

COUNTY OF MONTEREY

AMENDMENT #1 to Agreement # 501-CAP20AoA

ALLIANCE ON AGING

This Amendment is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter, "COUNTY"), and **Alliance on Aging** (hereinafter, "CONTRACTOR").

This amendment modifies the agreement between parties for **services for low-income seniors living in Monterey County**.

Whereas the original agreement was executed on **December 23, 2019 in the amount of \$40,000 to provide the above services with Community Service Block Grant (CSBG) Funding for January 1, 2020 through December 31, 2020;**

Whereas Amendment #1, adds \$65,000 in 2020-21 Coronavirus Act Relief Emergency Services (CARES) - CSBG grant funding for COVID-19 response, which may utilize funds from July 1, 2020 thru December 31, 2021;

Whereas Amendment #1, adds an additional \$40,000 in 2021 CSBG Funds that is effective January 1, 2021 for a total contract amount of \$145,000 and extends the term through December 31, 2021.

Now Therefore the parties hereby agree to amend the Original Agreement as follows:

1. Section 1.0 GENERAL DESCRIPTION of the Original Agreement is amended to read as follows:

1.01 The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit AA**, in conformity with the terms of this Agreement. The services are generally described as follows: **CONTRACTOR shall provide "Income & Asset Building" services to low-income senior individuals living in the South County region of Monterey County through its Tax Counseling for the Elderly program and expand service provision and services to address the emergent needs of low-income seniors as a result of COVID-19.**

2. Section 2.0 PAYMENT PROVISIONS of the Original Agreement is amended to read as follows:

2.01 COUNTY shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibit AA**, subject to the limitations set forth in this Agreement. The total amount payable by COUNTY to CONTRACTOR under this agreement shall not exceed the sum of **\$145,000.00**

3. Section 4.0 of the Original Agreement SCOPE OF SERVICES AND ADDITIONAL PROVISIONS is amended to read as follows:

4.01 The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit AA	Scope of Services/Payment Provisions
Exhibit A-1	CAP Service Report 2020
Exhibit AA-1	CAP Service Report CSBG 2021
Exhibit AA-1b	CAP Service Report CARES 2020-21
Exhibit A-2	CAP Child Support Referral Policy
Exhibit A-3	Customer Evaluation Forms
Exhibit A-4	CAPLAW FAQ
Exhibit B	DSS Additional Provisions
Exhibit C	Program Budget
Exhibit CC	Program Budget CSBG 2021
Exhibit CC-1	Program Budget CARES 2020-21
Exhibit D	Invoice
Exhibit DD	Invoice CSBG 2021
Exhibit DD-1	Invoice CARES 2020-21
Exhibit E	Child Abuse Reporting Certification
Exhibit F	HIPAA Certification
Exhibit G	Audit Provisions
Exhibit G-1	Schedule of County Programs
Exhibit H	Elder Abuse Reporting Certification
Exhibit I	Lobbying Certification

4. Sections 1.01, 1.03 and 2.01 of Exhibit B of the Original Agreement are amended to read as follows:

1.01 Monthly Claims by CONTRACTOR: Not later than the tenth (10th) day of each month CONTRACTOR shall submit to COUNTY a signed invoice setting forth the amount claimed. All invoices (monthly and final) shall be submitted in the form set forth in Exhibits D, **DD and DD-1**.

1.03 Allowable Costs: Allowable costs shall be the CONTRACTOR's actual costs of developing, supervising and delivering the services under this Agreement as set forth in the budget, attached hereto as Exhibits C, **CC and CC-1**. Only the costs listed in Exhibits C, **CC and CC-1** as contract expenses may be claimed as allowable costs. Any dispute over whether costs are allowable shall be resolved in accordance with the provisions of 45 Code of Federal Regulations, Part 74, Sub-Part F and 48 Code of Federal Regulations (CFR), Chapter 1, Part 31.

2.01 Outcome objectives and performance standards: CONTRACTOR shall, for the entire term of this Agreement, provide the service outcomes set forth in **Exhibit AA**. CONTRACTOR shall meet the contracted level of service and the specified performance standards described in **Exhibit AA**, unless prevented from doing so by circumstances beyond CONTRACTOR's control including, but not

limited to, natural disasters, fire, theft and shortages of necessary supplies or materials due to labor disputes.

- 5. Exhibit A of the Original Agreement is rescinded, and replaced by **Exhibit AA**, attached. Additionally, the Original Agreement is supplemented by **Exhibits AA-1, AA-1b, CC, CC-1, DD and DD-1**, attached.

If there is any conflict or inconsistency between the provisions of the AGREEMENT or this AMENDMENT, the provisions of this AMENDMENT shall govern. A copy of this AMENDMENT shall be attached to the original AGREEMENT, as it may have been previously amended.

Except as provided herein, all remaining terms, conditions, provisions, entitlements and obligations of the original AGREEMENT shall remain unchanged and unaffected by this AMENDMENT and shall continue in full force and effect.

IN WITNESS HEREOF, the parties hereby execute this amendment as follows:

COUNTY OF MONTEREY:

CONTRACTOR:

ALLIANCE ON AGING

By: _____
Lori Medina, Director
Dept. of Social Services

By: _____
DocuSigned by:
[Signature]
(Chair, President, ~~Vice President~~)
57BE64089FFB41A...

Date: _____

(Print Name & Title)
11/21/2020 | 9:02 AM PST

Date: _____

Approved as to Form:

DocuSigned by:
[Signature]
07025F3AA36B4A4...

Deputy County Counsel

Date: 11/23/2020 | 2:13 PM PST

DocuSigned by:
[Signature]
B67C21C1CA447B...
(Secretary, CFO, Treasurer)

(Print Name and Title)

11/23/2020 | 11:32 AM PST

Date: _____

Approved as to Fiscal Provisions:

DocuSigned by:
[Signature]
B3834BFEC1B8449...

Auditor-Controller's Office

11/23/2020 | 2:23 PM PST

Date: _____

SCOPE OF SERVICES/PAYMENT PROVISIONS

ALLIANCE ON AGING

- A. TOTAL FUNDING:**
- | | |
|---------------------|-------------------------------|
| \$40,000.00 | CSBG 2020 |
| \$40,000.00 | CSBG 2021 |
| \$65,000.00 | CARES Act CSBG 2020-21 |
| \$145,000.00 | Total Funding |
- Federal Funds – Federal Catalog # 93.569
- B. CONTRACT TERM:** January 1, 2020 to **December 31, 2021**
- C. CONTACT INFORMATION:**
- County Contract Monitor: Monterey County Community Action Partnership (MCCAP)
Denise R, Vienne Management Analyst II
1000 S. Main Street, Suite 301 Salinas, CA 93901
Phone: (831) 755-4484 Fax: (831) 755-8477
vienned@co.monterey.ca.us
- Contractor Information: Alliance on Aging, Inc
Teresa Sullivan, Executive Director
247 Main St. Salinas, CA 93901-2703
831-655-1334
tsullivan@allianceonaging.org
- Location of Services: Alliance on Aging 247 Main St. Salinas, 93901
Oldemeyer Center 986 Hilby Ave. Seaside, 93955
Carmel Foundation 8th and Lincoln Carmel, 93921
Castroville Library 11160 Speegle St Castroville, 95012
Greenfield Library 315 El Camino Real Greenfield, 93927
Additional service locations throughout the County
- D. SUBAWARD INFORMATION**
CONTRACTOR DUNS Number: 024064826
Date County Awarded Funding: January 1, 2020; **July 1, 2020; and January 1, 2021**
CFDA PASSTHROUGH INFORMATION AND DOLLAR AMOUNT: State of California
Department of Community Services and Development CFDA #93.569 \$40,000; **\$65,000; and \$40,000**
Federal Award Description: Community Services Block Grant: Administration for Children and Families, Department of Health and Human Services
Research and Development: No
Maximum Allowable Indirect Cost Rate: 10%
- E. BACKGROUND**
The Alliance on Aging was established in 1970 by a group of concerned local citizens who wanted to help seniors remain safely in their own homes for as long as possible. This volunteer driven organization which began as a single program with a handful of volunteers is now a multi-purpose senior service agency with over 200 volunteers. The largest non-profit provider of senior services in Monterey County, the Alliance on Aging serves over 7,000 individuals every year.

SCOPE OF SERVICES/PAYMENT PROVISIONS

Alliance on Aging programs include Medicare Counseling & Education (HICAP), Senior Peer Counseling, Nursing Home Information & Advocacy, Tax Counseling for the Elderly, Benefits Checkup and a monthly Senior Outreach Luncheon in Salinas. Outreach staff make regular visits to seniors at sites and venues throughout the county.

F. DESCRIPTION OF SERVICES

CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

F.1 INCOME & ASSET BUILDING

F.1.1 CONTRACTOR shall provide "Income & Asset Building" services to low-income senior individuals living in the South County region of Monterey County through its Tax Counseling for the Elderly program (TCE). "Income & Asset Building" services include but are not limited to VITA, EITC, and/or other tax counseling services.

F.1.2 Adequate performance for this service shall be based on outcomes achieved towards the goals set forth on the CAP Service Report (**Exhibits A-1, AA-1**).

F.1.2.a FNPI 3z.1: The number of individuals receiving tax refunds to meet basic needs.

F.1.3 Adequate delivery for this service shall be based on service counts delivered towards the goal set forth on the CAP Service Report (**Exhibits A-1, AA-1**).

F.1.3.a SRV 3o: VITA, EITC, or Other Tax Preparation programs.

F.2 CARES Act CSBG COVID19 Response

F.2.1 CONTRACTOR shall adapt service provision and services to address the emergent needs of seniors as a result of COVID-19.

F.2.2 Adequate performance for this service shall be based on outcomes achieved towards the goals set forth on the CAP Service Report (**Exhibit AA-1b**).

F.2.2.a FNPI 5c: The number of individuals who demonstrated improved mental and behavioral health and well-being.

F.2.2.b FNPI 5f: The number of seniors (65+) who maintained an independent living situation.

F.2.3 Adequate delivery for this service shall be based on service counts delivered towards the goal set forth on the CAP Service Report (**Exhibit AA-1b**).

F.2.3.a SRV 3h: Health Insurance

F.2.3.b SRV 5aa: Mental Health Support Group Meeting

G. CONTRACTOR RESPONSIBILITIES

CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to:

G.1 FEDERAL POVERTY GUIDELINE REQUIREMENTS: Target and document services for individuals and families living at or below 100% of the most current Federal Poverty Guidelines issued through the Federal Register by the Department of Health and Human Services (HHS).

G.1.1 CONTRACTOR is responsible for updating and using the most up to date federal poverty guidelines.

