



Community Action
PARTNERSHIP
Helping People. Changing Lives.
Community Action, Inc.
(Primarily Serving Clarion and Jefferson Counties)

Organization

Mission: Community Action, Inc. partners with community members to improve low-income situations by assisting families with activities to overcome barriers, improve economic status, and enhance their quality of life.

✉ contact@jccap.org

🌐 www.jccap.org

📘 https://www.facebook.com/JeffersonClarionCAP

Executive Management

Robert A. Cardamone, *Executive Director*

Misty S. Fleming, *Development/Compliance Director*

Donna L. States, *Controller*

Jefferson County Office

105 Grace Way
Punxsutawney, PA 15767

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Clarion County Office

30A South Sheridan Road
Clarion, PA 16214

Phone: (814) 226 - 4785

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Fax: (814) 223 - 4083

Board of Directors

Clarion County	Jefferson County
<p>Low-Income Representatives</p> <p>Lori A. Brown, <i>Clarion County Housing Authority</i></p> <p>Renee Vowinckel, <i>Pennies From Heaven</i> ²</p> <p>Pamela M. Johnson, <i>Jefferson-Clarion Head Start, Inc.</i> ³</p> <p>Elected Public Officials</p> <p>Scott E. Hutchinson, <i>State Senator</i></p> <p>Donna R. Oberlander, <i>State Representative</i></p> <p>Wayne Brosius, <i>Clarion County Commissioner</i></p> <p>Ted Tharan, <i>Clarion County Commissioner</i></p> <p>Private Sector</p> <p>Jennifer Fulmer Vinson, <i>Fulmer House Books & Collectibles</i></p> <p>Joseph Glover, <i>Knights of Columbus, Immaculate Conception Council, 7549</i></p> <p>Ronald J. Wilshire, <i>Explore Your Town</i> ¹</p>	<p>Low-Income Representatives</p> <p>Sharon R. Corbett, <i>Jefferson County Housing Authority</i></p> <p>Katelyn Hendrickson, <i>Elected Low-Income Representative</i></p> <p>Sandra J. Snyder, <i>Jefferson County Area Agency on Aging</i></p> <p>Elected Public Officials</p> <p>Richard Alexander, <i>Mayor of Punxsutawney</i></p> <p>Cris Dush, <i>State Senator</i></p> <p>Scott North, <i>Jefferson County Commissioner</i></p> <p>Private Sector</p> <p>Granville E. Carter, <i>Carter Bianco, LLP</i></p> <p>Cindy Depp-Hutchinson, <i>Punxsutawney Area School Board</i></p> <p>Janine C. Strohm, <i>Rebecca M. Arthurs Library</i></p>

President ¹ | Vice-President ² | Secretary/Treasurer ³

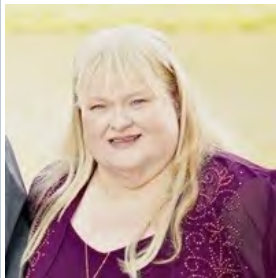
From the Executive Director

Dear Friends,

I am pleased to present our 2023 Annual Report. This year has been challenging for our organization, but we have continued to make progress towards our mission thanks to the dedication of our board, staff, volunteers, and supporters.



As many of you know, in July 2023 I was asked by the Community Action, Inc. Board to return to my prior role until a replacement is found. I continue to find this work very fulfilling, and I believe this organization due to its dynamic nature has the ability to be and remain a relevant family and community catalyst and advocate.



One of the biggest challenges we faced this year was the loss of our Executive Director, Susan K. Fusco, who passed away in July. I had the privilege to work with Sue since her hire and she was a loyal, dedicated, and trusted colleague and friend. We are grateful for her 30 years of dedicated work, her caring nature, and her passion to help families enhance their quality of life. We extend our deepest condolences to her family and friends.

Despite these challenges, we have made progress towards our mission this year by building relationships and partnerships and refocusing our services to help families become economically self-reliant and our community prosper. Our role is to be a catalyst and advocate for change and help families and the community solve problems. We are proud of what we have accomplished this year, and we are excited about the opportunities that lie ahead. I am convinced having the right staff and partners is the key to achieving our goals and remaining relevant.

