

Community Action, Inc. 2021-2022 Annual Report



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.

Clarion County Office

30A South Sheridan Road
 Clarion, PA 16214
 Phone: (814) 226-4785
 Toll Free: 800 - 997 - 7661
 Fax: (814) 223-4083

Jefferson County Office

105 Grace Way
 Punxsutawney, PA 15767
 Phone: (814) 938-3302
 Toll Free: 800 - 648 - 3381
 Fax: (814) 938-7596

 contact@jccap.org

 www.jccap.org

 <https://www.facebook.com/JeffersonClarionCAP>

Executive Management

Susan K. Fusco, *Executive Director*

Jessica L. Kalkhof, *Community Resources Director*

Rodney B. Rhodes, *Planning Director*

Donna L. States, *Controller*

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>Ted Tharan, <i>Clarion County Commissioner</i></p> <p>Private Sector</p> <p>Nathan R. Conway, <i>American Precast Industries, LLC</i></p> <p>Amy Ortz, <i>Clarion County Assistance Office</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>Helen Newman, <i>Jefferson County Area Agency on Aging</i></p> <p>Katelyn Hendrickson</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>Rebecca Mitchell, <i>Jefferson County Assistance Office</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

Fiscal Year 2021-2022 was to be the “return to normal” year. Merriam-Webster’s Dictionary defines “Normal” as: *conforming to a type, standard, or regular pattern: characterized by that which is considered usual, typical, or routine.* For Community Action, Inc. (CAI), “persevering” better describes 2021-2022.

I am very proud of Community Action, Inc.’s staff and how they persevered with many challenges continuing to obstruct their work: social distancing, disease prevention requirements, increased demand for services, and increased funding documentation, all while experiencing staff shortages. It was our exceptional CAI staff and their desire to fulfill a shared mission to alleviate barriers and improve the quality of life for individuals and families that enabled CAI to persevere and not falter.

I am also proud of the Board of Directors and many local organizations, churches, and businesses who realized the needs arising when pandemic restrictions and social distancing continued to disrupt normal supply and donor chains. CAI was fortunate to receive amazing collections and donations of daily household items, baby supplies, and food/groceries to share with homeless, near homeless, or victims of domestic violence and those facing food insecurities. Partnerships have been formed that will grow and evolve as we work together to face future challenges personally, as families, and as a community.

“Thanks for everything you do.” “You were all very kind to us during the hardest time of our lives.” “We are forever grateful.” “We are excited to start this next chapter in our lives.” “Thank you very much for your help.....” are but a few of the kind words shared by those receiving CAI services. The commitment, support, and partnerships established this past year prove perseverance and team work make the most challenging issues surmountable.

Thank You for helping CAI persevere during 2021-2022! May 2022-2023 find more normalcy for staffing and more opportunities for outreach activities and public involvement to improve our communities and aid those in need. I welcome any guidance you can offer which enables CAI to strengthen services and meet the new challenges facing individuals and families in need throughout our community.


Susan K. Fusco
Executive Director



Staff Make Us Great

"I work with Community Action because I witnessed first-hand the difference that the organization can make in our community. I'm now blessed to work with colleagues who are passionate about making sure that legacy continues."

David "Zak" Lantz

 **Case Manager**
Emergency Rental Assistance
Program and ESG Project
Community Action, Inc.



WORK IN COMMUNITY ACTION

Thank You for Being a Blessing in My Life



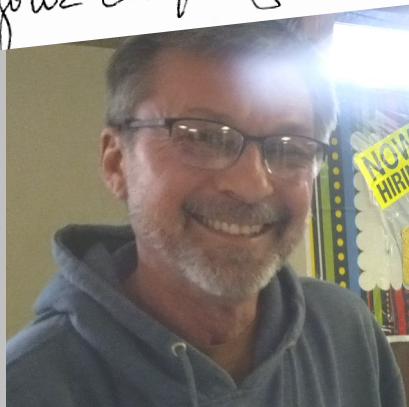
I want to take a moment and let you know how much you are appreciated. You are a true angel to me, and I'm more grateful to you than words can express. Few people possess the considerate, unselfish, loving heart that you have — and even fewer are willing to give so much of themselves. I thank you for your kindness and for being the wonderful, amazing person you are. I know I am blessed to have you in my life.

— Jason Blume



Thanks again
for helping me out
through these months.
Sure are grateful to
your company!

Bless
your
heart
for being
so nice!



We left some things to donate. Thank you to everyone for everything you have done for us! We are very thankful. You all were very kind to us during the hardest time of our lives. We will miss every single one of you. We are forever grateful!
Thank you all!!