SCOPE OF SERVICES/PAYMENT PROVISIONS

- G.1.2 CONTRACTOR must request and record client income documents and securely store and maintain client information.
- G.2 EITC & VITA REQUIREMENTS: Inform clients of CSBG-funded programs, activities, or services about state and federal Earned Income Tax Credits (EITC). Refer eligible individuals and families to local Volunteer Income Tax Assistance (VITA) program providers for information and tax assistance.
- G.3 CHILD SUPPORT REFERRAL REQUIREMENTS: Comply with CSBG statute regarding child support referral procedures. In accordance with CAP Child Support Referral Policy (Exhibit A-2) (CSBG Act, 42 U.S.C. § 9919(b)), CONTRACTOR will refer all custodial single-parent families who are clients of CSBG-funded programs to the Monterey County Department of Child Support Services in addition to providing custodial parents with the Child Support Referral Notice and Child Support Services forms.
- G.4 COMMUNITY BENEFITS REFERRALS: As appropriate, provide information, referrals, application forms, and/or application assistance for mainstream benefits.
- G.5 BILINGUAL REQUIREMENTS: Ensure service provision, and information about services, is provided in Spanish and English.
- G.6 CLIENT EVALUATION REQUIREMENTS: Provide service recipients with customer evaluation forms (Exhibit A-3) that can be sent directly, and confidentially, to MCCAP. MCCAP must receive no fewer than ten (10) customer evaluation forms.
- G.7 NETWORK PARTICIPATION REQUIREMENTS: CONTRACTOR is member of the CSBG-funded MCCAP network. Members are expected to actively participate in network activities and mutually support client access, including client referrals, to network service providers. MCCAP Network Participation is defined as:
- G.7.1 Mandatory attendance at all bi-monthly MCCAP community circle meetings
CCC meetings
 - G.7.2 Mandatory attendance at MCCAP special events and MCCAP's biennial community needs assessment (CNA) public hearing. Support CNA survey and research.
 - G.7.3 Promotion of the Monterey County CAP partnership by adding MCCAP logo to agency marketing materials
 - G.7.4 Cooperative collaboration with the agencies within the MCCAP network.
 - G.7.5 VOLUNTARY participation in the Active Referral Network and Smart Referral Software for client access to services and resources.
- G.8 MONITORING REQUIREMENTS: Participate in annual monitoring activities conducted by MCCAP staff, MCCAP Commissioners, and California State CSBG program representatives. Monitoring may be conducted as a site-visit or desk review. Monitoring activities will review fiscal integrity, customer service, program management, and data collection & reporting. In accordance with this contract's signed Health Insurance Portability & Accountability Act (HIPPA) agreement (Exhibit F), CONTRACTOR will make client files available to authorized MCCAP staff and State of California CSBG program representatives as sample data to verify agency compliance with contract requirements and reported outcome data.
- G.9 WIOA REQUIREMENTS: CONTRACTORS part of the Community Action Partnership (CAP) network and/or who provide "employment and training activities carried out under the Community Services Block Grant Act" are required to participate in the local Workforce Innovation and Opportunity Act (WIOA) workforce system, or the One-Stop referral system, in accordance to the terms of the local memorandum of understanding

SCOPE OF SERVICES/PAYMENT PROVISIONS

(MOU) with the local workforce board. See Exhibit A-4 CAPLAW FAQ WIOA. (WIOA, 29 U.S. Code §3151)

H. REPORTING INSTRUCTIONS & SUBMISSION

- H.1 CAP SERVICE REPORT: CONTRACTOR will report demographic, service and outcome data throughout the contract period using the Monterey County CAP Service Report (Exhibits A-1, AA-1, and AA-1b). Reporting may be required electronically and via software made available by MCCAP.
- H.1.1 Required CAP Service Reporting and Report deadlines:
- H.1.1.a TARGET GOALS: Upon contract initiation and prior to execution, set target goals for contracted services.
- H.1.1.b CAP CSBG MID-YEAR REPORT: Due July 10, 2020 and covers January 1, 2020 through June 30, 2020 and due July 10, 2021 and covers January 1, 2021 through June 30, 2021. Mid-year reports provide actual data on goals established at the start of the contract period and are used as a benchmark in contract monitoring.
- H.1.1.c CARES CSBG MID-YEAR REPORT: Due July 10, 2021 and covers the period beginning with the first month CONTRACTOR expends CARES funding through June 30, 2021.
- H.1.1.d CAP CSBG YEAR-END CLOSURE REPORT: Due January 10, 2021 and covers the entire January 1, 2020 through December 31, 2020 and due January 10, 2022 and covers January 1, 2021 through December 31, 2021 contract period. The closure report reports actual services and outcomes. Results are used to evaluate agency service provision and performance.
- H.1.1.e CARES Act CSBG YEAR-END CLOSURE REPORT: Due January 10, 2022 and covers the period beginning with the first month CONTRACTOR expends CARES funding through December 31, 2021.
- H.1.2 Reported data must be supported by verifiable data collection and measurement methods, as well as backup documentation, that can be produced upon request.
- H.2 CUSTOMER EVALUATIONS: CONTRACTOR will ensure that no fewer than ten (10) customer evaluations per year are submitted directly to MCCAP by clients using the MCCAP Partner Agency Evaluation Form (Exhibit A-3). Agency may seek MCCAP approval to customize the evaluation form and method of collection.
- H.2.1 Evaluation requirements:
- H.2.1.a A minimum of five (5) evaluations due before July 10, 2020.
- H.2.1.b A minimum of five (5) additional evaluations due before January 10, 2021.
- H.2.1.c **Ten (10) additional evaluations due before January 20, 2022.**
- H.2.2 CONTRACTOR will ensure completed evaluations are submitted directly to MCCAP by any mutually agreed upon means at: Monterey County Community Action Partnership 1000 S. Main Street, Ste. 301 Salinas, CA 93901

SCOPE OF SERVICES/PAYMENT PROVISIONS

I. PAYMENT PROVISIONS

I.1 COUNTY shall pay CONTRACTOR per the terms set forth in Exhibit B, DSS Additional Provisions, Section 1, PAYMENT BY COUNTY.

I.2 2020 CAP CSBG PAYMENT SUMMARY

Service	1/1/20 – 6/30/20	7/1/20 – 12/31/20	Total
Income & Asset Building	\$21,818	\$18,182	\$40,000
Total	\$21,818	\$18,182	\$40,000

I.2.1 The estimated payable by County to CONTRACTOR for the period January 1, 2020 through June 30, 2020 shall be twenty-one thousand eight-hundred and eighteen dollars and zero cents (\$21,818.00). Unused funds will roll-over to the remaining contract period beginning July 1, 2020.

I.2.2 The total amount payable by County to CONTRACTOR for the period January 1, 2020 through December 31, 2020 shall not exceed forty thousand dollars and zero cents (\$40,000.00) per Exhibit C. CONTRACTOR will provide services throughout the contract term ending on December 31, 2020. CONTRACTOR will completely expend the balance of funding by November 30, 2020 unless expressly authorized by the County.

I.3 2021 CAP CSBG PAYMENT SUMMARY

Service	1/1/21 – 6/30/21	7/1/20 – 12/31/21	Total
Income & Asset Building	\$21,818	\$18,182	\$40,000
Total	\$21,818	\$18,182	\$40,000

I.3.1 The estimated payable by County to CONTRACTOR for the period January 1, 2021 through June 30, 2021 shall be twenty-one thousand eight-hundred and eighteen dollars and zero cents (\$21,818.00). Unused funds will roll-over to the remaining contract period beginning July 1, 2021.

I.3.2 The total amount payable by County to CONTRACTOR for the period January 1, 2021 through December 31, 2021 shall not exceed forty thousand dollars and zero cents (\$40,000.00) per Exhibit CC. CONTRACTOR will provide services throughout the contract term ending on December 31, 2021. CONTRACTOR will completely expend the balance of funding by November 30, 2021 unless expressly authorized by the County.

I.4 CARES Act CSBG PAYMENT SUMMARY

Service	7/1/20 – 12/31/21	Total
CSBG CARES	\$65,000	\$65,000
Total	\$65,000	\$65,000

I.4.1 The total amount payable by County to CONTRACTOR for the period July 1, 2020 through December 31, 2021 shall not exceed sixty-five thousand dollars and zero cents (\$65,000.00) per Exhibit CC-1. CONTRACTOR will provide services throughout the contract term ending on December 31, 2021. CONTRACTOR will provide services throughout the contract term ending on December 31, 2021.

SCOPE OF SERVICES/PAYMENT PROVISIONS

J. INVOICING INSTRUCTIONS & SUBMISSION

- J.1 CONTRACTOR shall submit original signed monthly invoices and support documentation to the COUNTY no later than the 10th day of the month following the last day of the invoice month. The final November invoice is due no later than December 10, 2020. **The final 2021 November invoice is due no later than December 10, 2021 and the final CSBG CARES invoice is due no later than January 10, 2022.**
- J.2 CONTRACTOR will provide services throughout the contract term ending on December 31, **2021**. Funding under this Agreement, however, must be fully expended by November 30, **2021** unless special circumstances are expressly authorized by the County.
- J.3 Invoices will be submitted on the invoice template provided in Exhibits D, **DD and DD-1**.
- J.4 All original invoices will be mailed to the County Contract Monitor.

CAP Service Report

Name of Agency Reporting: Alliance on Aging

CONTRACT INITIATION SECTION

Prior to the start of the contract period; proposed target goals for the contracted services must be completed in the following report. The following sections must be completed to initiate the contract.

A. COVER PAGE: Click the box of the service domain being addressed through this agreement.

Service Domain(s) to be addressed:	<input type="checkbox"/> Employment	<input type="checkbox"/> Health & Social/Behavioral Development	<input type="checkbox"/> Education & Cognitive Development	<input type="checkbox"/> Civic Engagement & Community Involvement
	<input checked="" type="checkbox"/> Income & Asset Building	<input type="checkbox"/> Housing	<input type="checkbox"/> Cross Domain Coordination	

B. GOALS: Review the National Performance Outcomes listed in this form and identify those that best fit the services and outcomes related to your agency and work performed under this contract. If no indicator appropriately matches your services, customized indicators can be written in under the "other" sections of the appropriate service domain. In the first column, insert the number of participants or units proposed to be served by the relevant program. In the second column, insert the number of participants or units proposed to achieve the indicator goal. In the third column, agencies must indicate a method of documentation that sets the metric to be used to determine the goal was met (i.e. pre- and post-tests, paystubs, case notes indicating marked improvement in the area indicated, bank statements, behavior matrix, etc.). Documentation methods may vary, but must be briefly described here.

D. SERVICE COUNTS: Review the Individual and Family Services listed in this form and identify those that best fit the services related to your agency and work performed under this contract. In the first column, insert the number of unduplicated participants proposed to be served by your program. Documentation methods may vary, but must be provided upon request.

CONTRACT REPORTING INSTRUCTIONS

MID YEAR REPORT SECTION - DUE 10th of Month (of mid-contract year)

A mid-year progress report is due on the 10th of the month following the first half of the contract year. This report will provide an update assessing the agency's current progress on the goals established at the start of the contract period and may be used in conjunction with the agency monitoring process. The report shall be completed online using the CSG software program of which your agency will be given up to 2 free licenses to access.

END OF YEAR REPORT SECTION - DUE 10th of Month (after contract term)

An end of year closure report is due on the 10th of the month following the end of the contract term. This report will provide a final outcomes report of the agency's performance to meet the goals established at the start of the contract period. Results may be used to evaluate agency and contractual service performance. The following sections must be completed in order to fully meet the requirements of the end of year report. The report shall be completed online using the CSG software program.

**Monterey County Community Action Partnership
Individual and Family National Performance Indicators (FNPI)
Alliance on Aging**

		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 1	Employment Indicators (FNPI 1)			
FNPI 1a	The number of unemployed youth who obtained employment to gain skills or income.			
FNPI 1b	The number of unemployed adults who obtained employment (up to a living wage).			
FNPI 1c	The number of unemployed adults who obtained and maintained employment for at least 90 days (up to a living wage).			
FNPI 1d	The number of unemployed adults who obtained and maintained employment for at least 180 days (up to a living wage).			
FNPI 1e	The number of unemployed adults who obtained employment (with a living wage or higher).			
FNPI 1f	The number of unemployed adults who obtained and maintained employment for at least 90 days (with a living wage or higher).			
FNPI 1g	The number of unemployed adults who obtained and maintained employment for at least 180 days (with a living wage or higher).			
FNPI 1h	The number of employed participants in a career-advancement related program who entered or transitioned into a position that provided increased income and/or benefits.			
FNPI 1h.1	Of the above, the number of employed participants who increased income from employment through wage or salary amount increase.			
FNPI 1h.2	Of the above, the number of employed participants who increased income from employment through hours worked increase.			
FNPI 1h.3	Of the above, the number of employed participants who increased benefits related to employment.			
FNPI 1z	Other Employment Outcome Indicator (FNPI 1z)			
FNPI 1z.1	Other			
FNPI 1z.2	Other			
FNPI 1z.3	Other			
FNPI 2	Education and Cognitive Development (FNPI 2)	I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 2a	The number of children (0 to 5) who demonstrated improved emergent literacy skills.			
FNPI 2b	The number of children (0 to 5) who demonstrated skills for school readiness.			
FNPI 2c	The number of children and youth who demonstrated improved positive approaches toward learning, including improved attention skills. (auto total).	0	0	
FNPI 2c.1	Early Childhood Education (ages 0-5)			
FNPI 2c.2	1st grade-8th grade			
FNPI 2c.3	9th grade-12th grade			
FNPI 2d	The number of children and youth who are achieving at basic grade level (academic, social, and other school success skills). (auto total)	0	0	
FNPI 2d.1	Early Childhood Education (ages 0-5)			
FNPI 2d.2	1st grade-8th grade			
FNPI 2d.3	9th grade-12th grade			
FNPI 2e	The number of parents/caregivers who improved their home environments.			
FNPI 2f	The number of adults who demonstrated improved basic education.			
FNPI 2g	The number of individuals who obtained a high school diploma and/or obtained an equivalency certificate or diploma.			
FNPI 2h	The number of individuals who obtained a recognized credential, certificate, or degree relating to the achievement of educational or vocational skills.			
FNPI 2i	The number of individuals who obtained an Associate's degree.			
FNPI 2j	The number of individuals who obtained a Bachelor's degree.			
FNPI 2z	Other Education and Cognitive Development Outcome Indicator (FNPI 2z)			
FNPI 2z.1	Other			
FNPI 2z.2	Other			
FNPI 2z.3	Other			

