Director, Office of Head Start

From November 15, 2021 to November 19, 2021, the Administration for Children and Families (ACF) conducted a Focus Area One (FA1) monitoring review of the Madera County Board of Supervisors/CAPMC Head Start and Early Head Start programs. This report contains information about the recipient's performance and compliance with the requirements of the Head Start Program Performance Standards (HSPPS) or Public Law 110-134, *Improving Head Start for School Readiness Act of 2007*.

The Office of Head Start (OHS) would like to thank your governing body, policy council, parents, and staff for their engagement in the review process. The FA1 review allows the OHS to understand how programs are progressing in providing services in the 5-year grant cycle. The report includes the performance measures used to understand recipient progress towards program goals. You can use this report to identify where your program was able to describe progress toward implementing program services that promote quality outcomes for children and families. Please contact your Regional Office for guidance should you have any questions or concerns. Your Regional Office will follow up on the content of this report and can work with you to identify resources to support your program's continuous improvement.

DISTRIBUTION OF THE REPORT

Copies of this report will be distributed to the following:

Ms. Cynthia Yao, Regional Program Manager

Ms. Mattie Mendez, Chief Executive Officer/Executive Director

Ms. Maritza Gomez-Zaragoza, Head Start Director

Ms. Maritza Gomez-Zaragoza, Early Head Start Director

Glossary of Terms

| | |
|---|---|
| Opportunity for Continuous Improvement (OCI) | An OCI is identified when the recipient is determined compliant in an area; however, through intentional, continuous improvement strategies, the agency has the opportunity to enhance overall program quality. |
| Area of Concern (AOC) | An area for which the agency needs to improve performance. These issues should be discussed with the recipient's Regional Office of Head Start for possible technical assistance. |
| Area of Noncompliance (ANC) | An area for which the agency is out of compliance with Federal requirements (including but not limited to the Head Start Act or one or more of the regulations) in one or more areas of performance. This status requires a written timeline of correction and possible technical assistance or guidance from the recipient's program specialist. If not corrected within the specified timeline, this status becomes a deficiency. |
| Deficiency | <p>As defined in the Head Start Act, the term "deficiency" means:</p> <p>(A) a systemic or substantial material failure of an agency in an area of performance that the Secretary determines involves:</p> <ul style="list-style-type: none"> (i) a threat to the health, safety, or civil rights of children or staff; (ii) a denial to parents of the exercise of their full roles and responsibilities related to program operations; (iii) a failure to comply with standards related to early childhood development and health services, family and community partnerships, or program design and management; (iv) the misuse of funds received under this subchapter; (v) loss of legal status (as determined by the Secretary) or financial viability, loss of permits, debarment from receiving Federal grants or contracts, or the improper use of Federal funds; or (vi) failure to meet any other Federal or State requirement that the agency has shown an unwillingness or inability to correct, after notice from the Secretary, within the period specified; <p>(B) systemic or material failure of the governing body of an agency to fully exercise its legal and fiduciary responsibilities; or</p> <p>(C) an unresolved area of noncompliance.</p> |



Program Design and Management

Program Design

The recipient's program design and structure takes into account community strengths and needs.

Program Management

The recipient has an approach for providing effective management and oversight of all program areas and fiduciary responsibilities.

Program Governance

The recipient maintains a formal structure for program governance that includes a governing body, a policy council (or policy committee for delegates), and parent committees.

Program Design and Management Summary

Madera County Board of Supervisors/Community Action Program of Madera County (CAPMC) is located in the Central Valley, north of Fresno County, California, and has provided Head Start services since 1965. Families could access services at 12 centers strategically located in targeted areas such as low-income housing complexes. Madera County is known for agriculture and has a large farming community. The other county the recipient serves, Mariposa, is located at the base of the Sierra Nevada mountains and is known for tourism and government jobs. The recipient designs services to meet the needs of these communities.

CAPMC's tri-partite Board of Directors was composed of elected public officials, private sector members, and members from low-income areas of the community. The Board's structure allowed local decisions to be made by residents with firsthand knowledge of community needs, strengths, and interests. To assist the governing bodies in making informed decisions and ensure continuous improvement, CAPMC's leadership team provided monthly reports and other data. The Board's composition and structure positioned the program to quickly respond to challenges in its communities.

In 2015, after a review of program data, the closure of child care programs, and an expansion of the transitional kindergarten, the leadership team collaborated with the governing bodies to re-examine its service delivery model. Data confirmed the need for increased infant/toddler services to meet the changing needs of families working longer hours or attending college classes. In response, the program converted some services from Head Start to Early Head Start operations and expanded eight centers to full-day operations. The remaining centers continued to operate part-day double sessions, allowing children with disabilities who required dual placement to be enrolled at the local school system and still attend Head Start in the morning or afternoon. This diversification of services met the variety of needs in the community.



Designing Quality Education and Child Development Program Services

Alignment with School Readiness

The recipient's approach to school readiness aligns with the expectations of receiving schools, the Head Start Early Learning Outcomes Framework (HSELOF), and state early learning standards.

