

CSBG Administrative Board Meeting

May 11, 2015
8:30 a.m.

DeKalb County Community Outreach Building
Conference Room West
2500 North Annie Glidden Road
DeKalb, Illinois

Agenda

- I. Call to Order
- II. Public Comment
- III. Approval of Minutes
- IV. Approval of Agenda
- V. CSBG Reports
- VI. CSBG Modification
- VII. Community Resource Fair
- VIII. Old Business
- IX. New Business
- X. Next Meeting Date
- XI. Adjourn

Yet to be approved

DeKalb County Community Action Department CSBG Administrative Board Minutes of March 2, 2015

Members Present: Monica O’Leary, Joslyn Turner, Carol Herrington, Eileen Dubin, Melissa Garman, Dawn Littlefield, John Hulseberg, Regina Harris, Vanessa Howell, Ken Mundy, Sylvia Ibarra, and Jamie Smirz representing John Rey. A quorum was reached.

Members Not Present: Dan Nolan, Gary Chapman, and Steve Reid.

Others Present: Donna Moulton and Jess Collins.

Call to Order: John Hulseberg, Vice Chair, called the meeting to order at 8:33 a.m.

Approval of Agenda: Melissa Garman motioned to approve the CSBG Administrative Board meeting agenda, seconded by Monica O’Leary. Motion approved.

Approval of Minutes: Melissa Garman motioned to approve the CSBG Administrative Board meeting minutes from October 16, 2014, seconded by Jamie Smirz. Motion approved.

Board Membership and Officers: Steve Reid (public) and Eileen Dubin (private) were approved by the County Board in January to serve on the CSBG Administrative Board. Donna Moulton provided background information regarding both members and what they will contribute to the Board. Sylvia Ibarra motioned to approve Steve Reid and Eileen Dubin to the CSBG Administrative Board, seconded by Melissa Garman. Motion approved. Donna Moulton mentioned CSBG Board members are usually approved by this board first, then the County Board. The addition of the new members fills all vacancies. Regina made a motion to approve John Hulseberg as the chair of the CSBG Administrative Board, seconded by Melissa Garman. Motion approved. John Hulseberg then nominated Regina Harris to serve as Vice-chair, seconded by Melissa Garman. Motion approved.

Conflict of Interest: The County Statement of Economic Interest form was discussed. All CSBG Administrative Board members need to complete this form and return it to the DeKalb County Clerk by May 1. Current Board members should receive this yellow form in the mail. Donna Moulton also reminded Board members that there is a specific CSBG Administrative Board conflict of interest policy and form. She will review Board member files and bring this and other forms for Board members to sign at the next meeting.

CSBG Reports: Donna Moulton discussed the CSBG Reports. She highlighted how DCCA services has shifted to comprehensive support services which has led to the decrease in need for Emergency Intervention funds. She explained how the Family Stability and Support and Family Economic Development programs track outcomes of household self-sufficiency using the household stability assessment measurement tool. This shift in services led to the need of a CSBG modification. Jamie Smirz asked if there was a way to track outcomes by zip code. Jess Collins will look into creating such a report through the STARS tracking system. Donna also mentioned the Family of Distinction program and how DCCA will choose a family from the FSS program to highlight at the IACAA annual meeting in May. Discussion followed on the nature of FSS and FED services and the outcomes program participants are expected to achieve. Also, the CSBG 2015 funds are not available to draw down as of this date.

CSBG Modification #2- 2014: Donna Moulton made a second modification to the 2014 CSBG. The modification included a time extension through June. Also, money was moved between emergency assistance and program costs. Doing this confirms the focus of comprehensive support services that in turn diminishes the need of giving out financial assistance to clients. Melissa Garman made a motion to approve the CSBG 2014 modification, seconded by Monica O'Leary. Motion approved.

Community Resource Fair: DCCA is partnering with NICOR and other community partners to offer a community resource fair on April 18. This will be held at the Community Outreach Building from 10am-2pm. Other sponsoring groups include Networking for Families, Money Smart Week, and Permanency Action Team. Activities will include DeKalb County Community Gardens' annual garden bed preparation at our COB plots, Northern Illinois Food Bank food delivery, City of DeKalb Fire Truck, many community agencies attending, and more. Voluntary Action Center will provide transportation. DCCA and United Way are working on marketing strategies.