		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 3	Income and Asset Building (FNPI 3)			
FNPI 3a	The number of individuals who achieved and maintained capacity to meet basic needs for 90 days.			
FNPI 3b	The number of individuals who achieved and maintained capacity to meet basic needs for 180 days.			
FNPI 3c	The number of individuals who opened a savings account or IDA.			
FNPI 3d	The number of individuals who increased their savings.			
FNPI 3e	The number of individuals who used their savings to purchase an asset.			
FNPI 3e.1	Of the above, the number of individuals who purchased a home.			
FNPI 3f	The number of individuals who improved their credit scores.			
FNPI 3g	The number of individuals who increased their net worth.			
FNPI 3h	The number of individuals engaged with the Community Action Agency who report improved financial well-being.			
FNPI 3i	Other Income and Asset Building Outcome Indicator (FNPI 3z)			
FNPI 3i.1	The number of individuals receiving tax refunds to meet basic needs	1,500	475	Capture refund amounts from tax returns from low-income seniors
FNPI 3i.2	Other			
FNPI 3i.3	Other			
		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 4	Housing (FNPI 4)			
FNPI 4a	The number of households experiencing homelessness who obtained safe temporary shelter.			
FNPI 4b	The number of households who obtained safe and affordable housing.			
FNPI 4c	The number of households who maintained safe and affordable housing for 90 days.			
FNPI 4d	The number of households who maintained safe and affordable housing for 180 days.			
FNPI 4e	The number of households who avoided eviction.			
FNPI 4f	The number of households who avoided foreclosure.			
FNPI 4g	The number of households who experienced improved health and safety due to improvements within their home (e.g. reduction or elimination of lead, radon, carbon dioxide and/or fire hazards or electrical issues, etc).			
FNPI 4h	The number of households with improved energy efficiency and/or energy burden reduction in their homes.			
FNPI 4i	Other Housing Outcome Indicator (FNPI 4z)			
FNPI 4i.1	Other			
FNPI 4i.2	Other			
FNPI 4i.3	Other			

		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 5	Health and Social/Behavioral Development (FNPI 5)			
FNPI 5a	The number of individuals who demonstrated increased nutrition skills (e.g. cooking, shopping, and growing food).			
FNPI 5b	The number of individuals who demonstrated improved physical health and well-being.			
FNPI 5c	The number of individuals who demonstrated improved mental and behavioral health and well-being.			
FNPI 5d	The number of individuals who improved skills related to the adult role of parents/ caregivers.			
FNPI 5e	The number of parents/caregivers who demonstrated increased sensitivity and responsiveness in their interactions with their children.			
FNPI 5f	The number of seniors (65+) who maintained an independent living situation.			
FNPI 5g	The number of individuals with disabilities who maintained an independent living situation.			
FNPI 5h	The number of individuals with chronic illness who maintained an independent living situation.			
FNPI 5i	The number of individuals with no recidivating event for six months.			
FNPI 5j.1	Youth (ages 14-17)			
FNPI 5j.2	Adults (ages 18+)			
FNPI 5z	Other Health and Social/Behavioral Development Outcome Indicator (FNPI 5z)			
FNPI 5z.1	Other			
FNPI 5z.2	Other			
FNPI 5z.3	Other			
		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 6	Civic Engagement and Community Involvement Indicators (FNPI 6)			
FNPI 6a	The number of Community Action program participants who increased skills, knowledge, and abilities to enable them to work with Community Action to improve conditions in the community.			
FNPI 6a.1	Of the above, the number of Community Action program participants who improved their leadership skills.			
FNPI 6a.2	Of the above, the number of Community Action program participants who improved their social networks.			
FNPI 6a.3	Of the above, the number of Community Action program participants who gained other skills, knowledge and abilities to enhance their ability to engage.			
FNPI 6z	Other Civic Engagement and Community Involvement Outcome Indicator (FNPI 6z)			
FNPI 6z.1	Other			
FNPI 6z.2	Other			
FNPI 6z.3	Other			
	Individuals Achieving Outcomes (FNPI 7)			
	The number of individuals who achieved one or more outcomes as identified by the National Performance Indicators in various domains.			
	Other Outcome Indicators (FNPI 7z)			
	Other			
	Other			
	Other			

**Monterey County Community Action Partnership
Individual and Family National Performance Indicators (FNPI)**

Alliance on Aging		Contract Position	Contract Location	Contract Start Date	Contract End Date	Final Report	Final Report	Final Report	Final Report
		I.) Target (#) of Participants to be Served in program(s)	II.) Target (%) to Attain Achievement	III.) Target (#) of Participants to be Served in program(s)	IV.) Target (%) to Attain Achievement	V.) Final Results (#) Number of Participants Served	VI.) Final Results (#) Number of Participants Attain Achievement	VII.) Percentage Achieving Outcome (V/V * 100) (N/A auto calculated)	VIII.) Performance Target Accuracy (VI/II * 100) (N/A auto calculated)
FNPI 1 Employment Indicators (FNPI 1)									
FNPI 1a	The number of unemployed youth who obtained employment to gain skills or income.	0	0						
FNPI 1b	The number of unemployed adults who obtained employment (up to a living wage).	0	0						
FNPI 1c	The number of unemployed adults who obtained and maintained employment for at least 90 days (up to a living wage).	0	0						
FNPI 1d	The number of unemployed adults who obtained and maintained employment for at least 180 days (up to a living wage).	0	0						
FNPI 1e	The number of unemployed adults who obtained employment (with a living wage or higher).	0	0						
FNPI 1f	The number of unemployed adults who obtained and maintained employment for at least 90 days (with a living wage or higher).	0	0						
FNPI 1g	The number of unemployed adults who obtained and maintained employment for at least 180 days (with a living wage or higher).	0	0						
FNPI 1h	The number of employed participants in a career-advancement related program who entered or transitioned into a position that provided increased income and/or benefits.	0	0						
FNPI 1h.1	Of the above, the number of employed participants who increased income from employment through wage or salary amount increase.	0	0						
FNPI 1h.2	Of the above, the number of employed participants who increased income from employment through hours worked increase.	0	0						
FNPI 1h.3	Of the above, the number of employed participants who increased benefits related to employment.	0	0						
FNPI 1i Other Employment Outcome Indicator (FNPI 1i)									
FNPI 1i.1	Other	0	0						
FNPI 1i.2	Other	0	0						
FNPI 1i.3	Other	0	0						
FNPI 2 Education and Cognitive Development (FNPI 2)									
FNPI 2a	The number of children (0 to 5) who demonstrated improved emergent literacy skills.	0	0						
FNPI 2b	The number of children (0 to 5) who demonstrated skills for school readiness.	0	0						
FNPI 2c	The number of children and youth who demonstrated improved positive approaches toward learning, including improved attention skills. (auto total).	0	0	0	0	0	0		
FNPI 2c.1	Early Childhood Education (ages 0-5)	0	0						
FNPI 2c.2	1st grade-8th grade	0	0						
FNPI 2c.3	9th grade-12th grade	0	0						
FNPI 2d	The number of children and youth who are achieving at basic grade level (academic, social, and other school success skills). (auto total)	0	0	0	0	0	0		
FNPI 2d.1	Early Childhood Education (ages 0-5)	0	0						
FNPI 2d.2	1st grade-8th grade	0	0						
FNPI 2d.3	9th grade-12th grade	0	0						
FNPI 2e	The number of parents/caregivers who improved their home environments.	0	0						
FNPI 2f	The number of adults who demonstrated improved basic education.	0	0						
FNPI 2g	The number of individuals who obtained a high school diploma and/or obtained an equivalency certificate or diploma.	0	0						
FNPI 2h	The number of individuals who obtained a recognized credential, certificate, or degree relating to the achievement of educational or vocational skills.	0	0						
FNPI 2h.1	The number of individuals who obtained an Associate's degree.	0	0						
FNPI 2h.2	The number of individuals who obtained a Bachelor's degree.	0	0						
FNPI 2i Other Education and Cognitive Development Outcome Indicator (FNPI 2i)									
FNPI 2i.1	Other	0	0						
FNPI 2i.2	Other	0	0						
FNPI 2i.3	Other	0	0						

		I.) Target (X) of Participants to be Served in program(s)	II.) Target (Y) to Attain Achievement	III.) Final Results (X) Number of Participants Served	IV.) Final Results (Y) Number of Participants Attain Achievement	V.) Final Results (X) Number of Participants Served	VI.) Final Results (Y) Number of Participants Attain Achievement	VII.) Percentage Achieving Outcome (Y/V * 100 auto-calculated)	VIII.) Performance Target Accuracy (Y/II * 100 auto-calculated)
Income and Asset Building (FNPI 3)									
FNPI 3a	The number of individuals who achieved and maintained capacity to meet basic needs for 90 days.	0	0						
FNPI 3b	The number of individuals who achieved and maintained capacity to meet basic needs for 180 days.	0	0						
FNPI 3c	The number of individuals who opened a savings account or IDA.	0	0						
FNPI 3d	The number of individuals who increased their savings.	0	0						
FNPI 3e	The number of individuals who used their savings to purchase an asset.	0	0						
FNPI 3e.1	Of the above, the number of individuals who purchased a home.	0	0						
FNPI 3f	The number of individuals who improved their credit scores.	0	0						
FNPI 3g	The number of individuals who increased their net worth.	0	0						
FNPI 3h	The number of individuals engaged with the Community Action Agency who report improved financial well-being.	0	0						
Other Income and Asset Building Outcome Indicator (FNPI 3z)									
FNPI 3z.1	The number of individuals receiving tax refunds to meet basic needs	1500	475						
FNPI 3z.2	Other	0	0						
FNPI 3z.3	Other	0	0						
Housing (FNPI 4)									
FNPI 4a	The number of households experiencing homelessness who obtained safe temporary shelter.	0	0						
FNPI 4b	The number of households who obtained safe and affordable housing.	0	0						
FNPI 4c	The number of households who maintained safe and affordable housing for 90 days.	0	0						
FNPI 4d	The number of households who maintained safe and affordable housing for 180 days.	0	0						
FNPI 4e	The number of households who avoided eviction.	0	0						
FNPI 4f	The number of households who avoided foreclosure.	0	0						
FNPI 4g	The number of households who experienced improved health and safety due to improvements within their home (e.g. reduction or elimination of lead, radon, carbon dioxide and/or fire hazards or electrical issues, etc).	0	0						
FNPI 4h	The number of households with improved energy efficiency and/or energy burden reduction in their homes.	0	0						
Other Housing Outcome Indicator (FNPI 4z)									
FNPI 4z.1	Other	0	0						
FNPI 4z.2	Other	0	0						
FNPI 4z.3	Other	0	0						
Health and Social/Behavioral Development (FNPI 5)									
FNPI 5a	The number of individuals who demonstrated increased nutrition skills (e.g. cooking, shopping, and growing food).	0	0						
FNPI 5b	The number of individuals who demonstrated improved physical health and well-being.	0	0						
FNPI 5c	The number of individuals who demonstrated improved mental and behavioral health and well-being.	0	0						
FNPI 5d	The number of individuals who improved skills related to the adult role of parents/ caregivers.	0	0						
FNPI 5e	The number of parents/caregivers who demonstrated increased sensitivity and responsiveness in their interactions with their children.	0	0						
FNPI 5f	The number of seniors (65+) who maintained an independent living situation.	0	0						
FNPI 5g	The number of individuals with disabilities who maintained an independent living situation.	0	0						
FNPI 5h	The number of individuals with chronic illness who maintained an independent living situation.	0	0						
FNPI 5i	The number of individuals with no recidivating event for six months.	0	0						
FNPI 5j	Youth (ages 14-17)	0	0						
FNPI 5k	Adults (ages 18+)	0	0						
Other Health and Social/Behavioral Development Outcome Indicator (FNPI 5z)									
FNPI 5z.1	Other	0	0						
FNPI 5z.2	Other	0	0						
FNPI 5z.3	Other	0	0						