“Her Angels”



Mr. and Mrs. Kramer called Community Action, Inc. in December 2020 needing assistance with their hot water tank, which was no longer working. After processing a First Energy WARM Program application, the Weatherization Project found the family eligible, completed a WARM audit, and replaced the hot water tank, at no charge to the Kramer's.

During the visit, Weatherization staff completed safety testing of the unique heating system, involving 2 separate furnaces plus a fire place to heat the home, and found high carbon monoxide levels. At the time, Mrs. Kramer was bedridden with a broken leg and Mr. Kramer was keeping up with everything in the home and feeding the fireplace to heat part of the home. Community Action, Inc. was able to send a heating subcontractor to correct the issues and restore safe heat to the home.

During the 2021-22 heating season Community Action, Inc. processed a Clean & Tune referral for the Kramer's and were alerted by the heating subcontractor to a cracked heat exchanger in the one furnace and major repairs needed for the second furnace, which may not work for long. During a conversation with Mrs. Kramer, Community Action, Inc. learned Mr. Kramer had passed away and Mrs. Kramer was unable to tend to the fireplace to provide her only source of heat. Because of a serious medical condition, lack of sufficient heat was a threat to her health. While working to find solutions for Mrs. Kramer's heat problems, CAI was able to loan her space heaters.

CAI explained the situation to the State who agreed with CAI's recommendation to replace both heating systems with one larger unit to reduce the maintenance for Mrs. Kramer and restore heat to her entire home. Following the State's approval, the subcontractor installed the new furnace and repaired some duct work.

CAI's Weatherization Project and "whole picture" view of consumer needs and safety not only helped the Kramer's acquire hot water; but resolved a dangerous carbon monoxide issue and eventually a whole house heating problem jeopardizing Mrs. Kramer's health and ability to stay in her home.

Mrs. Kramer calls frequently to express her gratitude with everyone in the Weatherization Project and calls them "her angels".

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.

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.

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.

Family & Food Assistance



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

Homeless Services



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

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.

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.

VITA



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

CARES Act Services



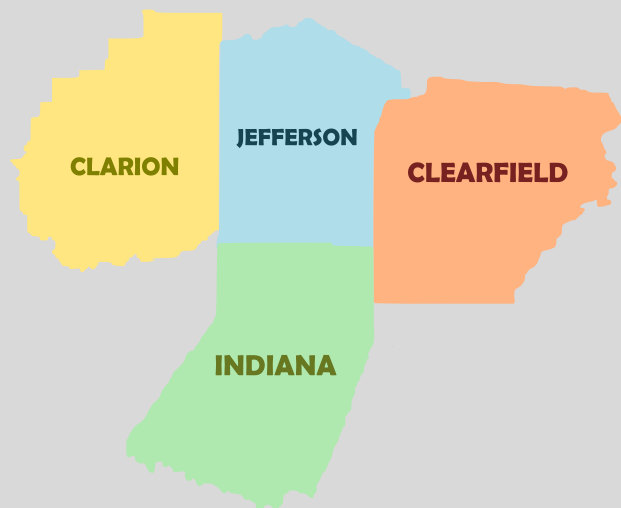
Provides support to individuals and families impacted by the COVID-19 pandemic; guides families in budgeting; housing assistance, and offers life-coaching for obtaining or maintaining employment.

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.



Financial Report

June 30, 2022

Support and Revenues

Federal/State	\$ 4,561,229
Fee for Service	\$ 1,497,222
Contributions	\$ 114,351
In-Kind	\$ 30,093
Special Events	\$ 1,517
Other Income	\$ -
IT services	\$ -
Rental	\$ 21,547
Investment	\$ 19,441
Miscellaneous	\$ 5,900
Total Revenues	\$ 6,251,300

Expenses

Admin & Fiscal Services	\$ 78,952
Administrative Fee	\$ 7,478
Advertising & Publications	\$ 448
Auto Expenses	\$ 5,452
Client Travel & Assistance	\$ 789,344
Contracted Services	\$ 33,886
Depreciation, etc.	\$ 13,883
Equipment Rental & Maintenance	\$ 2,649
Food & Meals	\$ 22,769
Fundraising	\$ 444
Housing Assistance	\$ 2,035,004
Insurance	\$ 30,934
Licenses & Registration	\$ 17,598
Miscellaneous	\$ 1,829
Occupancy	\$ 83,243
Other Consumer Support	\$ 33,277
Employee Benefits/Payroll Taxes	\$ 409,387
Postage & Shipping	\$ 7,014
Printing & Publications	\$ 4,305
Building/Property Maintenance Ex	\$ 10,010
Salaries & Wages	\$ 1,400,326
Small Equipment & Tools	\$ 887
Supplies	\$ 66,963
Communications	\$ 48,291
Travel	\$ 20,083
Utilities	\$ 25,038
Volunteer Support	\$ 3,274
Weatherization Services	\$ 1,042,875
Total Expenses	\$ 6,195,643

