

ANNUAL REPORT 23-24



**Community
Action, Inc.**

**Partnering to Create Family
and Community Solutions**

(Primarily Serving Clarion and Jefferson Counties)



ORGANIZATION OVERVIEW

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



facebook.com/JeffersonClarionCAP

Jefferson County Office

105 Grace Way

Punxsutawney, PA 15767

Phone: (814) 938 - 3302

Toll Free: 800 - 648 - 3381

Fax: (814) 938 - 7596

Executive Management

Misty S. Fleming, *Chief Executive Officer*

Donna L. States, *Chief Financial Officer*

Clarion County Office

30A South Sheridan Road

Clarion, PA 16214

Phone: (814) 226 - 4785

Toll Free: 800 - 997 - 7661

Fax: (814) 223 - 4083

BOARD OF DIRECTORS

Low-Income Representatives

Lori A. Brown, *Clarion County Housing Authority*

Renee Vowinckel, *Pennies From Heaven*

Pamela M. Johnson, *Jefferson-Clarion Head Start, Inc.*

Elected Public Officials

Wayne Brosius, *Clarion County Commissioner*

Scott E. Hutchinson, *State Senator*

Donna R. Oberlander, *State Representative*

Braxton White, *Clarion County Commissioner*

Private Sector

Jennifer Fulmer Vinson, *Fulmer House Books & Collectibles*

Joseph Glover, *Knights of Columbus, Immaculate Conception Council, 7549*

Ronald J. Wilshire, *Explore Your Town*

Low-Income Representatives

Sharon R. Corbett, *Jefferson County Housing Authority*

Katelyn Hendrickson, *Elected Low-Income Representative*

Marlene V. Kennedy, *Jefferson County Area Agency on Aging*

Elected Public Officials

Richard Alexander, *Mayor of Punxsutawney*

Cris Dush, *State Senator*

Scott North, *Jefferson County Commissioner*

Private Sector

Granville E. Carter, *Carter Bianco, LLP*

Cindy Depp-Hutchinson, *Punxsutawney Area School District Board*

Janine C. Strohm, *Rebecca M. Arthurs Library*

LETTER FROM THE CEO



**MISTY S.
FLEMING**

Chief Executive Officer

Dear Community Members,

As I reflect on the past year, I am filled with immense pride and gratitude for the incredible accomplishments our team at Community Action, Inc. has achieved. Together, we have made significant strides in improving the lives of low-income families, helping them overcome barriers, enhancing their economic status, and ultimately improving their quality of life.

Our dedicated team has worked tirelessly to support domestic violence survivors, provide adult education classes, offer weatherization services, ensure medical assistance transportation, and assist with food, rent, evictions, and utility shutoffs. Our volunteers help those in need and make a difference in the lives of many. Each of these services has played a crucial role in creating a more supportive and resilient community.

I joined Community Action as the Development Director in September 2023, and it has been an honor to serve in this capacity. In October 2024, I was promoted to Chief Executive Officer, following the retirement of our former Executive Director, Robert Cardamone, who was a tremendous mentor and guide during my transition. His wisdom and support have been invaluable, and I am deeply grateful for his contributions.

This past year has not been without its challenges, but our team has shown remarkable resilience and dedication. We have faced adversity head-on and emerged stronger, more united, and more committed to our mission than ever before. Our collective efforts have made a tangible difference in the lives of those we serve, and I am incredibly proud of what we have accomplished together.

As we look ahead to the coming year, I am filled with optimism and excitement for what we will achieve. Our tagline, "Partnering to create family and community solutions," perfectly encapsulates our commitment to working collaboratively to address the needs of our community. Our goal is to help families become economically self-reliant. I am confident that, with your continued support, we will build on our successes and create even more positive change.

Thank you to our generous donors for your unwavering support and belief in our mission. Your contributions have been instrumental in driving our success and making a real difference in our community.

Thank you for being a part of our journey. Together, we are making a difference.

A handwritten signature in blue ink, appearing to read "Misty S. Fleming".