		I.) Target (I) of Participants to be Served in program(s)	II.) Target (I) to Attain Achievement	III.) Number of Participants Served	IV.) Number of Participants Attain Achievement	V.) Final Results (I) Number of Participants Served	VI.) Final Results (I) Number of Participants Attain Achievement	VII.) Percentage Achieving Outcome (V/VII) (to auto calculate)	VIII.) Performance Target Accuracy (V/VIII) (to auto calculate)
Civic Engagement and Community Involvement Indicators (FNPI 6)									
FNPI 6	The number of Community Action program participants who increased skills, knowledge, and abilities to enable them to work with Community Action to improve conditions in the community.	0	0						
FNPI 6.1	Of the above, the number of Community Action program participants who improved their leadership skills.	0	0						
FNPI 6.2	Of the above, the number of Community Action program participants who improved their social networks.	0	0						
FNPI 6.3	Of the above, the number of Community Action program participants who gained other skills, knowledge and abilities to enhance their ability to engage.	0	0						
Other Civic Engagement and Community Involvement Outcome Indicator (FNPI 6z)									
FNPI 6z.1	Other	0	0						
FNPI 6z.2	Other	0	0						
FNPI 6z.3	Other	0	0						
Individuals Who Achieved One or More Outcomes as Identified by the National Performance Indicators in Various Domains									
	The number of individuals who achieved one or more outcomes as identified by the National Performance Indicators in various domains.	0	0						
Other Overall Outcome Indicators									
	Other	0	0						
	Other	0	0						
	Other	0	0						

Monterey County Community Action Partnership Individual and Family (SRV) Service Counts				
SRV #	Service Description	I.) Projected Number of Individuals to be Served (i)	II.) Total Number of Individuals Served (ii)	III.) Total Unduplicated Number Served (if)
SRV 1	Employment Services (SRV 1)			
SRV 1a-f	Skills Training and Opportunities for Experience (SRV 1a-f)			
SRV 1a	Vocational Training			
SRV 1b	On-the-Job and other Work Experience			
SRV 1c	Youth Summer Work Placements			
SRV 1d	Apprenticeship/Internship			
SRV 1e	Self-Employment Skills Training			
SRV 1f	Job Readiness Training			
SRV 1g-h	Career Counseling (SRV 1g-h)			
SRV 1g	Workshops			
SRV 1h	Coaching			
SRV 1i-n	Job Search (SRV 1i-n)			
SRV 1i	Coaching			
SRV 1j	Resume Development			
SRV 1k	Interview Skills Training			
SRV 1l	Job Referrals			
SRV 1m	Job Placements			
SRV 1n	Pre-employment physicals, background checks, etc.			
SRV 1o-p	Post Employment Supports (SRV 1o-p)			
SRV 1o	Coaching			
SRV 1p	Interactions with employers			
SRV 1q-g	Employment Supplies (SRV 1q)			
SRV 1q	Employment Supplies			
SRV 2	Education and Cognitive Development Services (SRV 2)			
SRV 2a-j	Child/Young Adult Education Programs (SRV 2a-j)			
SRV 2a	Early Head Start			
SRV 2b	Head Start			
SRV 2c	Other Early-Childhood (0-5 yr. old) Education			
SRV 2d	K-12 Education			
SRV 2e	K-12 Support Services			
SRV 2f	Financial Literacy Education			
SRV 2g	Literacy/English Language Education			
SRV 2h	College-Readiness Preparation/Support			
SRV 2i	Other Post Secondary Preparation			
SRV 2j	Other Post Secondary Support			
SRV 2k-l	School Supplies (SRV 2k)			
SRV 2k	School Supplies			
SRV 2l-g	Extra-curricular Programs (SRV 2l-g)			
SRV 2l	Before and After School Activities			
SRV 2m	Summer Youth Recreational Activities			
SRV 2n	Summer Education Programs			
SRV 2o	Behavior Improvement Programs (attitude, self-esteem, Dress-for-Success, etc.)			
SRV 2p	Mentoring			
SRV 2q	Leadership Training			
SRV 2r-z	Adult Education Programs (SRV 2r-z)			
SRV 2r	Adult Literacy Classes			
SRV 2s	English Language Classes			
SRV 2t	Basic Education Classes			
SRV 2u	High School Equivalency Classes			
SRV 2v	Leadership Training			
SRV 2w	Parenting Supports (may be a part of the early childhood programs identified above)			
SRV 2x	Applied Technology Classes			
SRV 2y	Post-Secondary Education Preparation			
SRV 2z	Financial Literacy Education			

Post-Secondary Education Supports (SRV 2aa)				
SRV 2aa	College applications, text books, computers, etc.			
Financial Aid Assistance (SRV 2bb)				
SRV 2bb	Scholarships			
Home Visits (SRV 2cc)				
SRV 2cc	Home Visits			
SRV 3	Income and Asset Building Services (SRV 3)	I.) Projected Number of Individuals to be Served (I)	II.) Number Served (II)	III.) Total Unduplicated Number Served (#)
Training and Counseling Services (SRV 3a-f)				
SRV 3a	Financial Capability Skills Training			
SRV 3b	Financial Coaching/Counseling			
SRV 3c	Financial Management Programs (including budgeting, credit management, credit repair, credit counseling, etc.)			
SRV 3d	First-time Homebuyer Counseling			
SRV 3e	Foreclosure Prevention Counseling			
SRV 3f	Small Business Start-Up and Development Counseling Sessions/Classes			
Benefit Coordination and Advocacy (SRV 3g-l)				
SRV 3g	Child Support Payments			
SRV 3h	Health Insurance			
SRV 3i	Social Security/SSI Payments			
SRV 3j	Veteran's Benefits			
SRV 3k	TANF Benefits			
SRV 3l	SNAP Benefits			
Asset Building (SRV 3m-o)				
SRV 3m	Saving Accounts/IDAs and other asset building accounts			
SRV 3n	Other financial products (IRA accounts, MyRA, other retirement accounts, etc.)			
SRV 3o	VITA, EITC, or Other Tax Preparation programs	1,500		
Loans And Grants (SRV 3p-q)				
SRV 3p	Micro-loans			
SRV 3q	Business incubator/business development loans			
SRV 4	Housing Services (SRV 4)	I.) Projected Number of Individuals to be Served (I)	II.) Number Served (II)	III.) Total Unduplicated Number Served (#)
Housing Payment Assistance (SRV 4a-e)				
SRV 4a	Financial Capability Skill Training			
SRV 4b	Financial Coaching/Counseling			
SRV 4c	Rent Payments (includes Emergency Rent Payments)			
SRV 4d	Deposit Payments			
SRV 4e	Mortgage Payments (includes Emergency Mortgage Payments)			
Eviction Prevention Services (SRV 4f-h)				
SRV 4f	Eviction Counseling			
SRV 4g	Landlord/Tenant Mediations			
SRV 4h	Landlord/Tenant Rights Education			
Utility Payment Assistance (SRV 4i-l)				
SRV 4i	Utility Payments (LIHEAP-includes Emergency Utility Payments)			
SRV 4j	Utility Deposits			
SRV 4k	Utility Arrears Payments			
SRV 4l	Level Billing Assistance			
Housing Placement/Rapid Re-housing (SRV 4m-p)				
SRV 4m	Temporary Housing Placement (includes Emergency Shelters)			
SRV 4n	Transitional Housing Placements			
SRV 4o	Permanent Housing Placements			
SRV 4p	Rental Counseling			
Housing Maintenance & Improvements (SRV 4q-q)				
SRV 4q	Home Repairs (e.g. structural, appliance, heating systems. etc.) (Including Emergency Home Repairs)			
Weatherization Services (SRV 4r-t)				
SRV 4r	Independent-living Home Improvements (e.g. ramps, tub and shower grab bars, handicap accessible modifications, etc.)			
SRV 4s	Healthy Homes Services(e.g. reduction or elimination of lead, radon, carbon dioxide and/or fire hazards or electrical issues, etc.)			
SRV 4t	Energy Efficiency Improvements (e.g. insulation, air sealing, furnace repair, etc.)			

SRV 5	Health and Social/Behavioral Development Services (SRV 5)	II.) Proposed Number of Individuals to be Served (#)	III.) Total Unduplicated Number Served (#)
SRV 5a-j	Health Services, Screening and Assessments (SRV 5a-j)		
SRV 5a	Immunizations		
SRV 5b	Physicals		
SRV 5c	Developmental Delay Screening		
SRV 5d	Vision Screening		
SRV 5e	Prescription Payments		
SRV 5f	Doctor Visit Payments		
SRV 5g	Maternal/Child Health		
SRV 5h	Nursing Care Sessions		
SRV 5i	In-Home Affordable Seniors/Disabled Care Sessions (Nursing, Chores, Personal Care Services)		
SRV 5j	Health Insurance Options Counseling		
SRV 5k-o	Reproductive Health Services (SRV 5k-o)		
SRV 5k	Coaching Sessions		
SRV 5l	Family Planning Classes		
SRV 5m	Contraceptives		
SRV 5n	STI/HIV Prevention Counseling Sessions		
SRV 5o	STI/HIV Screenings		
SRV 5p-q	Wellness Education (SRV 5p-q)		
SRV 5p	Wellness Classes (stress reduction, medication management, mindfulness, etc.)		
SRV 5q	Exercise/Fitness		
SRV 5r-x	Mental/Behavioral Health (SRV 5r-x)		
SRV 5r	Detoxification Sessions		
SRV 5s	Substance Abuse Screenings		
SRV 5t	Substance Abuse Counseling		
SRV 5u	Mental Health Assessments		
SRV 5v	Mental Health Counseling		
SRV 5w	Crisis Response/Call-In Responses		
SRV 5x	Domestic Violence Programs		
SRV 5y-aa	Support Groups (SRV 5y-aa)		
SRV 5y	Substance Abuse Support Group Meetings		
SRV 5z	Domestic Violence Support Group Meetings		
SRV 5aa	Mental Health Support Group Meeting		
SRV 5bb-ee	Dental Services, Screenings and Exams (SRV 5bb-ee)		
SRV 5bb	Adult Dental Screening/Exams		
SRV 5cc	Adult Dental Services (including Emergency Dental Procedures)		
SRV 5dd	Child Dental Screenings/Exams		
SRV 5ee	Child Dental Services (including Emergency Dental Procedures)		
SRV 5ff-jj	Nutrition and Food/Meals (SRV 5ff-jj)		
SRV 5ff	Skills Classes (Gardening, Cooking, Nutrition)		
SRV 5gg	Community Gardening Activities		
SRV 5hh	Incentives (e.g. gift card for food preparation, rewards for participation, etc.)		
SRV 5i	Prepared Meals		
SRV 5j	Food Distribution (Food Bags/Boxes, Food Share Program, Bags of Groceries)		
SRV 5kk-mm	Family Skills Development (SRV 5kk-mm)		
SRV 5kk	Family Mentoring Sessions		
SRV 5ll	Life Skills Coaching Sessions		
SRV 5mm	Parenting Classes		
SRV 5nn-oo	Emergency Hygiene Assistance (SRV 5nn-oo)		
SRV 5nn	Kits/boxes		
SRV 5oo	Hygiene Facility Utilizations (e.g. showers, toilets, sinks)		