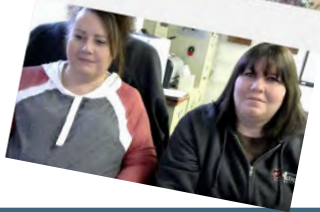
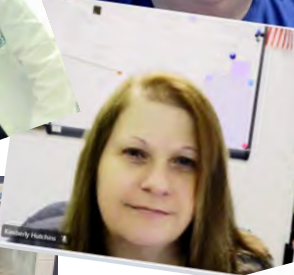
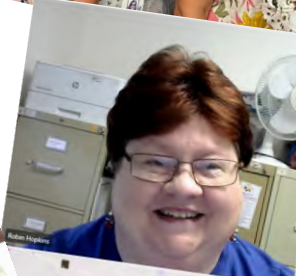
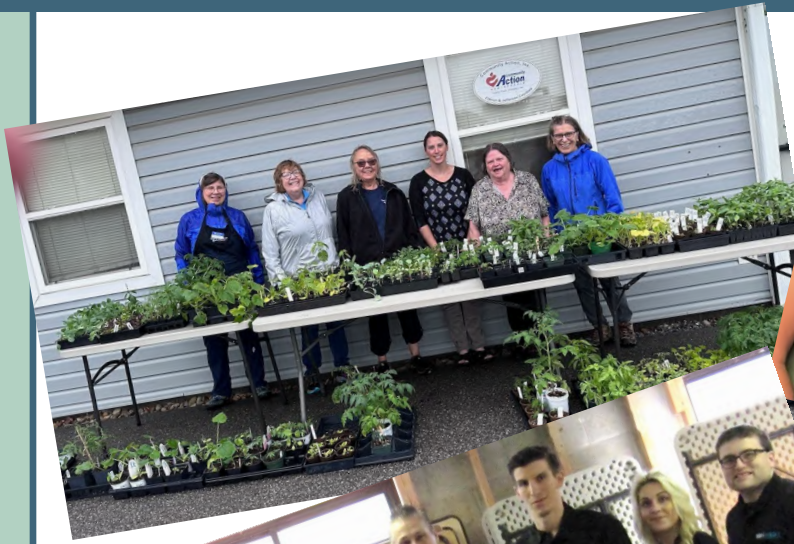
We can only be successful if we work closely with our county and community leadership, businesses, like-minded service providers, our schools, community and economic development entities, civic clubs, religious institutions, and any other organization and person who believes in continuous improvement and has a passion to make a positive difference.

We are grateful for your continued support, and we look forward to working with you to make an even greater impact in the years to come.

Sincerely,

Robert A. Cardamone
Executive Director
Community Action, Inc.

Staff Make Us Great



Ms Crystal —
I cannot thank you
enough for your kindness
and support

Um, I mean,
not right now —
but in the future.
Thank You
ETERNALLY GREATFUL

Activities / Services

Weatherization Program



Free home energy assessment, recommends improvements to reduce home energy costs and improve the health and safety of the residents. Services may include attic and wall insulation; heating system and ventilation improvements; air sealing; air conditioning; and energy conservation education.

Medical Assistance Transportation Program



Non-emergency transportation to Medical Assistance (MA) covered appointments for Jefferson County MA recipients who do not have transportation available to them or need mileage reimbursement aid.

Homeless Services



Provides homeless or near homeless with emergency shelter; help locating and establishing a residence; case management; rental assistance; and housing referrals.

Regional Veterans Services



Provides assistance to homeless or near homeless veterans and their families with ongoing case management and collaboratively establishing long term goals of housing stability and economic independence.

AmeriCorps Seniors RSVP



AmeriCorps Seniors

Utilizes the talents of volunteers age 55 and over to meet community needs. Volunteers mentor children, conduct environmental tests, perform clerical duties, assist the elderly, tutor adults, and much more.

Community Development



Acts as a community catalyst; advocates and mobilizes partners to plan initiatives and solve community problems.

Case Management



Supports and guides families in making decisions to overcome home and financial difficulties while accepting personal responsibility and establishing goals and strategies for economic independence.