Misty S. Fleming, CEO

STAFF APPRECIATION



To the Jefferson County Community Action Team,
I would like to extend our deepest gratitude for your unwavering support and dedication during our Financial Reality Fairs at local high schools. Your participation in all five of our events made a significant impact, helping to educate and inspire students about financial literacy.

Your commitment to volunteering and sharing your expertise has not only contributed to the success of our events but has also made a lasting difference in the lives of many young individuals. We truly appreciate your time, effort, and enthusiasm.

Thank you once again for your generous support. We look forward to the possibility of working together.

Don't Forget
With sincere thanks and appreciation.
The Priority First Team



It's sometimes easy to forget that there are nice people out there doing nice things for others.

Thanks for being such a special reminder.

THANK YOU TO ALL INVOLVED IN THE WORK YOU DID ON OUR HOUSE. I'M NOT USED TO ACCEPTING ANYTHING FOR FREE. ALL OF YOUR EMPLOYEES ARE VERY PLEASANT AND TRUSTWORTHY.



FINANCIAL REPORT

As of June 30, 2024

Expenses	COST
Admin & Fiscal Services	\$ 88,596
Administrative Fee	\$ 7,641
Advertising & Publications	\$ 1,225
Auto Expenses	\$ 19,289
Client Travel & Assistance	\$ 987,914
Contracted Services	\$ 51,700
Depreciation, etc.	\$ 51,718
Equipment Rental & Maintenance	\$ 5,798
Food & Meals	\$ 40,605
Fundraising	\$ -
Housing Assistance	\$ 682,523
Insurance	\$ 57,335
Licenses & Registration	\$ 19,799
Miscellaneous	\$ 9,797
Occupancy	\$ 51,085
Other Consumer Support	\$ 14,201
Employee Benefits/Payroll Taxes	\$ 399,696
Postage & Shipping	\$ 5,933
Printing & Publications	\$ 2,408
Building/Property Maintenance Expenses	\$ 15,597
Salaries & Wages	\$ 1,417,643
Small Equipment & Tools	\$ 10,438
Supplies	\$ 44,217
Communications	\$ 36,757
Travel	\$ 28,341
Utilities	\$ 37,624
Volunteer Support	\$ 7,700
Weatherization Services	\$ 1,067,183
Total Expenses	\$ 5,162,763

Support and Revenues	
Federal/State	\$ 3,178,284
Fee for Service	\$ 1,669,383
Contributions	\$ 128,494
In-Kind	\$ 46,326
Special Events	\$ 13,815
Other Income	\$ -
Rental Income	\$ 23,302
Investment Income	\$ 43,735
Miscellaneous Income	\$ 5,242
Total Revenues	\$ 5,108,581

Assets	
Cash	\$ 539,219
Grants Receivable	\$ 849,666
Other Receivable	\$ 306,115
Investments	\$ 88,567
Weatherization Inventory	\$ 7,729
Prepaid Expenses	\$ 39,122
Total	\$ 1,830,418

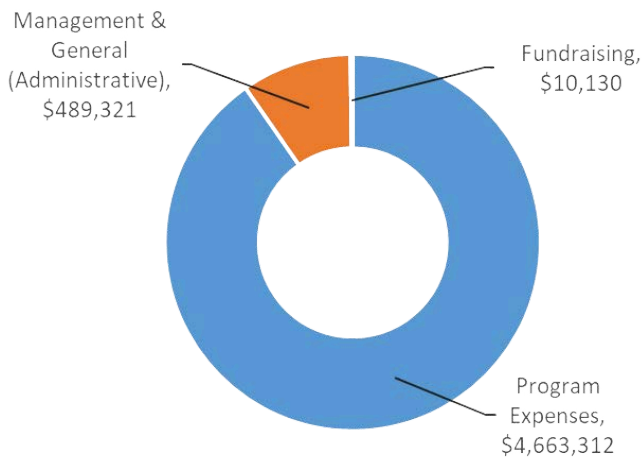
Property	\$ 567,937
Total Assets	\$ 2,398,355

Current Liabilities	
Accounts Payable	\$ 121,093
Accrued Taxes	\$ 4,840
Accrued Salaries	\$ 69,584
Deferred Revenue	\$ 43,948
Accrued Expenses	\$ 35,425
Security Deposits	\$ 385
Total Current	\$ 275,275
Total Liabilities	\$ 275,275

Net Assets	
Without Donor Restriction	\$ 2,085,831
With Donor Restriction	\$ 37,249
Total Net Assets	\$ 2,123,080

Total Liabilities & Net Assets	\$ 2,398,355
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Functional Expenses



Activities / Services



Weatherization

Free home energy assessment to recommend 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 assistance.