SRV 6	Civic Engagement and Community Involvement Services (SRV 6)	I.) Projected Number of Individuals to be Served (E)	II.) Total Unduplicated Number Served (F)	III.) Total Unduplicated Number Served (#)
SRV 6a-f	Civic Engagement and Community Involvement Services (SRV 6a-f)			
SRV 6a	Voter Education and Access			
SRV 6b	Leadership Training			
SRV 6c	Tri-partite Board Membership			
SRV 6d	Citizenship Classes			
SRV 6e	Getting Ahead Classes			
SRV 6f	Volunteer Training			
	Services Supporting Multiple Domains (SRV 7)	I.) Projected Number of Individuals to be Served (E)	II.) Total Unduplicated Number Served (F)	III.) Total Unduplicated Number Served (#)
	Case Management (SRV 7a)			
	Case Management			
	Eligibility Determinations (SRV 7b)			
	Eligibility Determinations			
	Referrals (SRV 7c)			
	Referrals			
	Transportation Services (SRV 7d)			
	Transportation Services (e.g. bus passes, bus transport, support for auto purchase or repair; including emergency services)			
	Child Care (SRV 7e)			
	Child Care subsidies			
	Child Care payments			
	Day Centers (SRV 7f)			
	Day Centers			
	Birth Certificate (SRV 7g)			
	Birth Certificate			
	Social Security Card (SRV 7h)			
	Social Security Card			
	Driver's License (SRV 7i)			
	Driver's License			
	Criminal Record Expungements (SRV 7j)			
	Criminal Record Expungements			
	Immigration Support Services (relocation, food, clothing) (SRV 7k)			
	Immigration Support Services (relocation, food, clothing)			
	Legal Assistance (SRV 7l)			
	Legal Assistance			
	Emergency Clothing Assistance (SRV 7m)			
	Emergency Clothing Assistance			
	Mediation/Customer Advocacy Interventions (SRV 7n)			
	Mediation/Customer Advocacy Interventions			

All Characteristics Report - Data Entry Form

A. Total unduplicated number of all INDIVIDUALS about whom one or more characteristics were obtained:

B. Total unduplicated number of all HOUSEHOLDS about whom one or more characteristics were obtained:

C. INDIVIDUAL LEVEL CHARACTERISTICS

1. Gender Number of Individuals

a. Male	
b. Female	
c. Other	
d. Unknown/not reported	
TOTAL (auto calculated)	0

6. Ethnicity/Race Number of Individuals

I. Ethnicity

a. Hispanic, Latino or Spanish Origins	
b. Not Hispanic, Latino or Spanish Origins	
c. Unknown/not reported	
TOTAL (auto calculated)	0

2. Age Number of Individuals

a. 0-5	
b. 6-13	
c. 14-17	
d. 18-24	
e. 25-44	
f. 45-54	
g. 55-59	
h. 60-64	
i. 65-74	
j. 75+	
k. Unknown/not reported	
TOTAL (auto calculated)	0

II. Race

a. American Indian or Alaska Native	
b. Asian	
c. Black or African American	
d. Native Hawaiian and Other Pacific Islander	
e. White	
f. Other	
g. Multi-race (two or more of the above)	
h. Unknown/not reported	
TOTAL (auto calculated)	0

3. Education Levels Number of Individuals

	[ages 14-24]	[ages 25+]
a. Grades 0-8		
b. Grades 9-12/Non-Graduate		
c. High School Graduate/ Equivalency Diploma		
d. 12 grade + Some Post-Secondary		
e. 2 or 4 years College Graduate		
f. Graduate of other post-secondary school		
g. Unknown/not reported		
TOTAL (auto calculated)	0	0

7. Military Status Number of Individuals

a. Veteran	
b. Active Military	
c. Unknown/not reported	
TOTAL (auto calculated)	0

4. Disconnected Youth Number of Individuals

a. Youth ages 14-24 who are neither working or in school	
--	--

8. Work Status (Individuals 18+) Number of Individuals

a. Employed Full-Time	
b. Employed Part-Time	
c. Migrant Seasonal Farm Worker	
d. Unemployed (Short-Term, 6 months or less)	
e. Unemployed (Long-Term, more than 6 months)	
f. Unemployed (Not in Labor Force)	
g. Retired	
h. Unknown/not reported	
TOTAL (auto calculated)	0

5. Health Number of Individuals

	Yes	No	Unknown
a. Disabling Condition			
b. Health Insurance*			

*If an individual reported that they had Health Insurance please identify the source of health insurance below.

Health Insurance Sources

i. Medicaid	
ii. Medicare	
iii. State Children's Health Insurance Program	
iv. State Health Insurance for Adults	
v. Military Health Care	
vi. Direct-Purchase	
vii. Employment Based	
viii. Unknown/not reported	
TOTAL (auto calculated)	0

All Characteristics Report - Data Entry Form

D. HOUSEHOLD LEVEL CHARACTERISTICS

9. Household Type	Number of Households
a. Single Person	
b. Two Adults NO Children	
c. Single Parent Female	
d. Single Parent Male	
e. Two Parent Household	
f. Non-related Adults with Children	
g. Multigenerational Household	
h. Other	
i. Unknown/not reported	
TOTAL (auto calculated)	0

10. Household Size	Number of Households
a. Single Person	
b. Two	
c. Three	
d. Four	
e. Five	
f. Six or more	
g. Unknown/not reported	
TOTAL (auto calculated)	0

11. Housing	Number of Households
a. Own	
b. Rent	
c. Other permanent housing	
d. Homeless	
e. Other	
f. Unknown/not reported	
TOTAL (auto calculated)	0

12. Level of Household Income (% of HHS Guideline)	Number of Households
a. Up to 50%	
b. 51% to 75%	
c. 76% to 100%	
d. 101% to 125%	
e. 126% to 150%	
f. 151% to 175%	
g. 176% to 200%	
h. 201% to 250%	
i. 250% and over	
j. Unknown/not reported	
TOTAL (auto calculated)	0

13. Sources of Household Income	Number of Households
a. Income from Employment Only	
b. Income from Employment and Other Income Source	
c. Income from Employment, Other Income Source, and Non-Cash Benefits	
d. Income from Employment and Non-Cash Benefits	
e. Other Income Source Only	
f. Other Income Source and Non-Cash Benefits	
g. No Income	
h. Non-Cash Benefits Only	
i. Unknown/not reported	
TOTAL (auto calculated)	0

Below, please report the types of Other income and/or non-cash benefits received by the households who reported sources other than employment

14. Other Income Source	Number of Households
a. TANF	
b. Supplemental Security Income (SSI)	
c. Social Security Disability Income (SSDI)	
d. VA Service-Connected Disability Compensation	
e. VA Non-Service Connected Disability Pension	
f. Private Disability Insurance	
g. Worker's Compensation	
h. Retirement Income from Social Security	
i. Pension	
j. Child Support	
k. Alimony or other Spousal Support	
l. Unemployment Insurance	
m. EITC	
n. Other	
o. Unknown/not reported	

15. Non-Cash Benefits	Number of Households
a. SNAP	
b. WIC	
c. LIHEAP	
d. Housing Choice Voucher	
e. Public Housing	
f. Permanent Supportive Housing	
g. HUD-VASH	
h. Childcare Voucher	
i. Affordable Care Act Subsidy	
j. Other	
k. Unknown/not reported	

E. Number of Individuals Not Included in the Totals Above *(due to data collection system integration barriers)*

1. Please list the unduplicated number of INDIVIDUALS served in each program*:

Program Name	Number of Individuals

F. Number of Households Not Included in the Totals Above *(due to data collection system integration barriers)*

1. Please list the unduplicated number of HOUSEHOLDS served in each program*:

Program Name	Number of Households

CAP Service Report

Name of Agency Reporting:

Alliance on Aging

CONTRACT INITIATION SECTION

Prior to the start of the contract period; proposed target goals for the contracted services must be completed in the following report. The following sections must be completed to initiate the contract.

A. COVER PAGE: Click the box of the service domain being addressed through this agreement.

Service Domain(s) to be addressed:

- Employment
- Education & Cognitive Development
- Income & Asset Building
- Health & Social/Behavioral Development
- Civic Engagement & Community Involvement
- Housing
- Cross Domain Coordination

B. GOALS: Review the National Performance Outcomes listed in this form and identify those that best fit the services and outcomes related to your agency and work performed under this contract. If no indicator appropriately matches your services, customized indicators can be written in under the "other" sections of the appropriate service domain. In the first column, insert the number of participants or units proposed to be served by the relevant program. In the second column, insert the number of participants or units proposed to achieve the indicator goal. In the third column, agencies must indicate a method of documentation that sets the metric to be used to determine the goal was met (i.e. pre- and post-tests, paystubs, case notes indicating marked improvement in the area indicated, bank statements, behavior matrix, etc.). Documentation methods may vary, but must be briefly described here.

D. SERVICE COUNTS: Review the Individual and Family Services listed in this form and identify those that best fit the services related to your agency and work performed under this contract. In the first column, insert the number of unduplicated participants proposed to be served by your program. Documentation methods may vary, but must be provided upon request.

CONTRACT REPORTING INSTRUCTIONS

MID YEAR REPORT SECTION - DUE 10th of Month (of mid-contract year)

A mid-year progress report is due on the 10th of the month following the first half of the contract year. This report will provide an update assessing the agency's current progress on the goals established at the start of the contract period and may be used in conjunction with the agency monitoring process. The report shall be completed online using the CSG software program of which your agency will be given up to 2 free licenses to access.

END OF YEAR REPORT SECTION - DUE 10th of Month (after contract term)

An end of year closure report is due on the 10th of the month following the end of the contract term. This report will provide a final outcomes report of the agency's performance to meet the goals established at the start of the contract period. Results may be used to evaluate agency and contractual service performance. The following sections must be completed in order to fully meet the requirements of the end of year report. The report shall be completed online using the CSG software program.

**Monterey County Community Action Partnership
Individual and Family National Performance Indicators (FNPI)
Alliance on Aging**

		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 1	Employment Indicators (FNPI 1)			
FNPI 1a	The number of unemployed youth who obtained employment to gain skills or income.			
FNPI 1b	The number of unemployed adults who obtained employment (up to a living wage).			
FNPI 1c	The number of unemployed adults who obtained and maintained employment for at least 90 days (up to a living wage).			
FNPI 1d	The number of unemployed adults who obtained and maintained employment for at least 180 days (up to a living wage).			
FNPI 1e	The number of unemployed adults who obtained employment (with a living wage or higher).			
FNPI 1f	The number of unemployed adults who obtained and maintained employment for at least 90 days (with a living wage or higher).			
FNPI 1g	The number of unemployed adults who obtained and maintained employment for at least 180 days (with a living wage or higher).			
FNPI 1h	The number of employed participants in a career-advancement related program who entered or transitioned into a position that provided increased income and/or benefits.			
FNPI 1h.1	Of the above, the number of employed participants who increased income from employment through wage or salary amount increase.			
FNPI 1h.2	Of the above, the number of employed participants who increased income from employment through hours worked increase.			
FNPI 1h.3	Of the above, the number of employed participants who increased benefits related to employment.			
FNPI 1z	Other Employment Outcome Indicator (FNPI 1z)			
FNPI 1z.1	Other			
FNPI 1z.2	Other			
FNPI 1z.3	Other			
FNPI 2	Education and Cognitive Development (FNPI 2)	I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 2a	The number of children (0 to 5) who demonstrated improved emergent literacy skills.			
FNPI 2b	The number of children (0 to 5) who demonstrated skills for school readiness.			
FNPI 2c	The number of children and youth who demonstrated improved positive approaches toward learning, including improved attention skills. (auto total).	0	0	
FNPI 2c.1	Early Childhood Education (ages 0-5)			
FNPI 2c.2	1st grade-8th grade			
FNPI 2c.3	9th grade-12th grade			
FNPI 2d	The number of children and youth who are achieving at basic grade level (academic, social, and other school success skills). (auto total)	0	0	
FNPI 2d.1	Early Childhood Education (ages 0-5)			
FNPI 2d.2	1st grade-8th grade			
FNPI 2d.3	9th grade-12th grade			
FNPI 2e	The number of parents/caregivers who improved their home environments.			
FNPI 2f	The number of adults who demonstrated improved basic education.			
FNPI 2g	The number of individuals who obtained a high school diploma and/or obtained an equivalency certificate or diploma.			
FNPI 2h	The number of individuals who obtained a recognized credential, certificate, or degree relating to the achievement of educational or vocational skills.			
FNPI 2i	The number of individuals who obtained an Associate's degree.			
FNPI 2j	The number of individuals who obtained a Bachelor's degree.			
FNPI 2z	Other Education and Cognitive Development Outcome Indicator (FNPI 2z)			
FNPI 2z.1	Other			
FNPI 2z.2	Other			
FNPI 2z.3	Other			