Crossroads



Free and confidential Domestic Violence services are offered. Services provided may include 24-hour hotline, safety planning, emergency shelter, options counseling, and legal advocacy. Supportive and educational counseling for friends and family. Community educational programs are available.

Family & Food Assistance



Provides limited help with rent, mortgage, utility bills, and food; food pantry assistance; helps applying for SNAP (food stamps); and referrals to other available resources.

Adult Education



Provides instruction in a classroom / on-line setting to improve academic and digital literacy; develop skills to pass the High School Equivalency Test (HiSET or GED); post secondary training preparation; conduct career exploration, and enhance job readiness. Support services and case management are available.

VITA



IRS-certified volunteers provide free income tax return assistance for families whose income is below the \$60,000. This may include federal, state, and local tax returns and property tax/rent rebate applications.

Youth opportunities



Engages youth in activities that promote personal and community responsibility, work ethics, work readiness, financial literacy, and leadership skills.



Moving Forward

Success Story 1

Larry Douglas and his two elementary school-age children became homeless when their living arrangements with a relative became unsafe. Larry and the children left the relative's home hoping to spend the weekend with a friend and search for options for a place to stay. Fortunately, the friend knew about Community Action, Inc. (CAI) and knew Larry's limited income as a disabled veteran would create challenges for housing.

Larry contacted CAI on Monday morning, the week of Christmas, and was able to move into CAI's Family Emergency Shelter with his children. Despite short notice, community supporters ensured Larry's family had holiday meals and Christmas presents for his children.

While staying in the Family Emergency Shelter, Larry and his children received support and resources and help to complete applications for the Jefferson County Housing Authority. Additionally, CAI staff helped Larry research affordable housing options within his fixed income, confirmed his veteran status, and helped him replace lost veteran's documents.

With intensive case management, Larry and his two children learned how to improve their lives, find permanent and safe affordable housing, keep the children in the same school, and through community support, obtain household furnishings for their new home.



Success Story 2

Rose Hudak called Community Action, Inc. (CAI) to learn more about the Weatherization Project and if she could get help with her home. Upon receipt of the completed application documents, CAI determined Ms. Hudak was eligible for the State Weatherization Project and the WARM Project through PENELEC / First Energy.

CAI scheduled a Weatherization Audit of Ms. Hudak's home, which included a whole house assessment of the structure, utilities, safety of combustion equipment, and utility usage. During the audit, the CAI Auditor / Installer discovered the heating system was not safe and was emitting high levels of carbon monoxide. They also discovered the hot water tank was not working correctly.

Ms. Hudak was referred to the County Assistance Office for possible Low-Income Home Energy Assistance Program (LIHEAP-Crisis) eligibility for furnace repair / replacement. While waiting, CAI was able to arrange for the replacement of Ms. Hudak's hot water heater. Once Ms. Hudak was found eligible for LIHEAP-Crisis, CAI arranged for the replacement of her furnace.

The Weatherization Audit also identified insulation and air sealing measures to improve home utility efficiency and make the home more comfortable. With Ms. Hudak's permission, the CAI staff began insulating her home, sealing air infiltration areas, and even installing an exhaust fan to improve moisture control and air circulation.

When the home was monitored by a third-party Project Quality Control Inspector, CAI was acknowledged for the teamwork and accuracy of the work performed for Ms. Hudak and for recognizing other means to improve her home.

Ms. Hudak stated "I was so happy that Community Action was able to help me out with keeping me safe in my home; they did very good work and I thank them all so much."

All services, materials, and labor were provided at no cost to Ms. Hudak by Community Action, Inc. through funding CAI received from the Department of Health & Human Services, Department of Energy, and/or grants from PENELEC/First Energy.