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

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, utilities, food, and referrals to other available resources.



- - Clarion
- - Jefferson
- - Indiana
- - Clearfield



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 \$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 ethic, work readiness, financial literacy, and leadership skills.



COMMUNITY CONTRIBUTIONS



Success Stories



Story 1:

In November 2021, Margaret Anderson contacted the Jefferson County Assistance Office because her furnace was not working properly. She was referred to Community Action, Inc.'s (CAI's) Clean & Tune furnace program. Program staff serviced her furnace and replaced smoke detectors at no cost to Margaret. Because of the Clean & Tune referral, Margaret was eligible for the Summer Cooling program. CAI staff provided and installed two free air conditioners with covers.

In January 2023 Margaret called CAI because her furnace was not working, and she was using an electric heater. CAI referred Margaret to the LIHEAP Crisis Program at the County Assistance Office; and after she was found eligible, CAI sent a contractor to her home to service the furnace. The HVAC Contractor determined the furnace needed replaced; one week later, a brand-new furnace was installed at no cost to Margaret.

In July 2023 Margaret applied for the Weatherization Program at CAI to improve her home's energy efficiency. The program could provide insulation, sealing of drafts, and optimizing heating and cooling systems; thus, reducing Margaret's utility expenses and improving the comfort and safety of her home.

CAI's Weatherization staff visited Margaret's home in October 2023 and completed a comprehensive home audit. Following the audit, the team discussed the energy saving improvement options with Margaret, confirmed no costs for her, and received permission to proceed with weatherizing her home. Improvements included a new energy efficient refrigerator and proper equipment servicing. Following a meticulous inspection of the work and home, the Quality Control Inspector approved the renovations in February 2024.

Margaret Anderson's mobile home was transformed from a drafty dwelling to a snug home. Margaret can enjoy warmth in the winter, coolness in the summer, and peace of mind year-round.

Story 2:

Jane was referred to Community Action, Inc. Crossroads by Law Enforcement after being physically assaulted by her live-in boyfriend at their home. Jane was living in fear of him, having been emotionally and physically abused. The situation also kept her financially dependent upon him for many years.

A Crossroads advocate spoke with Jane, who was in crisis, when she called the hotline. The advocate provided crisis and supportive counseling and collaborated with her to develop a safety plan, to identify options, and to provide referrals. Jane was interested in emergency shelter and the Protection from Abuse (PFA) option.

Jane chose not to return home because she was fearful even though he was incarcerated. After the advocate explained the PFA process, Jane decided to petition the court immediately and come into shelter afterwards. Jane was accompanied and guided throughout the civil court system where both her temporary and final PFA were granted.

The advocate arranged shelter for Jane and her emotional support animal. While in the shelter, advocates worked closely with her to guide her in securing safe and affordable housing. Jane benefited from individual counseling by learning the warning signs of domestic violence and how to heal from the trauma. Jane joined the support group while residing in shelter and rarely missed a meeting.

The police filed criminal charges against her boyfriend for the assault. Jane was fearful of attending the preliminary hearing, and a Crossroads advocate provided transportation and accompaniment.

While staying in the shelter, Jane was a support for the other residents. She never gave up and kept pursuing her goals with the help and support of advocates. After healing from the assault, Jane found part-time work and started searching for housing.

Jane found affordable housing and was finally able to begin putting her dream of a violence-free home into action. After relocating to her new home, Jane was again searching for employment. Jane secured a part-time position with a social services agency. Her goal was to work hard and to secure full-time employment. Jane met her goals and proved to herself and those around her that although struggling at times, she has been successful in creating her life free of violence and securing personal independence.



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/donate

**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.

THANK YOU!

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.

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