Evergreen Village Mitigation Project: This project is winding down. All residents have moved from the park and relocated to other housing. The demolition phase is happening now. Discussion followed on the benefit of this project and the status of families that left.

Update on Other DCCA Grants: DCCA will no longer administer HP and EFSP funds. This is due to DCCA services focusing on their FSS and FED programs and determining that financial assistance is not appropriate to run its comprehensive support services. Hope Haven will take over this grant. There will still be some money set aside for DCCA use for some of their clients. DCCA will no longer be eligible for EFSP funds since there will be no program to allow the use of these funds.

Old Business: Regina Harris and Donna Moulton are still discussing the possibility of DCCA adding a 501(c)3 charitable arm. Scholarship applications are available and due in June. The application is available on DCCA's website.

New Business: Regina Harris asked if the Board will need to change its name since DCCA changed its name. This is not necessary since the Community Services Block Grant (CSBG) is the name used to designate this Administrative Board, not the Department name. Donna Moulton reiterated that there will be a review of Board member files to ensure that necessary information is covered for each member. Standards, to be implemented by 2016, will have a focus on Board training and Board members should identify any key areas in which they feel they need additional information. This training and regular discussions about Board responsibilities will transpire at Board meetings and may also be available at outside meetings.

Next Meeting Date: The next meeting will be held sometime in early May. Jess Collins will send out a meeting date survey through Doodle.

Adjourn: Having no further business, Melissa Garman made a motion to adjourn the meeting, seconded by Carol Herrington. Motion approved. The meeting adjourned at 9:21 a.m.

Outcomes Report

Date: 4/21/2015

Page 1 of 2

Date Range of Report: 1/1/2014 to 3/31/2015

Grant Number: 2014 CSBG

Agency	Work Program	Service Program	Proposed Served	Percent Complete	Persons Served	Complete	In Progress	Failed	Drop Out	No Status
DCCA	WP-1.2 Job Counseling		25	92.00%	63	23	7	2	31	0
		S-1.2-1 Employment Counseling/Case Management	25	92.00%	63	23	7	2	31	0
	WP-2.7 Other Education Projects		3	100.00%	3	3	0	0	0	0
		S-2.7-1 Scholarships	3	100.00%	3	3	0	0	0	0
	WP-3.2 Income Tax Counseling		53	100.00%	54	53	0	0	1	0
		S-3.2-1 Income Tax Preparation	53	100.00%	54	53	0	0	1	0
	WP-5.2 Cash Assistance/Loans		144	90.28%	176	130	0	0	54	0
		S-5.2-2 Emergency Fuel or Utility Assistance	14	100.00%	19	14	0	0	5	0
		S-5.2-3 Rental Assistance	90	92.22%	117	83	0	0	38	0
		S-5.2-4 Security Deposit Assistance	30	106.67%	37	32	0	0	8	0
		S-5.2-5 Mortgage Assistance	0		1	0	0	0	1	0
		S-5.2-8 Medical Assistance	10	10.00%	2	1	0	0	2	0
	WP-6.9 Community Organization and Brokerage/Advocacy		0		0	0	0	0	0	0
	WP-7.1 Information and Referral		400	62.75%	251	251	0	0	0	0
		S-7.1-1 Referred to or from other sources	400	62.75%	251	251	0	0	0	0
	WP-8.4 Other Self-Sufficiency Programs		25	176.00%	45	44	0	1	0	0
		S-8.4-2 Life/Family Skills Training	25	176.00%	45	44	0	1	0	0

Outcomes Report

Date: 4/21/2015

Page 2 of 2

Date Range of Report: 1/1/2014 to 3/31/2015

Grant Number: 2014 CSBG

Agency	Work Program	Service Program	Proposed Served	Percent Complete	Persons Served	Complete	In Progress	Failed	Drop Out	No Status
DCCA	WP-8.5 Family Development/Intervention for Family Stabilization		225	75.11%	413	169	51	17	180	0
		S-8.5-1 Intensive case management	225	75.11%	413	169	51	17	180	0