Financial Report

As of June 30, 2023

Expenses		Support and Revenues	
Admin & Fiscal Services	\$ 106,666	Federal/State	\$ 4,202,877
Administrative Fee	\$ 7,478	Fee for Service	\$ 1,829,338
Advertising & Publications	\$ 764	Contributions	\$ 112,743
Auto Expenses	\$ 7,349	In-Kind	\$ 35,619
Client Travel & Assistance	\$ 1,028,586	Special Events	\$ 1,468
Contracted Services	\$ 68,563	Other Income	\$ -
Depreciation, etc.	\$ 32,356	Rental Income	\$ 21,869
Equipment Rental & Maintenance	\$ 400	Investment Income	\$ 18,469
Food & Meals	\$ 15,164	Miscellaneous Income	\$ 4,208
Fundraising		Total Revenues	\$ 6,226,591
Housing Assistance	\$ 1,635,377		
Insurance	\$ 30,447	Assets	
Licenses & Registration	\$ 13,548	Cash	\$ 1,227,838
Miscellaneous	\$ 12,725	Grants Receivable	\$ 460,371
Occupancy	\$ 85,391	Other Receivable	\$ 173,978
Other Consumer Support	\$ 17,721	Investments	\$ 79,449
Employee Benefits/Payroll Taxes	\$ 382,225	Weatherization Inventory	\$ 5,549
Postage & Shipping	\$ 6,707	Prepaid Expenses	\$ 121,196
Printing & Publications	\$ 2,130	Total	\$ 2,068,381
Building/Property Maintenance Expenses	\$ 4,543		
Salaries & Wages	\$ 1,311,981	Property	\$ 439,866
Small Equipment & Tools	\$ 12,215		
Supplies	\$ 51,927	Total Assets	\$ 2,508,247
Communications	\$ 48,277		
Travel	\$ 25,910	Current Liabilities	
Utilities	\$ 26,348	Accounts Payable	\$ 101,749
Volunteer Support	\$ 4,937	Accrued Taxes	\$ 35,494
Weatherization Services	\$ 1,316,675	Accrued Salaries	\$ 94,228
	\$ 6,256,410	Deferred Revenue	\$ 67,460
IN-KIND	\$ 35,619	Accrued Expenses	\$ 31,669
Total Expenses	\$ 6,292,029.00	Security Deposits	\$ 385
		Total Current	\$ 330,985
		Total Liabilities	\$ 330,985
		Net Assets	
		Without Donor Restriction	\$ 2,106,936
		With Donor Restriction	\$ 70,326
		Total Net Assets	\$ 2,177,262
		Total Liabilities & Net Assets	\$ 2,508,247

Community Support



Local funds are vital to helping families in Clarion and Jefferson Counties. To help us help others in your community, please return this form with your contribution to one of our locations. A secure donation can also be made through our website at www.jccap.org.

**Community Action, Inc., 105 Grace Way, Punxsutawney, PA 15767
or 30A South Sheridan Road, Clarion, PA 16214**

YES, I/We want to support Community Action, Inc. and local families through this tax deductible gift of

\$25 _____ **\$50** _____ **\$100** _____ **\$200** _____ **\$500** _____ **\$1,000** _____ **other \$** _____

Please use my donation where it will help most, or please use my donation for _____

I would like to volunteer my time. My interests are _____

Name _____ Phone _____

Address _____

Email _____

Your donation may be tax deductible. Tax deductible means you can deduct the contribution on your federal income tax return because Community Action, Inc. is a 501(c)(3) tax exempt charitable corporation.

The official registration and financial information of Community Action, Inc. may be obtained from the Pennsylvania Department of State by calling toll free, within Pennsylvania, 1-800-732-0999. Registration does not imply endorsement.

THANK YOU!

Services are provided without regard to race, color, religious creed, disability, ancestry, national or ethnic origin (including limited English proficiency), age, sex/gender (including pregnancy, childbirth, or related conditions), actual or perceived gender identity or expression, sexual orientation, lifestyle, political beliefs, union membership, participation or decision to refrain from participation in protected labor activities, marital status, familial status, parental status, military service, veteran status, genetic information, AIDS or HIV status, citizenship, possession of a General Equivalency Diploma (GED) instead of a high school diploma, use of a guide or support animal or because the user is a handler or trainer of guide or support animals, stereotypes or assumptions, whether the person is a victim of violent crime (including domestic violence), or other characteristics protected by federal or state law. No consumer will be subjected to hate speech. Additionally, no person will retaliate against an individual for complaining about discrimination, filing charges, or participating in an investigation or lawsuit regarding discrimination.

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