



LIFT

Community Action Agency, Inc.

Board of Directors Meeting

JULY 11, 2023 • 10:00 AM

HEAD START ADMINISTRATION OFFICE
1005 S. 5TH STREET - HUGO, OKLAHOMA

Our Mission:

To improve the lives of low-income individuals and families through service and collaboration leading to self-sufficiency.

Board of Directors and/or Executive Committee Meeting
LIFT Community Action Agency, Inc.
Tuesday, July 11, 2023 · 10:00 a.m.
Head Start Administration Office · 1005 S. 5th Street · Hugo, Oklahoma · 74743

AGENDA

- A.** Call to Order and Invocation
- B.** Opening of Board Meeting – Roll Call, Declaration of Quorum, and Introduction of Guests
- C.** Finance/Audit/Loan Committee Report

***Consent Docket** - The following items of business indicated by brackets (D and E, F, G) may be voted upon by a single vote of the Board without discussion, unless and except for any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.*

- D.** Consideration, Discussion, and Vote to Approve June 2023 Regular Meeting Minutes (Organizational Standard 5.5)
- E.** Consideration, Discussion, and Vote to Approve May 2023 Financial Reports; Distribution of June 2023 Financials for August 2023 Consideration and Vote (O.S. 8.7)
- F.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$757,760.30**
 - 1. FY 2024 Domestic Violence/Sexual Assault Program Application to Oklahoma Office of Attorney General
 - 2. FY 2024 Base Grant Application to Oklahoma Court Appointed Special Advocates (CASA) Association - **\$23,830**
 - 3. Section 523 Self-Help Housing Technical Assistance Grant Extension Request to U.S. Department of Agriculture, Rural Development - **\$733,930.30**
- G.** Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$25,000**
 - 1. American Rescue Plan Act Child Care Stabilization Grant Award (Cycle 9, Early Learning Centers) from Oklahoma Department of Human Services - **\$25,000**
- H.** Consideration, Discussion, and Vote to Approve Submission of Teacher Qualifications Waiver Request for Sahvanna Walker to Office of Head Start
- I.** Consideration, Discussion, and Vote to Approve Revised Carryover Requests for Head Start/Early Head Start and Early Head Start-Child Care Programs
- J.** Consideration, Discussion, and Vote to Approve 2022-2023 Self-Assessment Plan
- K.** Consideration, Discussion, and Vote to Approve FY 2024 CASA Program Goals and Objectives
- L.** Board Training: NeighborWorks® America - Working Together for Strong Communities® (O.S. 5.7)

- M.** Board Training: National CASA Core Model and Guiding Principles (O.S. 5.7)
- N.** Board Training: Community Services Block Grant Organizational Standards (O.S. 5.7)
- O.** 2023 Customer Satisfaction Report: 2nd Quarter (April – June) Results (O.S. 1.3)
- P.** Risk Assessment/Management Report (O.S. 5.9)
- Q.** Policy Council Report (O.S. 2.1 & 5.9)
- R.** Recognition of July 2023 Employee of the Month: Tasha Clark, Teacher – Head Start Program
- S.** Recognition of Service Awards
 - Five Years:* Terra Jackman, Site Supervisor/Family Advocate – Head Start/Early Head Start/EHS-Child Care Programs & Early Learning Centers
 - Makennah Smith, Caregiver – Early Head Start Program
 - Amy Wilson, Bookkeeper – Administration
- T.** Other Reports/Announcements/Correspondence: HS/EHS/EHS-CC Monthly Reports (Program Summary, Communication and Guidance, Meals/Snack, Enrollment/Attendance, Data Analysis); Hand to Hand, Inc. Food Pantry Report; AmeriCorps Seniors Retired and Senior Volunteer Program Bingo Event (O.S. 5.7 & 5.9)
- U.** Consideration, Discussion, and Vote on New Business (*Not known about or which could not have been reasonably foreseen prior to time of posting the Agenda, Oklahoma Statute Title 25 § 311*)
- V.** Consideration, Discussion, and Vote to Adjourn

Posted: _____ *Date:* _____ *Time:* _____

LIFT COMMUNITY ACTION AGENCY, INC.
209 NORTH 4TH STREET
HUGO, OKLAHOMA 74743

MINUTES
BOARD OF DIRECTORS MEETING
June 13, 2023
LIFT HomeOwnership Center - Hugo, Oklahoma

The Board of Directors of LIFT Community Action Agency, Inc. met in a regular meeting session on Tuesday, June 13, 2023 at 10:06 a.m. The meeting was held at LIFT CAA's HomeOwnership Center, located at 500 East Rosewood in Hugo, Oklahoma. The notice of time, place, and an agenda for the meeting were posted 24 hours prior within prominent view at the main office (209 N. 4th St., Hugo, Oklahoma) and the meeting site (500 East Rosewood, Hugo, Oklahoma) as well as online at <https://liftca.org/board/>.

The meeting was called to order by Chairman David Hawkins.

The Invocation was given by Board Member Brent Franks.

Roll Call was taken and a quorum was established (20 Board Members present, 7 absent). The following Board Members were present at the meeting site: Tami Barnes, Brad Burgett, Danny Cornish, Kevin Cory, Brent Franks, Patsy Guess, David Hawkins, Andrea Henkel, Jordan Hill, Jia Johnson, Sharon Johnson, Vickie Leathers, Sandra Meeks, Leah Savage, Wade Scott, David Smith, William Smith, Consuelo Splawn, Vicky Wade, and Craig Young. The following members were absent: Tina Foshee-Thomas, Cindy Logan, Kara Maness, Dwight Satterfield, Kelli Stacy, Jim Bob Sullivan, and Debra Williams. LIFT CAA employees and visitors present at the meeting site were: Kinsey Cox, Rhonda Teague, Kathy James, Sheree Ensley, Darla Galyon, Brittany Bailey, Macy Self, Amber Duncan, Jeannie McMillin, Stella Dennis, Ernest McCarty, Christie Terry-Ball, and Taylor Dunn.

In order to be in compliance with the Open Meeting Act (Title 25, Oklahoma Statutes §§ 301-314), the vote of each member was publicly cast and recorded. The agenda contained Consent Docket items of business and the rules that pertain to voting on the items.

Sheree Ensley, Fiscal Officer, provided the Board with the Finance/Audit/Loan Committee Report. The Committee met on June 13, 2023 at 9:16 a.m. The Committee received a status report on all active loans; there were no new loan applications to present. All loans in the agency's portfolio are current with the exception of one that is 60 days past due. The Committee voted to recommend full Board approval of the agency's Financial Reports for April 2023. The Committee was also presented with the May 2023 Financial Reports and Meeting Minutes. The Committee also received an update on properties.

CONSENT DOCKET ITEMS

CONSIDER APPROVAL OF MEETING MINUTES/FINANCIAL REPORTS

David Hawkins, Chairman, requested the Board's consideration, discussion, and vote to approve the May 2023 Regular Meeting Minutes and the April 2023 Financial Reports; the May 2023 Financials were distributed for consideration and vote at the July 2023 Board Meeting (Organizational Standards 5.5 and 8.7). A motion was made by Brent Franks and seconded by William Smith to approve the May 2023 Regular Meeting Minutes and the April 2023 Financial Reports. The roll call vote was as follows: Yes 15; No 0; Abstain 3. The motion carried. The Voting Record is attached (Items D & E).

CONSIDER SUBMISSION OF RESOLUTIONS/GRANT APPLICATIONS

1. FY 2023 Community Services Block Grant Application (2nd, 3rd & 4th Quarter Allocations) to Oklahoma Department of Commerce in the amount of \$175,297; if awarded, this allocation of funds for the second, third, and fourth quarters will be used for operational support of agency programs.
2. Local Community Grant Application (Holiday Food Baskets) to Walmart (Facility 49) in the amount of \$2,500; if awarded, this funding will be leveraged with LIFT CAA non-federal funds and used to provide food baskets to needy families in the tri-county service area during the 2023 Thanksgiving and Christmas holiday seasons.
3. 2023 Oklahoma Asset Development Project Application to Oklahoma Association of Community Action Agencies in the amount of \$7,515; if awarded, these funds (based on the number of returns completed during last year's tax season) will be used to provide free tax preparation assistance for residents of Choctaw, McCurtain, and Pushmataha Counties.
4. FY 2023 Opioid Affected Youth Initiative Grant Application to U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention in the amount of \$750,000; if awarded, LIFT CAA will implement the Better Choices : Better Futures Program to develop coordinated intervention and prevention responses that identify and address challenges related to opioid and substance misuse impacting youth, families and communities within Choctaw, McCurtain, and Pushmataha Counties. The target population for the project will be children, youth, and their families residing in the service area who have been impacted by the opioid crisis and/or drug addiction. The project will also focus on promoting equity and removal of barriers to access/opportunity for communities that have historically been underserved, marginalized, and adversely affected by inequality, to include racial and ethnic minorities, as well as socioeconomically disadvantaged populations. It is expected that at least 50 youth/family members will be served each year through project intervention activities (a total of 150 over the three-year period of performance), with at least 1,500 individuals reached each year through prevention activities.
5. American Rescue Plan Act Child Care Stabilization Grant Applications (Cycle 9, Early Learning Centers) to Oklahoma Department of Human Services in the amount of \$160,500; if awarded, these funds for Cycle 9 will provide key operating support to maintain child care services within the Early Learning Centers.
6. FY 2023 Regional Supplemental Grant Application to NeighborWorks® America in the amount of \$25,000; if awarded, these funds will support the costs associated with organizational capacity building activities (e.g. travel, supplies, software, online course costs, etc.). Staff, leadership, Board Members, and residents will be provided opportunities to attend both internal and external trainings that will lead to increased capacity. Leadership

will participate in peer-to-peer site visits with NeighborWorks Organizations, lenders, Community Development Corporations, housing developers, and others to learn best practices and successful strategies which can be replicated and implemented within the agency's lines of business. Additionally, all staff will complete virtual courses over Equity, Diversity, and Inclusion to improve relationships within our organization, neighborhoods, and communities.

After discussion and Board Member input with regards to the applications presented, a motion was made by David Smith and seconded by Brad Burgett to approve the submission of resolutions and/or grant applications in the amount of \$1,120,812 presented as listed on the Consent Docket. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item F).

CONSIDER ACCEPTANCE OF GRANTS/CONTRACTS/AWARDS

1. PY 2023 Pathway Forward Weatherization Award from ODOC in the amount of \$476,393; these funds will be used to support Weatherization Program activities in a 12-county area (Region 5) across southeast Oklahoma, which includes Atoka, Bryan, Carter, Choctaw, Coal, Johnston, Love, Marshall, McCurtain, Murray, Pontotoc, and Pushmataha Counties.
2. Signature Cause Grant Award (Retired and Senior Volunteer Program) from International Paper Foundation in the amount of \$10,000; these funds will be used for RSVP programmatic support as well as to provide operating support for the program's four food bank stations.
3. 2023 Oklahoma Asset Development Project Contract Award from OKACAA in the amount of \$7,515; these funds will be used to provide free tax preparation assistance for residents of Choctaw, McCurtain, and Pushmataha Counties. The contract period will be January 1, 2023 through August 31, 2023.
4. Local Community Grant Award (Holiday Food Baskets) from Walmart (Facility 49) in the amount of \$2,000; this funding will be leveraged with LIFT CAA non-federal funds and used to provide food baskets to needy families in the tri-county service area during the 2023 Thanksgiving and Christmas holiday seasons.
5. PY 2023 Department of Human Services Low Income Home Energy Assistance Program Grant Award from ODOC in the amount of \$96,785.08; these funds will be used to support Weatherization Program activities within Region 5 (Atoka, Bryan, Carter, Choctaw, Coal, Johnston, Love, Marshall, McCurtain, Murray, Pontotoc, and Pushmataha Counties).
6. FY 2023 CSBG Award (2nd, 3rd & 4th Quarter Allocations) from ODOC in the amount of \$175,297; these funds represent the core funding source to support Community Action Agencies and other CSBG-funded organizations whose primary mission is to address and alleviate poverty within their communities. This allocation of funds for the second, third, and fourth quarters will be used for operational support of agency programs. The total amount awarded for FY 2023 is \$234,444.
7. ARPA Child Care Stabilization Grant Awards (Cycle 8, Head Start/Early Head Start) from OKDHS in the amount of \$681,000; these funds for Cycle 8 will provide key operating support to maintain child care services within the agency's Head Start and Early Head Start Programs.
8. ARPA Child Care Stabilization Grant Awards (Cycle 8, ELC) from OKDHS in the amount of \$115,500; these funds for Cycle 8 will provide key operating support to maintain child

care services within the agency's Early Learning Centers.

A motion was made by Brad Burgett and seconded by Tami Barnes to approve acceptance of grants, contracts, and awards in the amount of \$1,564,490.08 as presented and listed on the Consent Docket. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item G).

David Hawkins, Board Chairman, requested the Board's consideration and possible vote on whether to move Item O after Item G and then resume the meeting's regular Agenda order as scheduled. Hawkins explained that Transit Director Jeannie McMillin is in attendance to present Item O, Transportation Advisory Council Report. But, as the Transit Office is currently short staffed, this change in the Meeting Agenda item order is needed so that McMillin can present early and then return to the office in order to provide staffing relief. There is no vote associated with this item, it is for programmatic informational reporting purposes only. A motion was made by Brent Franks and seconded by William Smith to change the meeting order, moving Item O after Item G, with the regular Meeting Agenda to resume as scheduled following the conclusion of Item O. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached.

Jeannie McMillin, Transit Director, provided the Board with the Transportation Advisory Council Report. The Transportation Advisory Council was established during the April 2021 Board Meeting for the Transit Program with regards to funding received from the Kiamichi Economic Development District of Oklahoma's Area Agency on Aging Division. These KEDDO funds help to fill a gap in transportation services for older Americans (60 years of age or older) who do not qualify for Medicaid, Tribal, or other free transportation services. The Transportation Advisory Council regularly convenes each quarter, with a primary purpose to inform agency leadership of the transportation needs of older Americans within their communities, and will serve an essential function in helping to identify and address transportation barriers, challenges, and resources. During the eighth meeting, held on June 13, 2023 at 9:45 a.m., Advisory Council members were briefed on the service results so far, as well as the new KEDDO funding application that was submitted in February, which is currently under review. In total, 551 trips were completed from January 2023 through May 2023. McMillin shared with the Advisory Council the challenges in recruiting and hiring drivers. Advisory council members were asked to report on any new or additional identified gaps in transportation needs in their communities; no such gaps were reported. Board Member Jordan Hill arrived to the meeting following the presentation of Item O.

Darla Galyon, Head Start/Early Head Start/EHS-Child Care Program Director, requested the Board's consideration, discussion, and vote to approve submission of a 2023-2024 Transportation Waiver for the Head Start Program. The Transportation Waiver is an annual request to waive the requirements for a Bus Monitor and child safety restraint systems for those Head Start children who ride on a public school bus to attend their respective center or classroom (through a collaboration agreement), in addition to those participating in field trips. Board approval for the Transportation Waiver is required before it can be submitted to the Office of Head Start for review. Without this waiver, up to 225 children would not be able to receive transportation services in order to attend the Head Start Program. Nine area public schools transport up to 140 Head Start children on approximately 40 rural bus routes, with an average of three children per route.

Additionally, the program has a partnership with LIFT Transit to transport up to 90 Head Start children to and from classrooms. Galyon spoke about the full enrollment initiative being in effect, which will become more of an issue especially with Transit reporting (during the Transportation Advisory Council Report) that they are still understaffed. Such staffing issues had not been an issue in past years as the full enrollment initiative was not in effect. An upcoming webinar will provide more information on the initiative, which will be communicated to the Board in the future. Nevertheless, without a Waiver, the impact of the transportation regulations would force the public schools to discontinue rural bus route services for LIFT's Head Start children. A motion was made by Brent Franks and seconded by William Smith to approve submission of a 2023-2024 Transportation Waiver for the LIFT Head Start Program. The roll call vote was as follows: Yes 19; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item H).

Darla Galyon, Head Start/Early Head Start/EHS-Child Care Director, provided the Board with the Policy Council Report for the May 16, 2023 meeting (Organizational Standards 2.1 and 5.9).

Brittany Bailey, ERSEA Specialist, provided a Board Training/Programmatic Report (Organizational Standards 5.7 and 5.9). This annual program update and training over Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) works to inform the Board of processes, strategies, and policies/procedures used to ensure that Head Start/Early Head Start/EHS-Child Care only enrolls eligible children within the programs. Bailey explained each component of ERSEA. The training then focused on Head Start/EHS/EHS-Child Care Program eligibility, and explained the following: (a) selection criteria/eligibility determination and processes for collecting complete, accurate information from families and third-party sources; (b) strategies for treating families with dignity and respect, as well as in dealing with possible issues of domestic violence, stigma, and privacy; and (c) policies and procedures regarding action taken against staff, families, or participants who attempt to provide or intentionally provide false information.

Macy Self, Associate Director, requested the Board's consideration, discussion, and vote to approve a Waiver/Exemption of Conflict of Interest for Department of Energy (DOE) Weatherization Assistance for Micky Hall (related to Allison McDaniel, staff member of LIFT CAA), that a full and proper posting of the disclosure has been made to the public, that no objections have been received from the public, a legal opinion determining there is no violation of Oklahoma or local law, any conflict or potential conflict should be waived, and the expenditure of DOE Weatherization Assistance Program funds is fair to LIFT CAA. The agency conducted a public disclosure process and legal review for any/potential conflict of interest. In the case of Micky Hall's application for home weatherization assistance, public disclosure has been made with no objections received, and an Affidavit has been signed by Allison McDaniel (who is her granddaughter) attesting that she was not involved in the application and process, activities or decisions regarding the assistance to be provided. Further, the opinion of LIFT CAA's Attorney, Amber Duncan, is that the exception sought in this matter would not violate Oklahoma or local law. A motion was made by Brad Burgett and seconded by Craig Young to approve a Waiver/Exemption of Conflict of Interest for Department of Energy Weatherization Assistance for Micky Hall (related to Allison McDaniel, staff member of LIFT CAA), that a full and proper posting of the disclosure has been made to the public, that no objections have been received from

the public, a legal opinion determining there is no violation of Oklahoma or local law, any conflict or potential conflict should be waived, and the expenditure of DOE Weatherization Assistance Program funds is fair to LIFT CAA. The roll call vote was as follows: Yes 19; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item K).

Macy Self, Associate Director, requested the Board's consideration, discussion, and vote to approve the signing of a Proclamation recognizing June as National Homeownership Month. This national month-long designation is intended to help promote the benefits of homeownership and a continuing commitment to creating opportunities for future homeowners. A motion was made by Andrea Henkel and seconded by Brent Franks to approve the signing of a Proclamation recognizing June as National Homeownership Month. The roll call vote was as follows: Yes 19; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item L).

Macy Self, Associate Director, provided a Board Training/Programmatic Report over National NeighborWorks Week (Organizational Standards 5.7 and 5.9). Self explained that the agency's activities included engaging in an email and social media campaign to increase awareness of the NeighborWorks philosophy and agency's partnership during NeighborWorks Week (June 3-10, 2023). NeighborWorks® America, whose mission is to create opportunities for people to live in affordable homes, improve their lives, and strengthen their communities, is a national nonprofit organization created by Congress in 1978. NeighborWorks® America provides financial support, technical assistance, and training for community-based revitalization efforts. The Corporation supports a network of nearly 240 NeighborWorks organizations that build decent, affordable housing, strengthen communities, and enhance economic support. Working in partnership with others, NeighborWorks organizations are leaders in revitalizing communities and creating affordable housing opportunities for low- and moderate-income families; this nationwide network is at work in nearly 4,000 communities across America. LIFT CAA became a chartered member of NeighborWorks® America in October of 1997. As a chartered member, LIFT CAA is certified to meet a high standard of fiscal integrity and service performance to assist local residents in developing leadership, improving their neighborhoods, and securing decent, affordable housing. Through NeighborWorks® America, the agency has access to financial resources, tools, training opportunities, and the experience of hundreds of colleagues from around the country, all which aid in making LIFT CAA's communities a better place to live. In FY 2022, the agency received \$282,500 from NeighborWorks® America (an investment of 57:1 per dollar of funding), which was used to assist 247 individuals with affordable housing as well as create and/or preserve 89 homeowners.

Kinsey Cox, CSBG Administrator/Public Relations Specialist, provided a Board Training over Results-Oriented Management and Accountability (Organizational Standard 5.7). Cox presented a video training to the Board titled "ROMA for Boards: An Introduction" by the Community Action Association of Pennsylvania, which explained the ROMA framework/process.

Macy Self, Associate Director, recognized Christie Terry-Ball (Case Manager Specialist, Second Chance Reentry Program) as the June 2023 Employee of the Month.

Macy Self, Associate Director, recognized Anita Bruce (Transit Driver, Transit Program) for Thirty-Five Years of Service.

Other Reports/Announcements/Correspondence were presented as follows: HS/EHS/EHS-CC Monthly Reports (Program Summary, Communication and Guidance, Meals/Snack, Enrollment/Attendance, Data Analysis) and NeighborWorks® America/Community Impact information (Organizational Standards 5.7 and 5.9).

There being no other business to come before the Board, a motion was made by Brad Burgett and seconded by Craig Young to adjourn the regular meeting. The roll call vote was as follows: Yes 19; No 0; Abstain 0. The motion carried. Voting record is attached (Item T).

The Regular Meeting adjourned at 10:59 a.m.