Section G Program Participant Characteristics

Grant Number:

2014 CSBG

1/1/2014 to 3/31/2015

1. Name of Agency Reporting

DeKalb County Community Action Department

2a. Total Non CSBG Resources Reported in Section F, page 12

2b. Total amount of CSBG Funds allocated

Total Resources for FY (2a + 2b)

\$

ARRA ONLY
\$

3. Total unduplicated number of persons about whom one or more characteristics were obtained:

581

4. Total unduplicated number of persons about whom no characteristics were obtained:

1897

5. Total unduplicated number of families about whom one or more characteristics were obtained:

299

6. Total unduplicated number of families about whom no characteristics were obtained:

7. Gender	Number of Persons*	13. Family Size	Number of Families***
a. Male	228	a. One	148
b. Female	353	b. Two	57
TOTAL*	581	c. Three	43

8. Age	Number of Persons*
a. 0 - 5	93
b. 6 - 11	76
c. 12 - 17	48
d. 18 - 23	63
e. 24 - 44	180
f. 45 - 54	59
g. 55 - 69	56
h. 70 +	6
TOTAL*	581

d. Four	26
e. Five	20
f. Six	4
g. Seven	1
h. Eight or more	0
TOTAL***	299

9. Ethnicity / Race	Number of Persons*
I. Ethnicity	
a. Hispanic, Latino or Spanish Origin	83
b. Not Hispanic, Latino, or Spanish Origin	498
TOTAL*	581

14. Source of Family Income	Number of Families
a. Unduplicated # Families Reporting One or More Sources of Income	260
b. Unduplicated # Families Reporting Zero Income	39
TOTAL Unduplicated # Families Reporting One or More Sources of Income or Zero Income.***	299

Below please report the total # of families identifying the applicable sources of income

II. Race	
a. White	318
b. Black or African American	216
c. American Indian and Alaska Native	6
d. Asian	12
e. Native Hawaiian and Other Pacific Islander	0
f. Other	3
g. Multi-Race (any two or more of the above)	26
TOTAL*	581

c. TANF	12
d. SSI	31
e. Social Security	35
f. Pension	4
g. General Assistance	3
h. Unemployment Insurance	28
i. Employment + Other Source	201
j. Employment Only	172
k. Other	54

10. Education Levels of Adults # (# For Adults 24 Years Or Older Only)	Number of Persons**
a. 0 - 8 grade	7
b. 9-12 / Non-Graduate	38
c. High School Graduate / GED	81
d. 12+ Some Post Secondary	94
e. 2 or 4 years College Graduate	74
TOTAL**	294

15. Level of Family Income (% Of HHS Guideline)	Number of Families***
a. Up to 50%	152
b. 51% to 75%	65
c. 76% to 100%	48
d. 101% to 125%	32
e. 126% to 150%	1
f. 151% to 175%	0
g. 176% to 200%	0
h. 201% and over	1
TOTAL***	299

11. Other Characteristics	Number of Persons*
	Yes No TOTAL*
a. Health Insurance	471 110 581
b. Disabled	105 476 581

12. Family Type	Number of Families***
a. Single Parent Female	96
b. Single Parent Male	5
c. Two Parent Household	26
d. Single Person	148
e. Two Adults NO children	15
f. Other	9
TOTAL***	299