Effective and Intentional Teaching Practices

The recipient has strategies to ensure teaching practices promote progress toward school readiness.

Supporting Teachers in Promoting School Readiness

The recipient has an approach for ensuring teachers are prepared to implement the curriculum and support children's progress toward school readiness.

Home-based Program Services

The recipient has strategies to ensure home-based program services help parents to provide high-quality learning experiences.

Education and Child Development Services Summary

The recipient instructed staff on best practices and offered individualized coaching to support their ongoing development. Teaching teams received mentoring and coaching based on child outcomes data, CLASS scores, and classroom observations. Additionally, the recipient offered professional development opportunities for all staff and individualized, targeted support through practice-based coaching plans. Professional development focused on the school readiness objectives and collecting and using observation data to plan and individualize children's learning experiences. In recent years, Head Start leadership attributed their low staff turnover to the intentional professional development and targeted supports provided to staff.



Designing Quality Health Program Services

Child Health Status and Care

The recipient has an approach for ensuring the delivery of high-quality health services.

Safety Practices

The recipient implements a process for monitoring and maintaining healthy and safe environments and ensuring all staff have complete background checks.

Health Services Summary

CAPMC implemented a multi-tiered approach to support children, families, and staff in addressing health and mental health needs. One tier comprised collaborations such as those with Madera/Mariposa County Behavioral Health, the Maternal Health Coalition, and the local health department that provided two community-based COVID-19 vaccine clinics at CAPMC sites. Another tier included a mental health consultant who observed each classroom twice per year, with observation data used to provide strategies for teaching teams. If more intensive support services were needed, the mental health consultant met with teachers and parents to make referrals. Lastly, the recipient provided each family with a mental health kit that contained resources regarding community-based crisis hotlines, a stress ball, and tips for managing stress. The recipient's approach to health services increased access for families and children.



Designing Quality Family and Community Engagement Services

Family Well-being

The recipient has an approach for collaborating with families to support family well-being.

Strengthening Parenting and Parent-Child Supports

The recipient has an approach for providing services that strengthen parenting skills.

Family and Community Engagement Services Summary

The recipient leveraged community-based partnerships throughout the pandemic to support the needs of children, families, and staff with the goal to ensure families and staff had access to resources. A program newsletter containing information about community resources and upcoming community events was uploaded to the agency's Facebook page and sent to all families. The recipient also shared a mobile app, Meals for Kids California, which allowed families and staff to locate local food distribution locations by entering a zip code. During a recent event, the program distributed over 250 food boxes to families. CAPMC utilized internal agency resources and community support services to help families through the challenges of the pandemic.



Developing Effective Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) Strategies and Fiscal Infrastructure

Eligibility, Recruitment, Selection, Enrollment, and Attendance

The recipient enrolls children or expectant mothers who are categorically eligible or who meet defined income-eligibility requirements.

At least 10% of the recipient's total funded enrollment is filled by children eligible for services under IDEA or the recipient has received a waiver.

Enrollment Verification

The recipient maintains and tracks full enrollment for all enrolled participants.

Fiscal Infrastructure, Capacity, and Responsiveness

The recipient's fiscal staff have the qualifications needed to provide oversight of the grant.

The recipient has a budget development and revision process that includes stakeholders and appropriate approvals, and ensures continuous alignment with program design, goals, and objectives.

ERSEA and Fiscal Summary

CAPMC adapted ERSEA practices to ensure only eligible families were enrolled for Head Start and Early Head Start services in spite of social distancing challenges. Historically, the eligibility process began when family advocates worked with families to collect documents during the intake process. To address the changes required by COVID-19, the recipient implemented new and responsive strategies. These tactics included enrollment appointments conducted via phone and the submission of eligibility documents via fax or a safe box outside the administrative office. Because of the effectiveness of these new processes, the recipient planned to continue these practices to support effective enrollment.

CAPMC's fiscal infrastructure supported oversight of federal funds and ensured the budget was responsive to program goals and needs. Program data based on child and family outcomes, the annual self-assessment, CLASS results, and other sources helped the fiscal team and director realign resources based on changing needs. As a result of this collaboration, the recipient recently was able to increase staff salaries and extend days of operation to support enhanced learning experiences for children. CAPMC designed financial systems that met the needs of the program.

----- End of Report -----



2022 MEETING SCHEDULE BOARD OF DIRECTORS

Unless otherwise noted, all meetings will be held on *the second Thursday of every month at 5:30 p.m. virtually via WebEx and/or in person at the Community Action Partnership of Madera County, Inc. Conference Room at 1225 Gill Ave Madera, CA 93637*

| Month | Meeting Date |
|------------------|--------------|
| January | January 13 |
| February | February 10 |
| March | March 10 |
| April | April 14 |
| May | May 12 |
| June | June 9 |
| July | July 14 |
| August | August 11 |
| September | September 8 |
| October | October 13 |
| November | November 10 |
| December | December 8 |