Brad Burgett, Secretary/Treasurer

CALL TO
ORDER:
10:06
am

June 13, 2023		Present	Absent	D & E			F			G			MOVE ITEM O AFTER			H		
				Y	N	A	Y	N	A	Y	N	A	Y	N	A	Y	N	A
1	Tami Barnes	✓		✓			✓			✓			✓			✓		
2	Brad Burgett	✓		✓			✓			✓			✓			✓		
3	Danny Cornish	✓		✓			✓			✓			✓			✓		
4	Kevin Cory	✓		✓			✓			✓			✓			✓		
5	Tina Foshee-Thomas		✓															
6	Brent Franks	✓		✓			✓			✓			✓			✓		
7	Patsy Guess	✓		✓			✓			✓			✓			✓		
8	Andrea Henkel	✓		✓			✓			✓			✓			✓		
9	Jordan Hill	✓														✓		
10	Jia Johnson	✓				✓	✓			✓			✓			✓		
11	Sharon Johnson	✓		✓			✓			✓			✓			✓		
12	Vickie Leathers	✓		✓		✓	✓			✓			✓			✓		
13	Cindy Logan		✓															
14	Kara Maness		✓															
15	Sandra Meeks	✓		✓			✓			✓			✓			✓		
16	Dwight Satterfield		✓															
17	Leah Savage	✓		✓			✓			✓			✓			✓		
18	Wade Scott	✓		✓			✓			✓			✓			✓		
19	David Smith	✓		✓			✓			✓			✓			✓		
20	William Smith	✓		✓			✓			✓			✓			✓		
21	Consuelo Splawn	✓		✓			✓			✓			✓			✓		
22	Kelli Stacy		✓															
23	Jim Bob Sullivan		✓															
24	Vicky Wade	✓		✓			✓			✓			✓			✓		
25	Debra Williams		✓															
26	Craig Young	✓		✓		✓	✓			✓			✓			✓		
27	David Hawkins	✓																

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	June 13, 2023	Present	Absent	K			L			T								
				Y	N	A	Y	N	A	Y	N	A	Y	N	A	Y	N	A
1	Tami Barnes	✓		✓			✓			✓								
2	Brad Burgett	✓		✓			✓			✓								
3	Danny Cornish	✓		✓			✓			✓								
4	Kevin Cory	✓		✓			✓			✓								
5	Tina Foshee-Thomas		✓															
6	Brent Franks	✓		✓			✓			✓								
7	Patsy Guess	✓		✓			✓			✓								
8	Andrea Henkel	✓		✓			✓			✓								
9	Jordan Hill	✓		✓			✓			✓								
10	Jia Johnson	✓		✓			✓			✓								
11	Sharon Johnson	✓		✓			✓			✓								
12	Vickie Leathers	✓		✓			✓			✓								
13	Cindy Logan		✓															
14	Kara Maness		✓															
15	Sandra Meeks	✓		✓			✓			✓								
16	Dwight Satterfield		✓															
17	Leah Savage	✓		✓			✓			✓								
18	Wade Scott	✓		✓			✓			✓								
19	David Smith	✓		✓			✓			✓								
20	William Smith	✓		✓			✓			✓								
21	Consuelo Splawn	✓		✓			✓			✓								
22	Kelli Stacy		✓															
23	Jim Bob Sullivan		✓															
24	Vicky Wade	✓		✓			✓			✓								
25	Debra Williams		✓															
26	Craig Young	✓		✓			✓			✓								
27	David Hawkins	✓																

B. BURGETT

C. YOUNG

A. HENKEL

B. FRANKS

B. BURGETT

C. YOUNG

ADJOURN:
10:59 am

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LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
Comparative Balance Sheet
End of Jun 2023

FINANCIAL ROW	AMOUNT (AS OF JUN 2023)	COMPARISON AMOUNT (AS OF ADJUST 2022)	VARIANCE	% VARIANCE
ASSETS				
Current Assets				
Bank				
1000 - Cash				
1010 - Checking Account	\$9,729,362.86	\$8,328,681.92	\$1,400,680.94	16.82%
1020 - Payroll Account	\$111,395.03	\$1,753.85	\$109,641.18	6,251.46%
1021 - First United Accounts Payable	(\$117,503.83)	\$6,250.82	(\$123,754.65)	-1,979.81%
1022 - First United TH Reserve	\$135,654.45	\$131,955.09	\$3,699.36	2.80%
1023 - First United General Escrow	\$58,484.75	\$113,538.59	(\$55,053.84)	-48.49%
1024 - First United Marina License	\$240.64	\$240.46	\$0.18	0.07%
1025 - First United Deposit (PayPal)	\$2,303.35	\$1,695.01	\$608.34	35.89%
1028 - First United Unrestricted Funds CD	\$815,029.94	\$815,029.94	\$0.00	0.00%
1030 - Shamrock Bank - Clayton	\$1,827.36	\$1,823.39	\$3.97	0.22%
1040 - Petty Cash	\$410.00	\$410.00	\$0.00	0.00%
1050 - McCurtain County National Bank	\$27,912.61	\$26,015.47	\$1,897.14	7.29%
Total - 1000 - Cash	\$10,765,117.16	\$9,427,394.54	\$1,337,722.62	14.19%
Total Bank	\$10,765,117.16	\$9,427,394.54	\$1,337,722.62	14.19%
Accounts Receivable	\$3,590,400.78	\$3,089,903.17	\$500,497.61	16.20%
Other Current Asset	\$740,668.58	\$448,525.53	\$292,143.05	65.13%
Total Current Assets	\$15,096,186.52	\$12,965,823.24	\$2,130,363.28	16.43%
Fixed Assets				
1600 - Fixed operating assets				
1610 - Land	\$345,647.21	\$345,647.21	\$0.00	0.00%
1620 - Buildings	\$6,463,324.18	\$6,463,324.18	\$0.00	0.00%
1630 - Leasehold Improvements	\$2,123,010.79	\$2,123,010.79	\$0.00	0.00%
1640 - Computers & Equipment over \$5,000	\$910,706.64	\$910,706.64	\$0.00	0.00%
1650 - Vehicles	\$4,000,373.21	\$4,000,373.21	\$0.00	0.00%
Total - 1600 - Fixed operating assets	\$13,843,062.03	\$13,843,062.03	\$0.00	0.00%
1700 - Accum deprec - fixed operating assets	(\$7,647,526.96)	(\$7,647,526.96)	\$0.00	0.00%
Total Fixed Assets	\$6,195,535.07	\$6,195,535.07	\$0.00	0.00%
Total ASSETS	\$21,291,721.59	\$19,161,358.31	\$2,130,363.28	11.12%
Liabilities & Equity				
Current Liabilities	\$1,883,427.82	\$1,748,616.75	\$134,811.07	7.71%
Long Term Liabilities	\$5,701.67	\$8,510.62	(\$2,808.95)	-33.01%
Equity	\$19,402,592.10	\$17,404,230.94	\$1,998,361.16	11.48%
Total Liabilities & Equity	\$21,291,721.59	\$19,161,358.31	\$2,130,363.28	11.12%

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
Comparative Income Statement
From Jan 2023 to Jun 2023

FINANCIAL ROW	AMOUNT (JAN 2023 - JUN 2023)	COMPARATIVE AMOUNT (JAN 2022 - ADJUST 2022)	VARIANCE	% VARIANCE
Ordinary Income/Expense				
Income				
4000 - Contribution Revenue	\$20,020.34	\$50,852.00	(\$30,831.66)	-60.63%
4100 - Inkind Revenue	\$582,556.87	\$1,291,033.69	(\$708,476.82)	-54.88%
4200 - Miscellaneous Revenue	\$2,367,606.10	(\$2,781,811.38)	\$5,149,417.48	-185.11%
4400 - State Revenue	\$600,772.31	\$1,025,603.52	(\$424,831.21)	-41.42%
4500 - Federal Revenue	\$7,782,961.36	\$22,865,991.81	(\$15,083,030.45)	-65.96%
4900 - Recoveries from Programs	\$1,772,246.79	\$3,120,202.13	(\$1,347,955.34)	-43.20%
5000 - Rental Revenue	\$324,340.92	\$640,981.50	(\$316,640.58)	-49.40%
5100 - Program Fee Revenue	\$928,705.00	\$1,892,620.37	(\$963,915.37)	-50.93%
5300 - Interest and Dividends	(\$14,258.76)	\$729,339.40	(\$743,598.16)	-101.96%
5400 - Revenue from other sources	\$675,928.10	\$712,306.59	(\$36,378.49)	-5.11%
5800 - Special Event Expense	\$1,790.00	\$0.00	\$1,790.00	0.00%
Total - Income	\$15,042,669.03	\$29,547,119.63	(\$14,504,450.60)	-49.09%
Cost Of Sales	\$0.00	\$2,060.72	(\$2,060.72)	-100.00%
Gross Profit	\$15,042,669.03	\$29,545,058.91	(\$14,502,389.88)	-49.09%
Expense				
7000 - Grants, contracts, & direct assistance	\$728,593.73	(\$85,955.63)	\$814,549.36	-947.64%
7200 - Salaries & related expenses	\$5,130,939.89	\$14,015,944.14	(\$8,885,004.25)	-63.39%
7300 - Indirect Cost Pool Expense	\$887,559.85	\$2,082,333.42	(\$1,194,773.57)	-57.38%
7500 - Contract/Consultant Services	\$722,767.18	\$1,809,644.80	(\$1,086,877.62)	-60.06%
8100 - Non personnel expenses	\$590,562.12	\$2,099,152.50	(\$1,508,590.38)	-71.87%
8200 - Facility & equipment expenses	\$1,174,238.88	\$1,883,103.50	(\$708,864.62)	-37.64%
8300 - Travel & meetings expenses	\$312,704.07	\$812,123.62	(\$499,419.55)	-61.50%
8400 - Insurance Expense	\$1,225,973.86	\$1,810,983.83	(\$585,009.97)	-32.30%
8600 - Business expenses	\$8,063.62	\$0.00	\$8,063.62	0.00%
8700 - Food Expenses	\$727,689.20	\$1,677,005.43	(\$949,316.23)	-56.61%
8800 - In-Kind Expenses	\$582,906.87	\$1,294,333.69	(\$711,426.82)	-54.96%
Total - Expense	\$12,091,999.27	\$27,398,669.30	(\$15,306,670.03)	-55.87%
Net Ordinary Income	\$2,950,669.76	\$2,146,389.61	\$804,280.15	37.47%
Other Income and Expenses				
Other Expense				
8500 - Other Expense	\$864,587.60	\$1,745,474.22	(\$880,886.62)	-50.47%
Unrealized Matching Gain/Loss	\$0.00	\$74.80	(\$74.80)	-100.00%
Total - Other Expense	\$864,587.60	\$1,745,549.02	(\$880,961.42)	-50.47%
Net Other Income	(\$864,587.60)	(\$1,745,549.02)	\$880,961.42	-50.47%
Net Income	\$2,086,082.16	\$400,840.59	\$1,685,241.57	420.43%

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
Statement of Financial Position
End of Jun 2023

FINANCIAL ROW	AMOUNT
ASSETS	
Current Assets	
Bank	
1000 - Cash	
1010 - Checking Account	\$9,729,362.86
1020 - Payroll Account	\$111,395.03
1021 - First United Accounts Payable	(\$117,503.83)
1022 - First United TH Reserve	\$135,654.45
1023 - First United General Escrow	\$58,484.75
1024 - First United Marina License	\$240.64
1025 - First United Deposit (PayPal)	\$2,303.35
1028 - First United Unrestricted Funds CD	\$815,029.94
1030 - Shamrock Bank - Clayton	\$1,827.36
1040 - Petty Cash	\$410.00
1050 - McCurtain County National Bank	\$27,912.61
Total - 1000 - Cash	\$10,765,117.16
Total Bank	\$10,765,117.16
Accounts Receivable	
1100 - Receivables	
1110 - Accounts Receivable	\$1,832,808.35
1120 - Due From (A/R)	\$396,711.51
Total - 1100 - Receivables	\$2,229,519.86
1300 - Other receivables	
1320 - Notes/loans receivable	\$430,121.14
1321 - Loans Receivable from Belmont	\$149,455.48
1322 - Loans Receivable from Clayton	\$192,896.53
1323 - Loans Receivable rom Kiamichi	\$112,205.90
1324 - Loans Receivable from SOCDC	\$422,001.57
1325 - Reserve for Loan Loss	(\$3,908.79)
1326 - Loans Receivable from Rouleau House	\$58,109.09
Total - 1300 - Other receivables	\$1,360,880.92
Total Accounts Receivable	\$3,590,400.78
Other Current Asset	
1400 - Other assets	
1450 - Prepaid Expenses	\$24,618.06
1465 - Advances Paid	\$666.10
Total - 1400 - Other assets	\$25,284.16
1500 - Investments	
1530 - Property/Lots held for Sale	\$520,721.32
1599 - Undeposited Funds	(\$99,579.20)
Total - 1500 - Investments	\$421,142.12
NS097 - Interfund Due to /Due from	\$278,476.59
Payroll Float	\$15,765.71
Total Other Current Asset	\$740,668.58
Total Current Assets	\$15,096,186.52
Fixed Assets	
1600 - Fixed operating assets	
1610 - Land	\$345,647.21
1620 - Buildings	\$6,463,324.18
1630 - Leasehold Improvements	\$2,123,010.79
1640 - Computers & Equipment over \$5,000	\$910,706.64
1650 - Vehicles	\$4,000,373.21

FINANCIAL ROW	AMOUNT
Total - 1600 - Fixed operating assets	\$13,843,062.03
1700 - Accum deprec - fixed operating assets	
1725 - Accum deprec - building	(\$7,637,932.68)
1735 - Accum amort - leasehold improvements	(\$9,594.28)
Total - 1700 - Accum deprec - fixed operating assets	(\$7,647,526.96)
Total Fixed Assets	\$6,195,535.07
Total ASSETS	\$21,291,721.59
Liabilities & Equity	
Current Liabilities	
Accounts Payable	
2000 - Payables	
2010 - AP Accrued monthly	\$1,320,692.18
Total - 2000 - Payables	\$1,320,692.18
Total Accounts Payable	\$1,320,692.18
Other Current Liability	
2100 - Accrued liabilities	
2120 - Accrued Employee Benefits	\$346,252.02
2130 - Accrued payroll taxes	\$16,781.36
2150 - Home Loan Escrow Accounts	(\$1,246.76)
2160 - Due to (Liab)	\$163,050.15
2180 - Accrued Payroll Deductions	\$898.95
Total - 2100 - Accrued liabilities	\$525,735.72
2400 - Refundable Advances	
2450 - Apartment Sec Deposits Payable	\$25,975.50
2455 - Sales Taxes Payable	\$11,024.42
Total - 2400 - Refundable Advances	\$36,999.92
Total Other Current Liability	\$562,735.64
Total Current Liabilities	\$1,883,427.82
Long Term Liabilities	
2700 - Long-term notes & loans payable	
2730 - Payable to SBA	(\$1,034.85)
2770 - Long-term liabilities - Mower Loan	\$6,736.52
Total - 2700 - Long-term notes & loans payable	\$5,701.67
Total Long Term Liabilities	\$5,701.67
Equity	
3000 - Retained Earnings (Net Asset)	(\$12,332.73)
Retained Earnings	\$17,328,842.67
Net Income	\$2,086,082.16
Total Equity	\$19,402,592.10
Total Liabilities & Equity	\$21,291,721.59

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
Statement of Cash Flow
From Jan 2023 to Jun 2023

FINANCIAL ROW	AMOUNT
Operating Activities	
Net Income	\$2,086,082.16
Adjustments to Net Income	
Accounts Receivable	(\$500,497.61)
Other Current Asset	(\$292,907.12)
Accounts Payable	(\$14,897.42)
Sales Tax Payable	\$11,024.42
Other Current Liabilities	\$138,684.07
Total Adjustments to Net Income	(\$658,593.66)
Total Operating Activities	\$1,427,488.50
Financing Activities	
Long Term Liabilities	(\$2,808.95)
Other Equity	(\$87,721.00)
Total Financing Activities	(\$90,529.95)
Net Change in Cash for Period	\$1,336,958.55
Cash at Beginning of Period	\$9,328,579.41
Cash at End of Period	\$10,665,537.96

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
LIFT | Budget vs. Actual by Grant
From Jan 2023 to Dec 2023
Options: Activity Only

FINANCIAL ROW	BUDGET AMOUNT	AMOUNT	BUDGET BALANCE	% OF BUDGET
Ordinary Income/Expense				
Income				
4000 - Contribution Revenue	\$25,000.00	\$20,020.34	\$4,979.66	80.08%
4100 - Inkind Revenue	\$601,045.90	\$582,556.87	\$18,489.03	96.92%
4200 - Miscellaneous Revenue	\$28,311.00	\$2,367,606.10	(\$2,339,295.10)	8,362.85%
4400 - State Revenue	\$581,080.35	\$600,772.31	(\$19,691.96)	103.39%
4500 - Federal Revenue	\$23,381,605.25	\$7,782,961.36	\$15,598,643.89	33.29%
4900 - Recoveries from Programs	\$1,677,332.00	\$1,772,314.02	(\$94,982.02)	105.66%
5000 - Rental Revenue	\$0.00	\$340,230.92	(\$340,230.92)	0.00%
5100 - Program Fee Revenue	\$450,250.00	\$931,001.00	(\$480,751.00)	206.77%
5300 - Interest and Dividends	\$500.04	(\$14,258.76)	\$14,758.80	-2,851.52%
5400 - Revenue from other sources	\$105,397.92	\$675,928.10	(\$570,530.18)	641.31%
5800 - Special Event Expense	\$0.00	\$1,790.00	(\$1,790.00)	0.00%
Total - Income	\$26,850,522.46	\$15,060,922.26	\$11,789,600.20	56.09%
Gross Profit	\$26,850,522.46	\$15,060,922.26	\$11,789,600.20	56.09%
Expense				
7000 - Grants, contracts, & direct assistance	\$178,084.92	\$740,579.73	(\$562,494.81)	415.86%
7200 - Salaries & related expenses	\$14,883,926.43	\$5,226,796.09	\$9,657,130.34	35.12%
7300 - Indirect Cost Pool Expense	\$2,444,978.05	\$906,076.06	\$1,538,901.99	37.06%
7500 - Contract/Consultant Services	\$1,490,610.96	\$730,419.96	\$760,191.00	49.00%
8100 - Non personnel expenses	\$1,775,675.67	\$604,498.85	\$1,171,176.82	34.04%
8200 - Facility & equipment expenses	\$2,206,968.50	\$1,185,257.23	\$1,021,711.27	53.71%
8300 - Travel & meetings expenses	\$1,736,148.36	\$318,538.50	\$1,417,609.86	18.35%
8400 - Insurance Expense	\$247,376.84	\$1,226,050.93	(\$978,674.09)	495.62%
8600 - Business expenses				
8650 - Taxes - other	\$0.00	\$8,063.62	(\$8,063.62)	0.00%
Total - 8600 - Business expenses	\$0.00	\$8,063.62	(\$8,063.62)	0.00%
8700 - Food Expenses	\$88,370.04	\$727,793.43	(\$639,423.39)	823.57%
8800 - In-Kind Expenses	\$601,045.78	\$582,906.87	\$18,138.91	96.98%
Total - Expense	\$25,653,185.55	\$12,256,981.27	\$13,396,204.28	47.78%
Other Income and Expenses				
Other Expense	\$1,671,263.32	\$875,746.52	\$795,516.80	52.40%
Net Income	(\$473,926.41)	\$1,928,194.47	(\$2,402,120.88)	-406.86%

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
LIFT | Budget vs. Actual by Grant
From Jan 2023 to Dec 2023

Options: Activity Only

Department 10

Financial Row		Administration				Building Funds			
	Budget Amount	Amount	Budget Balance	% of Budget	iget Amount	Amount	Budget Balance	% of Budget	
Ordinary Income/Expense									
Income									
4000 - Contribution Revenue	\$0.00	\$8,208.34	(\$8,208.34)	0.00%	\$0.00	\$0.00	\$0.00	0.00%	
4100 - Inkind Revenue	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	
4200 - Miscellaneous Revenue	\$0.00	\$640.57	(\$640.57)	0.00%	\$0.00	\$25.00	(\$25.00)	0.00%	
4400 - State Revenue	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	
4500 - Federal Revenue	\$150,000.00	\$46,277.78	\$103,722.22	30.85%	\$0.00	\$0.00	\$0.00	0.00%	
4900 - Recoveries from Programs	\$1,677,332.00	\$1,712,241.66	(\$34,909.66)	102.08%	\$0.00	\$0.00	\$0.00	0.00%	
5000 - Rental Revenue	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$119,404.50	(\$119,404.50)	0.00%	
5100 - Program Fee Revenue	\$0.00	(\$150.00)	\$150.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	
5300 - Interest and Dividends	\$0.00	\$12,835.66	(\$12,835.66)	0.00%	\$0.00	\$723.21	(\$723.21)	0.00%	
5400 - Revenue from other sources	\$0.00	\$408,000.00	(\$408,000.00)	0.00%	\$0.00	\$0.00	\$0.00	0.00%	
5800 - Special Event Expense	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	
Total - Income	\$1,827,332.00	\$2,188,054.01	(\$360,722.01)	119.74%	\$0.00	\$120,152.71	(\$120,152.71)	0.00%	
Gross Profit	\$1,827,332.00	\$2,188,054.01	(\$360,722.01)	119.74%	\$0.00	\$120,152.71	(\$120,152.71)	0.00%	
Expense									
7000 - Grants, contracts, & direct assistance	\$0.00	\$334,928.70	(\$334,928.70)	0.00%	\$0.00	\$0.00	\$0.00	0.00%	
7200 - Salaries & related expenses	\$1,353,959.00	\$684,892.93	\$669,066.07	50.58%	\$0.00	\$0.00	\$0.00	0.00%	
7300 - Indirect Cost Pool Expense	\$0.00	\$2,574.22	(\$2,574.22)	0.00%	\$0.00	\$0.00	\$0.00	0.00%	
7500 - Contract/Consultant Services	\$57,176.00	\$103,445.30	(\$46,269.30)	180.92%	\$0.00	\$45,781.10	(\$45,781.10)	0.00%	
8100 - Non personnel expenses	\$67,253.00	\$50,319.90	\$16,933.10	74.82%	\$0.00	\$4,792.11	(\$4,792.11)	0.00%	
8200 - Facility & equipment expenses	\$30,899.00	\$10,538.20	\$20,360.80	34.11%	\$0.00	\$87,250.81	(\$87,250.81)	0.00%	
8300 - Travel & meetings expenses	\$49,370.00	\$37,205.69	\$12,164.31	75.36%	\$0.00	\$0.00	\$0.00	0.00%	
8400 - Insurance Expense	\$74,078.00	\$759,333.66	(\$685,255.66)	1,025.05%	\$0.00	\$47,996.00	(\$47,996.00)	0.00%	
8600 - Business expenses	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	
8700 - Food Expenses	\$5,000.00	\$5,016.46	(\$16.46)	100.33%	\$0.00	\$0.00	\$0.00	0.00%	
8800 - In-Kind Expenses	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%	
Total - Expense	\$1,637,735.00	\$1,988,255.06	(\$350,520.06)	121.40%	\$0.00	\$185,820.02	(\$185,820.02)	0.00%	
Other Income and Expenses									
Other Expense									
8500 - Other Expense	\$189,332.00	\$80,919.82	\$108,412.18	42.74%	\$0.00	\$1,126.73	(\$1,126.73)	0.00%	
Total - Other Expense	\$189,332.00	\$80,919.82	\$108,412.18	42.74%	\$0.00	\$1,126.73	(\$1,126.73)	0.00%	
Net Income	\$265.00	\$118,879.13	(\$118,614.13)	44,860.05%	\$0.00	(\$66,794.04)	\$66,794.04	0.00%	

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
LIFT | Budget vs. Actual by Grant
From Jan 2023 to Dec 2023