16. Housing	Number of Families***
a. Own	9
b. Rent	250
c. Homeless	26
d. Other	14
TOTAL***	299

* The sum of this category should not exceed the value of Item 3

** The sum of this category should not exceed the value of Items 8 e-h

*** The sum of this category should not exceed the value of Item 5

Outcomes Report

Date: 4/21/2015

Page 1 of 1

Date Range of Report: 1/1/2015 to 3/31/2015

Grant Number: 2015 CSBG 15-231034

Agency	Work Program	Service Program	Proposed Served	Percent Complete	Persons Served	Complete	In Progress	Failed	Drop Out	No Status
DCCA	WP-1.2 Job Counseling		22	18.18%	25	4	17	1	3	0
		S-1.2-1 Employment Counseling/Case Management	22	18.18%	25	4	17	1	3	0
	WP-2.7 Other Education Projects		3	0.00%	0	0	0	0	0	0
		S-2.7-1 Scholarships	3	0.00%	0	0	0	0	0	0
	WP-3.2 Income Tax Counseling		70	114.29%	80	80	0	0	0	0
		S-3.2-1 Income Tax Preparation	70	114.29%	80	80	0	0	0	0
	WP-5.2 Cash Assistance/Loans		127	0.00%	0	0	0	0	0	0
		S-5.2-3 Rental Assistance	100	0.00%	0	0	0	0	0	0
		S-5.2-4 Security Deposit Assistance	27	0.00%	0	0	0	0	0	0
	WP-6.9 Community Organization and Brokerage/Advocacy		0		0	0	0	0	0	0
	WP-7.1 Information and Referral		310	0.00%	0	0	0	0	0	0
		S-7.1-1 Referred to or from other sources	310	0.00%	0	0	0	0	0	0
	WP-8.4 Other Self-Sufficiency Programs		35	0.00%	0	0	0	0	0	0
		S-8.4-2 Life/Family Skills Training	35	0.00%	0	0	0	0	0	0
	WP-8.5 Family Development/Intervention		300	0.00%	0	0	0	0	0	0
		S-8.5-1 Intensive case management	300	0.00%	0	0	0	0	0	0

Section G Program Participant Characteristics

Grant Number:

2015 CSBG
15-231034

1/1/2015 to 3/31/2015

1. Name of Agency Reporting

DeKalb County Community Action Department

2a. Total Non CSBG Resources Reported in Section F, page 12

2b. Total amount of CSBG Funds allocated

Total Resources for FY (2a + 2b)

\$

ARRA ONLY
\$

3. Total unduplicated number of persons about whom one or more characteristics were obtained:

25

4. Total unduplicated number of persons about whom no characteristics were obtained:

318

5. Total unduplicated number of families about whom one or more characteristics were obtained:

24

6. Total unduplicated number of families about whom no characteristics were obtained:

7. Gender	Number of Persons*	13. Family Size	Number of Families***
a. Male	7	a. One	12
b. Female	18	b. Two	3
TOTAL*	25	c. Three	5

8. Age	Number of Persons*
a. 0 - 5	0
b. 6 - 11	0
c. 12 - 17	1
d. 18 - 23	8
e. 24 - 44	9
f. 45 - 54	4
g. 55 - 69	3
h. 70 +	0
TOTAL*	25

d. Four	3
e. Five	1
f. Six	0
g. Seven	0
h. Eight or more	0
TOTAL***	24

9. Ethnicity / Race	Number of Persons*
I. Ethnicity	
a. Hispanic, Latino or Spanish Origin	6
b. Not Hispanic, Latino, or Spanish Origin	19
TOTAL*	25

14. Source of Family Income	Number of Families
a. Unduplicated # Families Reporting One or More Sources of Income	22
b. Unduplicated # Families Reporting Zero Income	2
TOTAL Unduplicated # Families Reporting One or More Sources of Income or Zero Income.***	24

Below please report the total # of families identifying the applicable sources of income

II. Race	
a. White	12
b. Black or African American	11
c. American Indian and Alaska Native	0
d. Asian	1
e. Native Hawaiian and Other Pacific Islander	0
f. Other	0
g. Multi-Race (any two or more of the above)	1
TOTAL*	25

c. TANF	1
d. SSI	1
e. Social Security	2
f. Pension	0
g. General Assistance	0
h. Unemployment Insurance	3
i. Employment + Other Source	20
j. Employment Only	18
k. Other	3

10. Education Levels of Adults # (# For Adults 24 Years Or Older Only)	Number of Persons**
a. 0 - 8 grade	1
b. 9-12 / Non-Graduate	2
c. High School Graduate / GED	1
d. 12+ Some Post Secondary	6
e. 2 or 4 years College Graduate	6
TOTAL**	16