		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 3	Income and Asset Building (FNPI 3)			
FNPI 3a	The number of individuals who achieved and maintained capacity to meet basic needs for 90 days.			
FNPI 3b	The number of individuals who achieved and maintained capacity to meet basic needs for 180 days.			
FNPI 3c	The number of individuals who opened a savings account or IDA.			
FNPI 3d	The number of individuals who increased their savings.			
FNPI 3e	The number of individuals who used their savings to purchase an asset.			
FNPI 3e.1	Of the above, the number of individuals who purchased a home.			
FNPI 3f	The number of individuals who improved their credit scores.			
FNPI 3g	The number of individuals who increased their net worth.			
FNPI 3h	The number of individuals engaged with the Community Action Agency who report improved financial well-being.			
FNPI 3z	Other Income and Asset Building Outcome Indicator (FNPI 3z)			
FNPI 3z.1	Other			
FNPI 3z.2	Other			
FNPI 3z.3	Other			
		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 4	Housing (FNPI 4)			
FNPI 4a	The number of households experiencing homelessness who obtained safe temporary shelter.			
FNPI 4b	The number of households who obtained safe and affordable housing.			
FNPI 4c	The number of households who maintained safe and affordable housing for 90 days.			
FNPI 4d	The number of households who maintained safe and affordable housing for 180 days.			
FNPI 4e	The number of households who avoided eviction.			
FNPI 4f	The number of households who avoided foreclosure.			
FNPI 4g	The number of households who experienced improved health and safety due to improvements within their home (e.g. reduction or elimination of lead, radon, carbon dioxide and/or fire hazards or electrical issues, etc).			
FNPI 4h	The number of households with improved energy efficiency and/or energy burden reduction in their homes.			
FNPI 4z	Other Housing Outcome Indicator (FNPI 4z)			
FNPI 4z.1	Other			
FNPI 4z.2	Other			
FNPI 4z.3	Other			

		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 5	Health and Social/Behavioral Development (FNPI 5)			
FNPI 5a	The number of individuals who demonstrated increased nutrition skills (e.g. cooking, shopping, and growing food).			
FNPI 5b	The number of individuals who demonstrated improved physical health and well-being.			
FNPI 5c	The number of individuals who demonstrated improved mental and behavioral health and well-being.	60	60	Likert Survey to determine degree of happiness in the restricted COVID environment.
FNPI 5d	The number of individuals who improved skills related to the adult role of parents/ caregivers.			
FNPI 5e	The number of parents/caregivers who demonstrated increased sensitivity and responsiveness in their interactions with their children.			
FNPI 5f	The number of seniors (65+) who maintained an independent living situation.	700	400	Seniors receiving information about COVID resources and assistance with applications for no cost benefits and other discount programs that enable them to remain in their home.
FNPI 5g	The number of individuals with disabilities who maintained an independent living situation.			
FNPI 5h	The number of individuals with chronic illness who maintained an independent living situation.			
FNPI 5i	The number of individuals with no recidivating event for six months.			
FNPI 5j.1	Youth (ages 14-17)			
FNPI 5j.2	Adults (ages 18+)			
FNPI 5z	Other Health and Social/Behavioral Development Outcome Indicator (FNPI 5z)			
FNPI 5z.1	Other			
FNPI 5z.2	Other			
FNPI 5z.3	Other			
		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 6	Civic Engagement and Community Involvement Indicators (FNPI 6)			
FNPI 6a	The number of Community Action program participants who increased skills, knowledge, and abilities to enable them to work with Community Action to improve conditions in the community.			
FNPI 6a.1	Of the above, the number of Community Action program participants who improved their leadership skills.			
FNPI 6a.2	Of the above, the number of Community Action program participants who improved their social networks.			
FNPI 6a.3	Of the above, the number of Community Action program participants who gained other skills, knowledge and abilities to enhance their ability to engage.			
FNPI 6z	Other Civic Engagement and Community Involvement Outcome Indicator (FNPI 6z)			
FNPI 6z.1	Other			
FNPI 6z.2	Other			
FNPI 6z.3	Other			
FNPI 7	Outcomes Across Multiple Domains (FNPI 7)			
FNPI 7a	The number of individuals who achieved one or more outcomes as identified by the National Performance Indicators in various domains.			
FNPI 7z	Other Outcome Indicators (FNPI 7z)			
FNPI 7z.1	Other			
FNPI 7z.2	Other			
FNPI 7z.3	Other			

**Monterey County Community Action Partnership
Individual and Family National Performance Indicators (FNPI)**

Alliance on Aging		Current Objective	Future Objective			Final Report	Final Report	Final Report	Final Report
FNPI		I.) Target (I) of Participants to be Served in program(s)	II.) Target (II) to Attain Achievement			V.) Final Results (I) Number of Participants Served	VI.) Final Results (II) Number of Participants Attain Achievement	VII.) Percentage Achieving Outcome (VII = (V/VI) x 100, auto calculated)	VIII.) Performance Target Accuracy (VIII = (VII - VI) x 100, auto calculated)
FNPI 1	Employment Indicators (FNPI 1)								
FNPI 1a	The number of unemployed youth who obtained employment to gain skills or income.	0	0						
FNPI 1b	The number of unemployed adults who obtained employment (up to a living wage).	0	0						
FNPI 1c	The number of unemployed adults who obtained and maintained employment for at least 90 days (up to a living wage).	0	0						
FNPI 1d	The number of unemployed adults who obtained and maintained employment for at least 180 days (up to a living wage).	0	0						
FNPI 1e	The number of unemployed adults who obtained employment (with a living wage or higher).	0	0						
FNPI 1f	The number of unemployed adults who obtained and maintained employment for at least 90 days (with a living wage or higher).	0	0						
FNPI 1g	The number of unemployed adults who obtained and maintained employment for at least 180 days (with a living wage or higher).	0	0						
FNPI 1h	The number of employed participants in a career-advancement related program who entered or transitioned into a position that provided increased income and/or benefits.	0	0						
FNPI 1h.1	Of the above, the number of employed participants who increased income from employment through wage or salary amount increase.	0	0						
FNPI 1h.2	Of the above, the number of employed participants who increased income from employment through hours worked increase.	0	0						
FNPI 1h.3	Of the above, the number of employed participants who increased benefits related to employment.	0	0						
FNPI 1i	Other Employment Outcome Indicator (FNPI 1z)								
FNPI 1i.1	Other	0	0						
FNPI 1i.2	Other	0	0						
FNPI 1i.3	Other	0	0						
FNPI 2	Education and Cognitive Development (FNPI 2)								
FNPI 2a	The number of children (0 to 5) who demonstrated improved emergent literacy skills.	0	0						
FNPI 2b	The number of children (0 to 5) who demonstrated skills for school readiness.	0	0						
FNPI 2c	The number of children and youth who demonstrated improved positive approaches toward learning, including improved attention skills. (auto total).	0	0	0	0	0	0		
FNPI 2c.1	Early Childhood Education (ages 0-5)	0	0						
FNPI 2c.2	1st grade-8th grade	0	0						
FNPI 2c.3	9th grade-12th grade	0	0						
FNPI 2d	The number of children and youth who are achieving at basic grade level (academic, social, and other school success skills). (auto total)	0	0	0	0	0	0		
FNPI 2d.1	Early Childhood Education (ages 0-5)	0	0						
FNPI 2d.2	1st grade-8th grade	0	0						
FNPI 2d.3	9th grade-12th grade	0	0						
FNPI 2e	The number of parents/caregivers who improved their home environments.	0	0						
FNPI 2f	The number of adults who demonstrated improved basic education.	0	0						
FNPI 2g	The number of individuals who obtained a high school diploma and/or obtained an equivalency certificate or diploma.	0	0						
FNPI 2h	The number of individuals who obtained a recognized credential, certificate, or degree relating to the achievement of educational or vocational skills.	0	0						
FNPI 2i	The number of individuals who obtained an Associate's degree.	0	0						
FNPI 2j	The number of individuals who obtained a Bachelor's degree.	0	0						
FNPI 2k	Other Education and Cognitive Development Outcome Indicator (FNPI 2z)								
FNPI 2k.1	Other	0	0						
FNPI 2k.2	Other	0	0						
FNPI 2k.3	Other	0	0						

		I.) Target (i) of Participants to be Served in program(s)	II.) Target (ii) to Attain Achievement	III.) Final Results (i) Number of Participants Served	IV.) Final Results (ii) Number of Participants Attain Achievement	V.) Final Results (i) Number of Participants Served	VI.) Final Results (ii) Number of Participants Attain Achievement	VII.) Percentage Achieving Outcome [(V/VI) * 100] (% auto calculated)	VIII.) Performance Target Accuracy [(VII - VIII) / % auto calculated]
FNPI 3 Income and Asset Building (FNPI 3)									
FNPI 3a	The number of individuals who achieved and maintained capacity to meet basic needs for 90 days.	0	0						
FNPI 3b	The number of individuals who achieved and maintained capacity to meet basic needs for 180 days.	0	0						
FNPI 3c	The number of individuals who opened a savings account or IDA.	0	0						
FNPI 3d	The number of individuals who increased their savings.	0	0						
FNPI 3e	The number of individuals who used their savings to purchase an asset.	0	0						
FNPI 3e.1	Of the above, the number of individuals who purchased a home.	0	0						
FNPI 3f	The number of individuals who improved their credit scores.	0	0						
FNPI 3g	The number of individuals who increased their net worth.	0	0						
FNPI 3h	The number of individuals engaged with the Community Action Agency who report improved financial well-being.	0	0						
Other Income and Asset Building Outcome Indicator (FNPI 3z)									
FNPI 3z.1	Other	0	0						
FNPI 3z.2	Other	0	0						
FNPI 3z.3	Other	0	0						
FNPI 4 Housing (FNPI 4)									
FNPI 4a	The number of households experiencing homelessness who obtained safe temporary shelter.	0	0						
FNPI 4b	The number of households who obtained safe and affordable housing.	0	0						
FNPI 4c	The number of households who maintained safe and affordable housing for 90 days.	0	0						
FNPI 4d	The number of households who maintained safe and affordable housing for 180 days.	0	0						
FNPI 4e	The number of households who avoided eviction.	0	0						
FNPI 4f	The number of households who avoided foreclosure.	0	0						
FNPI 4g	The number of households who experienced improved health and safety due to improvements within their home (e.g. reduction or elimination of lead, radon, carbon dioxide and/or fire hazards or electrical issues, etc).	0	0						
FNPI 4h	The number of households with improved energy efficiency and/or energy burden reduction in their homes.	0	0						
Other Housing Outcome Indicator (FNPI 4z)									
FNPI 4z.1	Other	0	0						
FNPI 4z.2	Other	0	0						
FNPI 4z.3	Other	0	0						
FNPI 5 Health and Social/Behavioral Development (FNPI 5)									
FNPI 5a	The number of individuals who demonstrated increased nutrition skills (e.g. cooking, shopping, and growing food).	0	0						
FNPI 5b	The number of individuals who demonstrated improved physical health and well-being.	0	0						
FNPI 5c	The number of individuals who demonstrated improved mental and behavioral health and well-being.	60	60						
FNPI 5d	The number of individuals who improved skills related to the adult role of parents/ caregivers.	0	0						
FNPI 5e	The number of parents/caregivers who demonstrated increased sensitivity and responsiveness in their interactions with their children.	0	0						
FNPI 5f	The number of seniors (65+) who maintained an independent living situation.	7,500	400						
FNPI 5g	The number of individuals with disabilities who maintained an independent living situation.	0	0						
FNPI 5h	The number of individuals with chronic illness who maintained an independent living situation.	0	0						
FNPI 5i	The number of individuals with no recidivating event for six months.	0	0						
FNPI 5j.1	Youth (ages 14-17)	0	0						
FNPI 5j.2	Adults (ages 18+)	0	0						
Other Health and Social/Behavioral Development Outcome Indicator (FNPI 5z)									
FNPI 5z.1	Other	0	0						
FNPI 5z.2	Other	0	0						
FNPI 5z.3	Other	0	0						