Options: Activity Only

Financial Row

	CACFP - Daycare Homes			Early Head Start - CC			Early Learning Centers		
	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance
Ordinary Income/Expense									
Income									
4000 - Contribution Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4100 - Inkind Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$1,642.78	(\$1,642.78)	\$0.00	\$0.00	\$0.00
4200 - Miscellaneous Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$344,609.07	(\$344,609.07)
4400 - State Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4500 - Federal Revenue	\$159,628.74	\$547,204.81	(\$387,576.07)	\$1,998,949.00	\$938,106.00	\$1,060,843.00	\$0.00	\$24,072.18	(\$24,072.18)
4900 - Recoveries from Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5000 - Rental Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5100 - Program Fee Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$368,959.20	(\$368,959.20)
5300 - Interest and Dividends	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,904.37	(\$3,904.37)
5400 - Revenue from other sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5800 - Special Event Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total - Income	\$159,628.74	\$547,204.81	(\$387,576.07)	\$1,998,949.00	\$939,748.78	\$1,059,200.22	\$0.00	\$741,544.82	(\$741,544.82)
Gross Profit	\$159,628.74	\$547,204.81	(\$387,576.07)	\$1,998,949.00	\$939,748.78	\$1,059,200.22	\$0.00	\$741,544.82	(\$741,544.82)
Expense									
7000 - Grants, contracts, & direct assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7200 - Salaries & related expenses	\$101,744.49	\$50,356.80	\$51,387.69	\$521,455.08	\$238,907.74	\$282,547.34	\$0.00	\$355,872.74	(\$355,872.74)
7300 - Indirect Cost Pool Expense	\$17,985.00	\$9,932.38	\$8,052.62	\$92,691.00	\$47,241.83	\$45,449.17	\$0.00	\$64,746.05	(\$64,746.05)
7500 - Contract/Consultant Services	\$6,700.00	\$2,602.81	\$4,097.19	\$896,005.00	\$277,233.42	\$618,771.58	\$0.00	\$1,073.46	(\$1,073.46)
8100 - Non personnel expenses	\$8,911.25	\$1,388.27	\$7,522.98	\$80,950.00	\$44,443.12	\$36,506.88	\$0.00	\$44,917.92	(\$44,917.92)
8200 - Facility & equipment expenses	\$4,488.00	\$2,244.00	\$2,244.00	\$51,950.00	\$16,329.54	\$35,620.46	\$0.00	\$11,770.88	(\$11,770.88)
8300 - Travel & meetings expenses	\$19,400.00	\$8,542.27	\$10,857.73	\$17,499.92	\$9,358.18	\$8,141.74	\$0.00	\$3,874.54	(\$3,874.54)
8400 - Insurance Expense	\$0.00	\$0.00	\$0.00	\$6,000.00	\$10,539.66	(\$4,539.66)	\$0.00	\$16,653.62	(\$16,653.62)
8600 - Business expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8700 - Food Expenses	\$0.00	\$321,347.60	(\$321,347.60)	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$51,542.88	(\$51,542.88)
8800 - In-Kind Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$1,642.78	(\$1,642.78)	\$0.00	\$0.00	\$0.00
Total - Expense	\$159,228.74	\$396,414.13	(\$237,185.39)	\$1,672,551.00	\$645,696.27	\$1,026,854.73	\$0.00	\$550,452.09	(\$550,452.09)
Other Income and Expenses									
Other Expense									
8500 - Other Expense	\$400.00	\$542.57	(\$142.57)	\$326,398.00	\$179,457.43	\$146,940.57	\$0.00	\$4,150.56	(\$4,150.56)
Total - Other Expense	\$400.00	\$542.57	(\$142.57)	\$326,398.00	\$179,457.43	\$146,940.57	\$0.00	\$4,150.56	(\$4,150.56)
Net Income	\$0.00	\$150,248.11	(\$150,248.11)	\$0.00	\$114,595.08	(\$114,595.08)	\$0.00	\$186,942.17	(\$186,942.17)

			HS/EHS EHS			Head/Start		
Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance
\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00
\$0.00	\$0.00	\$0.00	\$90,812.94	\$72,276.61	\$18,536.33	\$0.00	\$432,443.81	(\$432,443.81)
\$0.00	\$1,588,469.96	(\$1,588,469.96)	\$0.00	\$0.00	\$0.00	\$0.00	\$29,057.60	(\$29,057.60)
\$0.00	\$50,554.93	(\$50,554.93)	\$179,429.27	\$90,812.90	\$88,616.37	\$0.00	\$0.00	\$0.00
\$0.00	\$199,808.01	(\$199,808.01)	\$908,754.96	\$461,546.00	\$447,208.96	\$0.00	\$1,720,257.00	(\$1,720,257.00)
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$7,080.29	(\$7,080.29)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$2,000.00	\$1,845,913.19	(\$1,843,913.19)	\$1,178,997.17	\$624,635.51	\$554,361.66	\$10,000.00	\$2,181,758.41	(\$2,171,758.41)
\$2,000.00	\$1,845,913.19	(\$1,843,913.19)	\$1,178,997.17	\$624,635.51	\$554,361.66	\$10,000.00	\$2,181,758.41	(\$2,171,758.41)
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$314,342.10	(\$314,342.10)	\$775,790.36	\$354,350.08	\$421,440.28	\$4,268.03	\$890,190.46	(\$885,922.43)
\$0.00	\$59,231.48	(\$59,231.48)	\$144,886.79	\$75,885.52	\$69,001.27	\$731.97	\$186,761.51	(\$186,029.54)
\$0.00	\$17,312.82	(\$17,312.82)	\$2,499.96	\$4,008.32	(\$1,508.36)	\$0.00	\$22,919.79	(\$22,919.79)
\$2,000.00	\$102,168.35	(\$100,168.35)	\$46,764.88	\$24,016.39	\$22,748.49	\$1,500.00	\$88,331.49	(\$86,831.49)
\$0.00	\$19,653.79	(\$19,653.79)	\$43,939.92	\$14,848.44	\$29,091.48	\$0.00	\$88,298.63	(\$88,298.63)
\$0.00	\$4,051.83	(\$4,051.83)	\$14,236.32	\$2,772.42	\$11,463.90	\$0.00	\$14,458.87	(\$14,458.87)
\$0.00	\$0.00	\$0.00	\$13,500.00	\$14,777.84	(\$1,277.84)	\$0.00	\$60,020.52	(\$60,020.52)
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$92,540.04	(\$92,540.04)	\$22,070.04	\$8,465.37	\$13,604.67	\$0.00	\$71,933.74	(\$71,933.74)
\$0.00	\$0.00	\$0.00	\$90,812.94	\$72,276.61	\$18,536.33	\$0.00	\$432,793.81	(\$432,793.81)
\$2,000.00	\$609,300.41	(\$607,300.41)	\$1,154,501.21	\$571,400.99	\$583,100.22	\$6,500.00	\$1,855,708.82	(\$1,849,208.82)
\$0.00	\$45,137.20	(\$45,137.20)	\$24,496.08	\$22,979.71	\$1,516.37	\$3,500.00	\$86,762.36	(\$83,262.36)
\$0.00	\$45,137.20	(\$45,137.20)	\$24,496.08	\$22,979.71	\$1,516.37	\$3,500.00	\$86,762.36	(\$83,262.36)
\$0.00	\$1,191,475.58	(\$1,191,475.58)	(\$0.12)	\$30,254.81	(\$30,254.93)	\$0.00	\$239,287.23	(\$239,287.23)

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
LIFT | Budget vs. Actual by Grant
From Jan 2023 to Dec 2023

Options: Activity Only

Financial Row	Department 30: Community Service											
	CASA			Community Services			Drug Free Communities					
	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance
Ordinary Income/Expense												
Income												
4000 - Contribution Revenue	\$0.00	\$85.00	(\$85.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4100 - Inkind Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,115.37	(\$7,115.37)	\$0.00	\$0.00	\$0.00
4200 - Miscellaneous Revenue	\$0.00	\$7,670.00	(\$7,670.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4400 - State Revenue	\$16,656.96	\$3,238.10	\$13,418.86	\$40,884.78	\$0.00	\$40,884.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4500 - Federal Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125,000.00	\$31,716.00	\$93,284.00	\$16,846.92	\$0.00	\$0.00
4900 - Recoveries from Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5000 - Rental Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5100 - Program Fee Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5300 - Interest and Dividends	\$0.00	\$85.33	(\$85.33)	\$0.00	\$0.00	\$0.00	\$0.00	\$47.02	(\$47.02)	\$0.00	\$0.00	\$0.00
5400 - Revenue from other sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5800 - Special Event Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total - Income	\$16,656.96	\$11,078.43	\$5,578.53	\$40,884.78	\$0.00	\$40,884.78	\$125,000.00	\$38,878.39	\$86,121.61	\$16,846.92	\$0.00	\$0.00
Gross Profit	\$16,656.96	\$11,078.43	\$5,578.53	\$40,884.78	\$0.00	\$40,884.78	\$125,000.00	\$38,878.39	\$86,121.61	\$16,846.92	\$0.00	\$0.00
Expense												
7000 - Grants, contracts, & direct assistance	\$0.00	\$24.27	(\$24.27)	\$0.00	\$2,356.12	(\$2,356.12)	\$0.00	\$0.00	\$0.00	\$16,846.92	\$0.00	\$0.00
7200 - Salaries & related expenses	\$4,330.08	\$0.00	\$4,330.08	\$0.00	\$0.00	\$0.00	\$77,694.00	\$23,584.02	\$54,109.98	\$0.00	\$0.00	\$0.00
7300 - Indirect Cost Pool Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,325.00	\$4,680.67	\$8,644.33	\$0.00	\$0.00	\$0.00
7500 - Contract/Consultant Services	\$0.00	\$0.00	\$0.00	\$25,680.00	\$0.00	\$25,680.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8100 - Non personnel expenses	\$5,499.96	\$1,563.07	\$3,936.89	\$9,042.39	\$0.00	\$9,042.39	\$18,220.00	\$1,942.61	\$16,277.39	\$0.00	\$0.00	\$0.00
8200 - Facility & equipment expenses	\$0.00	\$1,248.00	(\$1,248.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8300 - Travel & meetings expenses	\$2,327.04	\$637.93	\$1,689.11	\$2,662.39	\$0.00	\$2,662.39	\$12,285.00	\$6,136.29	\$6,148.71	\$0.00	\$0.00	\$0.00
8400 - Insurance Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8600 - Business expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8700 - Food Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$196.46	(\$196.46)	\$0.00	\$0.00	\$0.00
8800 - In-Kind Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,115.37	(\$7,115.37)	\$0.00	\$0.00	\$0.00
Total - Expense	\$12,157.08	\$3,473.27	\$8,683.81	\$37,384.78	\$2,356.12	\$35,028.66	\$121,524.00	\$43,655.42	\$77,868.58	\$16,846.92	\$0.00	\$0.00
Other Income and Expenses												
Other Expense												
8500 - Other Expense	\$4,500.00	(\$1,316.81)	\$5,816.81	\$3,500.00	\$930.00	\$2,570.00	\$3,476.00	\$39.77	\$3,436.23	\$0.00	\$0.00	\$0.00
Total - Other Expense	\$4,500.00	(\$1,316.81)	\$5,816.81	\$3,500.00	\$930.00	\$2,570.00	\$3,476.00	\$39.77	\$3,436.23	\$0.00	\$0.00	\$0.00
Net Income	(\$0.12)	\$8,921.97	(\$8,922.09)	\$0.00	(\$3,286.12)	\$3,286.12	\$0.00	(\$4,816.80)	\$4,816.80	\$0.00	\$0.00	\$0.00

Emergency Services EFSP						Healthy Start						Mentoring		
Amount	Budget	Amount	Budget	Amount	Budget	Amount	Budget	Amount	Amount	Budget	Amount	Amount	Budget	Amount
Amount	Balance	Amount	Balance	Amount	Balance	Amount	Balance	Amount	Amount	Balance	Amount	Amount	Balance	Amount
\$50.00	(\$50.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	(\$50.00)	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$30.00	(\$30.00)	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	(\$2,000.00)	\$0.00	\$7,500.00	(\$7,500.00)	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$3,700.00	\$13,146.92	\$0.00	\$6,080.50	(\$6,080.50)	\$16,846.92	\$9,780.50	\$7,066.42	\$1,144,121.04	\$656,353.00	\$487,768.04	\$42,000.00	\$0.00	\$42,000.00	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$31.30	(\$31.30)	\$0.00	\$2.57	(\$2.57)	\$0.00	\$33.87	(\$33.87)	\$0.00	\$8.25	(\$8.25)	\$0.00	\$68.38	(\$68.38)	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$3,781.30	\$13,065.62	\$0.00	\$6,083.07	(\$6,083.07)	\$16,846.92	\$9,864.37	\$6,982.55	\$1,147,121.04	\$658,361.25	\$488,759.79	\$42,000.00	\$7,598.38	\$34,401.62	
\$3,781.30	\$13,065.62	\$0.00	\$6,083.07	(\$6,083.07)	\$16,846.92	\$9,864.37	\$6,982.55	\$1,147,121.04	\$658,361.25	\$488,759.79	\$42,000.00	\$7,598.38	\$34,401.62	
\$6,080.11	\$10,766.81	\$0.00	\$2,570.45	(\$2,570.45)	\$16,846.92	\$8,650.56	\$8,196.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$737,666.52	\$319,141.36	\$418,525.16	\$21,589.08	\$14,973.42	\$6,615.66	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$124,061.04	\$66,224.34	\$57,836.70	\$4,233.96	\$3,799.39	\$434.57	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$66,000.00	\$27,754.00	\$38,246.00	\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,479.92	\$38,683.06	\$29,796.86	\$14,907.00	\$7,932.10	\$6,974.90	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,460.00	\$13,067.00	\$10,393.00	\$615.00	\$614.00	\$1.00	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63,589.08	\$30,751.59	\$32,837.49	\$654.96	\$1,270.12	(\$615.16)	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$132.00	(\$132.00)	\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$6,080.11	\$10,766.81	\$0.00	\$2,570.45	(\$2,570.45)	\$16,846.92	\$8,650.56	\$8,196.36	\$1,083,256.56	\$495,753.35	\$587,503.21	\$42,000.00	\$28,589.03	\$13,410.97	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$78,153.00	\$101,841.88	(\$23,688.88)	\$0.00	\$1,436.56	(\$1,436.56)	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$78,153.00	\$101,841.88	(\$23,688.88)	\$0.00	\$1,436.56	(\$1,436.56)	
(\$2,298.81)	\$2,298.81	\$0.00	\$3,512.62	(\$3,512.62)	\$0.00	\$1,213.81	(\$1,213.81)	(\$14,288.52)	\$60,766.02	(\$75,054.54)	\$0.00	(\$22,427.21)	\$22,427.21	

RCOR TRI-CORP			RSVP			RX			Safe Place Healing Hearts			
Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance	Budget Amount
\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,400.00	(\$400.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$31,623.96	\$0.00	\$31,623.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$5,000.00	(\$5,000.00)	\$0.00	\$15,000.00	(\$15,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,262.34	\$3,297.47	\$7,964.87	\$0.00	\$0.00	\$0.00	\$0.00
\$1,000,000.00	\$160,305.00	\$839,695.00	\$61,799.04	\$26,727.00	\$35,072.04	\$0.00	\$0.00	\$0.00	\$1,750,000.00	\$126,313.47	\$1,623,686.53	\$896,730.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$1.72	(\$1.72)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$1,000,000.00	\$165,305.00	\$834,695.00	\$103,423.00	\$52,128.72	\$51,294.28	\$11,262.34	\$3,297.47	\$7,964.87	\$1,750,000.00	\$126,313.47	\$1,623,686.53	\$896,730.00
\$1,000,000.00	\$165,305.00	\$834,695.00	\$103,423.00	\$52,128.72	\$51,294.28	\$11,262.34	\$3,297.47	\$7,964.87	\$1,750,000.00	\$126,313.47	\$1,623,686.53	\$896,730.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85,495.00	\$17,916.52	\$67,578.48	\$0.00
\$590,598.00	\$101,019.81	\$489,578.19	\$51,245.04	\$24,383.20	\$26,861.84	\$8,058.69	\$2,321.61	\$5,737.08	\$1,054,035.35	\$81,316.29	\$972,719.06	\$443,498.96
\$101,287.00	\$20,307.88	\$80,979.12	\$9,134.04	\$5,426.44	\$3,707.60	\$1,461.58	\$483.26	\$978.32	\$179,020.65	\$15,657.68	\$163,362.97	\$76,060.54
\$18,720.00	\$0.00	\$18,720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$77,277.00	\$0.00	\$77,277.00	\$180,000.00
\$71,445.00	\$11,877.30	\$59,567.70	\$220.08	\$1,083.24	(\$863.16)	\$1,429.78	\$307.76	\$1,122.02	\$162,135.00	\$5,517.00	\$156,618.00	\$103,630.50
\$14,400.00	\$3,990.00	\$10,410.00	\$50.04	\$1,749.00	(\$1,698.96)	\$0.00	\$0.00	\$0.00	\$37,332.00	\$3,276.07	\$34,055.93	\$11,880.00
\$66,444.00	\$3,519.51	\$62,924.49	\$2,050.08	\$856.09	\$1,193.99	\$312.29	\$180.81	\$131.48	\$101,232.00	\$2,917.42	\$98,314.58	\$66,435.00
\$0.00	\$0.00	\$0.00	\$50.04	\$1,878.20	(\$1,828.16)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$8,500.00	\$947.65	\$7,552.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$31,623.84	\$0.00	\$31,623.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$862,894.00	\$140,714.50	\$722,179.50	\$102,873.16	\$36,323.82	\$66,549.34	\$11,262.34	\$3,293.44	\$7,968.90	\$1,696,527.00	\$126,600.98	\$1,569,926.02	\$881,505.00
\$137,106.00	\$16,627.77	\$120,478.23	\$550.08	\$441.31	\$108.77	\$0.00	\$0.00	\$0.00	\$53,473.00	\$695.03	\$52,777.97	\$15,225.00
\$137,106.00	\$16,627.77	\$120,478.23	\$550.08	\$441.31	\$108.77	\$0.00	\$0.00	\$0.00	\$53,473.00	\$695.03	\$52,777.97	\$15,225.00
\$0.00	\$7,962.73	(\$7,962.73)	(\$0.24)	\$15,363.59	(\$15,363.83)	\$0.00	\$4.03	(\$4.03)	\$0.00	(\$982.54)	\$982.54	\$0.00

Second Chance			VOCA			Youth Build	
Amount	Budget	Balance	udget	Amount	Budget	Amount	Budget
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00	(\$125.00)
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$246,609.00	\$0.00	\$246,609.00
\$5,000.00	(\$5,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$1,500.00	\$93,750.00	(\$92,250.00)	\$0.00	\$0.00	\$0.00
\$89,173.33	\$807,556.67	\$85,000.00	\$58,003.20	\$26,996.80	\$953,964.00	\$226,521.00	\$727,443.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$178.22	(\$178.22)	\$0.00	\$10.53	(\$10.53)
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,790.00	(\$1,790.00)
\$94,173.33	\$802,556.67	\$86,500.00	\$151,931.42	(\$65,431.42)	\$1,200,573.00	\$228,446.53	\$972,126.47
\$94,173.33	\$802,556.67	\$86,500.00	\$151,931.42	(\$65,431.42)	\$1,200,573.00	\$228,446.53	\$972,126.47
\$0.00	\$0.00	\$3,500.00	\$902.30	\$2,597.70	\$0.00	\$58.00	(\$58.00)
\$56,278.76	\$387,220.20	\$64,020.00	\$59,552.46	\$4,467.54	\$571,047.00	\$92,723.16	\$478,323.84
\$11,382.13	\$64,678.41	\$10,980.00	\$11,822.95	(\$842.95)	\$97,935.00	\$18,018.59	\$79,916.41
\$9,850.00	\$170,150.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	(\$24,750.00)	\$24,750.00
\$6,469.10	\$97,161.40	\$6,000.00	\$150.83	\$5,849.17	\$20,735.00	\$2,387.84	\$18,347.16
\$2,220.00	\$9,660.00	\$0.00	\$743.93	(\$743.93)	\$40,000.00	\$2,769.85	\$37,230.15
\$8,499.23	\$57,935.77	\$0.00	\$1,835.36	(\$1,835.36)	\$8,244.00	\$10,395.58	(\$2,151.58)
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,229.00	(\$4,229.00)
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$246,609.00	\$0.00	\$246,609.00
\$94,699.22	\$786,805.78	\$86,500.00	\$75,007.83	\$11,492.17	\$984,570.00	\$105,832.02	\$878,737.98
\$2,382.75	\$12,842.25	\$0.00	\$0.00	\$0.00	\$216,003.00	\$39,681.81	\$176,321.19
\$2,382.75	\$12,842.25	\$0.00	\$0.00	\$0.00	\$216,003.00	\$39,681.81	\$176,321.19
(\$2,908.64)	\$2,908.64	\$0.00	\$76,923.59	(\$76,923.59)	\$0.00	\$82,932.70	(\$82,932.70)

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
LIFT | Budget vs. Actual by Grant
From Jan 2023 to Dec 2023

Options: Activity Only

Financial Row	40 Housing Department			Apartments			Construction		
	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance
Ordinary Income/Expense									
Income									
4000 - Contribution Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4100 - In-kind Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$26,373.28	(\$26,373.28)	\$0.00	\$25,841.36	(\$25,841.36)
4200 - Miscellaneous Revenue	\$0.00	\$13,225.46	(\$13,225.46)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4400 - State Revenue	\$11,055.00	\$7,515.00	\$3,540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4500 - Federal Revenue	\$0.00	\$38,816.36	(\$38,816.36)	\$0.00	\$165,492.66	(\$165,492.66)	\$476,393.04	\$123,325.92	\$353,067.12
4900 - Recoveries from Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5000 - Rental Revenue	\$0.00	\$8,589.00	(\$8,589.00)	\$0.00	\$205,872.92	(\$205,872.92)	\$0.00	\$0.00	\$0.00
5100 - Program Fee Revenue	\$0.00	\$3,788.84	(\$3,788.84)	\$0.00	\$3,857.60	(\$3,857.60)	\$0.00	\$1,688.61	(\$1,688.61)
5300 - Interest and Dividends	\$500.04	\$65,965.00	(\$65,464.96)	\$0.00	(\$115,951.88)	\$115,951.88	\$0.00	\$854.40	(\$854.40)
5400 - Revenue from other sources	\$0.00	\$0.00	\$0.00	\$0.00	\$6,300.00	(\$6,300.00)	\$0.00	\$0.00	\$0.00
5800 - Special Event Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total - Income	\$11,555.04	\$137,899.66	(\$126,344.62)	\$0.00	\$291,944.58	(\$291,944.58)	\$476,393.04	\$151,710.29	\$324,682.75
Gross Profit	\$11,555.04	\$137,899.66	(\$126,344.62)	\$0.00	\$291,944.58	(\$291,944.58)	\$476,393.04	\$151,710.29	\$324,682.75
Expense									
7000 - Grants, contracts, & direct assistance	\$0.00	\$73,985.00	(\$73,985.00)	\$0.00	(\$120,219.00)	\$120,219.00	\$0.00	\$0.00	\$0.00
7200 - Salaries & related expenses	\$9,437.00	\$348,554.62	(\$339,117.62)	\$0.00	\$30,212.80	(\$30,212.80)	\$151,056.12	\$104,439.28	\$46,616.84
7300 - Indirect Cost Pool Expense	\$1,618.00	\$62,828.53	(\$61,210.53)	\$0.00	\$5,922.39	(\$5,922.39)	\$43,653.96	\$20,594.86	\$23,059.10
7500 - Contract/Consultant Services	\$500.04	\$4,520.08	(\$4,020.04)	\$0.00	\$16,086.80	(\$16,086.80)	\$69,091.44	\$2,948.50	\$66,142.94
8100 - Non personnel expenses	\$0.00	\$16,703.19	(\$16,703.19)	\$0.00	\$2,912.56	(\$2,912.56)	\$69,091.44	\$1,604.36	\$67,487.08
8200 - Facility & equipment expenses	\$200.04	\$85,789.98	(\$85,589.94)	\$0.00	\$156,235.03	(\$156,235.03)	\$60,000.00	\$147,183.27	(\$87,183.27)
8300 - Travel & meetings expenses	\$0.00	\$8,649.24	(\$8,649.24)	\$0.00	\$2,887.61	(\$2,887.61)	\$9,999.96	\$4,964.21	\$5,035.75
8400 - Insurance Expense	\$9.96	\$0.00	\$9.96	\$0.00	\$138,666.15	(\$138,666.15)	\$1,500.00	\$0.00	\$1,500.00
8600 - Business expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$8,063.62	(\$8,063.62)	\$0.00	\$0.00	\$0.00
8700 - Food Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8800 - In-Kind Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$26,373.28	(\$26,373.28)	\$0.00	\$25,841.36	(\$25,841.36)
Total - Expense	\$11,765.04	\$601,030.64	(\$589,265.60)	\$0.00	\$267,141.24	(\$267,141.24)	\$404,392.92	\$307,575.84	\$96,817.08
Other Income and Expenses									
Other Expense									
8500 - Other Expense	\$650.04	\$44,491.67	(\$43,841.63)	\$0.00	\$8,387.11	(\$8,387.11)	\$72,000.00	\$38,715.20	\$33,284.80
Total - Other Expense	\$650.04	\$44,491.67	(\$43,841.63)	\$0.00	\$8,387.11	(\$8,387.11)	\$72,000.00	\$38,715.20	\$33,284.80
Net Income	(\$860.04)	(\$507,622.65)	\$506,762.61	\$0.00	\$16,416.23	(\$16,416.23)	\$0.12	(\$194,580.75)	\$194,580.87