15. Level of Family Income (% Of HHS Guideline)	Number of Families***
a. Up to 50%	10
b. 51% to 75%	5
c. 76% to 100%	5
d. 101% to 125%	4
e. 126% to 150%	0
f. 151% to 175%	0
g. 176% to 200%	0
h. 201% and over	0
TOTAL***	24

11. Other Characteristics	Number of Persons*
	Yes No TOTAL*
a. Health Insurance	18 7 25
b. Disabled	3 22 25

12. Family Type	Number of Families***
a. Single Parent Female	8
b. Single Parent Male	1
c. Two Parent Household	2
d. Single Person	12
e. Two Adults NO children	1
f. Other	0
TOTAL***	24

16. Housing	Number of Families***
a. Own	0
b. Rent	23
c. Homeless	1
d. Other	0
TOTAL***	24

* The sum of this category should not exceed the value of Item 3

** The sum of this category should not exceed the value of Items 8 e-h

*** The sum of this category should not exceed the value of Item 5

CSBG 2014 Monthly Report

1/1/2014 through 3/31/2015 Using CSBG 2014 Budget

5/8/2015

Page 1

Category	1/1/2014 Actual	- Budget	3/31/2015 Difference
INCOME	221,641.69	468,788.00	-247,146.31
CSBG 2014	221,641.69	468,788.00	-247,146.31
Client Assistance-Benefits	5,578.01	11,544.00	-5,965.99
Emergency Intervention	1,978.01	4,344.00	-2,365.99
FED & FSS Incentives	500.00	1,000.00	-500.00
Scholarship	3,000.00	6,000.00	-3,000.00
Social Living Group	100.00	200.00	-100.00
Client Assistance-Other	1,000.00	2,000.00	-1,000.00
Community Gardens	1,000.00	2,000.00	-1,000.00
Program-Miscellaneous	21,198.12	37,000.00	-15,801.88
Dues & Subscriptions	3,329.16	3,000.00	329.16
Equipment	4,000.00	6,000.00	-2,000.00
Equipment Maintenance	1,112.27	2,000.00	-887.73
Postage	110.37	500.00	-389.63
Supplies & Printing	3,671.19	3,500.00	171.19
Telephone	1,100.00	2,000.00	-900.00
Training	1,672.53	6,000.00	-4,327.47
Travel	6,202.60	14,000.00	-7,797.40
Program-Payroll	193,865.56	418,244.00	-224,378.44
Administration	19,231.43	40,000.00	-20,768.57
Economic Development	22,514.00	46,880.00	-24,366.00
Personnel	152,120.13	331,364.00	-179,243.87
EXPENSES	228,536.31	468,788.00	240,251.69
CSBG '14	228,536.31	468,788.00	240,251.69
Client Assistance-Benefits	5,578.01	11,544.00	5,965.99
Emergency Intervention	1,978.01	4,344.00	2,365.99
FED & FSS Incentives	500.00	1,000.00	500.00
Scholarship	3,000.00	6,000.00	3,000.00
Social Living Group	100.00	200.00	100.00
Client Assistance-Other	1,000.00	2,000.00	1,000.00
Community Gardens	1,000.00	2,000.00	1,000.00
Program-Miscellaneous	21,198.12	37,000.00	15,801.88
Dues & Subscriptions	3,329.16	3,000.00	-329.16
Equipment	4,000.00	6,000.00	2,000.00
Equipment Maintenance	1,112.27	2,000.00	887.73
Postage	110.37	500.00	389.63
Supplies & Printing	3,671.19	3,500.00	-171.19
Telephone	1,100.00	2,000.00	900.00
Training	1,672.53	6,000.00	4,327.47
Travel	6,202.60	14,000.00	7,797.40
Program-Payroll	200,760.18	418,244.00	217,483.82
Administration	20,000.00	40,000.00	20,000.00
Economic Development	23,440.00	46,880.00	23,440.00
Personnel	157,320.18	331,364.00	174,043.82
Net Difference:	-6,894.62	0.00	-6,894.62