		I.) Target (9) of Participants to be Served in program(s)	II.) Target (9) to Attain Achievement			V.) Final Results (8) Number of Participants Served	VI.) Final Results (8) Number of Participants Attain Achievement	VII.) Percentage Achieving Outcome (V/V * 100) (auto calculated)	VIII.) Performance Target Accuracy (V/V * 100) (auto calculated)
Civic Engagement and Community Involvement Indicators (FNPI 6)									
FNPI 6	The number of Community Action program participants who increased skills, knowledge, and abilities to enable them to work with Community Action to improve conditions in the community.	0	0						
FNPI 6.1	Of the above, the number of Community Action program participants who improved their leadership skills.	0	0						
FNPI 6.2	Of the above, the number of Community Action program participants who improved their social networks.	0	0						
FNPI 6.3	Of the above, the number of Community Action program participants who gained other skills, knowledge and abilities to enhance their ability to engage.	0	0						
Other Civic Engagement and Community Involvement Outcome Indicator (FNPI 6z)									
FNPI 6z.1	Other	0	0						
FNPI 6z.2	Other	0	0						
FNPI 6z.3	Other	0	0						
Individuals Who Achieved Outcomes (FNPI 7)									
	The number of individuals who achieved one or more outcomes as identified by the National Performance Indicators in various domains.	0	0						
Other - This field is optional (FNPI 7z)									
	Other	0	0						
	Other	0	0						
	Other	0	0						

Monterey County Community Action Partnership Individual and Family (SRV) Service Counts			
SRV 1	Employment Services (SRV 1)	I.) Projected Number of Individuals to be Served (I)	III.) Total Unduplicated Number Served (II)
SRV 1a-f	Skills Training and Opportunities for Experience (SRV 1a-f)		
SRV 1a	Vocational Training		
SRV 1b	On-the-Job and other Work Experience		
SRV 1c	Youth Summer Work Placements		
SRV 1d	Apprenticeship/Internship		
SRV 1e	Self-Employment Skills Training		
SRV 1f	Job Readiness Training		
SRV 1g-h	Career Counseling (SRV 1g-h)		
SRV 1g	Workshops		
SRV 1h	Coaching		
SRV 1i-n	Job Search (SRV 1i-n)		
SRV 1i	Coaching		
SRV 1j	Resume Development		
SRV 1k	Interview Skills Training		
SRV 1l	Job Referrals		
SRV 1m	Job Placements		
SRV 1n	Pre-employment physicals, background checks, etc.		
SRV 1o-p	Post Employment Supports (SRV 1o-p)		
SRV 1o	Coaching		
SRV 1p	Interactions with employers		
SRV 1q-q	Employment Supplies (SRV 1q)		
SRV 1q	Employment Supplies		
SRV 2	Education and Cognitive Development Services (SRV 2)	I.) Projected Number of Individuals to be Served (I)	III.) Total Unduplicated Number Served (II)
SRV 2a-i	Child/Young Adult Education Programs (SRV 2a-i)		
SRV 2a	Early Head Start		
SRV 2b	Head Start		
SRV 2c	Other Early-Childhood (0-5 yr. old) Education		
SRV 2d	K-12 Education		
SRV 2e	K-12 Support Services		
SRV 2f	Financial Literacy Education		
SRV 2g	Literacy/English Language Education		
SRV 2h	College-Readiness Preparation/Support		
SRV 2i	Other Post Secondary Preparation		
SRV 2j	Other Post Secondary Support		
SRV 2k-k	School Supplies (SRV 2k)		
SRV 2k	School Supplies		
SRV 2l-q	Extra-curricular Programs (SRV 2l-q)		
SRV 2l	Before and After School Activities		
SRV 2m	Summer Youth Recreational Activities		
SRV 2n	Summer Education Programs		
SRV 2o	Behavior Improvement Programs (attitude, self-esteem, Dress-for-Success, etc.)		
SRV 2p	Mentoring		
SRV 2q	Leadership Training		
SRV 2r-z	Adult Education Programs (SRV 2r-z)		
SRV 2r	Adult Literacy Classes		
SRV 2s	English Language Classes		
SRV 2t	Basic Education Classes		
SRV 2u	High School Equivalency Classes		
SRV 2v	Leadership Training		
SRV 2w	Parenting Supports (may be a part of the early childhood programs identified above)		
SRV 2x	Applied Technology Classes		
SRV 2y	Post-Secondary Education Preparation		
SRV 2z	Financial Literacy Education		

SRV 2aa-aa	Post-Secondary Education Supports (SRV 2aa)			
SRV 2aa	College applications, text books, computers, etc.			
SRV 2bb-bb	Financial Aid Assistance (SRV 2bb)			
SRV 2bb	Scholarships			
SRV 2cc-cc	Home Visits (SRV 2cc)			
SRV 2cc	Home Visits			
SRV 3	Income and Asset Building Services (SRV 3)	I.) Projected Number of Individuals to be Served (#)	II.) Total Number of Individuals Served (#)	III.) Total Unduplicated Number Served (#)
SRV 3a-f	Training and Counseling Services (SRV 3a-f)			
SRV 3a	Financial Capability Skills Training			
SRV 3b	Financial Coaching/Counseling			
SRV 3c	Financial Management Programs (including budgeting, credit management, credit repair, credit counseling, etc.)			
SRV 3d	First-time Homebuyer Counseling			
SRV 3e	Foreclosure Prevention Counseling			
SRV 3f	Small Business Start-Up and Development Counseling Sessions/Classes			
SRV 3g-l	Benefit Coordination and Advocacy (SRV 3g-l)			
SRV 3g	Child Support Payments			
SRV 3h	Health Insurance	400		
SRV 3i	Social Security/SSI Payments			
SRV 3j	Veteran's Benefits			
SRV 3k	TANF Benefits			
SRV 3l	SNAP Benefits			
SRV 3m-o	Asset Building (SRV 3m-o)			
SRV 3m	Saving Accounts/IDAs and other asset building accounts			
SRV 3n	Other financial products (IRA accounts, MyRA, other retirement accounts, etc.)			
SRV 3o	VITA, EITC, or Other Tax Preparation programs			
SRV 3p-q	Loans And Grants (SRV 3p-q)			
SRV 3p	Micro-loans			
SRV 3q	Business incubator/business development loans			
SRV 4	Housing Services (SRV 4)	I.) Projected Number of Individuals to be Served (#)	II.) Total Number of Individuals Served (#)	III.) Total Unduplicated Number Served (#)
SRV 4a-e	Housing Payment Assistance (SRV 4a-e)			
SRV 4a	Financial Capability Skill Training			
SRV 4b	Financial Coaching/Counseling			
SRV 4c	Rent Payments (includes Emergency Rent Payments)			
SRV 4d	Deposit Payments			
SRV 4e	Mortgage Payments (includes Emergency Mortgage Payments)			
SRV 4f-h	Eviction Prevention Services (SRV 4f-h)			
SRV 4f	Eviction Counseling			
SRV 4g	Landlord/Tenant Mediations			
SRV 4h	Landlord/Tenant Rights Education			
SRV 4i-l	Utility Payment Assistance (SRV 4i-l)			
SRV 4i	Utility Payments (LIHEAP-includes Emergency Utility Payments)			
SRV 4j	Utility Deposits			
SRV 4k	Utility Arrears Payments			
SRV 4l	Level Billing Assistance			
SRV 4m-p	Housing Placement/Rapid Re-housing (SRV 4m-p)			
SRV 4m	Temporary Housing Placement (includes Emergency Shelters)			
SRV 4n	Transitional Housing Placements			
SRV 4o	Permanent Housing Placements			
SRV 4p	Rental Counseling			
SRV 4q-q	Housing Maintenance & Improvements (SRV 4q-q)			
SRV 4q	Home Repairs (e.g. structural, appliance, heating systems. etc.) (Including Emergency Home Repairs)			
SRV 4r-t	Weatherization Services (SRV 4r-t)			
SRV 4r	Independent-living Home Improvements (e.g. ramps, tub and shower grab bars, handicap accessible modifications, etc.)			
SRV 4s	Healthy Homes Services(e.g. reduction or elimination of lead, radon, carbon dioxide and/or fire hazards or electrical issues, etc.)			
SRV 4t	Energy Efficiency Improvements (e.g. insulation, air sealing, furnace repair, etc.)			

SRV S	Health and Social/Behavioral Development Services (SRV 5)	I.) Projected Number of Individuals to be Served (I)	II.) Total Number Served (II)	III.) Total Unduplicated Number Served (III)
SRV 5a-j	Health Services, Screening and Assessments (SRV 5a-j)			
SRV 5a	Immunizations			
SRV 5b	Physicals			
SRV 5c	Developmental Delay Screening			
SRV 5d	Vision Screening			
SRV 5e	Prescription Payments			
SRV 5f	Doctor Visit Payments			
SRV 5g	Maternal/Child Health			
SRV 5h	Nursing Care Sessions			
SRV 5i	In-Home Affordable Seniors/Disabled Care Sessions (Nursing, Chores, Personal Care Services)			
SRV 5j	Health Insurance Options Counseling			
SRV 5k-o	Reproductive Health Services (SRV 5k-o)			
SRV 5k	Coaching Sessions			
SRV 5l	Family Planning Classes			
SRV 5m	Contraceptives			
SRV 5n	STI/HIV Prevention Counseling Sessions			
SRV 5o	STI/HIV Screenings			
SRV 5p-q	Wellness Education (SRV 5p-q)			
SRV 5p	Wellness Classes (stress reduction, medication management, mindfulness, etc.)			
SRV 5q	Exercise/Fitness			
SRV 5r-x	Mental/Behavioral Health (SRV 5r-x)			
SRV 5r	Detoxification Sessions			
SRV 5s	Substance Abuse Screenings			
SRV 5t	Substance Abuse Counseling			
SRV 5u	Mental Health Assessments			
SRV 5v	Mental Health Counseling			
SRV 5w	Crisis Response/Call-In Responses			
SRV 5x	Domestic Violence Programs			
SRV 5y-aa	Support Groups (SRV 5y-aa)			
SRV 5y	Substance Abuse Support Group Meetings			
SRV 5z	Domestic Violence Support Group Meetings			
SRV 5aa	Mental Health Support Group Meeting	60		
SRV 5bb-ee	Dental Services, Screenings and Exams (SRV 5bb-ee)			
SRV 5bb	Adult Dental Screening/Exams			
SRV 5cc	Adult Dental Services (including Emergency Dental Procedures)			
SRV 5dd	Child Dental Screenings/Exams			
SRV 5ee	Child Dental Services (including Emergency Dental Procedures)			
SRV 5ff-jj	Nutrition and Food/Meals (SRV 5ff-jj)			
SRV 5ff	Skills Classes (Gardening, Cooking, Nutrition)			
SRV 5gg	Community Gardening Activities			
SRV 5hh	Incentives (e.g. gift card for food preparation, rewards for participation, etc.)			
SRV 5i	Prepared Meals			
SRV 5j	Food Distribution (Food Bags/Boxes, Food Share Program, Bags of Groceries)			
SRV 5kk-mm	Family Skills Development (SRV 5kk-mm)			
SRV 5kk	Family Mentoring Sessions			
SRV 5ll	Life Skills Coaching Sessions			
SRV 5mm	Parenting Classes			
SRV 5nn-oo	Emergency Hygiene Assistance (SRV 5nn-oo)			
SRV 5nn	Kits/boxes			
SRV 5oo	Hygiene Facility Utilizations (e.g. showers, toilets, sinks)			

SRV 6	Civic Engagement and Community Involvement Services (SRV 6)	I.) Projected Number of individuals to be served (B)	II.) Total Unduplicated Number Served (A)	III.) Total Unduplicated Number Served (#)
SRV 6a-f	Civic Engagement and Community Involvement Services (SRV 6a-f)			
SRV 6a	Voter Education and Access			
SRV 6b	Leadership Training			
SRV 6c	Tri-partite Board Membership			
SRV 6d	Citizenship Classes			
SRV 6e	Getting Ahead Classes			
SRV 6f	Volunteer Training			
	Services Supporting Multiple Domains (SRV 7)	I.) Projected Number of individuals to be served (B)	II.) Total Unduplicated Number Served (A)	III.) Total Unduplicated Number Served (#)
	Case Management (SRV 7a)			
	Case Management			
	Eligibility Determinations			
	Referrals			
	Transportation Services (e.g. bus passes, bus transport, support for auto purchase or repair; including emergency services)			
	Child Care subsidies			
	Child Care payments			
	Day Centers			
	Birth Certificate			
	Social Security Card			
	Driver's License			
	Criminal Record Expungements			
	Immigration Support Services (relocation, food, clothing)			
	Legal Assistance			
	Emergency Clothing Assistance			
	Mediation/Customer Advocacy Interventions			