HUD Apartments (Lift)			Housing			Self Help Housing			T&MA		
iget Amount	Amount	Judget Balance	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$232,000.00	(\$1,952.89)	\$233,952.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$28,311.00	\$70,453.77	(\$42,142.77)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$4,859.10	(\$4,859.10)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$1,554,421.88	\$345,848.29	\$1,208,573.59	\$1,488,823.00	\$340,505.00	\$1,148,318.00	\$5,132,678.87	\$689,537.23	\$4,443,141.64
\$0.00	\$0.00	\$0.00	\$0.00	\$409.56	(\$409.56)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$11,107.53	(\$11,107.53)	\$0.00	\$68,722.62	(\$68,722.62)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$4,217.04	(\$4,217.04)	\$0.00	\$0.00	\$0.00	\$0.00	\$938.83	(\$938.83)
\$0.00	\$0.00	\$0.00	\$0.00	\$197,137.61	(\$197,137.61)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$11,107.53	(\$11,107.53)	\$1,814,732.88	\$689,695.10	\$1,125,037.78	\$1,488,823.00	\$340,505.00	\$1,148,318.00	\$5,132,678.87	\$690,476.06	\$4,442,202.81
\$0.00	\$11,107.53	(\$11,107.53)	\$1,814,732.88	\$689,695.10	\$1,125,037.78	\$1,488,823.00	\$340,505.00	\$1,148,318.00	\$5,132,678.87	\$690,476.06	\$4,442,202.81
\$0.00	\$0.00	\$0.00	\$39,999.96	\$79,556.03	(\$39,556.07)	\$0.00	\$0.00	\$0.00	\$0.00	\$333,000.00	(\$333,000.00)
\$0.00	\$1,947.13	(\$1,947.13)	\$258,659.76	\$214,418.56	\$44,241.20	\$955,110.00	\$234,995.72	\$720,114.28	\$3,327,912.31	\$292,895.80	\$3,035,016.51
\$0.00	\$3,027.02	(\$3,027.02)	\$50,622.82	\$34,287.55	\$16,335.27	\$177,638.00	\$46,989.38	\$130,648.62	\$592,647.26	\$60,592.88	\$532,054.38
\$0.00	\$0.00	\$0.00	\$10,108.86	\$8,719.49	\$1,389.37	\$0.00	\$18.11	(\$18.11)	\$20,762.58	\$219.87	\$20,542.71
\$0.00	\$1.86	(\$1.86)	\$12,513.47	\$21,253.83	(\$8,740.36)	\$99,331.00	\$3,723.79	\$95,607.21	\$102,359.52	\$6,194.96	\$96,164.56
\$0.00	\$0.00	\$0.00	\$780,993.00	\$31,869.58	\$749,123.42	\$54,064.00	\$12,376.61	\$41,687.39	\$122,499.22	\$6,630.00	\$115,869.22
\$0.00	(\$513.31)	\$513.31	\$14,102.84	\$13,848.10	\$254.74	\$180,000.00	\$8,919.67	\$171,080.33	\$913,553.44	\$27,164.57	\$886,388.87
\$0.00	\$0.00	\$0.00	\$0.00	\$16,061.32	(\$16,061.32)	\$3,200.00	\$147.00	\$3,053.00	\$2,838.84	\$0.00	\$2,838.84
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$335.52	(\$335.52)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$232,000.00	(\$1,952.89)	\$233,952.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$4,462.70	(\$4,462.70)	\$1,399,000.71	\$418,397.09	\$980,603.62	\$1,469,343.00	\$307,170.28	\$1,162,172.72	\$5,082,573.17	\$726,698.08	\$4,355,875.09
\$0.00	\$0.00	\$0.00	\$411,523.29	\$50,724.26	\$360,799.03	\$19,480.00	\$2,504.14	\$16,975.86	\$21,800.71	\$6,910.93	\$14,889.78
\$0.00	\$0.00	\$0.00	\$411,523.29	\$50,724.26	\$360,799.03	\$19,480.00	\$2,504.14	\$16,975.86	\$21,800.71	\$6,910.93	\$14,889.78
\$0.00	\$6,644.83	(\$6,644.83)	\$4,208.88	\$220,573.75	(\$216,364.87)	\$0.00	\$30,830.58	(\$30,830.58)	\$28,304.99	(\$43,132.95)	\$71,437.94

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
LIFT | Budget vs. Actual by Grant
From Jan 2023 to Dec 2023

Options: Activity Only

Financial Row

	Transit		
	Budget Amount	Amount	Budget Balance
Ordinary Income/Expense			
Income			
4000 - Contribution Revenue	\$0.00	\$0.00	\$0.00
4100 - Inkind Revenue	\$0.00	\$0.00	\$0.00
4200 - Miscellaneous Revenue	\$0.00	\$52,866.93	(\$52,866.93)
4400 - State Revenue	\$0.00	\$0.00	\$0.00
4500 - Federal Revenue	\$475,206.00	\$418,917.00	\$56,289.00
4900 - Recoveries from Programs	\$0.00	\$0.00	\$0.00
5000 - Rental Revenue	\$0.00	\$0.00	\$0.00
5100 - Program Fee Revenue	\$99,999.96	\$204,327.84	(\$104,327.88)
5300 - Interest and Dividends	\$0.00	\$577.13	(\$577.13)
5400 - Revenue from other sources	\$0.00	\$0.00	\$0.00
5800 - Special Event Expense	\$0.00	\$0.00	\$0.00
Total - Income	\$575,205.96	\$676,688.90	(\$101,482.94)
Gross Profit	\$575,205.96	\$676,688.90	(\$101,482.94)
Expense			
7000 - Grants, contracts, & direct assistance	\$0.00	\$0.00	\$0.00
7200 - Salaries & related expenses	\$982,039.92	\$448,457.34	\$533,582.58
7300 - Indirect Cost Pool Expense	\$174,804.96	\$91,883.68	\$82,921.28
7500 - Contract/Consultant Services	\$800.04	\$8,762.98	(\$7,962.94)
8100 - Non personnel expenses	\$41,200.08	\$21,622.31	\$19,577.77
8200 - Facility & equipment expenses	\$30,999.96	\$89,549.69	(\$58,549.73)
8300 - Travel & meetings expenses	\$122,299.92	\$68,029.49	\$54,270.43
8400 - Insurance Expense	\$102,000.00	\$56,965.15	\$45,034.85
8600 - Business expenses	\$0.00	\$0.00	\$0.00
8700 - Food Expenses	\$0.00	\$0.00	\$0.00
8800 - In-Kind Expenses	\$0.00	\$0.00	\$0.00
Total - Expense	\$1,454,144.88	\$785,270.64	\$668,874.24
Other Income and Expenses			
Other Expense			
8500 - Other Expense	\$19,800.12	\$5,916.97	\$13,883.15
Total - Other Expense	\$19,800.12	\$5,916.97	\$13,883.15
Net Income	(\$898,739.04)	(\$114,498.71)	(\$784,240.33)

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
LIFT | Budget vs. Actual by Grant
From Jan 2023 to Dec 2023

Options: Activity Only

Financial Row

	Economic Development/Lending						Clayton Lake		State Park	
	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance	Budget Amount	Amount	Budget Balance	Budget Amount
Ordinary Income/Expense										
Income										
4000 - Contribution Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4100 - Inkind Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4200 - Miscellaneous Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00	(\$120.00)	\$0.00
4400 - State Revenue	\$0.00	\$0.00	\$0.00	\$121,848.00	\$0.00	\$121,848.00	\$0.00	\$23,762.50	(\$23,762.50)	\$0.00
4500 - Federal Revenue	\$0.00	\$50,000.00	(\$50,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4900 - Recoveries from Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5000 - Rental Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5100 - Program Fee Revenue	\$0.00	\$29,032.39	(\$29,032.39)	\$216,250.00	\$0.00	\$216,250.00	\$0.00	\$15,646.83	(\$15,646.83)	\$0.00
5300 - Interest and Dividends	\$0.00	\$1,870.84	(\$1,870.84)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5400 - Revenue from other sources	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	(\$75.00)	\$0.00	\$0.00	\$0.00	\$0.00
5800 - Special Event Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total - Income	\$0.00	\$80,903.23	(\$80,903.23)	\$338,098.00	\$75.00	\$338,023.00	\$0.00	\$39,529.33	(\$39,529.33)	\$0.00
Gross Profit	\$0.00	\$80,903.23	(\$80,903.23)	\$338,098.00	\$75.00	\$338,023.00	\$0.00	\$39,529.33	(\$39,529.33)	\$0.00
Expense										
7000 - Grants, contracts, & direct assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7200 - Salaries & related expenses	\$0.00	\$4,550.62	(\$4,550.62)	\$167,821.60	\$0.00	\$167,821.60	\$0.00	\$29,548.50	(\$29,548.50)	\$0.00
7300 - Indirect Cost Pool Expense	\$0.00	\$948.22	(\$948.22)	\$32,938.00	\$0.00	\$32,938.00	\$0.00	\$6,055.56	(\$6,055.56)	\$0.00
7500 - Contract/Consultant Services	\$0.00	\$0.00	\$0.00	\$9,090.00	\$0.00	\$9,090.00	\$0.00	\$0.00	\$0.00	\$0.00
8100 - Non personnel expenses	\$0.00	\$0.00	\$0.00	\$13,986.00	\$0.00	\$13,986.00	\$0.00	\$812.15	(\$812.15)	\$0.00
8200 - Facility & equipment expenses	\$0.00	\$0.00	\$0.00	\$78,436.60	\$0.00	\$78,436.60	\$0.00	\$6,329.52	(\$6,329.52)	\$0.00
8300 - Travel & meetings expenses	\$0.00	\$0.00	\$0.00	\$9,090.00	\$0.00	\$9,090.00	\$0.00	\$417.32	(\$417.32)	\$0.00
8400 - Insurance Expense	\$0.00	\$0.00	\$0.00	\$14,200.00	\$0.00	\$14,200.00	\$0.00	\$4,476.26	(\$4,476.26)	\$0.00
8600 - Business expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8700 - Food Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8800 - In-Kind Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total - Expense	\$0.00	\$5,498.84	(\$5,498.84)	\$325,562.20	\$0.00	\$325,562.20	\$0.00	\$47,639.31	(\$47,639.31)	\$0.00
Other Income and Expenses										
Other Expense										
8500 - Other Expense	\$0.00	\$0.00	\$0.00	\$10,896.00	\$0.00	\$10,896.00	\$0.00	\$3,241.30	(\$3,241.30)	\$0.00
Total - Other Expense	\$0.00	\$0.00	\$0.00	\$10,896.00	\$0.00	\$10,896.00	\$0.00	\$3,241.30	(\$3,241.30)	\$0.00
Net Income	\$0.00	\$75,404.39	(\$75,404.39)	\$1,639.80	\$75.00	\$1,564.80	\$0.00	(\$11,351.28)	\$11,351.28	\$0.00

S	Hugo Lake		Raymond Gary		Total	
	Amount	Budget Balance	Budget Amount	Budget Amount	Budget Amount	
	\$0.00	\$0.00	\$0.00	\$43.00	(\$43.00)	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$28.00	(\$28.00)	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$30,463.02	(\$30,463.02)	\$121,848.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$153,724.23	(\$153,724.23)	\$0.00	\$41,577.61	(\$41,577.61)	\$216,250.00	
\$1,994.26	(\$1,994.26)	\$0.00	\$258.61	(\$258.61)	\$0.00	
\$1,391.05	(\$1,391.05)	\$0.00	\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
\$157,137.54	(\$157,137.54)	\$0.00	\$72,342.24	(\$72,342.24)	\$338,098.00	
\$157,137.54	(\$157,137.54)	\$0.00	\$72,342.24	(\$72,342.24)	\$338,098.00	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
\$51,868.59	(\$51,868.59)	\$0.00	\$36,313.75	(\$36,313.75)	\$167,821.60	
\$10,588.80	(\$10,588.80)	\$0.00	\$7,462.85	(\$7,462.85)	\$32,938.00	
\$22,631.10	(\$22,631.10)	\$0.00	\$3,175.00	(\$3,175.00)	\$9,090.00	
\$7,014.80	(\$7,014.80)	\$0.00	\$1,909.73	(\$1,909.73)	\$13,986.00	
\$15,285.31	(\$15,285.31)	\$0.00	\$8,594.28	(\$8,594.28)	\$78,436.60	
\$3,039.75	(\$3,039.75)	\$0.00	\$1,139.04	(\$1,139.04)	\$9,090.00	
\$72,273.92	(\$72,273.92)	\$0.00	\$8,275.39	(\$8,275.39)	\$14,200.00	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
\$182,702.27	(\$182,702.27)	\$0.00	\$66,870.04	(\$66,870.04)	\$325,562.20	
\$17,933.68	(\$17,933.68)	\$0.00	\$5,714.80	(\$5,714.80)	\$10,896.00	
\$17,933.68	(\$17,933.68)	\$0.00	\$5,714.80	(\$5,714.80)	\$10,896.00	
(\$43,498.41)	\$43,498.41	\$0.00	(\$242.60)	\$242.60	\$1,639.80	

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
Credit Card Vendor Totals
June 1, 2023 - June 30, 2023
Options: Show Zeros

NAME	AMOUNT (GROSS)
CAPITAL ONE	\$12,497.38
DAVISON FUELS & OIL, LLC	\$7,530.95
HOME DEPOT BRC/GECF	\$3,766.00
TCM BANK NA	\$54,881.25
WAL-MART COMMUNITY BRC	\$3,412.05
Total	\$82,087.63

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
Credit Card Report
June 1, 2023 - June 30, 2023

PROGRAM	FACILITY & EQUIPMENT EXPENSES		FOOD EXPENSES				GRANTS, CONTRACTS, INSURANCE & DIRECT ASSISTANCE		NON PERSONNEL EXPENSES										OTHER EXPENSE						
	Construction Leverage	Repair/Maint for Building/Equip	Total	Food Nutrition Cost	Non - Food, Nutrition Cost	Other Food Expense	Total	VICTIM ASSISTANCE	Amount	Events/Meeting Expense	Medical/Dental Supplies	Office/Teaching Supplies	Other/Maint Supplies	Postage & shipping	Telephone & Internet	WX Materials	Total	Advertising & Community Sponsorships	Computer & Software Related Expenses	Fees/Dues	Incentive Expense	Other Expenses	Recognition	Training & TTA	W Hea Sai
Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	
Administration		\$2,521.41	\$2,521.41			\$194.90	\$194.90			\$105.44			\$193.24				\$298.68		\$355.19	\$2,223.95		\$300.00		\$9.83	\$175.00
Apartments	\$6,266.27		\$6,266.27				\$0.00								\$176.00		\$176.00		\$40.34						
CACFP - Daycare Homes			\$0.00	\$482.63			\$482.63										\$0.00								
Drug Free Communities			\$0.00				\$0.00										\$0.00								
Early Head Start		\$22.08	\$22.08			\$334.38	\$334.38				\$1,980.14	\$962.68	\$8.18				\$2,951.00			\$6.65				\$821.23	
Early Head Start Child Care		\$8.06	\$8.06				\$0.00				\$5,308.46	\$79.72					\$5,388.18			\$16.60				\$1,883.48	
Early Learning Centers			\$0.00	\$11.60			\$11.60			\$15.31		\$2,918.35					\$2,933.66			\$56.39				\$40.00	
Head Start		\$529.98	\$529.98	\$271.26	\$322.54	\$93.16	\$686.96			\$50.87	\$175.10	\$340.58	\$58.61				\$625.16	\$983.10		\$197.07		\$250.00	\$2,706.93	\$3,705.49	
Healthy Start			\$0.00				\$0.00										\$0.00			\$1,709.40				\$360.44	
Housing			\$0.00			\$45.45	\$45.45								\$254.11	\$254.11	\$955.60		\$242.43				\$73.25	\$19	
Mentoring			\$0.00				\$0.00			\$119.94							\$119.94								
Safe Place Healing Hearts			\$0.00				\$0.00	\$954.45									\$0.00								
Second Chance			\$0.00				\$0.00										\$0.00								
State Park Operations		\$261.47	\$261.47				\$0.00		\$7,030.00			\$657.42		\$520.10		\$1,177.52			\$83.00		\$574.50				
T&MA			\$0.00				\$0.00										\$0.00			\$10.45					
Transit			\$0.00				\$0.00										\$0.00								
Tri-CORPS			\$0.00				\$0.00										\$0.00				\$751.64				
Youth Build			\$0.00				\$0.00					\$45.29		\$63.00		\$108.29		\$322.00					\$356.21		
Total	\$6,266.27	\$3,343.00	\$9,609.27	\$765.49	\$322.54	\$667.89	\$1,755.92	\$954.45	\$7,030.00	\$291.56	\$7,463.70	\$4,348.62	\$917.45	\$63.00	\$696.10	\$254.11	\$14,032.54	\$1,938.70	\$717.53	\$2,836.54	\$1,709.40	\$1,876.14	\$3,146.22	\$6,985.64	\$19

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
LIFT | Budget vs. Actual by Grant
From Dec 2022 to Dec 2023
Options: Activity Only

Head Start

FINANCIAL ROW	BUDGET AMOUNT	AMOUNT	BUDGET BALANCE	% OF BUDGET
Ordinary Income/Expense				
Income				
4100 - Inkind Revenue	\$0.00	\$432,443.81	(\$432,443.81)	0.00%
4200 - Miscellaneous Revenue	\$0.00	\$36,982.40	(\$36,982.40)	0.00%
4500 - Federal Revenue	\$3,222,972.96	\$1,879,587.00	\$1,343,385.96	58.32%
Total - Income	\$3,222,972.96	\$2,349,013.21	\$873,959.75	72.88%
Gross Profit	\$3,222,972.96	\$2,349,013.21	\$873,959.75	72.88%
Expense				
7200 - Salaries & related expenses				
7220 - Salaries & wages - other	\$1,601,837.52	\$971,509.64	\$630,327.88	60.65%
7230 - Pension plan contributions	\$160,183.08	\$50,915.19	\$109,267.89	31.79%
7240 - Employee benefits - not pension	\$241,032.00	\$179,564.75	\$61,467.25	74.50%
7250 - Payroll taxes, etc.	\$122,540.28	\$57,898.93	\$64,641.35	47.25%
Total - 7200 - Salaries & related expenses	\$2,125,592.88	\$1,259,888.51	\$865,704.37	59.27%
7300 - Indirect Cost Pool Expense				
7310 - Indirect Expense	\$439,340.04	\$252,847.90	\$186,492.14	57.55%
Total - 7300 - Indirect Cost Pool Expense	\$439,340.04	\$252,847.90	\$186,492.14	57.55%
7500 - Contract/Consultant Services	\$46,700.04	\$32,610.01	\$14,090.03	69.83%
8100 - Non personnel expenses				
8110 - Office/Teaching Supplies	\$13,250.04	\$61,653.02	(\$48,402.98)	465.30%
8120 - Other/Maint Supplies	\$0.00	\$12,227.82	(\$12,227.82)	0.00%
8130 - Telephone & Internet	\$17,499.96	\$29,158.17	(\$11,658.21)	166.62%
8140 - Postage & shipping	\$660.00	\$507.73	\$152.27	76.93%
8150 - Medical/Dental Supplies	\$0.00	\$1,298.44	(\$1,298.44)	0.00%
8160 - Events/Meeting Expense	\$0.00	\$1,665.77	(\$1,665.77)	0.00%
8170 - Printing & copying	\$1,500.00	\$10,433.33	(\$8,933.33)	695.56%
8180 - Fatherhood	\$999.96	\$0.00	\$999.96	0.00%
Total - 8100 - Non personnel expenses	\$33,909.96	\$116,944.28	(\$83,034.32)	344.87%
8200 - Facility & equipment expenses				
8210 - Space Lease	\$0.00	\$1,594.98	(\$1,594.98)	0.00%
8220 - Electric	\$5,499.96	\$24,152.70	(\$18,652.74)	439.14%
8225 - Water	\$4,500.00	\$3,764.07	\$735.93	83.65%
8230 - Trash	\$2,499.96	\$5,504.94	(\$3,004.98)	220.20%
8235 - Sewer	\$2,499.96	\$2,708.33	(\$208.37)	108.33%
8240 - Natural Gas	\$2,499.96	\$2,690.81	(\$190.85)	107.63%
8260 - Repair/Maint for Building/Equip	\$14,208.00	\$68,020.61	(\$53,812.61)	478.75%
Total - 8200 - Facility & equipment expenses	\$31,707.84	\$108,436.44	(\$76,728.60)	341.99%
8300 - Travel & meetings expenses				
8310 - Local Travel	\$9,999.96	\$12,627.08	(\$2,627.12)	126.27%
8320 - Out of Area Travel	\$34,400.04	\$2,652.68	\$31,747.36	7.71%
8330 - Fuel Cost	\$3,500.04	\$2,481.07	\$1,018.97	70.89%
8335 - Vehicle Repair & Maint	\$3,500.04	\$1,160.01	\$2,340.03	33.14%
8340 - Child Transportation Exp	\$0.00	\$1,002.00	(\$1,002.00)	0.00%
Total - 8300 - Travel & meetings expenses	\$51,400.08	\$19,922.84	\$31,477.24	38.76%
8400 - Insurance Expense	\$23,499.96	\$60,020.52	(\$36,520.56)	255.41%
8700 - Food Expenses				
8710 - Food Nutrition Cost	\$46,800.00	\$67,637.92	(\$20,837.92)	144.53%
8720 - Non -Food, Nutrition Cost	\$0.00	\$454.22	(\$454.22)	0.00%
8730 - Other Food Expense	\$0.00	\$14,881.15	(\$14,881.15)	0.00%
Total - 8700 - Food Expenses	\$46,800.00	\$82,973.29	(\$36,173.29)	177.29%

FINANCIAL ROW	BUDGET AMOUNT	AMOUNT	BUDGET BALANCE	% OF BUDGET
8800 - In-Kind Expenses	\$0.00	\$432,793.81	(\$432,793.81)	0.00%
Total - Expense	\$2,798,950.80	\$2,366,437.60	\$432,513.20	84.55%
Other Income and Expenses				
Other Expense				
8500 - Other Expense				
8520 - Recognition	\$0.00	\$1,723.84	(\$1,723.84)	0.00%
8530 - Fees/Dues	\$864.96	\$38,609.44	(\$37,744.48)	4,463.73%
8540 - Training & TTA	\$39,956.04	\$39,264.83	\$691.21	98.27%
8560 - Computer & Software Related Expenses	\$0.00	\$9,773.87	(\$9,773.87)	0.00%
8570 - Advertising & Community Sponsorships	\$0.00	\$8,035.04	(\$8,035.04)	0.00%
8590 - Other Expenses	\$0.00	\$94.06	(\$94.06)	0.00%
Total - 8500 - Other Expense	\$40,821.00	\$97,501.08	(\$56,680.08)	238.85%
Total - Other Expense	\$40,821.00	\$97,501.08	(\$56,680.08)	238.85%
Net Income	\$383,201.16	(\$114,925.47)	\$498,126.63	-29.99%