CSBG 2015 Monthly Report - Q1 2015

1/1/2015 through 3/31/2015 Using CSBG 2015 Budget

5/8/2015

Page 1

Category	1/1/2015 Actual	- Budget	3/31/2015 Difference
INCOME	4,607.05	234,394.00	-229,786.95
CSBG 2015	4,607.05	234,394.00	-229,786.95
Client Assistance-Benefits	0.00	6,949.00	-6,949.00
Emergency Assistance	0.00	2,349.00	-2,349.00
FSS-FED Incentives	0.00	1,500.00	-1,500.00
Scholarship Program	0.00	3,000.00	-3,000.00
Social Living Group Incentives	0.00	100.00	-100.00
Client Assistance-Other Costs	0.00	750.00	-750.00
Community Gardens Supplies	0.00	750.00	-750.00
Program-Payroll	4,607.05	207,295.00	-202,687.95
Administration	2,121.00	20,000.00	-17,879.00
Economic Development	2,486.05	23,440.00	-20,953.95
Personnel	0.00	163,855.00	-163,855.00
Program-Services Equipment	0.00	4,900.00	-4,900.00
Asset Replace	0.00	3,000.00	-3,000.00
Copier	0.00	1,200.00	-1,200.00
Phone Lines	0.00	700.00	-700.00
Program-Services Miscellaneous	0.00	14,500.00	-14,500.00
Dues and Subscriptions	0.00	2,500.00	-2,500.00
Office Supplies and Postage	0.00	4,000.00	-4,000.00
Travel and Training	0.00	8,000.00	-8,000.00
EXPENSES	9,214.10	234,394.00	225,179.90
CSBG '15	9,214.10	234,394.00	225,179.90
Client Assistance-Benefits	0.00	6,949.00	6,949.00
Emergency Assistance	0.00	2,349.00	2,349.00
FSS-FED Incentives	0.00	1,500.00	1,500.00
Scholarship Program	0.00	3,000.00	3,000.00
Social Living Group Incentives	0.00	100.00	100.00
Client Assistance-Other Costs	0.00	750.00	750.00
Community Gardens Supplies	0.00	750.00	750.00
Program-Payroll	9,214.10	207,295.00	198,080.90
Administration	4,242.00	20,000.00	15,758.00
Economic Development	4,972.10	23,440.00	18,467.90
Personnel	0.00	163,855.00	163,855.00
Program-Services Equipment	0.00	4,900.00	4,900.00
Asset Replace	0.00	3,000.00	3,000.00
Copier	0.00	1,200.00	1,200.00
Phone Lines	0.00	700.00	700.00
Program-Services Miscellaneous	0.00	14,500.00	14,500.00
Dues and Subscriptions	0.00	2,500.00	2,500.00
Office Supplies and Postage	0.00	4,000.00	4,000.00
Travel and Training	0.00	8,000.00	8,000.00
Net Difference:	-4,607.05	0.00	-4,607.05

BUDGET SUMMARY

Date: 04-29-2015

Grantee: DeKalb County Community Action Department

Grant #: 2015 CSBG 15-231034 1

	Code	Description	Original Amount	Mod Amount	Budget Amount
Program Support	0101	Program Support - Services	\$183,255.00	\$2,075.00	\$185,330.00
	Total Program Support		\$183,255.00	\$2,075.00	\$185,330.00
Client Assistance	0201	Client Assistance - Benefits	\$6,949.00	\$0.00	\$6,949.00
	0202	Client Assistance - Other Costs	\$750.00	\$0.00	\$750.00
	Total Client Assistance		\$7,699.00	\$0.00	\$7,699.00
Administration	0301	Administration - Administrative Costs	\$20,000.00	\$0.00	\$20,000.00
	Total Administration		\$20,000.00	\$0.00	\$20,000.00
Special	0403	Special - Alternate Use	\$23,440.00	\$0.00	\$23,440.00
	Total Special		\$23,440.00	\$0.00	\$23,440.00
Total Project Costs/Budget			\$234,394.00	\$2,075.00	\$236,469.00