All Characteristics Report - Data Entry Form

A. Total unduplicated number of all INDIVIDUALS about whom one or more characteristics were obtained:

B. Total unduplicated number of all HOUSEHOLDS about whom one or more characteristics were obtained:

C. INDIVIDUAL LEVEL CHARACTERISTICS

1. Gender

	Number of Individuals
a. Male	<input style="width: 50px;" type="text"/>
b. Female	<input style="width: 50px;" type="text"/>
c. Other	<input style="width: 50px;" type="text"/>
d. Unknown/not reported	<input style="width: 50px;" type="text"/>
TOTAL (auto calculated)	<input style="width: 50px; background-color: #cccccc;" type="text" value="0"/>

6. Ethnicity/Race

	Number of Individuals
I. Ethnicity	
a. Hispanic, Latino or Spanish Origins	<input style="width: 50px;" type="text"/>
b. Not Hispanic, Latino or Spanish Origins	<input style="width: 50px;" type="text"/>
c. Unknown/not reported	<input style="width: 50px;" type="text"/>
TOTAL (auto calculated)	<input style="width: 50px; background-color: #cccccc;" type="text" value="0"/>

2. Age

	Number of Individuals
a. 0-5	<input style="width: 50px;" type="text"/>
b. 6-13	<input style="width: 50px;" type="text"/>
c. 14-17	<input style="width: 50px;" type="text"/>
d. 18-24	<input style="width: 50px;" type="text"/>
e. 25-44	<input style="width: 50px;" type="text"/>
f. 45-54	<input style="width: 50px;" type="text"/>
g. 55-59	<input style="width: 50px;" type="text"/>
h. 60-64	<input style="width: 50px;" type="text"/>
i. 65-74	<input style="width: 50px;" type="text"/>
j. 75+	<input style="width: 50px;" type="text"/>
k. Unknown/not reported	<input style="width: 50px;" type="text"/>
TOTAL (auto calculated)	<input style="width: 50px; background-color: #cccccc;" type="text" value="0"/>

II. Race

a. American Indian or Alaska Native	<input style="width: 50px;" type="text"/>
b. Asian	<input style="width: 50px;" type="text"/>
c. Black or African American	<input style="width: 50px;" type="text"/>
d. Native Hawaiian and Other Pacific Islander	<input style="width: 50px;" type="text"/>
e. White	<input style="width: 50px;" type="text"/>
f. Other	<input style="width: 50px;" type="text"/>
g. Multi-race (two or more of the above)	<input style="width: 50px;" type="text"/>
h. Unknown/not reported	<input style="width: 50px;" type="text"/>
TOTAL (auto calculated)	<input style="width: 50px; background-color: #cccccc;" type="text" value="0"/>

3. Education Levels

	Number of Individuals	
	[ages 14-24]	[ages 25+]
a. Grades 0-8	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
b. Grades 9-12/Non-Graduate	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
c. High School Graduate/ Equivalency Diploma	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
d. 12 grade + Some Post-Secondary	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
e. 2 or 4 years College Graduate	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
f. Graduate of other post-secondary school	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
g. Unknown/not reported	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
TOTAL (auto calculated)	<input style="width: 50px; background-color: #cccccc;" type="text" value="0"/>	<input style="width: 50px; background-color: #cccccc;" type="text" value="0"/>

7. Military Status

a. Veteran	<input style="width: 50px;" type="text"/>
b. Active Military	<input style="width: 50px;" type="text"/>
c. Unknown/not reported	<input style="width: 50px;" type="text"/>
TOTAL (auto calculated)	<input style="width: 50px; background-color: #cccccc;" type="text" value="0"/>

4. Disconnected Youth

	Number of Individuals
a. Youth ages 14-24 who are neither working or in school	<input style="width: 50px;" type="text"/>

8. Work Status (Individuals 18+)

a. Employed Full-Time	<input style="width: 50px;" type="text"/>
b. Employed Part-Time	<input style="width: 50px;" type="text"/>
c. Migrant Seasonal Farm Worker	<input style="width: 50px;" type="text"/>
d. Unemployed (Short-Term, 6 months or less)	<input style="width: 50px;" type="text"/>
e. Unemployed (Long-Term, more than 6 months)	<input style="width: 50px;" type="text"/>
f. Unemployed (Not in Labor Force)	<input style="width: 50px;" type="text"/>
g. Retired	<input style="width: 50px;" type="text"/>
h. Unknown/not reported	<input style="width: 50px;" type="text"/>
TOTAL (auto calculated)	<input style="width: 50px; background-color: #cccccc;" type="text" value="0"/>

5. Health

	Number of Individuals		
	Yes	No	Unknown
a. Disabling Condition	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
b. Health Insurance*	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>

*If an individual reported that they had Health Insurance please identify the source of health insurance below.

Health Insurance Sources

i. Medicaid	<input style="width: 50px;" type="text"/>
ii. Medicare	<input style="width: 50px;" type="text"/>
iii. State Children's Health Insurance Program	<input style="width: 50px;" type="text"/>
iv. State Health Insurance for Adults	<input style="width: 50px;" type="text"/>
v. Military Health Care	<input style="width: 50px;" type="text"/>
vi. Direct-Purchase	<input style="width: 50px;" type="text"/>
vii. Employment Based	<input style="width: 50px;" type="text"/>
viii. Unknown/not reported	<input style="width: 50px;" type="text"/>
TOTAL (auto calculated)	<input style="width: 50px; background-color: #cccccc;" type="text" value="0"/>

All Characteristics Report - Data Entry Form

D. HOUSEHOLD LEVEL CHARACTERISTICS

9. Household Type	Number of Households
a. Single Person	
b. Two Adults NO Children	
c. Single Parent Female	
d. Single Parent Male	
e. Two Parent Household	
f. Non-related Adults with Children	
g. Multigenerational Household	
h. Other	
i. Unknown/not reported	
TOTAL (auto calculated)	0

10. Household Size	Number of Households
a. Single Person	
b. Two	
c. Three	
d. Four	
e. Five	
f. Six or more	
g. Unknown/not reported	
TOTAL (auto calculated)	0

11. Housing	Number of Households
a. Own	
b. Rent	
c. Other permanent housing	
d. Homeless	
e. Other	
f. Unknown/not reported	
TOTAL (auto calculated)	0

12. Level of Household Income (% of HHS Guideline)	Number of Households
a. Up to 50%	
b. 51% to 75%	
c. 76% to 100%	
d. 101% to 125%	
e. 126% to 150%	
f. 151% to 175%	
g. 176% to 200%	
h. 201% to 250%	
i. 250% and over	
j. Unknown/not reported	
TOTAL (auto calculated)	0

13. Sources of Household Income	Number of Households
a. Income from Employment Only	
b. Income from Employment and Other Income Source	
c. Income from Employment, Other Income Source, and Non-Cash Benefits	
d. Income from Employment and Non-Cash Benefits	
e. Other Income Source Only	
f. Other Income Source and Non-Cash Benefits	
g. No Income	
h. Non-Cash Benefits Only	
i. Unknown/not reported	
TOTAL (auto calculated)	0

Below, please report the types of Other income and/or non-cash benefits received by the households who reported sources other than employment

14. Other Income Source	Number of Households
a. TANF	
b. Supplemental Security Income (SSI)	
c. Social Security Disability Income (SSDI)	
d. VA Service-Connected Disability Compensation	
e. VA Non-Service Connected Disability Pension	
f. Private Disability Insurance	
g. Worker's Compensation	
h. Retirement Income from Social Security	
i. Pension	
j. Child Support	
k. Alimony or other Spousal Support	
l. Unemployment Insurance	
m. EITC	
n. Other	
o. Unknown/not reported	

15. Non-Cash Benefits	Number of Households
a. SNAP	
b. WIC	
c. LIHEAP	
d. Housing Choice Voucher	
e. Public Housing	
f. Permanent Supportive Housing	
g. HUD-VASH	
h. Childcare Voucher	
i. Affordable Care Act Subsidy	
j. Other	
k. Unknown/not reported	

E. Number of Individuals Not Included in the Totals Above *(due to data collection system integration barriers)*

1. Please list the unduplicated number of INDIVIDUALS served in each program*:

Program Name	Number of Individuals

F. Number of Households Not Included in the Totals Above *(due to data collection system integration barriers)*

1. Please list the unduplicated number of HOUSEHOLDS served in each program*:

Program Name	Number of Households

January 1, 2021 - December 31, 2021

Agency Name Alliance on Aging

Expense Categories	Tax Counseling for the Elderly	Total Budget
	\$40,000.00	\$40,000.00
Personnel	\$ 27,776.00	\$ 27,776.00
Mileage	\$ 420.00	\$ 420.00
Computer Software Upgrades	\$ 2,000.00	\$ 2,000.00
Phone	\$ 600.00	\$ 600.00
Occupancy	\$ 1,500.00	\$ 1,500.00
Public Relations/Advertising	\$ 3,000.00	\$ 3,000.00
Program Materials	\$ 1,500.00	\$ 1,500.00
Indirect Costs (Max 10%)	\$ 3,204.00	\$ 3,204.00
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
Program Total	\$ 40,000.00	\$ 40,000.00

Budget Narrative

Expense Category

Line Item narrative

Personnel	Staff payroll and related employment expenses. To support partial salary for Tax Coordinator and part-time staff to support year round services.
Mileage	To provide outreach and management to multiple sites through the county. * Complies with Monterey County travel policy and IRS mileage rate allowance; http://www.co.monterey.ca.us/auditor/mileage.htm
Computer Software Upgrades	To upgrade laptops to Windows 10 as required by IRS and to ensure appropriate level of security.
Phone	Phone services for program use
Occupancy	Rent and utilities to support program service. Based on square footage used by program staff.
Public Relations/Advertising	Radio and TV Spots, Newspapers, Magazines, and English and Spanish Videos on website.
Program Materials	Brochures, fliers and other materials use to publicize services.
Indirect Costs (Max 10%)	Charge at 9% of contract.

Funding Source: CSBG Federal Catalog 93.569

July 1, 2020 - December 31, 2021

Agency Name Alliance on Aging

Expense Categories	CARES Act CSBG COVID19 Response	Total Budget
	\$65,000.00	\$65,000.00
Personnel	\$ 40,000.00	\$ 40,000.00
Computer Maintainence	\$ 7,500.00	\$ 7,500.00
PPE	\$ 4,600.00	\$ 4,600.00
Phone	\$ 1,700.00	\$ 1,700.00
Care Packages/Postage	\$ 3,000.00	\$ 3,000.00
Office Protective Shields/Air Purifiers	\$ 2,200.00	\$ 2,200.00
Laptops/iPads	\$ 4,800.00	\$ 4,800.00
Carpet Cleaning	\$ 1,200.00	\$ 1,200.00
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
Program Total	\$ 65,000.00	\$ 65,000.00

Budget Narrative

Expense Category	Line Item narrative
Personnel	Staff payroll for COVID accomodations. Partial salary for Operations (Safety) Coordinator, Development/Media Director, Senior Peer Counseling Manager, Executive Director.
Computer Maintainence	Cost of monthly maintainence for additional laptops required to do remote work during COVID
PPE	Purchase of 10 month supply of masks, gloves, alcohol wipes, sanitizers and thermometer for COVID response
Phone	Cost of additional phone and internet charge as a result of staff remote work. Cost of Zoom meetings used by staff for meetings with clients and other groups during COVID
Care Packages/Postage	Purchase of 120 adult affirmation color books and pencils including mailing costs for COVID accomodations.
Office Protective Shields/Air Purifiers	Plexiglass shields (6) and air purifiers (2) for conference room and shared staff offices to minimize contamination from COVID.
Laptops/iPads	2 laptops for staff for remote work for COVID accomodations. 2 ipads for Ombudsman staff for facility visits to residents in long term care facilities. Includes IT cost for setup
Carpet Cleaning	Carpet cleaning x2 for COVID response

Funding Source: Federal CARES Act CSBG Funds