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
LIFT | Budget vs. Actual by Grant
From Dec 2022 to Dec 2023
Options: Activity Only

Early Head Start

FINANCIAL ROW	BUDGET AMOUNT	AMOUNT	BUDGET BALANCE	% OF BUDGET
Ordinary Income/Expense				
Income				
4100 - Inkind Revenue	\$0.00	\$43,698.75	(\$43,698.75)	0.00%
4500 - Federal Revenue	\$908,754.96	\$497,667.00	\$411,087.96	54.76%
Total - Income	\$908,754.96	\$541,365.75	\$367,389.21	59.57%
Gross Profit	\$908,754.96	\$541,365.75	\$367,389.21	59.57%
Expense				
7200 - Salaries & related expenses				
7220 - Salaries & wages - other	\$477,493.08	\$259,779.90	\$217,713.18	54.40%
7230 - Pension plan contributions	\$47,748.00	\$12,868.46	\$34,879.54	26.95%
7240 - Employee benefits - not pension	\$72,932.04	\$48,616.34	\$24,315.70	66.66%
7250 - Payroll taxes, etc.	\$40,824.96	\$15,938.63	\$24,886.33	39.04%
Total - 7200 - Salaries & related expenses	\$638,998.08	\$337,203.33	\$301,794.75	52.77%
7300 - Indirect Cost Pool Expense	\$109,823.04	\$67,966.62	\$41,856.42	61.89%
7500 - Contract/Consultant Services	\$2,499.96	\$4,743.32	(\$2,243.36)	189.74%
8100 - Non personnel expenses				
8110 - Office/Teaching Supplies	\$31,839.96	\$17,995.44	\$13,844.52	56.52%
8120 - Other/Maint Supplies	\$0.00	\$2,077.62	(\$2,077.62)	0.00%
8130 - Telephone & Internet	\$9,999.96	\$4,110.04	\$5,889.92	41.10%
8140 - Postage & shipping	\$0.00	\$123.92	(\$123.92)	0.00%
8150 - Medical/Dental Supplies	\$2,499.96	\$2,222.90	\$277.06	88.92%
8160 - Events/Meeting Expense	\$0.00	\$337.82	(\$337.82)	0.00%
8170 - Printing & copying	\$1,500.00	\$2,236.74	(\$736.74)	149.12%
Total - 8100 - Non personnel expenses	\$45,839.88	\$29,104.48	\$16,735.40	63.49%
8200 - Facility & equipment expenses				
8210 - Space Lease	\$0.00	\$90.06	(\$90.06)	0.00%
8220 - Electric	\$12,000.00	\$5,656.90	\$6,343.10	47.14%
8225 - Water	\$999.96	\$862.49	\$137.47	86.25%
8230 - Trash	\$999.96	\$1,274.93	(\$274.97)	127.50%
8235 - Sewer	\$999.96	\$525.06	\$474.90	52.51%
8240 - Natural Gas	\$500.04	\$777.49	(\$277.45)	155.49%
8260 - Repair/Maint for Building/Equip	\$27,000.00	\$12,428.65	\$14,571.35	46.03%
Total - 8200 - Facility & equipment expenses	\$42,499.92	\$21,615.58	\$20,884.34	50.86%
8300 - Travel & meetings expenses				
8310 - Local Travel	\$5,000.04	\$2,285.89	\$2,714.15	45.72%
8320 - Out of Area Travel	\$4,028.04	\$350.47	\$3,677.57	8.70%
8330 - Fuel Cost	\$0.00	\$510.16	(\$510.16)	0.00%
8335 - Vehicle Repair & Maint	\$0.00	\$85.31	(\$85.31)	0.00%
Total - 8300 - Travel & meetings expenses	\$9,028.08	\$3,231.83	\$5,796.25	35.80%
8400 - Insurance Expense	\$13,500.00	\$14,777.84	(\$1,277.84)	109.47%
8700 - Food Expenses	\$22,070.04	\$11,821.65	\$10,248.39	53.56%
8800 - In-Kind Expenses	\$0.00	\$43,698.75	(\$43,698.75)	0.00%
Total - Expense	\$884,259.00	\$534,163.40	\$350,095.60	60.41%
Other Income and Expenses				
Other Expense				
8500 - Other Expense				
8520 - Recognition	\$999.96	\$345.79	\$654.17	34.58%
8530 - Fees/Dues	\$0.00	\$7,436.03	(\$7,436.03)	0.00%
8540 - Training & TTA	\$19,304.04	\$10,988.00	\$8,316.04	56.92%
8560 - Computer & Software Related Expenses	\$0.00	\$2,084.95	(\$2,084.95)	0.00%

FINANCIAL ROW	BUDGET AMOUNT	AMOUNT	BUDGET BALANCE	% OF BUDGET
8570 - Advertising & Community Sponsorships	\$500.04	\$3,689.84	(\$3,189.80)	737.91%
8590 - Other Expenses	\$3,692.04	\$0.00	\$3,692.04	0.00%
Total - 8500 - Other Expense	\$24,496.08	\$24,544.61	(\$48.53)	100.20%
Total - Other Expense	\$24,496.08	\$24,544.61	(\$48.53)	100.20%
Net Income	(\$0.12)	(\$17,342.26)	\$17,342.14	14,451,883.33%

LIFT Community Action Agency, Inc.
Parent - Lift : LIFT Community Action Agency Inc
LIFT | Budget vs. Actual by Grant
From Aug 2022 to Dec 2023
Options: Activity Only

EHS Child Care

FINANCIAL ROW	BUDGET AMOUNT	AMOUNT	BUDGET BALANCE	% OF BUDGET
Ordinary Income/Expense				
Income				
4100 - Inkind Revenue	\$0.00	\$3,781.32	(\$3,781.32)	0.00%
4500 - Federal Revenue	\$1,998,949.00	\$1,441,543.00	\$557,406.00	72.12%
Total - Income	\$1,998,949.00	\$1,445,324.32	\$553,624.68	72.30%
Gross Profit	\$1,998,949.00	\$1,445,324.32	\$553,624.68	72.30%
Expense				
7200 - Salaries & related expenses				
7220 - Salaries & wages - other	\$403,006.04	\$307,447.81	\$95,558.23	76.29%
7230 - Pension plan contributions	\$40,301.00	\$7,922.51	\$32,378.49	19.66%
7240 - Employee benefits - not pension	\$43,690.04	\$79,904.47	(\$36,214.43)	182.89%
7250 - Payroll taxes, etc.	\$34,458.00	\$8,218.36	\$26,239.64	23.85%
Total - 7200 - Salaries & related expenses	\$521,455.08	\$403,493.15	\$117,961.93	77.38%
7300 - Indirect Cost Pool Expense	\$92,691.00	\$75,974.92	\$16,716.08	81.97%
7500 - Contract/Consultant Services				
7550 - Contract Services	\$36,840.00	\$11,995.33	\$24,844.67	32.56%
7560 - Partner Contracts	\$859,165.00	\$586,089.53	\$273,075.47	68.22%
Total - 7500 - Contract/Consultant Services	\$896,005.00	\$598,084.86	\$297,920.14	66.75%
8100 - Non personnel expenses				
8110 - Office/Teaching Supplies	\$49,500.00	\$59,958.82	(\$10,458.82)	121.13%
8120 - Other/Maint Supplies	\$7,000.00	\$4,397.80	\$2,602.20	62.83%
8130 - Telephone & Internet	\$7,450.00	\$4,530.07	\$2,919.93	60.81%
8140 - Postage & shipping	\$2,500.00	\$357.31	\$2,142.69	14.29%
8150 - Medical/Dental Supplies	\$2,500.00	\$5,995.71	(\$3,495.71)	239.83%
8160 - Events/Meeting Expense	\$0.00	\$844.16	(\$844.16)	0.00%
8170 - Printing & copying	\$10,000.00	\$7,975.69	\$2,024.31	79.76%
8180 - Fatherhood	\$2,000.00	\$0.00	\$2,000.00	0.00%
Total - 8100 - Non personnel expenses	\$80,950.00	\$84,059.56	(\$3,109.56)	103.84%
8200 - Facility & equipment expenses				
8210 - Space Lease	\$0.00	\$224.96	(\$224.96)	0.00%
8220 - Electric	\$6,950.00	\$4,459.25	\$2,490.75	64.16%
8225 - Water	\$0.00	\$205.45	(\$205.45)	0.00%
8230 - Trash	\$0.00	\$702.13	(\$702.13)	0.00%
8235 - Sewer	\$0.00	\$107.04	(\$107.04)	0.00%
8240 - Natural Gas	\$0.00	\$752.82	(\$752.82)	0.00%
8260 - Repair/Maint for Building/Equip	\$45,000.00	\$15,822.10	\$29,177.90	35.16%
Total - 8200 - Facility & equipment expenses	\$51,950.00	\$22,273.75	\$29,676.25	42.88%
8300 - Travel & meetings expenses				
8310 - Local Travel	\$7,499.96	\$6,595.56	\$904.40	87.94%
8320 - Out of Area Travel	\$4,999.96	\$5,404.61	(\$404.65)	108.09%
8330 - Fuel Cost	\$2,500.00	\$2,132.26	\$367.74	85.29%
8335 - Vehicle Repair & Maint	\$2,500.00	\$213.33	\$2,286.67	8.53%
Total - 8300 - Travel & meetings expenses	\$17,499.92	\$14,345.76	\$3,154.16	81.98%
8400 - Insurance Expense	\$6,000.00	\$11,843.03	(\$5,843.03)	197.38%
8700 - Food Expenses				
8730 - Other Food Expense	\$6,000.00	(\$0.03)	\$6,000.03	0.00%
Total - 8700 - Food Expenses	\$6,000.00	(\$0.03)	\$6,000.03	0.00%
8800 - In-Kind Expenses	\$0.00	\$3,781.32	(\$3,781.32)	0.00%
Total - Expense	\$1,672,551.00	\$1,213,856.32	\$458,694.68	72.58%
Other Income and Expenses				

FINANCIAL ROW	BUDGET AMOUNT	AMOUNT	BUDGET BALANCE	% OF BUDGET
Other Expense				
8500 - Other Expense				
8520 - Recognition	\$25,000.00	\$864.04	\$24,135.96	3.46%
8530 - Fees/Dues	\$1,500.00	\$16,816.49	(\$15,316.49)	1,121.10%
8540 - Training & TTA	\$42,863.00	\$30,670.79	\$12,192.21	71.56%
8560 - Computer & Software Related Expenses	\$12,000.00	\$5,215.75	\$6,784.25	43.46%
8570 - Advertising & Community Sponsorships	\$2,500.00	\$3,335.86	(\$835.86)	133.43%
8590 - Other Expenses	\$2,000.00	\$0.00	\$2,000.00	0.00%
8595 - Subsidy Expense	\$240,535.00	\$225,475.32	\$15,059.68	93.74%
Total - 8500 - Other Expense	\$326,398.00	\$282,378.25	\$44,019.75	86.51%
Total - Other Expense	\$326,398.00	\$282,378.25	\$44,019.75	86.51%
Net Income	\$0.00	(\$50,910.25)	\$50,910.25	0.00%

Funding Entity: Oklahoma Office of Attorney General
Funding Opportunity: FY 2024 Domestic Violence/Sexual Assault Program Application
Amount Requested: *To Be Determined - Based on Formula*
Agency Program: LIFT Victim Services Programs

LIFT CAA is certified as a Domestic Violence, Sexual Assault, Stalking Victim Services Program through the Oklahoma Office of the Attorney General. The agency was granted temporary certification status in September 2019, and received full certification (for a three-year period) in 2021. The agency's Victim and Youth Services programming arm of operations, which often work in collaboration to extend and complement services provided, is comprised of the following (listed in order of inception year):

- Court Appointed Special Advocates Program, 1997
- Passport to the Future Mentoring Program, 2003
- Victim Advocacy Services, 2015
- Safe Place Healing Hearts, 2017
- Safe Place Healing Hearts Too, 2021.

With the Board's approval, we are requesting to submit an FY 2024 Domestic Violence/Sexual Assault Program Application to the Oklahoma Office of the Attorney General. This funding is supported through State Appropriations, Court Fees, and Federal Family Violence Prevention and Services Act Funds. As the agency has not received funding through this program in the past, the amount of funding is not known at this time, but will be based on a formula determined by the number of grants awarded. Additionally, if awarded funding by the State, LIFT CAA will be required to meet the matching requirements (not less than \$1 for every \$5 of Federal funds provided to the agency under the program funding).

The proposed one-year grant would be used to provide supportive services to adult victims of domestic violence and/or sexual assault, as well as children exposed to family violence, domestic violence or dating violence. Supportive services would include crisis intervention, safety planning, individual counseling, peer counseling, educational services, legal advocacy, personal advocacy, housing advocacy, medical advocacy, information/referral, and transportation. The grant funding would also be used for the provision of dating violence intervention and prevention, culturally and linguistically appropriate services, and outreach to underserved populations.

Funding Entity: Oklahoma Court Appointed Special Advocates
(CASA) Association
Funding Opportunity: FY 2024 Base Grant Application
Amount Requested: \$23,830
Agency Program: LIFT CASA Program

The Oklahoma CASA Association has made available Base Grant funds for member Oklahoma CASA programs in good standing. Eligible programs must have 15 active cases; “active” means that a volunteer must be court-appointed and working that case.

The LIFT CASA Program has been serving abused and/or neglected children since 1997. The program began with a small budget in Pushmataha County but expanded later to include Choctaw and McCurtain Counties as well. LIFT CASA recruits volunteers to be the voice of children in situations of abuse or neglect who have been made wards of the court. Our CASA volunteers make sure the best interests of each child are considered. These trained volunteers are assigned cases by a court judge, and they gather information about their cases in order to present informed recommendations to the court. The goal of LIFT CASA is to continue to expand the program and recruit more volunteers so that every abused or neglected child in the District Court system will be represented by a CASA worker.

With the Board’s approval, we are requesting \$23,830 from the Oklahoma CASA Association for Base Grant funding. If awarded, the proposed one-year grant would be used to provide staff salary support as well as associated program operating expenses.

The grant application is due July 17, 2023.

Funding Entity: United States Department of Agriculture – Rural Development, Single Family Housing

Funding Opportunity: Self-Help Housing Grant Extension Request – \$733,930.30

This opportunity seeks to support the efforts of LIFT CAA's Self-Help Housing Program. This program is designed to help low and very-low income families realize the dream of homeownership through actual involvement with constructing their own homes as well as working on other participant's homes. Participant's in the program will pay no down payment and no closing costs, but are required to contribute some of the labor, referred to as "sweat equity" which results in reduced construction costs to build the home. This contribution of labor equates to the need for a smaller loan which means a lower mortgage payment.

With the Board's approval, we are requesting \$733,930.30 from the United States Department of Agriculture – Rural Development, Single Family Housing. If awarded, LIFT Self-Help Housing will utilize funds in the form of salary, fringe, indirect, telephone & internet and electric support. Additionally, LIFT Self- Help Housing is requesting an 18-month extension in conjunction with these funds. If awarded, LIFT SHH new period of performance will be February 1, 2022 – July 31, 2025.

STATE OF OKLAHOMA
Department of Human Services
OKLAHOMA CITY, OKLAHOMA

1862349

VOID AFTER 90 DAYS

DATE ACCOUNT CLAIM
06/05/2023 9340830 0000473936AMOUNT
*****\$40,500.00PAYABLE AT THE OFFICE OF
THE STATE TREASURER

Forty thousand five hundred and 00/100 Dollars

PAY TO THE ORDER OF:
FOREST GROVE HEAD ST

Forest Grove HS


TODD RUSS
STATE TREASURER

⑈01862349⑈ ⑆103000855⑆ 9340830⑈

THIS CHECK CONTAINS MULTIPLE FRAUD DETERRENT SECURITY FEATURES

STATE OF OKLAHOMA
Department of Human Services
OKLAHOMA CITY, OKLAHOMA

1862366

VOID AFTER 90 DAYS

DATE ACCOUNT CLAIM
06/05/2023 9340830 0000473953AMOUNT
*****\$25,000.00PAYABLE AT THE OFFICE OF
THE STATE TREASURER

Twenty five thousand and 00/100 Dollars

PAY TO THE ORDER OF:
FOREST GROVE HEAD ST
TODD RUSS
STATE TREASURER

⑈01862366⑈ ⑆103000855⑆ 9340830⑈

THIS CHECK CONTAINS MULTIPLE FRAUD DETERRENT SECURITY FEATURES

STATE OF OKLAHOMA
Department of Human Services
OKLAHOMA CITY, OKLAHOMA

1862350

VOID AFTER 90 DAYS

DATE ACCOUNT CLAIM
06/05/2023 9340830 0000473937AMOUNT
*****\$40,500.00PAYABLE AT THE OFFICE OF
THE STATE TREASURER

Forty thousand five hundred and 00/100 Dollars

PAY TO THE ORDER OF:
FOREST GROVE HEAD ST

Hugo 2


TODD RUSS
STATE TREASURER

⑈01862350⑈ ⑆103000855⑆ 9340830⑈

THIS CHECK CONTAINS MULTIPLE FRAUD DETERRENT SECURITY FEATURES

STATE OF OKLAHOMA
Department of Human Services
OKLAHOMA CITY, OKLAHOMA

1862357

VOID AFTER 90 DAYS

DATE ACCOUNT CLAIM
06/05/2023 9340830 0000473944AMOUNT
*****\$22,500.00PAYABLE AT THE OFFICE OF
THE STATE TREASURER

Twenty two thousand five hundred and 00/100 Dollars

PAY TO THE ORDER OF:
FOREST GROVE HEAD ST

Bathiest


TODD RUSS
STATE TREASURER

⑈01862357⑈ ⑆103000855⑆ 9340830⑈

LIFT C.A.A. HEAD START
209 NORTH 4TH STREET
HUGO, OK 74743
(580) 326-7581

HEAD START
STAFF QUALIFICATION WAIVER REQUEST

HEAD START REQUEST:

LIFT Head Start is requesting a waiver as outlined in the Head Start Act, Section 648A Teacher Qualifications, for a Head Start Teacher, **Sahvanna Walker**:

(B) As of October 1, 2011--

(i) an associate degree in early childhood education;

(ii) an associate degree in a related field and coursework equivalent to a major relating to early childhood education, with experience teaching preschool-age children; or

(iii) a baccalaureate degree and has been admitted into the Teach For America program, passed a rigorous early childhood content exam, such as the Praxis II, participated in a Teach For America summer training institute that includes teaching preschool children, and is receiving ongoing professional development and support from Teach For America's professional staff.

*(4) **WAIVER- On request, the Secretary shall grant--***

(B) as of October 1, 2011, a 3-year waiver of the requirements of paragraph (3)(B) for a Head Start agency that can demonstrate that--

(i) the agency has attempted unsuccessfully to recruit an individual who has the qualifications described in clause (i) or (ii) of such paragraph, with respect to an individual who is enrolled in a program that grants a degree described in clause (i) or (ii) of such paragraph and will receive such degree in a reasonable time; and

(ii) each Head Start classroom has a teacher who has, at a minimum--

(I) a child development associate credential that is appropriate to the age of children being served in center-based programs; or

(II) a State-awarded certificate for preschool teachers that meets or exceeds the requirements for a child development associate credential.

(III) the teacher can demonstrate that she/he has completed all prerequisites for a CDA or State awarded preschool certificate meeting or exceeding the requirements of the CDA and is awaiting the award of the CDA or certificate.

Justification for Waiver:

Sahvanna Walker was hired as a full-time employee within our agency in January, 2022. Ms. Walker currently holds a Preschool Child Development Associate Credential. She is currently enrolled through Eastern Oklahoma State University, after finishing the 6 hours she is currently working on, she will have 30 required hours toward the completion of an Associate of Arts in Child Development in order to become a 3-year-old Head Start teacher. She also has numerous hours of training throughout her tenure with LIFT Head Start. Ms. Walker is currently on track to complete an Associate of Arts in Child Development in July 2024, she will complete all hours within the required timeframe for the waiver requested. We are therefore requesting a Teacher Qualifications Waiver for Sahvanna Walker while completing the required number of early childhood related hours.

A copy of her Child Development Certificate and class schedule is attached.

This position has run on our website internally and to the public, on Indeed, and posted with paid Facebook ads. At this time, we have not received any other Employment Applications for this position.

Council for Professional Recognition

SAHVANNA WALKER

has satisfactorily demonstrated competence in working with young children through an assessment by the CDA® National Credentialing Program and is hereby awarded the Child Development Associate® (CDA) Credential™

Preschool



A handwritten signature in black ink, appearing to read "Cathy", is positioned above a horizontal line.

Chief Executive Officer
Council for Professional Recognition

May 17, 2023

Credential Date

May 17, 2026

Expiration Date

C000214553

Credential Number

Self-Assessment 2022-2023

Discoveries:	Recommendations:	Completed:
Enrollment in the Early Head Start-Child Care and Head Start programs has not met funded enrollment.	Increase super sign-up events. Discuss under-enrollment with the regional office. Analyze community assessment. Discuss change of scope plans with Kathy James, grant writer.	Complete Complete Complete Complete
Program isn't able to expediently analyze trends within injury reporting.	Convert injury tracking to electronic database. Analyze and look for trends.	Complete Complete

Increased observations of children with behavioral and social/emotional episodes.	Mentor Coach intervention and modeling. Consultations with contracted mental health consultants. June 2023 Conscious Discipline training for birth through 36 months teachers conducted. July 2023 Conscious Discipline training scheduled for Head Start teaching staff scheduled.	Complete Complete Complete Complete
Maintenance issues are not in an efficient order for analyzing trends and using data to prepare for budgetary allocations.	Implement electronic database for maintenance issues. Begin exploring databases that house maintenance tracking, including Child Plus.	Complete Complete



OKLAHOMA CASA ASSOCIATION BASE GRANT APPLICATION

FY 2024 Goals and Objectives

October 1, 2023 – September 30, 2024

Goal #1: To increase the capacity of qualified, trained, dependable staff to manage growth, maintain program quality, and support program volunteers and cases.

Objective 1.1: To enhance LIFT CASA staff capacity through the provision of ongoing professional development training and other opportunities at least quarterly.

- a. Attend monthly case staffing meetings with multisystem, interagency, and multidisciplinary investigation and treatment teams or task forces.
- b. Assist with the provision or coordination of training (held at least quarterly) for volunteers and partner agencies to improve response, documentation, information gathering, services, etc. in cases of child abuse or neglect.

Goal #2: To educate the community on their responsibility to abused and neglected children, as well as enhance recruitment efforts to gain additional new volunteers and increase program diversity.

Objective 2.1: To conduct a presentation at least one time per quarter to area clubs, civic groups, social organizations, community groups and others, for a total of four completed by September 30, 2024.

- a. Contact local groups to schedule speaking engagements and provide speakers for presentations.
- b. Attend monthly meetings of partner community groups, such as the Rotary Club and County Turning Point Coalitions.

Objective 2.2: To recruit 10 potential CASA volunteers by September 30, 2024.