BUDGET DETAIL

Date: 04-29-2015

Grantee: DeKalb County Community Action Department

Grant #: 2015 CSBG 15-231034

Program Support	0101 - Services Staffing	Original Amount	Mod Amount
	1 Office Coordinator	\$51,855.00	\$0.00
	3 Family Support Specialist	\$52,000.00	\$0.00
	1 Executive Director	\$60,000.00	\$0.00
	Total	\$163,855.00	
	0101 - Services Equipment	Original Amount	Mod Amount
	Phone Lines	\$700.00	\$0.00
	Copier	\$1,200.00	\$0.00
	Asset Replace	\$3,000.00	\$0.00
	Total	\$4,900.00	
	0101 - Services Miscellaneous	Original Amount	Mod Amount
	Travel and Training	\$0.00	\$2,075.00
	Dues and Subscriptions	\$2,500.00	\$0.00
	Office Supplies and Postage	\$4,000.00	\$0.00
	Travel and Training	\$8,000.00	\$0.00
	Total	\$16,575.00	
Client Assistance	0201 - Benefits	Original Amount	Mod Amount
	Emergency Assistance	\$0.00	(\$2,349.00)
	FSS/FED Supplies	\$0.00	\$2,349.00
	Social Living Group Incentives	\$100.00	\$0.00
	FSS/FED Incentives	\$1,500.00	\$0.00
	Emergency Assistance	\$2,349.00	\$0.00
	Scholarship Program	\$3,000.00	\$0.00
	Total	\$6,949.00	
	0202 - Other Costs	Original Amount	Mod Amount
	Community Gardens Supplies	\$750.00	\$0.00
	Total	\$750.00	
Administration	0301 - Administrative Costs	Original Amount	Mod Amount
	Administration	\$20,000.00	\$0.00
	Total	\$20,000.00	
Special	0403 - Alternate Use	Original Amount	Mod Amount
	Alternate Use of Economic Development	\$23,440.00	\$0.00
	Total	\$23,440.00	

CSBG WORK PROGRAM SUMMARY SHEET

2015

Name Of Agency Reporting : **DeKalb County Community Action Department**

Grant Number : **2015 CSBG 15-231034**

Employment	Total Persons : 70 Total Outcome : 22
-------------------	--------------------------------------------------------

1.2 Job Counseling

The Family Economic Development (FED) program will use waived Category D funds as DeKalb County Community Action's economic development program. Individuals served will focus on activities that will increase their income due to employment and/or benefits.

Persons: 70	Outcome Target: 22
CSBG Goal #: 1	CSBG Goal: LOW-INCOME PEOPLE BECOME MORE SELF-SUFFICIENT

Outcome Measure(s):

1.1.C Employed and obtained an increase in employment income and / or benefits

Program Support \$ 30,387.00	Client Assistance \$ 770.00	Administration \$ 2,000.00	Special \$ 23,440.00	Total \$ 56,597.00
----------------------------------------	---------------------------------------	--------------------------------------	--------------------------------	------------------------------

Education	Total Persons : 3 Total Outcome : 3
------------------	------------------------------------------------------

2.7 Other Education Projects

Provide scholarships for CSBG eligible persons for post-secondary education.

Persons: 3	Outcome Target: 3
CSBG Goal #: 1	CSBG Goal: LOW-INCOME PEOPLE BECOME MORE SELF-SUFFICIENT

Outcome Measure(s):

1.2.M Make Progress toward post-secondary degree or certificate

Program Support \$ 1,021.00	Client Assistance \$ 3,000.00	Administration \$ 500.00	Special \$ 0.00	Total \$ 4,521.00
---------------------------------------	-----------------------------------------	------------------------------------	---------------------------	-----------------------------

Income Management	Total Persons : 70 Total Outcome : 70
--------------------------	--------------------------------------------------------

3.2 Income Tax Counseling

Coordinate and facilitate access to income tax return services for low income DeKalb County residents. Assist with completion of tax returns as appropriate. Tax payers will benefit from all the tax credits (EITC, Child Tax Credit, Child & Dependent Care Credit, etc.) entitled to them without using a paid preparer.