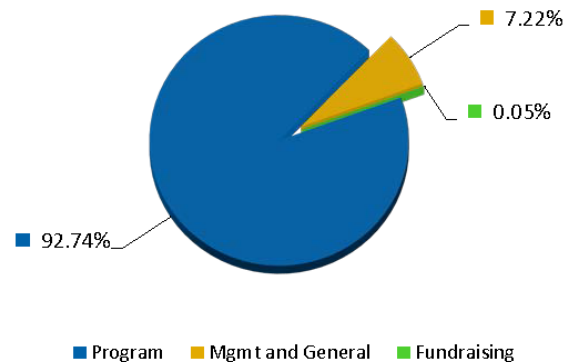
Assets

Cash	\$ 733,286
Grants	\$ 1,070,151
Other	\$ 250,342
Invest	\$ 61,580
Inventory	\$ 7,296
Prepaid	\$ 53,195
Total	\$ 2,175,850
Property	\$ 479,192
Total Assets	\$ 2,655,042

Current Liabilities

Accounts Payable	\$ 178,401
Accrued Taxes	\$ 38,054
Accrued Salaries	\$ 99,173
Deferred	\$ 66,240
Accrued Expenses	\$ 30,089
Security Deposits	\$ 385
Total Current	\$ 412,342
Net Assets	
Unrestricted	\$ 2,148,996
Temp Restricted	\$ 93,704
Permant Restricted	\$ -
Total Net Assets	\$ 2,242,700
Total Liabilites & Net Assets	\$ 2,655,042

Functional Expenses



Making a Difference

Nancy Green and her two children became homeless when the relative they were staying with was incarcerated and Nancy was asked to leave the relative's house. Nancy and her children, ages 13 and 14, did not have a place to live.

Nancy contacted Community Action, Inc. (CAI) on August 19 for assistance. Following a short intake, the homeless situation was confirmed and arrangements were made to provide emergency shelter through the CAI's Family Shelter Project. The Family Shelter Project is a collaborative arrangement with the Jefferson County Housing Authority and CAI to provide short-term temporary housing to homeless or near homeless families while participating in intense case management activities to find resources to resolve barriers preventing the family from living independently. While in the Family Shelter, basic necessities are provided.

When the family entered the Family Shelter, Nancy was working a part-time job, located 20 miles out of town, and was borrowing her ex-husband's vehicle for transportation to and from work. Unfortunately, within a couple of weeks after entering the Family Shelter, Nancy lost her transportation and job.

Using the resources from case management, Nancy completed numerous housing applications, began a job search, and enrolled in the Life Coaching Project. With reassurance and support, Nancy was able to acquire part-time local employment and enroll the children in school, giving the family some funds and stability for the children.

While still in the Family Shelter, Nancy realized lack of a vehicle was a significant issue for meeting her youngest child's many medical conditions, requiring regular doctor visits to Pittsburgh. Other medical transportation options were not viable for his needs. A vehicle would also enable her to find a job with more hours to help support her family.

Through the Life Coaching Project, Nancy was able to find a reliable and affordable vehicle; enabling her to take her youngest child to doctor appointments in Pittsburgh. Additionally, Nancy found full-time employment with a higher wage, and was able to find affordable housing for her family. On November 2, 2021, Nancy's family obtained permanent housing and moved into their new residence. Today, Nancy is working, has a place to live, her children are in school, and her youngest child receiving their unique medical care outside the area.



Community Action, Inc. staff were able to help Nancy identify the challenges and barriers to her living and working situations; provide temporary housing and referral information; and goal planning / coaching to enable Nancy to develop a plan of action and progressively work toward achieving her goals.

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 and 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.



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.

This document was financed in part by a grant from the federal Department of Health and Human Services under the Administration of the Commonwealth of Pennsylvania, Department of Community and Economic Development.

Community Involvement



Dear Crossroads Project:
Community Action
Thank you so much for attending and speaking at our Mental Health Awareness Night! You gave a great presentation!
Thanks Again,



Thanks for everything you do!