- a. Hold four (one per quarter) information and orientation gatherings, inviting interested citizens and the public to attend.
- b. Involve current African American and American Indian CASA volunteers in the recruitment process during the program year.
- c. Submit a minimum of four articles (one per quarter) to be published in publications such as local newspapers and agency or program newsletters.
- d. Broadcast public service announcements daily on local radio stations and hold radio interviews (when available) with staff and volunteers at local events.
- e. Continue to utilize a staff member dedicated to program outreach via social media outlets, to assist with posts for the program at a frequency of one time per week.
- f. Increase community awareness events and activities within African American and American Indian communities, at a frequency of at least once per quarter.
- g. Participate in three public community events, providing public information as well as distributing volunteer applications and information packets to interested persons.

h. Provide information packets and volunteer applications to all persons who inquire about the CASA Program within 48 hours.

Goal #3: To increase the total number of CASA volunteers available for court appointment to deprived cases.

Objective 3.1: To screen and train at least four new CASA volunteers overall by September 30, 2024.

- a. Effectively screen potential volunteers through background checks, personal reference checks, and staff-conducted interviews during the program year.
- b. Provide at least two initial training sessions for new volunteers.
- c. Offer CASA Volunteer trainings at non-traditional times at least once per quarter to better fit the schedules of potential volunteers.
- d. Provide a minimum of 12 hours of continuing education in-service to all CASA volunteers.

Objective 3.2: To provide 15 volunteers to act as Court Appointed Special Advocates by September 30, 2024.

- a. Serve at least 30 children through court appointments as provided through Title 10.
- b. Assist CASA volunteers in conducting a full and independent researching of each case, and in providing written information and recommendations to the court based on the best interests of the 30 children served.
- c. Ensure monitoring of the progression and implementation of court orders for the 30 children served.
- d. Assist the volunteers in exploring or developing resources for the 30 children served in order to facilitate timely family reunification or alternate permanency situations.

Goal #4: Provide volunteer support to achieve high retention rates of volunteers.

Objective 4.1: Improve efforts centered on retaining existing CASA volunteers, achieving a retention rate of 70% by September 30, 2024.

- a. Maintain regular monthly contact with all volunteers.
- b. Hold in-service trainings quarterly and incorporate topics related to volunteer stress and case burn-out.
- c. Recognize volunteers a minimum of two times per year and celebrate their service and case completions regularly throughout the year.

Goal #5: To increase the number of cases served by a CASA volunteer.

Objective 5.1: To increase the number of cases appointed a Court Appointed Special Advocate by at least 13% during the period ending September 30, 2024.

- a. Work to strengthen relationships with the District Courts, Department of Human Services offices, and court-appointed Attorneys during the year.
- b. Ensure all cases referred to the program for appointment of a CASA volunteer are assigned in a timely and efficient manner, preferably within 24-48 hours.
- c. Assist CASA volunteers in conducting a full and independent researching of cases during the program year.



National CASA Core Model

National CASA Board of Trustees Approved Oct. 11, 2016

The National CASA Association core model identifies the foundational elements of CASA/GAL best interest advocacy. This includes our guiding principle, the types of cases served, the primary activities performed by CASA/GAL volunteers, parameters for staff serving cases and the screening, training and supervision requirements. National CASA assistance and support is limited to core model activities.

The National CASA Core Model:

The CASA/GAL program provides screened, trained, and qualified community volunteers to advocate for the best interests of children and youth who are before the court as a result of abuse or neglect as defined by the state child welfare laws¹, living at home or in out-of-home care. State statute takes precedence if it provides for the CASA/GAL volunteer to take other types of cases.

CASA/GAL best interest advocacy is driven by the guiding principle that children grow and develop best with their family of origin if that can be safely achieved. CASA/GAL volunteers serve children from birth through the age defined by state statute as the limit to youth remaining in care.

CASA/GAL volunteers advocate for children's best-interest through the following activities:

- Information gathering
- Visit the child at least monthly
- Collaborate and coordinate with legal, child welfare and other partners to assure service provision that is in the child's best interests
- Report to the court with recommendations regarding the child's placement and needed services
- Monitor the case until released by the court

¹ State statute takes precedence if it provides for the CASA/GAL volunteer to take other types of cases. National CASA assistance and support is limited to work with dependent children who have experienced abuse or neglect. CASA/GAL staff serving children is kept to a minimum and only occurs under extraordinary circumstances or when mandated. Anyone serving children must adhere to the service provisions and standards outlined in the core model.



CASA/GAL volunteers are:

- Screened per National CASA/GAL Association Standards
- Trained according to National CASA/GAL Training and Facilitation Standards
- Supported by staff or peer in accordance with National CASA/GAL Standards

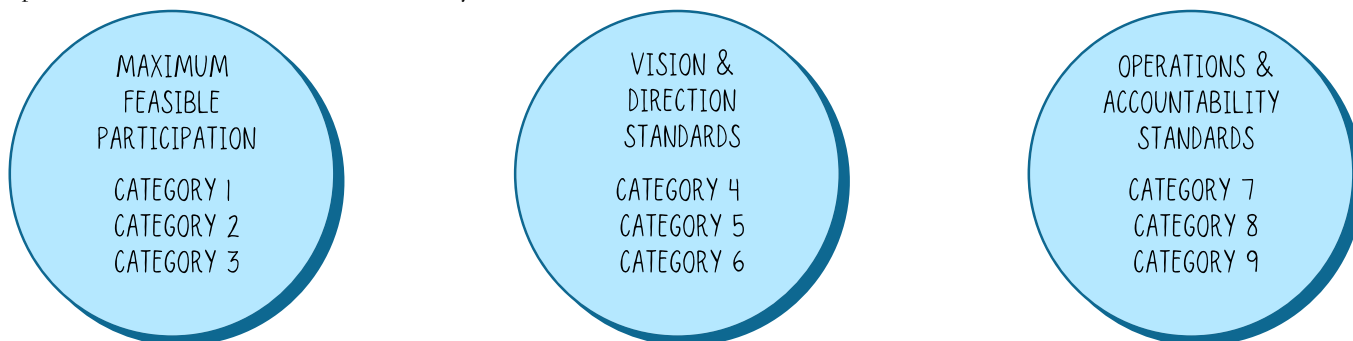
EFFECTIVE DATE: May 10, 2019 (last updated)

APPROVED BY: Tara Perry

TITLE: Chief Executive Officer

Organizational Standards Overview

The CSBG Organizational Standards are a comprehensive set of standards developed with input from the entire CSBG Network through a three year-multi phase process. The Organizational Standards are organized in three thematic groups comprising nine categories and totals of 58 standards for private, nonprofit entities. The purpose of the organizational standards is to ensure that all agencies have appropriate organizational capacity, in both critical financial and administrative areas, as well as areas of unique importance to the mission of the Community Action network.



Category One: CONSUMER INPUT & INVOLVEMENT

Category Two: COMMUNITY ENGAGEMENT

Category Three: COMMUNITY ASSESMENT

Category Four: ORGANIZATIONAL LEADERSHIP

Category Five: BOARD GOVERNANCE

Category Six: STRATEGIC PLANNING

Category Seven: HUMAN RESOURCE MANAGEMENT

Category Eight: FINANCIAL OPERATIONS & OVERSIGHT

Category Nine: DATA & ANALYSIS



CATEGORY FIVE – BOARD GOVERNANCE

O.S. 5.1 - THE ORGANIZATION'S GOVERNING BOARD IS STRUCTURED IN COMPLIANCE WITH THE CSBG ACT: (1) AT LEAST ONE THIRD DEMOCRATICALLY-SELECTED REPRESENTATIVES OF THE LOW-INCOME COMMUNITY; (2) ONE-THIRD LOCAL ELECTED OFFICIALS (OR THEIR REPRESENTATIVES); AND (3) THE REMAINING MEMBERSHIP FROM MAJOR GROUPS/INTERESTS IN THE COMMUNITY.

O.S. 5.2 - THE ORGANIZATION'S GOVERNING BOARD HAS WRITTEN PROCEDURES THAT DOCUMENT A DEMOCRATIC SELECTION PROCESS FOR LOW-INCOME BOARD MEMBERS ADEQUATE TO ASSURE THAT THEY ARE REPRESENTATIVE OF THE LOW-INCOME COMMUNITY.

O.S. 5.3 - THE ORGANIZATION'S BYLAWS HAVE BEEN REVIEWED BY AN ATTORNEY WITHIN THE PAST FIVE YEARS.

O.S. 5.4 - THE ORGANIZATION DOCUMENTS THAT EACH GOVERNING BOARD MEMBER HAS RECEIVED A COPY OF THE BYLAWS WITHIN THE PAST TWO YEARS.

O.S. 5.5 - THE ORGANIZATION'S GOVERNING BOARD MEETS IN ACCORDANCE WITH THE FREQUENCY AND QUORUM REQUIREMENTS AND FILLS BOARD VACANCIES AS SET OUT IN ITS BYLAWS.

O.S. 5.6 - EACH GOVERNING BOARD MEMBER HAS SIGNED A CONFLICT OF INTEREST POLICY WITHIN THE PAST TWO YEARS.

O.S. 5.7 - THE ORGANIZATION HAS A PROCESS TO PROVIDE A STRUCTURED ORIENTATION FOR GOVERNING BOARD MEMBERS WITHIN SIX MONTHS OF BEING SEATED.

O.S. 5.8 - GOVERNING BOARD MEMBERS HAVE BEEN PROVIDED WITH TRAINING ON THEIR DUTIES AND RESPONSIBILITIES WITHIN THE PAST TWO YEARS.

O.S. 5.9 - THE ORGANIZATION'S GOVERNING BOARD RECEIVES PROGRAMMATIC REPORTS AT EACH REGULAR BOARD MEETING.

STANDARDS



COE DEVELOPED CSBG
ORGANIZATIONAL STANDARDS

Calendar of Board Actions

Community Action Partnership
1140 Connecticut Avenue, NW, Suite 1210
Washington, DC 20036
202.265.7546 | FAX 202.265.5048
WWW.COMMUNITYACTIONPARTNERSHIP.COM

Introduction

The CSBG organizational standards provide a standard foundation of organizational capacity for all CSBG Eligible Entities (CEEs) across the United States. The Federal Office of Community Services' [Information Memorandum \(IM\) 138](#) provides direction to States and CEEs on establishing organizational standards by FY 2016 and includes the final wording of the standards developed by the OCS-funded organizational standards Center of Excellence (COE).

The COE-developed organizational standards are comprehensive and were developed by and for the CSBG Network through the work of the CSBG Working Group. They work together to characterize an effective and healthy organization while reflecting the vision and values of Community Action and the requirements of the CSBG Act.

The CSBG Act places significant responsibility on governing boards stating that they must fully participate in the development, planning, implementation, and evaluation of programs supported by CSBG. This call to action for boards is a core element of Community Action and is thus reflected strongly in the COE-developed organizational standards throughout the nine categories, not just Board Governance. For more information on Community Action Agency Boards of Directors and the CSBG Organizational Standards, please see this short [two page introduction](#).

This tool, in conjunction with the [Assessment Tools](#) and [Glossary](#), are intended to give you practical places to start assessing and ramping up for the implementation of organizational standards. This “Calendar of Required Actions” in particular is intended to help you internally plan and track what actions must be taken and when. Of the 58 organizational standards for Private (nonprofit) CEEs, the ones that specifically require review, approval, or other action by the governing board are noted below. Each standard is categorized into one of six categories and has box next to it to easily turn this tool into a checklist. The standards fall into one of seven categories:

- Maintained
- More Frequent Than Annual/As Needed
- Annually
- Every 2 years
- Every 3 years
- Every 5 years
- Related Standards

Many Standards have a time frame in the text of the Standard. For example:

5.6 - Each governing board member has signed a conflict of interest policy within the past 2 years.

Some Standards, however, do not state an exact time frame but refer to something that does happen on a routine basis such as:

8.4 - The governing board formally receives and accepts the audit.

In this case the audit happens annually so the board receiving and accepting the audit would happen in conjunction with that process and is thus put into the same “Annually” category.

Other Standards are statements that are would always be true to be in compliance, or once adopted there is no requirement for when it would be revisited. These Standards fall under the category of “Maintained”. For example:

4.2 The organization's Community Action plan is outcome-based, anti-poverty focused, and ties directly to the community assessment.

or

8.13 The organization has a written policy in place for record retention and destruction.

Are there ways this tool can be improved? Let the Organizational Standards Center of Excellence know! You can contact Jarle Crocker at jcrocker@communityactionpartnership.com or Cashin Yiu at cuiu@communityactionpartnership.com.

This publication was created by National Association of Community Action Agencies – Community Action Partnership in the performance of the U.S. Department of Human Services, Administration for Children and Families, Office of Community Services Grant Numbers 90ET0434 and 90ET0445. Any opinion, findings, and conclusions, or recommendations expressed in this material are those of the authors and do not necessarily reflect the views of the U.S. Department of Health and Human Services, Administration for Children and Families.

Maintain

- ☐ **1.3** The organization has a systematic approach for collecting, analyzing, and reporting customer satisfaction data to the governing board.
- ☐ **4.5** The organization has a written succession plan in place for the CEO/ED, approved by the governing board, which contains procedures for covering an emergency/unplanned, short-term absence of 3 months or less, as well as outlines the process for filling a permanent vacancy.
- ☐ **5.1** The organization's governing board is structured in compliance with the CSBG Act: 1. At least one third democratically-selected representatives of the low-income community; 2. One-third local elected officials (or their representatives); and 3. The remaining membership from major groups and interests in the community.
- ☐ **5.2** The organization's governing board has written procedures that document a democratic selection process for low-income board members adequate to assure that they are representative of the low-income community.
- ☐ **7.7** The organization has a whistleblower policy that has been approved by the governing board.

As Needed/More Frequent than Annually

- ☐ **5.5** The organization's governing board meets in accordance with the frequency and quorum requirements and fills board vacancies as set out in its bylaws.
- ☐ **5.7** The organization has a process to provide a structured orientation for governing board members within 6 months of being seated.
- ☐ **5.9** The organization's governing board receives programmatic reports at each regular board meeting.
- ☐ **8.7** The governing board receives financial reports at each regular meeting that include the following:
 - 1. Organization-wide report on revenue and expenditures that compares budget to actual, categorized by program; and
 - 2. Balance sheet/statement of financial position.

Annually

- ☐ **4.4** The governing board receives an annual update on the success of specific strategies included in the Community Action plan.
- ☐ **6.5** The governing board has received an update(s) on progress meeting the goals of the strategic plan within the past 12 months.
- ☐ **7.4** The governing board conducts a performance appraisal of the CEO/executive director within each calendar year.
- ☐ **7.5** The governing board reviews and approves CEO/executive director compensation within every calendar year.
- ☐ **8.2** All findings from the prior year's annual audit have been assessed by the organization and addressed where the governing board has deemed it appropriate.
- ☐ **8.3** The organization's auditor presents the audit to the governing board.
- ☐ **8.4** The governing board formally receives and accepts the audit.
- ☐ **8.6** The IRS Form 990 is completed annually and made available to the governing board for review.
- ☐ **8.9** The governing board annually approves an organization-wide budget.
- ☐ **9.3** The organization has presented to the governing board for review or action, at least within the past 12 months, an analysis of the agency's outcomes and any operational or strategic program adjustments and improvements identified as necessary.

Every 2 Years

- ☐ **4.6** An organization-wide, comprehensive risk assessment has been completed within the past 2 years and reported to the governing board.
- ☐ **5.4** The organization documents that each governing board member has received a copy of the bylaws within the past 2 years.
- ☐ **5.6** Each governing board member has signed a conflict of interest policy within the past 2 years.
- ☐ **5.8** Governing board members have been provided with training on their duties and responsibilities within the past 2 years.
- ☐ **8.10** The fiscal policies have been reviewed by staff within the past 2 years, updated as necessary, with changes approved by the governing board.

Every 3 Years

- ☐ **3.5** The governing board formally accepts the completed community assessment.

Every 5 Years

- ☐ **4.1** The governing board has reviewed the organization's mission statement within the past 5 years and assured that:
1. The mission addresses poverty; and 2. The organization's programs and services are in alignment with the mission.
- ☐ **6.1** The organization has an agency-wide strategic plan in place that has been approved by the governing board within the past 5 years.
- ☐ **7.1** The organization has written personnel policies that have been reviewed by an attorney and approved by the governing board within the past 5 years.
- ☐ **8.11** A written procurement policy is in place and has been reviewed by the governing board within the past 5 years.

Related Standards

These are standards that do not specifically call on the governing board in the standard itself to perform an action, but are part of a larger organizational process that involves the governing board (such as the required elements in an approved strategic plan or community assessment).

- ☐ **3.1** The organization conducted a community assessment and issued a report within the past 3 years.
- ☐ **3.2** As part of the community assessment, the organization collects and includes current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for their service area(s).
- ☐ **3.3** The organization collects and analyzes both qualitative and quantitative data on its geographic service area(s) in the community assessment.
- ☐ **3.4** The community assessment includes key findings on the causes and conditions of poverty and the needs of the communities assessed.
- ☐ **4.2** The organization's Community Action plan is outcome-based, anti-poverty focused, and ties directly to the community assessment.
- ☐ **4.3** The organization's Community Action plan and strategic plan document the continuous use of the full Results Oriented Management and Accountability (ROMA) cycle or comparable system (assessment, planning, implementation, achievement of results, and evaluation). In addition, the organization documents having used the services of a ROMA-certified trainer (or equivalent) to assist in implementation.
- ☐ **5.3** The organization's bylaws have been reviewed by an attorney within the past 5 years.
- ☐ **6.2** The approved strategic plan addresses reduction of poverty, revitalization of low-income communities, and/or empowerment of people with low incomes to become more self-sufficient.
- ☐ **6.3** The approved strategic plan contains family, agency, and/or community goals.
- ☐ **6.4** Customer satisfaction data and customer input, collected as part of the community assessment, is included in the strategic planning process.

APRIL - JUNE 2023

Demographics



65
FEMALE



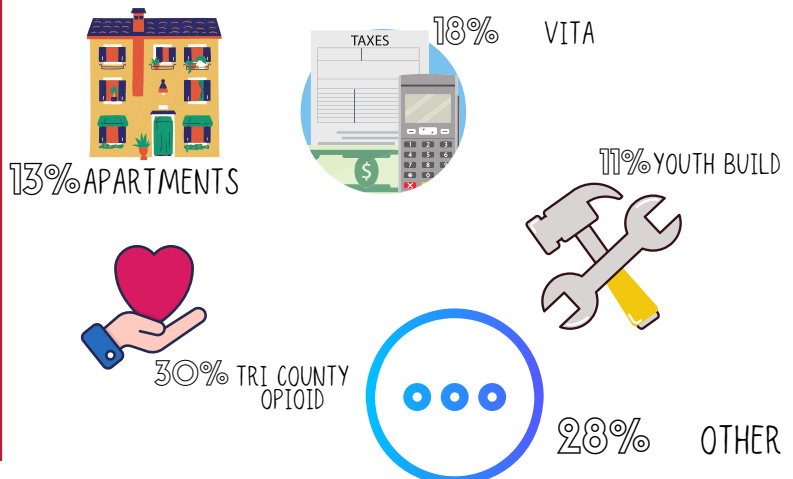
22
MALE

14% AFRICAN AMERICAN	31-50	39%
53% CAUCASIAN	18 - 30	26%
15% AMERICAN INDIAN	51 - 65	17%
18% OTHER	66 ABOVE	9%
	UNDER 18	9%

Counties Represented

Choctaw County	56%
McCurtain County	31%
Pushmataha County	13%

Programs Represented



What is the Customer Satisfaction Survey?

CUSTOMER SATISFACTION SURVEYS ARE DESIGNED TO ALLOW CUSTOMERS AN OUTLET FOR PROVIDING FEEDBACK AFTER SERVICES ARE RENDERED. LDCAA ANALYZES THESE SURVEYS AS AN ADDITIONAL TOOL TO DETERMINE OVERALL EFFECTIVENESS OF PROGRAMS.



CUSTOMER QUOTES

VERY COMFORTABLE ENVIRONMENT

VERY KIND, PATIENCE, PRETTY AND HARD WORKING

SATISFIED WITH INSPIRATIONAL VIDEOS WE WATCHED.

Satisfaction Level

100%

SATISFIED



Surveys Completed

88 surveys

LIFT C.A.A., Inc.
Head Start/Early Head Start/Early Head Start-Child Care
Policy Council
1005 South 5th Street
Hugo, OK 74743

June 20, 2023
MINUTES

LIFT Community Action Agency's Head Start/Early Head Start/EHS-CC Policy Council met on Tuesday, June 20, 2023 at 10:30 a.m. at 1005 S. 5th Street in Hugo, Oklahoma. Notice of time, place and agenda of meeting was posted within prominent view at 1005 S 5th Street, Hugo, Oklahoma twenty-four (24) hours prior to the meeting.

The meeting was called to order at 10:30 a.m. by Martha Frakes-Williams, Chairperson. A quorum was met. Members present were Martha Frakes-Williams, Antlers I; Harli Phillips, Hugo ELC; Blake Williams, Soper II; Lisa Heady and Patsy Guess, Community Representatives.

HS/EHS/EHS-CC staff present included: Darla Galyon, HS/EHS/EHS-CC Director; Jordan Mack, HS/EHS/EHS-CC Assistant Director; Lori Henry, Program Secretary; Ronda Spear, Health Assistant Specialist; Lauren Barger, Nutrition Specialist; Susie Mashburn, Education Specialist; Nikki McAdams, Education Assistant; Lisa Thompson, Mentor Coach; Sara Moore, Professional Development Specialist; Brittany Bailey, ERSEA Specialist; Brianna Nelson, ERSEA Assistant; Rita Burke, Disability/Mental Health Specialist; Christina Merritt, FCE/Disability/Mental Health Assistant; Tori Williams, Health Specialist; Ashley Gaddy, Outreach Specialist; and Taryn Creasman, FCE Specialist.

Consideration, Discussion and Vote to Accept the minutes from the May 16, 2023: Copies of the minutes were provided to the council for review. Harli Phillips made a motion to approve the minutes as written, and Patsy Guess seconded the motion. The motion carried.

Consideration, Discussion, and Vote to Enter into Executive Session to Discuss the employment, transfer, hiring, appointment, promotion, demotion or disciplining of employees: Tiara Taylor-Hugo II/ELC Cook; Tonya Roper-Substitute and Kim Weatherford from Idabel EHS Center Director to EHS-CC Family Advocate, pursuant LIFT, CAA Okla. Stat. title 25§ 307 (b) (1). No motion was made therefore no vote was needed.

Consideration, Discussion, and Vote to Adjourn Out of the Executive Session and the Regular Board Meeting Be Reconvened. Did not enter into Executive Session, therefore no vote was needed.

Consideration, Discussion and Vote to Approve New Hires, Transfers and Terminations Recommended by the Personnel Committee. Harli Phillips made a motion to approve and Blake Williams seconded the motion. The motion carried.

Consideration, Discussion, and Vote to Approve Submission of the 2023-2024 Transportation Waiver for the Head Start Program to the Dept. of Health and Human Services. Darla Galyon, HS/EHS/EHS-CC Director explained to the council that this was an annual renewal for the mandated use of child restraint systems and the requirement that each bus have a least one bus monitor. This would be a waiver for Head Start's compliance with these requirements. Without this waiver, it would result in a significant disruption to the program and wouldn't be in the best interest of the children. Patsy Guess made a motion to approve submission and Lisa Heady seconded the motion. The motion carried.