Persons: 70	Outcome Target: 70
CSBG Goal #: 1	CSBG Goal: LOW-INCOME PEOPLE BECOME MORE SELF-SUFFICIENT

Outcome Measure(s):

1.3.A.1 Number and percent of participants in tax preparation programs who qualified for any type of Federal or State tax credit and the expected aggregated dollar amount of credits

Program Support \$ 5,062.00	Client Assistance \$ 0.00	Administration \$ 5,000.00	Special \$ 0.00	Total \$ 10,062.00
---------------------------------------	-------------------------------------	--------------------------------------	---------------------------	------------------------------

Emergency Services				Total Persons : 36 Total Outcome : 36	
5.2 Cash Assistance/Loans					
Emergency financial assistance for clients who are experiencing an unforeseen financial emergency, which puts the family in jeopardy of homelessness. Program participants will achieve outcomes that will include having past due rent or security deposit paid to stabilize housing situation.					
Persons: 36				Outcome Target: 36	
CSBG Goal #: 6				CSBG Goal: LOW-INCOME PEOPLE, ESPECIALLY VULNERABLE POPULATIONS, ACHIEVE THEIR POTENTIAL BY STRENGTHENING FAMILY AND OTHER SUPPORTIVE ENVIRONMENTS	
Outcome Measure(s): 6.2.C Emergency Rent or Mortgage Assistance					
Program Support \$ 4,166.00	Client Assistance \$ 0.00	Administration \$ 300.00	Special \$ 0.00	Total \$ 4,466.00	
Linkages				Total Persons : 310 Total Outcome : 310	
7.1 Information and Referral					
Information and referral linking persons to needed services and providing support and coordination with and between agencies in DeKalb County which provide services to poverty families and individuals.					
Persons: 310				Outcome Target: 310	
CSBG Goal #: 6				CSBG Goal: LOW-INCOME PEOPLE, ESPECIALLY VULNERABLE POPULATIONS, ACHIEVE THEIR POTENTIAL BY STRENGTHENING FAMILY AND OTHER SUPPORTIVE ENVIRONMENTS	
Outcome Measure(s): 6.5.E Information and Referral Calls					
Program Support \$ 26,291.00	Client Assistance \$ 0.00	Administration \$ 1,000.00	Special \$ 0.00	Total \$ 27,291.00	
Self Sufficiency				Total Persons : 515 Total Outcome : 335	
8.4 Other Self-Sufficiency Programs					
Low-income residents of two DeKalb County Public Housing Programs will achieve their potential by increasing their life skills and by strengthening their supportive social environments.					
Persons: 40				Outcome Target: 35	
CSBG Goal #: 6				CSBG Goal: LOW-INCOME PEOPLE, ESPECIALLY VULNERABLE POPULATIONS, ACHIEVE THEIR POTENTIAL BY STRENGTHENING FAMILY AND OTHER SUPPORTIVE ENVIRONMENTS	
Outcome Measure(s): 6.3.C.2 Parents and other adults learn and exhibit improved family functioning skills					

Program Support \$ 5,062.00	Client Assistance \$ 100.00	Administration \$ 500.00	Special \$ 0.00	Total \$ 5,662.00
8.5 Family Development/Intervention for Family Stabilization				
Assist low-income households to increase their stability and self-sufficiency through ongoing comprehensive support services.				
Persons: 475				Outcome Target: 300
CSBG Goal #: 6				CSBG Goal: LOW-INCOME PEOPLE, ESPECIALLY VULNERABLE POPULATIONS, ACHIEVE THEIR POTENTIAL BY STRENGTHENING FAMILY AND OTHER SUPPORTIVE ENVIRONMENTS
Outcome Measure(s): 6.3.C.2 Parents and other adults learn and exhibit improved family functioning skills				
Program Support \$ 111,141.00	Client Assistance \$ 3,079.00	Administration \$ 10,700.00	Special \$ 0.00	Total \$ 124,920.00

4/29/2015 3:27:24 PM