Consideration, Discussion, and Vote to Approve Submission of the ARPA Child Care Stabilization Grant Award (Cycle 9, Head Start/Early Head Start) from OKDHS-\$681,000. Darla Galyon, HS/EHS/EHS-CC Director explained what this grant entails and what the money can be used for in the final cycle. Lisa Heady made a motion to approve submission and Harli Phillips seconded the motion. The motion carried.

Consideration, Discussion and Vote to Submit a Teacher qualification Waiver Request for Sahvanna Walker for 3-year -old Teacher at Forest Grove II. Darla Galyon, HS/EHS/EHS-CC Director stated with the recent vacancy of the Forest Grove II Teacher position that Sahvanna Walker the current Teacher Assistant has been a full-time employee with our agency since January, 2022. Ms. Walker finished her CDA on May 17, 2023 and has also finished 1 year towards her Associate Degree and is currently enrolled for the fall semester and projected to graduate with said degree by May, 2024. Darla Galyon stated that she feels like Ms. Walker has been a great asset to our agency and to the children that she has served. Blake Williams made a motion to submit and Harli Phillips seconded the motion. The motion carried.

Consideration, Discussion, and Vote to Approve the Acceptance of ARPA Child Care Stabilization Grant Awards for Cycle 8, Head Start/Early Head Start) from OKDHS- \$681,000. Darla Galyon, HS/EHS/EHS-CC Director explained what this grant entails and what the money can be used for in this cycle. Lisa Heady made a motion to accept and Blake Williams seconded the motion. The motion carried.

Consideration, Discussion and Vote to accept HS, EHS, EHS-CC, SAF, Community Facilities, OECP, USDA, and Non-Fed April, 2023 Financial Statements and Credit Card Distribution Reports and Presentation of May, 2023 Financial Statements and Credit Card Distribution Reports for July Consideration and Vote. Darla Galyon, HS/EHS/EHS-CC Director provided copies and an overview of the April, 2023 financial statements and Credit Card Distribution Report for the Council and it was reviewed and recommend by the Finance Committee to vote for approval. Harli Phillips made a motion to approve and Blake Williams seconded the motion. The motion was carried. Darla Galyon provided a copy and overview of the Financial Statements and Credit Card Distribution Report for review along with an explanation of where non-fed monies come from for members to review and vote on at the July 25, 2023 meeting. Copies will be mailed to members not present.

Policy Council Training-Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) Training on HS/EHS/EHS-CC Eligibility-Brittany Bailey. Brittany Bailey, ERSEA Specialist provided handout along with an overview/discussion of what documents are needed

and the application screening process on how children are selected for the HS/EHS/EHS-CC program.

Other Reports/Announcements:

Recruitment & Enrollment Update/Enrollment and Attendance Report-Brittany Bailey, ERSEA Specialist: Brittany Bailey, ERSEA Specialist reported that as of today, 6/20/23 Head Start has accepted 211 children for the 2023-2024 school year. Attendance for April, 2023 was 88.4 %. Mrs. Bailey reported that Early Head Start currently has 44 children enrolled, and attendance for April, 2023 was 84.3%. Mrs. Bailey also reported that EHS-CC currently has 106 children and attendance for April, 2023 was 87.4%. Mrs. Bailey stated that the program was actively recruiting for the 2023-2024 School year and asked the council to help by spreading the word to family and friends and those applicants can apply online or applications can be mailed to them. Ashley Gaddy, Outreach Specialist shared with the council about the Pre-School Super Sign-Up that will be held Thursday, June 22, 2023 at the LIFT Head Start Administration Office. Participates will receive free education toys and learning materials and all they have to do is attend the event and apply for Pre-School. Mrs. Gaddy also stated that if an applicate lives outside of Hugo and would like to take advantage of the event to please contact the Head Start Office and speak with her.

Governing Board Report: Darla Galyon- Darla Galyon, HS/EHS/EHS-CC Director stated that the Governing Board Met on June 13, 2023. An Agenda was provided along with an overview of the meeting for council members present. She stated that all HS/EHS/EHS-CC items had been approved.

USDA Meals and Snack Report-Lauren Barger, Lauren Barger, Nutrition Specialist provided a copy and an overview summary of meals and snacks served for May, 2023.

Data Analysis-Jordan Mack- Jordan Mack provided a handout along with an overview for council members with discussion of % of disability children enrolled in the program, Attendance, Family & Community Engagement and Parents Ready to Read.

OHS Communications and Guidance-Darla Galyon-Darla Galyon presented and reviewed All OHS Communications and Guidance received since the last council meeting were presented and reviewed with council members.

Program Summary Report-Darla Galyon-Darla Galyon presented the HS/EHS/EHS-CC Program Summary for the council to review.

Consideration, Discussion, and Vote on New Business (Not known about or which could not have been reasonably foreseen prior to time of posting the agenda. Okla. Stat. Title 25 § 311):
There was no new business

There being no other business to come before the board, Blake Williams made a motion to adjourn and Patsy Guess seconded the motion. The motion carried and the meeting ended at 11:04 a.m.

Martha Frakes-Williams-Chairperson
Harli Phillips-Vice-Chairperson
Lindsey Kent-Secretary



Employee of the Month Nomination

Please place an X beside all of the qualities that apply to the person you are nominating, and then write a few words about how each characteristic applies to the person being nominated.

Example: X --Has good customer service--Mary always smiles and says hi to everyone who comes in the office.

Not all qualities will apply to every person. You may also add additional good qualities that the person has in the "other" blanks on the back side of this form. If you would like to elaborate, you can use the empty square on the second page of this form to provide more details of the good work habits of the person you are nominating. Or, you can use the empty space to describe something really good that the person has done.

Date: 6/27/23

Name of Person being nominated for Employee of the Month: Tasha Clark

Name of Person submitting the nomination: Alli McDaniel

- X Is a hard worker _____
- X Respects others _____
- _____ Is on time _____
- _____ Is organized _____
- X Keeps a positive attitude especially when working with her kiddos
- X Encourages other people and guides them in encouraging others
- X Is willing to help others always
- X Makes a good first impression always
- X Follows all workplace rules one would assume. :)
- _____ Uses resources wisely _____
- _____ Has good work attendance _____
- X Represents the agency well _____
- X Is a loyal employee _____
- X Handles crisis well ESPECIALLY when dealing with all those kids!
- X Goes above and beyond the call of duty _____
- X Works well with others (team player) _____



_____ Is creative _____

_____ Likes to learn new things _____

X _____ Is a good listener My son Kasem really enjoys just chatting with her.

X _____ Communicates well just ask Kasem

X _____ Dependable _____

X _____ Respectful, considerate of others _____

_____ Safety conscious _____

X _____ Good problem solving skills _____

_____ Other _____

_____ Other _____

_____ Other _____

Use this space if you have anything additional that you would like to say about the person being nominated.

This is going to come more from a parent's point of view:

Tasha is my son Kasem's teacher. Like any first-time mother I was worried about putting my child in school. Tasha made things so easy for Kasem. He tends to have some behavioral issues and I requested I be notified about any actions that may be not proper for school. Tasha has always promptly informed me of the action, the consequence and the reaction to the consequence. She has helped us develop ways to adjust his behaviors, ways to calm him down and help him reflect on his actions. She follows up with us to see how he may be feeling if he has had a hard day. My son LOVES going to school and coming home to tell me all the fun things he did with Miss Tasha and the other amazing staff.

Even on the days he gets extra feisty he still comes home praising Tasha. He really enjoys his talks and his time spent with her. That is really all a parent could ask for, a teacher that makes their child feel loved and supported, just as the teacher would their own child. A person that teaches about all the fun/educational things one cannot while their child is in such a mentally spongy state. She is always encouraging the kids, allowing them to be themselves, whilst still behaving appropriately.

There are many great staff at the Valliant Head Start location, but Tasha is our favorite. From a mother's perspective, Tasha has been one of the best things to happen for my child. I know there are so many great staff that are being nominated, please consider Tasha Clark for Employee of the Month.

Submit nominations by the 30th of the month for consideration. Submit nominations to Kathy James at the Administration Office, by mail (209 N. 4th St., Hugo, OK 74743), by fax (580-326-2305), or by email (kathy.james@liftca.org). Nominations are judged by a five-member committee. If the person you nominate is not selected, it is okay to nominate that person again the following month if you feel he/she is deserving of the award.

LIFT Community Action Agency, Inc.
209 North 4th Street, Hugo, OK 74743
Telephone (580) 326-3351 Fax (580) 326-2305
www.liftca.org

Program Summary
Head Start/Early Head Start/Early Head Start-Child Care Programs
July 2023

Eligibility, Recruitment, Selection, Enrollment & Attendance

During the month of June there were 47 children, age birth to 3, that were provided services in the Early Head Start centers and 107 children served, age birth to 3, in the Early Head Start – Child Care locations. Services were provided for 0 children, age 3 to 4 years old in the Head Start centers within the tri-county service area.

The Outreach Specialist prepared and sent out radio ads that reached across our service area. Our ad was included on local restaurant menus. Daily social media posts are also made on our LIFTCA Facebook page.

Family Advocates and other Head Start, Early Head Start, and Early Head Start Child Care staff have been placing recruitment flyers, recruitment apple signs, recruitment cards and other recruitment items in and around various businesses within the tri-county service area, along with placing recruitment items online, to ensure all enrollment opportunities are filled as they occur. Partnering childcare facilities are also actively recruiting children for the program.

Family & Community Engagement

For the Month of May, we had 177 parents that participated in Parent Meetings. Family Advocates are wrapping up goals with families through the Family Partnership Agreement's. The centers continued to invite parents and community members in to participate in Parent Ready to Read by having a story time with the children; there were 14 participants, with 3 of them being father figures.

Father Involvement

The Dad's day activities for the month of May were various Mother's Day crafts, watermelon activities, and family fun days. For May Dad's Day, there were 231 people that participated in Dad's day activities with 78 being father figures. In addition, 24 dads/father figures participated in parent meetings for May. Since the beginning of the 2022-2023 school year, we have had 1,291 father figures participate in family engagement activities.

Nutrition

In the month of June, the nutrition team completed the 2nd quarter EHS & EHS-CC folder checks. We have filled the Assistant Nutrition Specialist position. We have received our HS and EHS menus back from being reviewed from our dietician we are in contract with. We have been making preparations for our upcoming HS Pre-Service, we have updated our cook binders for the new upcoming school year. We are continuing to make preparations for next school year.

Health

During the month of June employee physical tracking continued with reminder phone calls and emails to staff on past dues and upcoming. Health reports to Jordan Mack is provided on the 15th

of each month. Two CPR classes were held. We continue to receive updates for Child Plus immunizations and Physicals received from centers for entry into Child Plus on a daily basis. EHS & ELC centers were called to let parents know about past due immunizations.

Education

Early Head Start and Early Head Start-Child Care training took place during the week of June 12 - 15, 2023. Conscious Discipline was two days of this four-day training. This training enables teachers to use strategies to help address behavioral issues resulting from stress and trauma. Implementation of this training is the key to achieving a successful, happy classroom. While visiting Early Head Start and EHS/CC classrooms for folder checks in June, we were able to connect with staff and discuss any concerns they are experiencing. We are also preparing for the July Pre-Service for Head Start. School will be here before we know it!

Professional Development

June was a busy month in Professional Development. Early Head Start and Early Head Start Child Care's Annual Pre-Service was held on June 12th, 13th, 14th, and 15th at the Head Start Event Center in Hugo. The theme this year was geared towards a Tropical setting. The event center was decorated with various tropical type décor and a decorative photo area was set up for staff to take photos during breaks. Annual required training topics were presented along with HS/EHS/EHS-CC Specialist giving component area overviews of policies and procedures with updates and changes for the upcoming year.

The staff received a two-day Conscious Discipline workshop presented by Jessica Flowers, a Certified Conscious Discipline Instructor. Staff learned how to create a compassionate culture and facilitate an intentional shift in adult understanding of behavior via the Conscious Discipline Brain State Model. The training provided specific brain-friendly, research-backed strategies for responding to each child's individual needs with wisdom. This highly effective approach is proven to increase self-regulation, a sense of safety, connection, empathy, and intrinsic motivation in both children and adults.

Also in June, several LIFT employees received or renewed their Adult/Infant CPR and First Aid certification taught by instructors Tori Williams, Ronda Spear and/or Taryn Creasman.

The Professional Development Specialist helped in assisting two staff members achieve their goal of receiving an Infant/Toddler CDA Credential.

Professional Development has been busy ensuring that all staff members are on track to meet any education requirements in the proper timeframe. Staff members have been making progress and are on track to be completed within requirement deadlines.

We have been working on ensuring all new staff meet requirements for the programs they work for including any required trainings. We strive for excellence and want to make the new staff as well seasoned and informed as possible.

Disabilities/Mental Health/Transition

Sooner Start has a new online process for referrals that goes directly to the Oklahoma State Department of Education. The center staff must obtain parent consent from the parent of the child to be referred, send that signed form to the office and the disability specialist or assistant will make the online referral to the Oklahoma State Department of Education. Hopefully, this will streamline the referral process. In Early Head Start, one child has an IFSP and 2 other have been referred to Sooner Start through the online process. In the EHS-Child Care program, there are two children that have been identified to receive Sooner Start services and 4 others are in the referral process.

In Head Start for the school year 2022-2023, forty-four students were on an IEP and received special education services from the staff/consultants from the public schools. Five other students have been referred to the public schools for an evaluation to determine eligibility for services.

The Mental Health Consultant and staff provide classroom observations and follow-up activities and resources. Teachers, staff and parents have the opportunity to visit with the Mental Health Consultant while she is in the classroom or other appointments can be made at the discretion of the parents and staff. A classroom written report has been completed by the Mental Health Consultant for each classroom with ideas to share with the parents and staff. Fifteen students have been referred to Zen Gee Counseling for a classroom observation and possible services.

Early Head Start-Child Care Center Staff and the Early Head Start Center staff have been providing transition activities for children ages 2 ½ to 3 years old to promote a smoother transition to the next level. In the Head Start program, 96 students went through the process of transitioning to Kindergarten.

Recruitment/Outreach

The following recruitment and outreach strategies/activities were implemented or held during the month of June 2023.

- **Radio Ad**

- *Attention: Choctaw, McCurtain and Pushmataha Counties! Summer is HERE and NOW is the time to apply for PRE-SCHOOL! Don't delay, get your application submitted today for the 2023-2024 school year! Did you know that LIFT Community Action Agency has a pre-school program that serves children 3-4 years of age. Our mission is to help prepare children to be kindergarten-ready! Full day services for pre-school are offered in Antlers, Battiest, Boswell, Broken Bow, Clayton, Forest Grove, Fort Towson, Haworth, Hugo, Idabel, Rattan, Soper, and Valliant. We target a child's development in the following areas: social emotional, nutrition, health, and education. We provide ALL school supplies, meals and snacks! There is absolutely NO COST to Families for pre-school services. Do you receive SNAP benefits? If so, that makes you automatically eligible to apply for our program! You can apply online at www.liftca.org or pick up an application at any LIFT Community Action Head Start Center! You can also call to have an application sent by mail. For more information you may call the LIFT Head Start Administration Office at 580-326-7581.*

- **Choctaw County Coalition 5K**
 - Provided information over our program to be put in the bags that people will receive upon registering. 100 bags were prepared for the 5K.
- **Local Parades**
 - During the Summer months, Choctaw and Pushmataha counties hold local homecoming parades. We participated in a total of four parades this month to promote our Head Start program.
 - Hugo Parade
 - Fort Towson Parade
 - Antlers Parade
 - Boswell Parade
- **Early Head Start Pre-Service**
 - During the EHS/EHS-CC in-service, we asked the staff to promote our program by sharing a Facebook post each day. The following information is the posts that they were asked to share each day and the data following the posts.
 - Day 1- SNAP Eligibility Flyer
 - Post Impressions: 1,643
 - Post Reach: 1,510
 - Post Engagement: 157
 - Day 2- All 3 Programs Flyer
 - Post Impressions: 2,239
 - Post Reach: 2,044
 - Post Engagement: 174
 - Day 3- Now Hiring with all current position
 - Post Impressions: 4,278
 - Post Reach: 4,046
 - Post Engagement: 374
 - Day 4- Preschool Super Sign-Up Event
 - Post Impressions: 2,592
 - Post Reach: 2,304
 - Post Engagement: 198
- **Help Me Grow Newsletter**
 - sent out to bulk email list (over 650 people)
- **Community Partner Meetings**
 - Attended the monthly coalition meetings in Choctaw, Push and McCurtain Counties
 - Shared information regarding enrollment for the 2023-2024 school year. Reminded community members about SNAP eligibility.
- **Facebook/Outreach Data**
 - **Total Reach for all social media posts for June 2023= 10,214**
 - We are gearing up to meet full enrollment for the 2023-2024 school year. We have been creating social media content to inform the community regarding the benefits

of joining our Head Start program. The following posts were created and shared in June.

- Post Impressions: 1,647
- Post Reach: 1,412
- Post Engagement: 82



-
- Post Impressions: 554
- Post Reach: 512
- Post Engagement: 38



-
- Post Impressions: 518
- Post Reach: 481
- Post Engagement: 20



-
- Pre-School Super Sign-Up Event



-
- We have been promoting our Pre-School Super Sign-Up event since May. It has been shared approximately 13 times on our page over the last seven weeks. Our post has had a total reach of **10,295 people** between Choctaw, McCurtain and Pushmataha counties.
- We also announced Pre-School Super Sign-Up on our LIFT CAA Weekly Safety Meeting
- Shared flyer/info at community partner meetings in May and June
- Incentivized EHS/EHS-CC staff to share Facebook post on their page during pre-service on June 15, 2023
 - Facebook Shares: 73
 - Facebook Reach: 2,304
- In May, at our End of Year In-service, we also asked the staff to share the Pre-School Super Sign-Up event posts, the post was shared on Facebook.
 - Facebook Shares: 100
 - Post Reach: 4,300
 - Post Engagements: 298
- Facebook LIVE post to promote Pre-School Super Sign-Up event
 - Our Program Director, Darla Galyon went live on Facebook to share information about our event and our Head Start program. Going live sends a notification to all our follower's phones, letting them know we went live. This allows us to reach all 1600 followers at one time and provide wide-spread communication regarding our event.
 - Facebook Shares: 44
 - Facebook Reach: 1,777 people
- Total that attended the event: 7
- **Family Advocates Recruiting in the Community**
 - Apple Yard Signs:
 - Hugo 4 Center, Hugo Elementary School, Walmart, Jackson Shopping Center, Boys and Girls Club, Elephant Walking Trail, Pruetts Grocery, Kirk St, New Image Dental, Healing Hearts, Hugo Medical Center, Health Department,

Post Office Hugo, Curtis Vision Center, Hugo Public Library, Pizza Hut, Simple Simons, East Jackson St., Buffalo Grill, EZ Mart, Jacks Gas, Dollar General Hugo, Corner of K and MLK, MLK Church, Washington Community Center, Cora Lee Park, Ansley Park, Skate Park, Rattan HS on 93, Rattan Dollar General, Rattan Church, Pruetts in Antlers, Sonic in Antlers, Corner of 2nd and 1st-Dentist Office, DHS, Subway, Valero, Little Peoples Park, Football Stadium, Family Dollar in Antlers, Train Station, K-Rays

Recruiting Job Applicants

• Job Highlights

- Throughout the month of June, we created and shared Job Highlights to be posted on social media to try and garner possible applicants. We highlighted the following positions: OECP Early Head Start Family Advocate, Hugo 2 Cook, Haworth Teacher and Teacher Assistant, Rattan 2 Teacher Assistant and the Procurement Clerk.

**JOIN OUR
EARLY HEAD START
TEAM!**

**\$ 2,000
SIGN-ON INCENTIVE!**

Go check out our
Early Head Start
OECP Family Advocate
position!

Questions?
580-326-7581

**APPLY TODAY BY CLICKING
THE LINK IN THE POST**

This position serves
Choctaw, McCurtain & Pushmataha
counties

Full-Time Benefits Include:

- Retirement Plan
- Accrued Sick Leave
- Employee Assistance Program
- Health, Dental & Vision Insurance

Attention: HUGO

DO YOU LOVE TO
COOK HEALTHY
MEALS?

Check out the
Head Start Cook
position for
Hugo 2!

Questions?
580-326-7581

**\$ 1,500
SIGN-ON INCENTIVE!**

DO YOU HAVE A
PASSION FOR
WORKING WITH
CHILDREN?

Check out our
open positions:

- Head Start Teacher
- Head Start Teacher
Assistant

Questions?
580-326-7581

**SIGN-ON INCENTIVES
starting at \$1,500**

Full-Time Benefits Include:

- Retirement Plan
- Accrued Sick Leave
- Employee Assistance Program
- Health, Dental & Vision Insurance

**APPLY TODAY BY CLICKING
THE LINK IN THE POST**

Attention: Rattan

Do you have a
passion for working
with children?

Check out our
Teacher Assistant
position at Rattan 2
Head Start!

**APPLY TODAY BY
CLICKING THE LINK
IN THE POST**

Questions?
580-326-7581

**COME JOIN OUR
HEAD START
TEAM!**

Full-Time Benefits Include:

- Retirement Plan
- Accrued Sick Leave
- Employee Assistance Program
- Health, Dental & Vision Insurance

**ATTENTION:
HUGO**

Check out the
available position!

Procurement Clerk
for Head Start/Early Head Start and
Early Head Start Child-Care program!

**Come join our
team!**

Questions?
580-326-7581

**Submit your
application, today**

Full-Time Benefits Include:

- Retirement Plan
- Accrued Sick Leave
- Employee Assistance Program
- Health, Dental & Vision Insurance

**CLICK THE LINK FOR AN
ONLINE APPLICATION**



Office of Head Start

Explore content posted to the [Early Childhood Learning and Knowledge Center \(ECLKC\)](#) throughout the month of June. These email announcements and resources are helpful for Head Start and Early Head Start programs and other early childhood staff. Find information and tools related to your work with the children and families you support daily. Select the links below to get started. Use the "Español" toggle on each ECLKC page to see its Spanish translation.

News from OHS

COVID-19

- [Removal of the COVID-19 Vaccine and Testing Requirements for Head Start Programs](#) (email)
 - Available in [Spanish \(español\)](#)

Other News

- [American Indian and Alaska Native Head Start Eligibility](#) (video)
- [How to Use the Español Button](#) (video)
 - Available in [Spanish \(español\)](#)
- [National Head Start Fellowship Program FAQs](#)
- [NRCEC 2024 – Save the Date!](#) (email)
- [Thank You for Participating in the Family Services Research Study](#) (email)

Training and Technical Assistance Resources

Early Childhood Development, Teaching, and Learning

- [Partnering with IDEA Providers to Support Inclusion: Part 2](#) (video)
- Problem-solving and Relationship Skills (videos)
 - [Infants and Toddlers](#)
 - [Preschool](#)

Health, Behavioral Health, and Safety

- [CACFP Meal Services in Head Start Programs](#) (videos)
 - [CACFP Meal Patterns](#)
 - [How CACFP Reimbursements Are Calculated](#)
 - [Meal Pattern Accommodations in CACFP](#)
 - [Positive Food and Eating Environments](#)
- [Creating an Effective Health Services Advisory Committee](#) (video)
- [Mindfulness Practices with Children](#) (podcast)
 - [Body Scan with Big Bird](#)
 - [Bubble Breathing with Abby](#)
 - [Notice with Cookie Monster](#)
 - [Self-love with Grover](#)
 - [Whole Body Listening with Elmo](#)

- [Nutrition Building Blocks Learning Course](#) (email)
- [Using Teledentistry to Provide Care for Children](#)

Parent, Family, and Community Engagement

- [Enrolling Children and Families Experiencing Homelessness: Outreach and Recruitment](#) (email)

Professional Development

- [How to Partner with iPD](#)

Program Management and Fiscal Operations

- [Analyzing Turnover and Retention](#)
- [Eligibility Reference Sheet](#)
- [How Responsive Strategies Support Full Enrollment](#) (video)

Newsletters

- [Disabilities Services Newsletter Issue No. 68 – Involving Fathers of Children with Disabilities](#)
- [Resources to Make You Smile! Issue No. 28 – Soothing Baby’s Teething Pain](#)
 - Available in [Spanish \(español\)](#)
- [Sesame Street in Communities Issue No. 21 – Supporting the Emotional Well-being of Children and Families](#)
- [Small Bites Issue No. 9 – Helping Families Adjust to the End of Pandemic Food Benefits](#)
 - Available in [Spanish \(español\)](#)

[Subscribe now](#) to get all your favorite newsletters direct to your inbox.

Head Start Careers

- [Area Manager](#) *Hendersonville, NC*
- [Director of Finance](#) *Bloomington, OH*
- [Education Site Manager](#) *Lynnwood, WA*

Find more **[Head Start program employment opportunities](#)** in the ECLKC Job Center.

Upcoming Events for July

- Friday, July 7: [The Preparation of the CDA® Professional Portfolio: A Gratifying and Creative Experience](#)
- Monday, July 10: [MyPeers Orientation](#)
- Wednesday, July 12: [Whistleblower Protection Overview](#)
- Thursday, July 13: [Personal Stories: A Strengths-based Approach Perspective \[in Spanish\]](#)
- Thursday, July 20
 - [Connecting Nutrition with Food, Fitness, and Crafts](#)
 - [Fostering Inclusive Play for All Infants and Toddlers](#)
- Monday, July 24
 - [Infant and Early Childhood Mental Health Consultation National Office Hours](#)
 - [MyPeers Orientation](#)
- Wednesday, July 26: [Talking About Marijuana with Families and Staff](#)

Visit the ECLKC for a full list of **[upcoming events](#)**.

Stay connected! Follow the Office of Head Start on [Twitter](#) and [Facebook](#). Visit the [Family Room blog](#) to learn more about the activities of the Administration for Children and Families (ACF).

Office of Head Start (OHS) | 330 C Street, SW | 4th Floor Mary E. Switzer Building | Washington, DC 20201
| <https://eclkc.ohs.acf.hhs.gov> | 1-866-763-6481 | [Contact Us](#)

MEALS SERVED TO CHILDREN IN HEAD START & EARLY HEAD START 12 Month Summary Report

Children that eat 2 meals and a snack at Head Start/ Early Head Start receives
1/2 to 2/3 of their daily nutritional needs.

Month	Breakfast	Lunch	Snack	Monthly Total
June-22	506	673	625	1804
July-22	465	462	425	1352
August-22	2317	2291	2314	6922
September-22	3032	3044	4097	10173
October-22	2851	2830	3810	9491
November-22	2375	2554	3141	8070
December-22	1901	1889	2343	6133
January-23	2459	2634	3575	8668
February-23	2191	2220	3084	7495
March-23	2435	2410	3386	8231
April-23	2767	2830	3868	9465
May-23	1937	1936	2385	6258
June-23	568	613	541	1722
YEARLY TOTALS	25804	26386	33594	85,784

May 2023 HEAD START TIME & ATTENDANCE REPORT

As of 5/31/23	ENROLLED			DROPPED									ATTENDANCE
CENTER	Previously Enrolled	Monthly Enrolled	YTD Enrolled	Previously Drop	Monthly Drop	YTD Drop	Currently Enrolled	30 Day Count	Date Dropped	Total Enrollment	AI	Kid Days	Monthly ADA
Antlers 1	11		11	4		4	7	0		7		11	93.5%
Antlers 2	7		7	4		4	3	0		3	1	11	93.9%
Battiest	13		13	1		1	12	0		12	6	11	84.1%
Boswell 1	11		11			0	11	0		11	6	8	90.3%
Boswell 2	12		12	3		3	9	0		9	4	8	85.5%
Broken Bow 1	17		17	2		2	15	0		15		11	90.3%
Broken Bow 3	5		5			0	5	0		5		11	85.5%
Clayton 1	9		9	1		1	8	0		8	3	11	80.7%
Clayton 2	10		10	3		3	7	0		7	3	11	85.7%
Forest Grove 1	15		15	2		2	13	0		13	5	8	68.3%
Forest Grove 2	9		9	1		1	8	0		8	4	8	62.5%
Fort Towson	12		12	2		2	10	0		10	4	8	62.5%
Haworth	18		18	1		1	17	0		17	6	8	76.5%
Horace Mann 1	8		8	1		1	7	0		7		11	81.8%
Horace Mann 2	16		16	5		5	11	0		11		11	91.7%
Horace Mann 3	11		11	2		2	9	0		9	1	11	75.8%
Hugo 2	16		16	7		7	9	0		9	1	11	80.8%
Hugo 4	10		10	2		2	8	0		8	2	11	83.0%
Idabel 1	13		13	4		4	9	0		9		13	77.8%
Idabel 2	10		10	2		2	8	0		8		13	91.4%
Idabel 3	12		12	2		2	10	0		10		13	82.3%
Rattan 1	13		13	3		3	10	0		10	5	11	90.0%
Rattan 2	5		5	1		1	4	0		4	2	12	95.8%
Rattan 3	5		5			0	5	0		5	2	12	95.0%
Soper 1	16		16			0	16	0		16	7	8	75.8%
Soper 2	18		18	7		7	11	0		11	6	8	82.8%
Valliant 1	6		6			0	6	0		6	2	11	78.8%
Valliant 2	7		7	1		1	6	0		6	2	11	81.8%
TOTALS	315	0	315	61	0	61	254	0		254	72		81.4%

May 2023 Pre-K TIME & ATTENDANCE REPORT

As of 5/31/23	ENROLLED			DROPPED					ATTENDANCE
CENTER	Previously Enrolled	Monthly Enrolled	YTD Enrolled	Previously Drop	Monthly Drop	YTD Drop	Currently Enrolled	Kid Days	Monthly ADA
Antlers 2			0			0	0		
Battiest	4		4			0	4	11	90.9%
Boswell 1			0			0	0		
Boswell 2	1		1			0	1	8	50.0%
Broken Bow 3			0			0	0		
Clayton 2			0			0	0		
Forest Grove 1			0			0	0		
Fort Towson			0			0	0		
Horace Mann 2			0			0	0		
Hugo 2			0			0	0		
Hugo 4			0			0	0		
Rattan 2			0			0	0		
Rattan 3			0			0	0		
Soper 2	4		4			0	4	8	78.1%
TOTALS	9	0	9	0	0	0	9		92.2%

May 2023 EHS Time and Attendance												
As of 5/31/23	ENROLLED			DROPPED								ATTENDANCE
CENTER	Previously Enrolled	Monthly Enrolled	YTD Enrolled	Previously Dropped	Monthly Drop	YTD Drop	Currently Enrolled	AI	30 Day Count	Date Dropped	Kid Days	Monthly ADA
Antlers	40	1	41	16	1	17	24	1	1	5/15/2023	21	9.0%
Hugo	18		18	6	3	9	9	1	3	5/22/2023	21	73.5%
Idabel	20		20	8		8	12		0		21	86.1%
TOTALS	78	1	79	30	4	34	45	2	4			80.5%

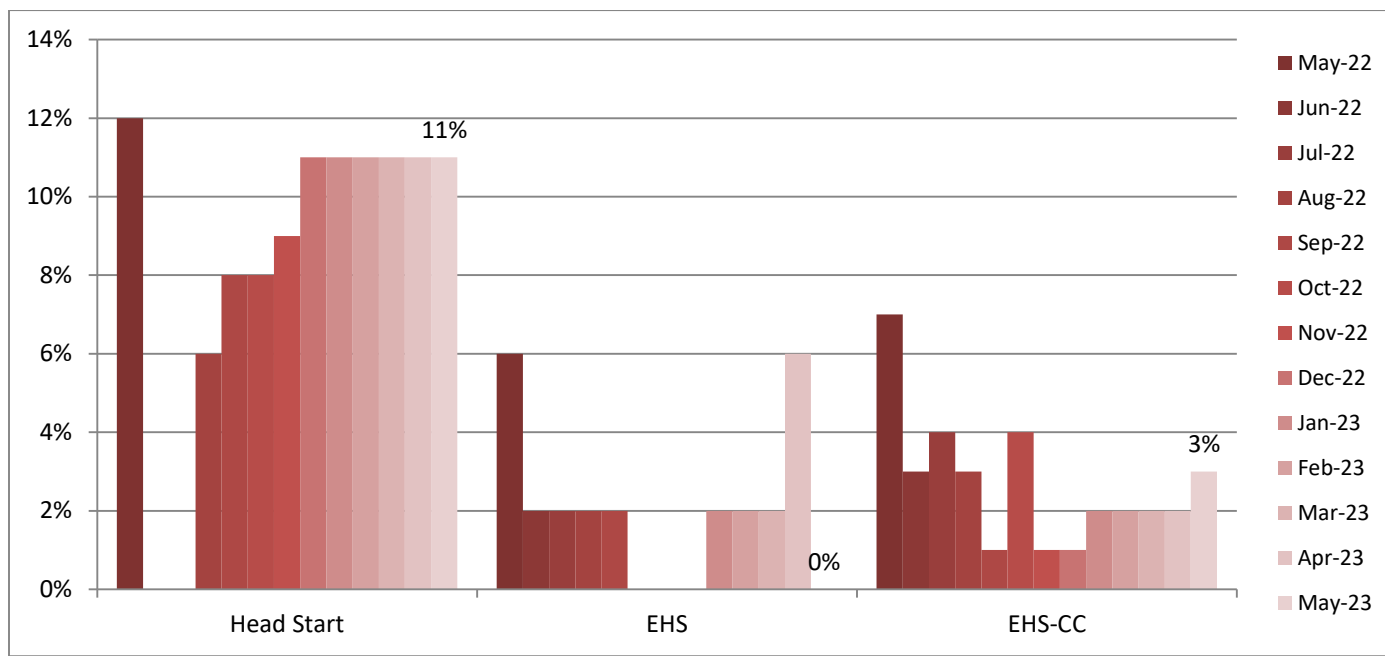
May 2023 EHS-CC Time and Attendance												
As of 5/31/23	ENROLLED			DROPPED								ATTENDANCE
CENTER	Previously Enrolled	Monthly Enrolled	YTD Enrolled	Previously Dropped	Monthly Drop	YTD Drop	Currently Enrolled	AI	30 Day Count	Date Dropped	Kid Days	Monthly ADA
ELC-Antlers	13	1	14	5	1	6	8	1	1	5/15/2023	21	83.0%
ELC-Broken Bow	32	3	35	11	3	14	21		3	5/26/2023	21	83.4%
ELC-Hugo	12	1	13	4	1	5	8		1	5/15/2023	21	75.8%
ELC-Idabel	27	1	28	13		13	15	2	0		21	85.7%
Cabbage Patch	28	1	29	9		9	20	5	0		22	93.3%
The LearningTree	57	2	59	22	2	24	35	2	2	5/17/2023	22	88.9%
TOTALS	169	9	178	64	7	71	107	10	7			86.8%

Data Analysis Report Summary

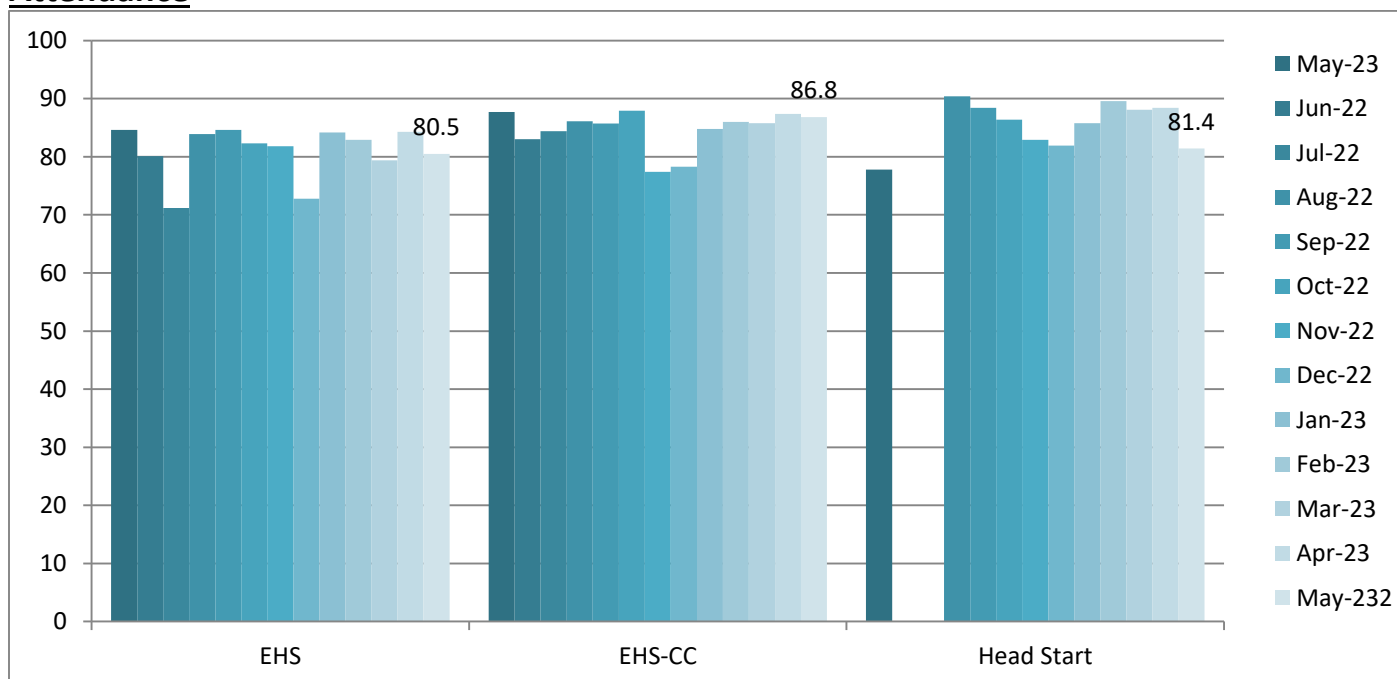
May 2023

Disabilities

IEP/IFSP –

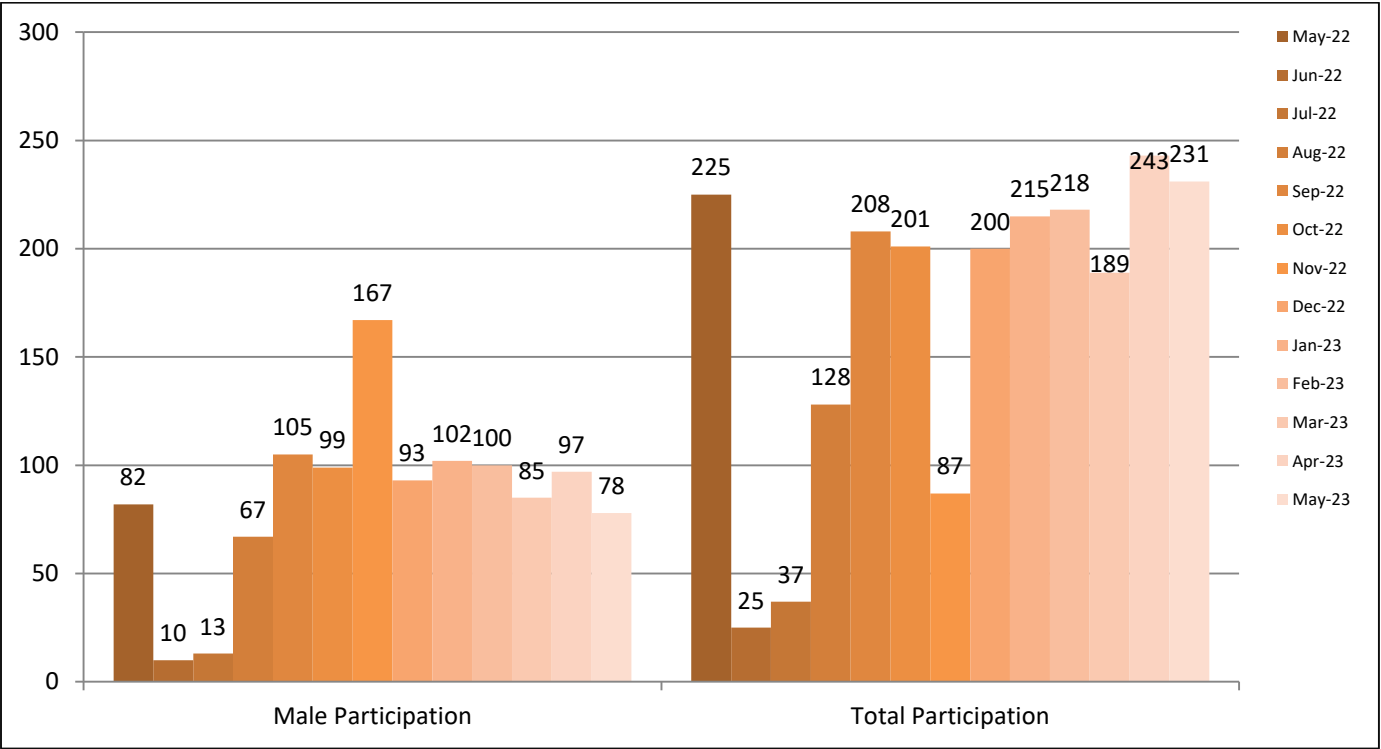


Attendance

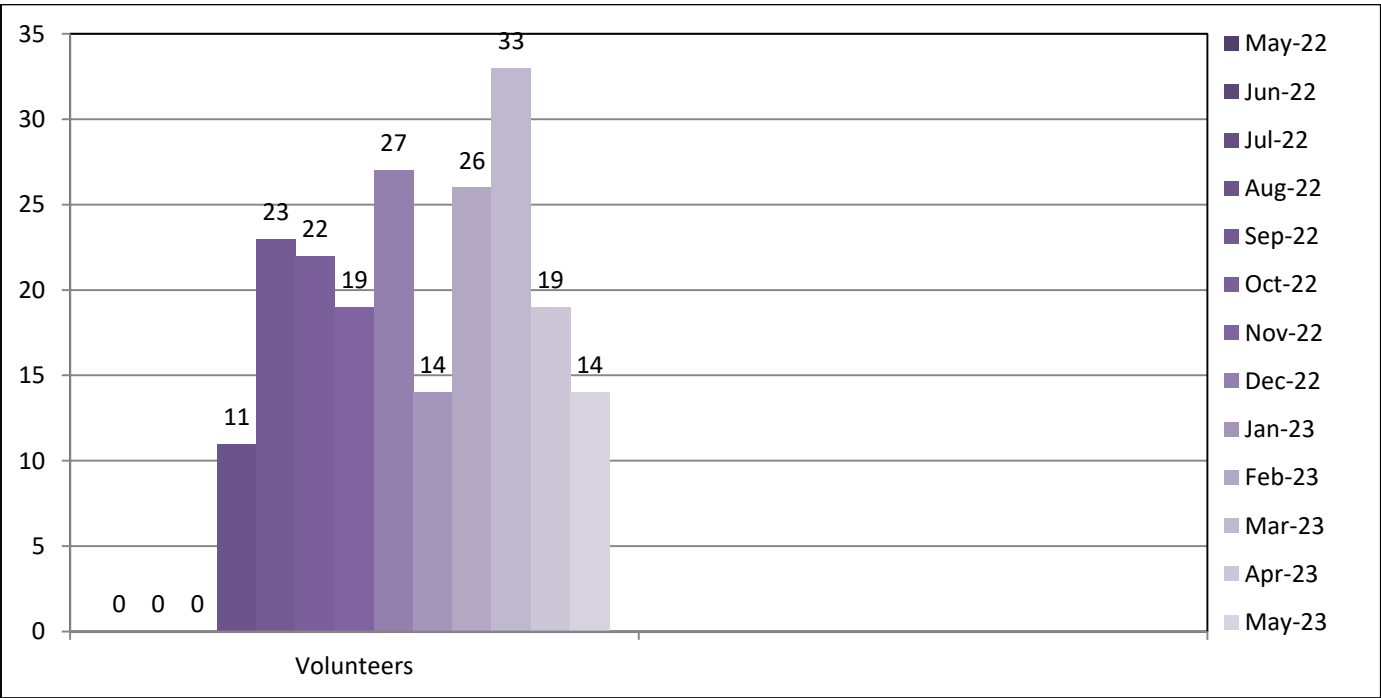


Family & Community Engagement

Dad's Day



Parents Ready to Read





HAND TO HAND, INC.
(580) 286-6383

FOOD PANTRY ADDRESS:
107 SOUTH MAIN
HAWORTH, OK 74740

MAILING ADDRESS:
P.O. BOX 24
HAWORTH OK 74740

June 2, 2023

Karla Luginbill, RSVP Director
Americorps Seniors RSVP Director
LIFT Community Action Agency, Inc.
603 S.W. "B" Street
Antlers, OK 74523

Re: June 2023 Claim – Hand to Hand, Inc. Food Pantry

Dear Ms. Luginbill:

Enclosed is our June 2023 claim. Our monthly food order arrived today from the Food Bank of Eastern Oklahoma, along with their invoice. So, I decided to go ahead and submit our June claim, as we don't anticipate making any other food purchases this month. We are so incredibly grateful to you and to the LIFT Community Action Agency, Inc. for choosing the Hand to Hand, Inc. Food Pantry as a recipient of this grant. The funds from the grant were used to re-stock both our non-perishable food items, along with some much needed frozen hamburger meat.

During the month of May 2023, we served a total of 333 families consisting of 664 individuals. We were down a bit for the month of May, 2023 because the Mobile Food Pantry Truck did not arrive in May, and we usually serve an additional 100+ families from the Mobile Food Pantry.

Enclosed are:

- June 2023 Claim
- May 2023 Monthly Report to the Hand to Hand, Inc. Board of Directors showing # of people served by program; retail store food donations; food purchased; other food donations; and sub-distributions of fresh produce to local Senior Citizen's Centers.
- 2023 accumulative reports showing demographics of the people we served, along with a 2023 accumulative report showing the towns and communities we have served so for this year.

Again, thank you all so very much for your support. We really appreciate the support and encouragement of you and LIFT RSVP.

A handwritten signature in black ink that reads "Robbie Farley".

Robbie Farley, Secretary/Treasurer
Hand to Hand, Inc.



Join us for BINGO!

PUSH CO FAIR BUILDING

SATURDAY, AUGUST 5

DOORS OPEN AT 5:30 P.M. - CONCESSION AVAILABLE

The Retired and Senior Volunteer Program (RSVP) invites you to a night of Bingo fun. All proceeds will go to the RSVP program.

Tickets can be purchased from Karla Luginbill or pay at the door!

20 games will be played. \$20 gets an 18 pack of game cards with 3 games per sheet. Blackout game cards available for the other 2 games at \$5 each. Cash prizes!

Concession stand available. Silent auction will also be held.



AmeriCorps
Seniors